



## Town Planning

Civic Centre, Stockwell Close, Bromley BR1 3UH

Telephone: 020 8464 3333

Direct Line: 020 8313 4956 Internet: [www.bromley.gov.uk](http://www.bromley.gov.uk)

Email: [planning@bromley.gov.uk](mailto:planning@bromley.gov.uk) DX5727 Bromley

DC/23/04335/FULL6

Julian Hooley  
The Birches  
Wood Road  
WESTERHAM  
TN163RN  
United Kingdom

13th November 2023

Dear Sir / Madam,

**Reference No :** DC/23/04335/FULL6

**Proposal :** Proposed loft conversion with front and rear dormers

**Location :** The Birches Wood Road Biggin Hill TN16 3RN

Thank you for your application and fee of £206 which was received on 13th November 2023.

If, by 8th January 2024: you have not been given a decision in writing and:

- you are not told after receiving this letter that your application is invalid (including no fee payment) or
  - you have not agreed in writing to extend the period in which the decision may be given,
- then you can appeal to the Secretary of State for Communities and Local Government under sections 78 or 195 of the Town and Country Planning Act 1990. You should appeal within 12 weeks of 8th January 2024 or, if the development in your application is the same or substantially the same as development that is currently the subject of an enforcement notice, within 28 days of 8th January 2024, and you must use a form which you can get from the Planning Inspectorate at 2 The Square, Temple Quay , Bristol BS1 6PN or at <https://www.gov.uk/planning-inspectorate>. This does not apply if your application has already been referred to the Secretary of State for Communities and Local Government.

As a result of an increased number of application submissions and previous delays at validation stage Planning Officers are currently dealing with a significantly higher volume of applications. This may mean that your application takes longer than the normal 8 week period to be decided.

Planning Officers are also receiving a significant volume of correspondence and contact requesting progress updates on applications. To ensure that your case officer is able to focus their attention on the assessment of your application, please check the website for updates on progress rather than contacting the case officer directly to request this. In the event that further information is needed to allow your application to be considered, the case officer will contact you or your agent directly to request this.

To assist in the determination of your application, please provide a current set of date stamped photographs as soon as you are able to. If we do not have adequate information to be able to assess the impacts of your development proposal it may not be possible to determine the application within the statutory timeframe. Thank you for your patience and understanding at this time.

Please be aware the revised local information requirements have now been adopted and can be viewed here - Validation guidance and local information requirements for planning applications | London Borough of Bromley

If an enforcement notice is served relating to the same or substantially the same development as in your application, then the time limit to appeal will expire 28 days after the enforcement notice is served – except that you will have a minimum of 28 days to appeal after the right of appeal begins and the time limit will expire no later than it would if there were no enforcement notice.

Please note that the Council may have amended the description of the proposal to make it easier to understand and ensure it accurately reflects the plans, if you have any queries regarding this please email [planning@bromley.gov.uk](mailto:planning@bromley.gov.uk)

Once your application is valid and registered it is not possible to keep applicants informed of the progress with an application and we are unable to negotiate or meet to discuss the application generally. We will contact you if we require anything specific to enable determination of the application and you are able to track the progress of your application and find details of the Case Officer on our website at <https://searchapplications.bromley.gov.uk/online-applications/>

Please note that your application may be liable for the Mayor of London's Community Infrastructure Levy (CIL) and more information regarding this is available on our website at [www.bromley.gov.uk/CIL](http://www.bromley.gov.uk/CIL)

The London Borough of Bromley Community Infrastructure Levy (CIL) proposals were approved for adoption by the Council on 19 April 2021, with a date of effect on all relevant planning permissions determined on and after 15 June 2021. Copies of the report and the meeting minutes can be found at <https://cils.bromley.gov.uk/ieListDocuments.aspx?CId=115&MId=6923>  
Further details on the London Borough of Bromley CIL can be found at:  
[https://www.bromley.gov.uk/info/1004/planning\\_policy/1179/bromleys\\_community\\_infrastructure\\_levy](https://www.bromley.gov.uk/info/1004/planning_policy/1179/bromleys_community_infrastructure_levy)

Yours faithfully

Planning Support Team

Please read the notes below relating to how we deal with planning applications carefully:

Information about the determination of planning applications

Please note that due to the volume of correspondence we receive, the Council is unable to inform any parties of planning meeting or decision dates, however you can view dates and track applications by registering on our website [www.bromley.gov.uk/planningaccess](http://www.bromley.gov.uk/planningaccess), or you can call or email us to check if a meeting date has been scheduled.

There are two main methods of determination for planning applications. These are under the Assistant Director's delegated authority, or at a planning committee. We aim to meet the government target of determining 90% of applications under delegated powers and most cases will be decided this way. The planning committee is a public meeting and agendas are available up to five working days prior to the meeting on our website at [www.bromley.gov.uk/meetings](http://www.bromley.gov.uk/meetings). There are no agendas available for decisions made under delegated powers, and the public are not able to be present when such decisions are made, however a summary report is made public after a decision is made and can be viewed on our website.

If you wish to contact your local Ward Councillors; their details are available on our website [www.bromley.gov.uk/councillors](http://www.bromley.gov.uk/councillors), or by calling us. If the application is likely to be decided under delegated powers, a Councillor can request that it be considered by the planning committee, so that the councillor, you, or someone on your behalf, can speak at the meeting. If an application is to be considered by a committee and you wish to speak at the meeting in support of the proposal you will need to register no later than 10am the day before the meeting by telephoning 020 8313 4316.

Please note that as we operate a chargeable pre-application advice service, in order to ensure that the advice service is properly administered and to be fair to those who use the service, it will not be possible to negotiate or provide advice on the merits of proposals the subject of a planning application other than via the pre-application service. The Council is not normally able to accept revised plans on current applications except by specific agreement. More information is available at [www.bromley.gov.uk/planningpreapplication](http://www.bromley.gov.uk/planningpreapplication).

Issues which can be considered in the determination of an application

Material planning considerations include such issues as: relevant planning policies; siting, design and external appearance of the development; impact on lighting, privacy or outlook; and impact on highway

safety.

The following types of concerns are not generally planning considerations and cannot be taken into account: loss of property value or commercial competition; loss of a view; disturbances during building work; land ownership disputes and private deeds or covenants; building regulations matters; the fact that development has already started; and matters covered by other legislation including licensing or gambling.

If you do have any queries regarding the timescale or method for determination of your application, please contact [planning@bromley.gov.uk](mailto:planning@bromley.gov.uk) or telephone 020 8313 4956.

**\*\*You can now pay for planning applications and pre-application advice online\*\***

Pay planning application fees: [www.bromley.gov.uk/PlanningApplicationPayment](http://www.bromley.gov.uk/PlanningApplicationPayment)

Pay for planning pre-application: [www.bromley.gov.uk/PrePlanningPayment](http://www.bromley.gov.uk/PrePlanningPayment)