

Local Planning Authority details:**Development Control**

Royal Borough of Kingston upon Thames
 Guildhall 2
 Kingston upon Thames
 KT1 1EU

www.kingston.gov.uk/planning



Householder Application for Planning Permission for works or extension to a dwelling; Listed Building Consent for alterations, extension or demolition of a listed building

Town and Country Planning Act 1990 (as amended); Planning (Listed Buildings and Conservation Areas Act) 1990 (as amended)

Publication of applications on planning authority websites

Please note that the information provided on this application form and in supporting documents may be published on the Authority's website. If you require any further clarification, please contact the Authority's planning department.

Site Location

Disclaimer: We can only make recommendations based on the answers given in the questions.

If you cannot provide a postcode, the description of site location must be completed. Please provide the most accurate site description you can, to help locate the site - for example "field to the North of the Post Office".

Number	<input type="text" value="3"/>
Suffix	<input type="text"/>
Property Name	<input type="text"/>
Address Line 1	<input type="text" value="South Terrace"/>
Address Line 2	<input type="text"/>
Address Line 3	<input type="text" value="Kingston Upon Thames"/>
Town/city	<input type="text" value="Surbiton"/>
Postcode	<input type="text" value="KT6 6HT"/>

Description of site location must be completed if postcode is not known:

Easting (x)	Northing (y)
<input type="text" value="518414"/>	<input type="text" value="167457"/>

Description

Applicant Details

Name/Company

Title

First name

Surname

Company Name

Address

Address line 1

Address line 2

Address line 3

Town/City

County

Country

Postcode

Are you an agent acting on behalf of the applicant?

Yes

No

Contact Details

Primary number

Secondary number

Fax number

Email address

Agent Details

Name/Company

Title

First name

Surname

Company Name

Address

Address line 1

Address line 2

Address line 3

Town/City

County

Country

Postcode

SM1 4FS

Contact Details

Primary number

***** REDACTED *****

Secondary number

Fax number

Email address

***** REDACTED *****

Description of Proposed Works

Please describe the proposed works

Refurbishment of existing Grade II listed property which was previously split/partitioned up to separate into separate flats/rooms and then turn it into a family home for the new owners. Removing of out of character items and replacing with original/Georgian style such as new timber sash windows with brassware and ornate beading to match existing, replicating original cornice throughout at ground floor after taking a moulding, keeping/refurbing of grand staircase, stone steps, keeping/refurbing of timber paneling/shutters, keeping/refurbing of marble fireplaces, keeping/refurbing./exposing of hardwood floors, replicating existing architrave and skirting by using the original mouldings. Removal of defective render and re-rendering to suit and painting off-white to match original. The existing double front door to remain as hardwood, refurbished and painted black. A number of internal wall removals.

Has the work already been started without consent?

- Yes
 No

If Yes, please state when the development or work was started (date must be pre-application submission)

07/09/2023

Has the work already been completed without consent?

- Yes
 No

Site information

Please note: This question is specific to applications within the Greater London area.

The Mayor can request relevant information about spatial planning in Greater London under [Section 346 of the Greater London Authority Act 1999](#).

[View more information on the collection of this additional data and assistance with providing an accurate response.](#)

Title number(s)

Please add the title number(s) for the existing building(s) on the site. If the site has no title numbers, please enter "Unregistered".

Title Number:

TGL155872

Energy Performance Certificate

Do any of the buildings on the application site have an Energy Performance Certificate (EPC)?

Yes

No

Further information about the Proposed Development

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What is the Gross Internal Area to be added to the development?

0.00

square metres

Number of additional bedrooms proposed

0

Number of additional bathrooms proposed

2

Development Dates

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When are the building works expected to commence?

01/2024



When are the building works expected to be complete?

06/2024



Listed Building Grading

What is the grading of the listed building (as stated in the list of Buildings of Special Architectural or Historical Interest)?

- Don't know
 Grade I
 Grade II*
 Grade II

Is it an ecclesiastical building?

- Don't know
 Yes
 No

Immunity from Listing

Has a Certificate of Immunity from Listing been sought in respect of this building?

- Yes
 No

Demolition of Listed Building

Does the proposal include the partial or total demolition of a listed building?

- Yes
 No

If Yes, which of the following does the proposal involve?

a) Total demolition of the listed building

- Yes
 No

b) Demolition of a building within the curtilage of the listed building

- Yes
 No

c) Demolition of a part of the listed building

- Yes
 No

If the answer to c) is Yes

What is the total volume of the listed building?

865.36	Cubic metres
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What is the volume of the part to be demolished?

10.41	Cubic metres
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What was the date (approximately) of the erection of the part to be removed?

Month

July

Year

1847

(Date must be pre-application submission)

Please provide a brief description of the building or part of the building you are proposing to demolish

Only the areas of the existing 'original' property constructed in 1847 have been used in the volume calculation. We are not including the previous lightweight timber softwood partitions carried out by a previous owner when the property was separated/divided into separate flats/rooms. Please refer to drawings 2310-18-A-06 & 2310-18-A-07 for these locations of the demolished original walls. The demolition at second floor consist of a new doorway opening into an en-suite bedroom. The demolition at first floor consists of a new doorway opening into an en-suite bedroom, a new doorway into a walk-wardrobe, a new doorway into the office and removal of an existing staircase wall to open up the space. The demolition at ground floor consists of removal of solid brickwork wall to open up a kitchen/diner/lounge area, the removal of an understairs area previously used as an access staircase down when the basement was part of this property and a new doorway into the library.

Why is it necessary to demolish or extend (as applicable) all or part of the building(s) and or structure(s)?

To turn the property into a better suited habitable space for a family living in modern times. We have tried to maintain the existing fabric and structure wherever possible.

Listed Building Alterations

Do the proposed works include alterations to a listed building?

Yes

No

If Yes, do the proposed works include

a) works to the interior of the building?

Yes

No

b) works to the exterior of the building?

Yes

No

c) works to any structure or object fixed to the property (or buildings within its curtilage) internally or externally?

Yes

No

d) stripping out of any internal wall, ceiling or floor finishes (e.g. plaster, floorboards)?

Yes

No

If the answer to any of these questions is Yes, please provide plans, drawings and photographs sufficient to identify the location, extent and character of the items to be removed. Also include the proposal for their replacement, including any new means of structural support, and state references for the plan(s)/drawing(s).

Please refer to drawings 2310-18-A-06 to 09 and the Design & Access Statement (2310-18-A-DAS) where the existing condition of the finishes is noted and the plans to restore wherever possible to match existing.

Materials

Does the proposed development require any materials to be used?

Yes

No

Please provide a description of existing and proposed materials and finishes to be used (including type, colour and name for each material) demolition excluded

Type:

External walls

Existing materials and finishes:

London stock brickwork. Stone banding painted cream. Rendered panels/areas painted cream.

Proposed materials and finishes:

London stock brickwork, cleaned & re-mortared where required Stone banding, refurbished where required and painted off-white. Rendered panels/areas removed back to brick (due to poor condition) then re-rendered and painted off-white.

Type:

Roof covering

Existing materials and finishes:

Slate (pitched). Felt/blackjack (flat).

Proposed materials and finishes:

Slate (pitched). Felt/blackjack (flat).

Type:

Chimney

Existing materials and finishes:

London stock brickwork.

Proposed materials and finishes:

London stock brickwork.

Type:

Windows

Existing materials and finishes:

Single pane white uPVC casement windows. Single pane white metal casement windows. Single pane white timber sash windows.

Proposed materials and finishes:

Double-glazed white timber sash windows with beading/architraves to match original/existing.

Type:

External doors

Existing materials and finishes:

Front - Original double door painted green with modern furniture. Rear - Modern French doors and furniture.

Proposed materials and finishes:

Front - Original double door refurbished & painted black with traditional furniture. Rear - Double-glazed timber bi-fold in white with traditional furniture.

Type:

Ceilings

Existing materials and finishes:

Lath & plaster with parts of original cornice (ground floor only). Bad condition & had been painted over several times. Lath & plaster and plasterboard/Artex mix at first & second floor. No Cornice throughout.

Proposed materials and finishes:

A mould of the existing original cornice was taken. Plasterboard/skin finish with replicated cornice throughout at ground floor level only to match existing. Upper floors will be plasterboard with skim finish.

Type:

Internal walls

Existing materials and finishes:

Brickwork with plaster. Hardwood studs with mix of lath & plaster/plasterboard & skim finish. Softwood studs with plasterboard & skim finish.

Proposed materials and finishes:

Brickwork with plaster. Hardwood studs with plywood strengthening, plasterboard & skim finish. New softwood studs with plasterboard & skim finish.

Type:

Floors

Existing materials and finishes:

Original hardwood boards covered with carpets, lino and laminate flooring.

Proposed materials and finishes:

Original hardwood boards exposed. Carpets.

Type:

Internal doors

Existing materials and finishes:

Mixture of original doors which were clad/pinned with chipboard over and modern furniture. Modern doors, some with glazing.

Proposed materials and finishes:

Original doors refurbished with traditional furniture. New doors to match existing/original with traditional furniture. Sliding/pocket doors. Sliding glazed door to lounge/kitchen.

Type:

Rainwater goods

Existing materials and finishes:

Cream painted downpipe to front elevation. Black downpipes/hoppers to rear elevation.

Proposed materials and finishes:

Black downpipes to front elevation to match original. Black downpipes/hoppers to rear elevation.

Type:

Boundary treatments (e.g. fences, walls)

Existing materials and finishes:

London stock brickwork. Iron balustrades/handrail. Close boarded timber fences.

Proposed materials and finishes:

London stock brickwork. Iron balustrades/handrail. Close boarded timber fences.

Type:

Vehicle access and hard standing

Existing materials and finishes:

No existing vehicle access. Black jack/bitumen finish to front step access to ground floor.

Proposed materials and finishes:

No proposed vehicle access. Stone steps to front access to ground floor.

Type:

Lighting

Existing materials and finishes:

Spot lights. Single hung lights.

Proposed materials and finishes:

Spot lights. Single hung lights.

Type:

Other

Other (please specify):

Timber panelling/window shutters

Existing materials and finishes:

Original timber panelling and shutters to window & door reveal to ground floor rear windows/doors.

Proposed materials and finishes:

Original timber panelling and shutters refurbished to window & door reveal to ground floor rear windows/doors.

Type:

Other

Other (please specify):

Steel access bridge/walkway

Existing materials and finishes:

Galvanised steel access bridge/walkway from ground floor door exit to garden due to access for No.3A below.

Proposed materials and finishes:

Galvanised steel access bridge/walkway from ground floor door exit to garden due to access for No.3A below.

Are you supplying additional information on submitted plans, drawings or a design and access statement?

Yes

No

If Yes, please state references for the plans, drawings and/or design and access statement

Please refer to drawings 2310-18-A-06 to 09 and the Design & Access Statement (2310-18-A-DAS).

Pedestrian and Vehicle Access, Roads and Rights of Way

Is a new or altered vehicle access proposed to or from the public highway?

Yes

No

Is a new or altered pedestrian access proposed to or from the public highway?

Yes

No

Do the proposals require any diversions, extinguishment and/or creation of public rights of way?

Yes

No

Vehicle Parking

Please note: This question contains additional requirements specific to applications within Greater London.

The Mayor can request relevant information about spatial planning in Greater London under [Section 346 of the Greater London Authority Act 1999](#).

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Does the site have any existing vehicle/cycle parking spaces or will the proposed development add/remove any parking spaces?

Yes

No

Trees and Hedges

Are there any trees or hedges on the property or on adjoining properties which are within falling distance of the proposed development?

- Yes
 No

Will any trees or hedges need to be removed or pruned in order to carry out your proposal?

- Yes
 No

Site Visit

Can the site be seen from a public road, public footpath, bridleway or other public land?

- Yes
 No

If the planning authority needs to make an appointment to carry out a site visit, whom should they contact?

- The agent
 The applicant
 Other person

Pre-application Advice

Has assistance or prior advice been sought from the local authority about this application?

- Yes
 No

If Yes, please complete the following information about the advice you were given (this will help the authority to deal with this application more efficiently):

Officer name:

Title

***** REDACTED *****

First Name

***** REDACTED *****

Surname

***** REDACTED *****

Reference

No.3 South Terrace, Surbiton, KT6 6HT

Date (must be pre-application submission)

09/11/2023

Details of the pre-application advice received

Following a site visit from Sherece Gates on 9th Nov 2023, the builder stopped works on site immediately until such time that the planning & listed building consent application has been submitted/approved. There has been a number of emails/phone calls between Barry, Sherece and the builder regarding this; plus we forwarded the current drawing package and a schedule of proposed works and current works to date to Sherece; who discussed this at a meeting with Barry and the Heritage and Conservation lead on 10th Nov 2023. The builder was then formally told in writing that works had to stop until the above has been submitted/approved later on 10th Nov 2023.

Authority Employee/Member

With respect to the Authority, is the applicant and/or agent one of the following:

- (a) a member of staff
- (b) an elected member
- (c) related to a member of staff
- (d) related to an elected member

It is an important principle of decision-making that the process is open and transparent.

For the purposes of this question, "related to" means related, by birth or otherwise, closely enough that a fair-minded and informed observer, having considered the facts, would conclude that there was bias on the part of the decision-maker in the Local Planning Authority.

Do any of the above statements apply?

- Yes
- No

Ownership Certificates and Agricultural Land Declaration

Certificates under Article 14 - Town and Country Planning (Development Management Procedure) (England) Order 2015 & Regulation 6 - Planning (Listed Buildings and Conservation Areas) Regulations 1990

Please answer the following questions to determine which Certificate of Ownership you need to complete: A, B, C or D.

Is the applicant the sole owner of **all** the land to which this application relates; **and** has the applicant been the sole owner for more than 21 days?

- Yes
- No

Can you give appropriate notice to **all** the other owners/agricultural tenants? (Select 'Yes' if there are no other owners/agricultural tenants)

- Yes
- No

Certificate Of Ownership - Certificate B

I certify/ The applicant certifies that:

- I have/The applicant has given the requisite notice to everyone else (as listed below) who, on the day 21 days before the date of this application, was the owner* and/or agricultural tenant** of any part of the land or building to which this application relates; or
- The applicant is the sole owner of all the land or buildings to which this application relates and there are no other owners* and/or agricultural tenants**.

* 'owner' is a person with a freehold interest or leasehold interest with at least 7 years to run.

** 'agricultural tenant' has the meaning given in section 65(8) of the Town and Country Planning Act 1990.

Name of Owner/Agricultural Tenant:

***** REDACTED *****

House name:

Number:

3

Suffix:

Address line 1:

South Terrace

Address Line 2:

Town/City:

Surbiton

Postcode:

KT6 6HT

Date notice served (DD/MM/YYYY):

12/11/2023

Person Role

The Applicant

The Agent

Title

Mr

First Name

Alasdair

Surname

Turnbull

Declaration Date

12/11/2023

Declaration made

Declaration

I/We hereby apply for Householder planning & listed building consent as described in the questions answered, details provided, and the accompanying plans/drawings and additional information.

I/We confirm that, to the best of my/our knowledge, any facts stated are true and accurate and any opinions given are the genuine opinions of the person(s) giving them.

I/We also accept that, in accordance with the Planning Portal's terms and conditions:

- Once submitted, this information will be made available to the Local Planning Authority and, once validated by them, be published as part of a public register and on the authority's website;
- Our system will automatically generate and send you emails in regard to the submission of this application.

I / We agree to the outlined declaration

Signed

Alex Shier

Date

15/11/2023