

THREE RIVERS DISTRICT COUNCIL

PRE-APPLICATION ADVICE NOTE

Mr Sachan Maruthan
C/O Mr Kevin Padilla
Juttla Architects
Unit 2- 4 High Street
Ruislip
HA4 7AR

My Ref : 23/1993/PREAPP
Your Ref :
Date : 3 January 2024
Contact : Claire Wilson
Department: Development Management

Dear Mr Padilla,

Application: Pre-application: Substantial demolition of existing dwelling and construction of part single, part two storey front and rear extension, first floor side extension; provision of rear juliet balcony, relocation of entrance door, internal alterations and alterations to fenestration; external materials including brick work.
Address: 4 North Approach, Moor Park, Northwood
Reference: 23/1993/PREAPP

I refer to your request for pre-application advice dated and received in this office with appropriate details and fee on 28 November 2023.

Date of site visit: 14.12.2023
Plans submitted: P02, P103 A, P201, P301 C, P401 C, P402 C
Meeting requested: Yes
Meeting offered: The applicant is advised to have regard to the content of this report. If a meeting would still be considered beneficial, please contact me directly to arrange a mutually convenient time.

Relevant Planning History

W/182/54: House and garage

8/377/89: Extension to garage, study, living room, bedroom, bathroom, dressing room. Permission not implemented.

21/1386/FUL: First floor side/rear extension, conversion of garage to habitable accommodation, single storey front and side/rear extensions, removal of chimneys, alterations to fenestration and extension to hardstanding. Application withdrawn.

Site Description

The pre-application site consists of a two- storey detached dwelling located on the western side of North Approach, within the Moor Park Conservation Area and is located at an elevated position in relation to the adjacent highway. The streetscene and the wider Conservation Area consists of detached dwelling of varied architectural style located on large plots with generous spacing between dwellings.

The host dwelling has a white painted brick external finish with pitched roof form and gable ends to the flank elevations. There is an existing chimney located to one side on the front elevation, with the

fenestration detail also being located to one side of the dwelling. To the front, is an existing pitched roof canopy, which extends across part of the front elevation and over an existing single storey garage which is located adjacent to the boundary with no.2.

It is noted that the neighbouring dwelling, no.2 sits at a lower land level relative to the host dwelling and sits further forward in its plot. In addition, its rear elevation is slightly angled towards the host dwelling. The other adjacent neighbour, no.6 appears to be located at a similar level to the host dwelling.

To the rear, the dwelling has a stepped building line with an existing two storey rear gabled projection which appears to be original to the dwelling. The rear garden slopes up toward the rear boundary of the site.

There is an existing protected tree located within the front boundary of the site known as T1 Douglas Fir.

Proposal

The applicant is seeking pre-application advice in respect of the substantial demolition of the existing dwelling and construction of part single, part two storey front and rear extension, first floor side extension; provision of rear Juliet balcony, relocation of entrance door, internal alterations and alterations to fenestration; external materials including brick work.

The plans indicate that elements of the front wall and parts of side wall facing no.6 Pembroke Road would be retained. In addition, a small section of ground floor wall would be retained facing no.2 Pembroke Road, However, a large number of external and internal walls would be removed and the existing roof form removed in totality.

The proposed first floor side extension would have a width of approximately 2m and would be set back from the boundary with no.2 by approximately 1.5m. The first floor side extension would extend for the depth of the dwelling. It would then wrap around the rear of the dwelling creating a part two storey/part single storey rear extension. Due to the stepped rear building line as existing, the extension would have a stepped depth. The ground floor extension would have a maximum depth of 6.4m from the recessed building line, with the first floor extension having a maximum depth of 5m and would extend for the width of the dwelling.

The roof form would be removed and a new hipped roof constructed over the extended dwelling. The ridge would be no higher than existing. The single storey rear extension would have a flat roof form with a height of approximately 3m.

To the front, the existing canopy to the front would be infilled to provide a new entrance hall and office. The plans also include the addition of new windows within the front elevation at ground and first floor level.

The plans have been annotated to indicate the removal of the existing paintwork and the reinstatement of brickwork.

Site Constraints

Moor Park Conservation Area.

Protected tree.

National & Local Planning Policies

Planning applications are required to be determined in accordance with the statutory development plan unless material considerations indicate otherwise (as set out within S38(6) Planning and Compulsory Purchase Act 2004 and S70 of Town and Country Planning Act 1990).

S72 of Planning (Listed Buildings and Conservation Areas) Act 1990 requires LPAs to have special

regard to the desirability of preserving or enhancing the character or appearance of conservation areas.

The Three Rivers Local Development Plan

The Core Strategy was adopted on 17 October 2011 having been through a full public participation process and Examination in Public. Relevant policies include Policies CP1, CP9, CP10 and CP12.

The Development Management Policies Local Development Document (LDD) was adopted on 26 July 2013 after the Inspector concluded that it was sound following Examination in Public which took place in March 2013. Relevant policies include DM1, DM3, DM6, DM13, Appendix 2, and Appendix 5.

Other Material Considerations

In 2023 the NPPF was updated, and can be read alongside the online National Planning Practice Guidance. The NPPF is clear that “existing policies should not be considered out-of-date simply because they were adopted or made prior to the publication of this Framework. Due weight should be given to them, according to their degree of consistency with this Framework. The NPPF includes a presumption in favour of sustainable development. This applies unless any adverse impacts of a development would 'significantly and demonstrably' outweigh the benefits unless there is a clear reason for refusing the development (harm to a protected area).

The Moor Park Conservation Area Appraisal (2006).

The Community Infrastructure Levy (CIL) Charging Schedule (adopted February 2015).

The Localism Act received Royal Assent on 15 November 2011. The growth and Infrastructure Act achieved Royal Assent on 25 April 2013.

The Wildlife and Countryside Act 1981 (as amended), the Conservation of Habitats and Species Regulations 2010, the Natural Environment and Rural Communities Act 2006 and the Habitat Regulations 1994 may also be relevant.

Consultation Responses

Analysis/Issues

Principle of Demolition.

The submitted plans propose substantial demolition of the existing dwelling with a small number of walls indicated to be retained. As such, one must consider whether the principle of demolition would be acceptable given the dwelling is located within a Conservation Area.

Policy DM3 of the Development Management Policies LDD states the following with regard to demolition:

Within Conservation Areas permission for development involving demolition or substantial demolition will only be granted if it can be demonstrated that:

- i) The structure to be demolished makes no material contribution to the special character or appearance of the area; or,*
- ii) It can be demonstrated that the structure is wholly beyond repair or incapable of beneficial use; or*
- iii) It can be demonstrated that the removal of the structure and its subsequent replacement with a new building and/or open space would lead to the enhancement of the Conservation Area.*

The Moor Park Conservation Area was designated largely to preserve and enhance the unique character of the 1920's, 30's, 40's and 50's building stock within the area. The Moor Park Conservation Area Appraisal provides further guidance development within the Conservation Area

and notes the following regarding buildings deemed to make a positive contribution to the Conservation Area:

'These buildings will be examples of relatively unaltered buildings, where their style detailing and building materials are characteristic of the Conservation Area. Occasionally more 'individual' buildings of particular style or materials would also be considered to make a positive contribution'.

With regard to demolition, the Conservation Area Appraisal states that the Council 'will give high priority to retaining buildings which make a positive contribution to the character or appearance of the Conservation Area. As a guide, the Council will seek the retention of buildings on the estate erected up to 1958 when the original estate company was wound up'.

The planning history indicates that the existing dwelling is a pre-1958 dwelling dating from 1954 and appears to be largely intact, and has had no significant extensions or alterations. The main addition relates to provision of a pitched roof form over the existing canopy and garage which originally had a flat roof form. This alteration has not significantly detracted from the appearance of the existing dwelling. The fenestration detail is unusual resulting in an asymmetrical appearance with a feature chimney being located to one side of the front elevation.

Whilst it is acknowledged that the dwelling is not necessarily characteristic of the wider Conservation Area where Arts and Crafts style dwellings are more characteristic, it is still viewed that it makes a positive contribution to the character and appearance of the area. As a pre-1958 dwelling, it is considered that the development provides an understanding of the original layout of the estate. This approach has been supported by Inspector's at appeal. For example, in determining an appeal for full demolition of a pre 1958 dwelling at no. 7 Russell Road (which had been extended), the Inspector made the following comments:

The appeal site is occupied by a detached dwelling built around 1954. The appeal property is two storey brick built with a pitched roof form. As a result, of a number of extensions to the property including an attached garage with accommodation above, the property occupies full plot width. In addition, the front elevation is relatively flat and the simple pitched roof is rather featureless. As such, I consider the appearance of the building itself is generally unremarkable.

I note that previous Inspectors have reached the conclusion that where properties have been found not to be exceptional in terms of their design, materials, and location, there are many other buildings on the estate that could be similarly described. If each unremarkable dwelling, such as the appeal property were allowed to be replaced on this reasoning the character of the Conservation Area would incrementally change.....

Accordingly, although I find that the existing dwelling is neither particularly prominent nor of any architectural merit, for the reasons set out above I find that it does contribute to the character and appearance of the area and local distinctiveness. Accordingly, as the existing dwelling forms part of the original estate development and forms part of the mixture of styles from the original layout, I conclude that the dwelling makes a positive contribution to the character and appearance of the Conservation Area'.

As such, given that the existing dwelling is a largely unaltered example of a pre-1958 dwelling, the Local Planning Authority raises an in-principle objection to the level of demolition proposed. As part of any future planning application, the applicant would be strongly advised to retain more of the original walls and features. At present, an in-principle objection is raised and it is viewed that the proposal is contrary to Policy DM3 of the Development Management Policies LDD and the provisions of the Moor Park Conservation Area Appraisal.

Impact on the character and appearance of the host building, street scene and the Conservation Area

Policy CP1 of the Core Strategy (adopted October 2011) seeks to promote buildings of a high enduring design quality that respect local distinctiveness and Policy CP12 of the Core Strategy (adopted October 2011) relates to design and states that in seeking a high standard of design the Council will expect development proposals to 'have regard to the local context and conserve or enhance the character, amenities and quality of an area'. Development should make efficient use of

land but should also respect the 'distinctiveness of the surrounding area in terms of density, character, layout and spacing, amenity, scale, height, massing and use of materials'; 'have regard to the local context and conserve or enhance the character, amenities and quality of an area' and 'incorporate visually attractive frontages to adjoining streets and public spaces'. Policy DM1 and Appendix 2 of the Development Management Policies LDD relate to residential extensions and advise that development should not be unduly prominent within the streetscene.

The site is located within the Moor Park Conservation Area and therefore Policy DM3 of the Development Management Policies LDD is also relevant. This advises that development will only be permitted where it is of a design and scale that preserves or enhances the character or appearance of the area. The Moor Park Conservation Area Appraisal is also relevant and sets out specific guidance in order to preserve the special character of the area.

As noted, the plans include substantial demolition of the existing dwelling. As already set out, an in-principle objection is raised and it is therefore advised that any future proposal would need to retain more of the original external and internal walls of the dwelling. Notwithstanding this, an assessment has been made of the proposed development as currently indicated.

The plans include a first floor side extension which would extend the dwelling towards the boundary with no.2 North Approach. The Moor Park Conservation Area Appraisal notes the following with regard to building frontage width:

In order to maintain the spacious open character of the estate, avoid over development of plots, and prevent overshadowing and overlooking of nearby properties:

A minimum of 20% of the site frontage at existing building lines must be kept clear of all development along the entire flank elevations, subject to a distance of not less than 1.5m being kept clear between flank walls and plot boundaries.

In this case, the plans indicate a distance of 1.5m would be retained at first floor level which would be in accordance with the guidance set out in the Conservation Area Appraisal. With regard to plot frontage width, the plans indicate that there would be no increase in width at ground floor level and a plot coverage of 77% would be retained. Thus, there is no in principle objection to the provision of a first floor side extension in this regard.

The plans also include two storey and single storey rear extensions to the rear of the dwelling. Appendix 2 of the Development Management Policies LDD advises that extensions should not be disproportionate in scale to the original host dwelling. Generally, the maximum depth considered acceptable for single storey extensions to detached dwellings is approximately 4m. The existing dwelling has a stepped depth, and therefore the single storey rear extension would have a maximum depth of 6.4m from the recessed building line with a maximum depth of 5m being proposed at first floor level. As currently proposed, concerns are therefore raised that the depth of the extensions would be disproportionate. Furthermore, the design of the extensions results in a 'boxy' form and little interest to the rear elevation in comparison to existing- with the original two storey gabled projection being lost. I therefore express significant concerns that the proposed development subsumes the form and character of the original dwelling and thus would be unacceptable. In addition, the Moor Park Conservation Area Appraisal provides guidance on plot coverage and states the following:

Buildings, including all out buildings (garages, car ports etc), should not cover more than 15% of the plot area. The building cover includes any areas at first floor level which over hang the ground floor or any built areas at basement level where these extend beyond the ground floor.

The plans indicate that the proposals would result in a plot coverage of 16.7% which is further indicative that the scale of the extensions should be reduced.

The roof form would be wholly removed, and a new hipped roof form is proposed. Concerns are raised that in conjunction with the 'boxy' form proposed, that the new hipped roof form would fail to enhance the character and appearance of the existing dwelling. The gabled roof form appears to be original to the dwelling and is sympathetic to its architectural style. It is therefore encouraged that the gabled roof form is retained going forward.

To the front elevation, the plans include the infilling of the front canopy adjacent to the garage. Whilst it is acknowledged that the design of the original canopy has been altered due to the addition of a pitched roof form, the general form has been retained. The canopy adds some interest to the front elevation and contributes positively. As such, the loss of the feature would be regrettable, and it is encouraged that this is retained going forward. The plans also indicate alterations to the fenestration detail. At present, the existing fenestration detail sits to one side of the host dwelling resulting in a somewhat asymmetrical appearance of the host dwelling. This is an original part of the design of the dwelling and concerns are therefore raised that the addition of further windows would result in loss of the original detailing of the host dwelling.

The plans have also been annotated to include the removal of paint and the reinstatement of brickwork. Brickwork is acknowledged to be a sympathetic external material and it is unlikely that an objection would be raised to this. However, it is encouraged that full details with digital samples should be submitted with a future application.

In summary, whilst it is acknowledged that there is scope to extend the dwelling, it is suggested that more of the original dwelling is retained. Concern is raised that the 'boxy' form proposed fails to preserve or enhance the character of the dwelling and would detract from the character and appearance of the streetscene. It is suggested that more of the original features such as the canopy and the asymmetrical fenestration detail to the front elevation are retained. At present, the development would be considered contrary to Policy CP12 of the Core Strategy and Policies DM1, DM3 and Appendix 2 of the Development Management Policies LDD.

Officers understand that there are procedures in place, as part of the covenants of the Moor Park Estate, that require all prospective planning applicants to submit a copy of their planning proposals for viewing and assessment by, or on behalf of, the Management Board of Moor Park (1958) Limited. This process is entirely separate from the statutory planning process and Three Rivers District Council has no involvement in this process. However, we would recommend that you contact the Estate Office for Moor Park (1958) Limited with your planning scheme ahead of the submission of any formal planning application.

The estate office can be contacted via planning@moorpark1958.co.uk. As part of any formal planning application, we will consult Moor Park 1958 Ltd.

Impact on the amenities of neighbours

Policy CP12 of the Core Strategy advises that development proposals should 'protect residential amenities by taking into account the need for 'adequate levels and disposition of privacy, prospect, amenity and garden space'. Policy DM1 and Appendix 2 of the Development Management Policies LDD are also relevant. Appendix 2 of the Development Management Policies LDD states that 'oversized, unattractive, and poorly sited development can result in loss of light and outlook for neighbours and detract from the character and appearance of the streetscene'.

The proposed development would extend the first floor of the dwelling towards the boundary with no.2 Pembroke Road. In addition, the plans include a two storey and single storey rear extension. It is noted that no.2 sits further forward on its plot in relation to the host dwelling and is also set at a lower land level. As such, the following guidance is relevant to both the first floor side and two storey rear extension:

Rear extensions should not intrude into a 45 degree splay line drawn across the rear garden from a point on the joint boundary, level with the rear wall of the adjacent property. This principle is dependent on the spacing and relative positions of the dwellings and consideration will also be given to the juxtaposition of properties, land levels and the position of windows and extensions on neighbouring properties.

The submitted plans indicate that the 45 degree splay line has been taken from a first floor rear window at no.2 and thus not in line with the boundary as set out in Appendix 2. Notwithstanding this, the plans still indicate a 45 degree line would be intruded from the first floor window and given that the neighbour is located at a lower land level and with their rear elevation angled towards the host

dwelling, significant concern is raised that the extensions would be visually overbearing and intrusive to this neighbour. It is suggested that to minimise the impact, the first floor side extension should not extend beyond the first floor rear wall of the dwelling. With regard to no.6, the plans also indicate a 45 degree line intrusion from no.6. Again the 45 degree line has not been taken from the boundary which is further indicative of the excessive scale of the extensions. It is therefore suggested that the scale of the two storey rear extension should therefore be reduced. The plans also indicate a Juliet Balcony at first floor level. Given this would be sited centrally, it is not viewed that it would result in increased harm in terms of overlooking relative to the existing situation as a result of first floor windows.

With regard to the single storey rear extension, Appendix 2 of the Development Management Policies LDD suggests that a maximum depth of 4m would generally be acceptable. The plans indicate that this element would have a maximum depth of approximately of 6.4m from the recessed building line, and a minimum depth of 4m adjacent to no.2. Given the relationship with both neighbouring dwellings, it is suggested that some reduction would be appropriate in order to ensure that the extension would not be unduly overbearing.

The plans also indicate that the existing gabled roof form would be removed and a new hipped roof form would be constructed. Given the ridge height would be no higher and the hipped roof form would minimise bulk adjacent to the boundaries, no objections are raised in this regard.

The infill extensions to the front canopy would not have any impact on the residential amenities of neighbouring dwellings. Likewise, the alterations to external materials would result in no impact to neighbours.

The applicant is also proposing alterations to fenestration detail including the provision of new windows in both first floor flank walls. No objections are raised to the windows serving ensuite bathrooms as these can be conditioned to be top vent opening only and obscure glazed. The plans also include a flank window to the bedroom. Given this would be a secondary window, this could also be conditioned in the same way. With regard to the ground floor flank windows, the plans indicate two new flank windows serving a 'formal lounge' facing no.6. Given the ground floor nature of the windows and the distance from the boundary it is not viewed that these would result in significant harm. The windows at ground floor level facing no.2 serve non habitable rooms and again can be conditioned to be obscure glazed and top vent opening only.

Impact on Trees and Landscape

Policy DM6 of the Development Management Policies LDD relates to trees and landscaping. It states that 'development proposals on site which contain existing trees and hedgerows will be expected to retain as many trees and hedgerows as possible, particularly those of local amenity or nature conservation value or hedgerows considered to meet the Hedgerow Regulations 1997.

All trees within the curtilage are also afforded protection due to the Conservation Area Status of the area. It is also noted that there is an existing large Douglas Fir Tree located on the frontage which is individually protected. As such, any future formal planning application must be informed and accompanied by an Arboricultural Impact Assessment (including tree survey, method statement and tree protection plan).

Parking Requirements

Three Rivers District Council are the Parking Authority, and Policy DM13 and Appendix 5 of the DMLDD set out the car parking requirements for the District. It is advised that a dwelling with four or more bedrooms should have three off street car parking spaces. Car parking spaces should be shown on a proposed site layout plan submitted to accompany a formal planning application, with care taken to ensure that the size of any proposed car parking area is the minimum necessary to facilitate parking. Provision must be made for cycle parking facilities and you may wish to also consider the provision of electric car charging points.

Wildlife & Biodiversity

The protection of biodiversity and protected species is a material planning consideration in the

assessment of applications in accordance with Policy CP9 of the Core Strategy (adopted October 2011) and Policy DM6 of the Development Management Policies Local Development Document (adopted July 2013). National Planning Policy requires Local Authorities to ensure that a protected species survey is undertaken for applications that may be affected prior to determination of a planning application.

Please be advised that all planning applications must be submitted in accordance with the Council's validation checklist which includes a requirement for a local biodiversity checklist, contained in Part D of the validation checklist, to be submitted with all planning applications.

If the application involves a development proposal which requires a survey and assessment (i.e. you have answered YES at any point in the final column of the local biodiversity checklist), a Protected Species/Habitat/Geo-diversity Survey and Assessment must also be submitted with the application. Failure to do so will prevent the validation of the application. We consult Herts Ecology on planning applications where there may be ecological impacts, details of their service can be found via <https://www.hertfordshire.gov.uk/services/recycling-waste-and-environment/bio-diversity-wildlife/hertfordshire-ecological-advice-service.aspx>.

Due to the location of the site, I would strongly encourage you to contact Herts Ecology prior to the submission of any formal application to determine whether any surveys are required. If you have undertaken initial survey work and the reports recommend further surveys are required, please ensure those are completed prior to the submission of your formal planning application. This means that if any preliminary report confirms further surveys are required, those must be undertaken at the appropriate time of year and the results submitted to us at the same time that you submit your formal planning application. If further surveys are recommended, and not undertaken, this may lead to your application being refused due to insufficient information, with no negotiation on this point by the case officer or extension to the determination date to allow these to be undertaken.

Policy DM6 also requires development to conserve, enhance and where appropriate restore biodiversity. Mandatory biodiversity net gain as provided for in the Environment Act is to apply in England by amendment of the Town and Country Planning Act (1990) from November 2023 for major schemes and April 2024 for minor schemes.

CIL

A CIL Additional Questions form must be submitted with any future formal planning application. For further details, including of the process to claim exemptions and relief (which must be submitted prior to works taking place on site), please see <http://www.threerivers.gov.uk/eqcl-page/community-infrastructure-levy>.

Other Matters

Renovating your home or building a new home can be the perfect time to incorporate changes to reduce your energy and water use, and enhance value to nature. The council has produced a guide containing details of measures residents can take to help their homes work with nature and become more efficient. You can find a copy of the guide at <https://www.threerivers.gov.uk/services/environment-climate-emergency/home-energy-efficiency-sustainable-living#Greening%20your%20home>.

[Three Rivers District Council are working with the National Energy Foundation to pilot a Retrofit One Stop Shop service that will offer residents free, independent, tailored advice and support to help you plan your retrofit, identify finance options, and find trusted contractors to deliver high quality energy efficiency improvements to your home. The Retrofit One Stop Shop pilot service will focus mainly on assisting homeowners in Three Rivers living in properties that have one or more of the following characteristics:

- Low Energy Efficiency Rating (EPC rating D, E, F or G)
- Not connected to the gas grid
- Character properties with unique architectural characteristics, historical aspects, or distinct design elements e.g. Victorian terraces

- Listed Buildings or properties in Conservation Areas
- A flat or a small block of flats
- Any other characteristics that make a property more difficult to retrofit
-

For further information, please see <https://superhomes.org.uk/threerivers/>

You are encouraged to incorporate provision for high-speed broadband within any future redevelopment at this site, ensuring that infrastructure and capability is designed into the scheme at an early stage. This is in recognition of the importance of high-speed broadband for growing a sustainable economy, and for education and home working as well as community cohesion and resilience.

In order to assist us in compliance with the General Data Protection Regulations, please ensure that personal data is provided only within the planning application form. Should there be a need to include any other personal data or sensitive personal data within the application, please do so within a separate version of the relevant document clearly marked as containing personal data. Personal data should not be included on any drawings or other submission documents.

Summary

In summary, an in-principle objection is raised to the level of demolition proposed. The existing dwelling is a pre-1958 dwelling dating from 1954 and therefore provides an understanding of the original layout of the estate. Whilst it is considered that there is scope to extend the dwelling, it is strongly suggested that any amended plans should retain more of the existing dwelling including existing features such as the front canopy and asymmetrical fenestration detail to the front elevation. At present, the extensions subsume the form of the existing dwelling, and the 'boxy' form of the dwelling fails to preserve or enhance the character and appearance of the Conservation Area. It is suggested that the scale of the single and two storey rear extensions and first floor side extension are reduced in scale. Furthermore, the applicant is encouraged to retain the existing front canopy and the original roof form.

If you wish to submit an amended set of drawings, it may be possible for these to be treated as a follow-up enquiry, with further verbal advice given for a reduced fee. You may also request a follow-up meeting (chargeable at the standard rate for the type of development proposed). Please submit your amended drawings, along with an application form for follow-up advice (available at <https://www.threerivers.gov.uk/services/planning/pre-application-advice>) and the relevant fee to enquiries@threerivers.gov.uk.

Whilst you are going through the planning process it is advisable to consider the design in terms of compliance with the building regulations as this is the next stage once you have obtained planning permission. We may be able to offer the attendance of a Building Control surveyor at a follow-up meeting. They would be able to review the submission for compliance with the Building Regulations, to avoid the need for further changes to be made following a grant of planning permission. It is important to remember that Building Control is different to planning and requires both a separate application and approval.

Requirements if Application Submitted

In accordance with national guidance published by the Department for Communities and Local Government, Three Rivers District Council has created a list of local requirements for the validation of planning applications. This has been incorporated into a validation checklist which encompasses national requirements (including the application form, the correct fee, ownership certificates and other specific details) as well as local validation requirements. The checklist can be viewed on the planning pages of the Council's website at www.threerivers.gov.uk and is available at the following link: <https://www.threerivers.gov.uk/services/planning/planning-applications#Planning%20application%20validation>. Three Rivers District Council no longer accepts payment by cheque, and therefore any planning application fee should be made by card over the telephone, or through the Planning Portal at the time of submission.

Please note that the grant of planning permission subject to pre-commencement condition(s) is

prohibited without the prior written agreement of the applicant to the terms of the condition, except in prescribed circumstances. Our ability to minimise pre-commencement conditions is in part dependent on the level of information submitted by applicants as part of a planning application. As such, should you wish to submitted additional details (for example full specification of site levels, materials, boundary treatments, hard and soft landscaping, and tree protection and construction works methodology) these details can be considered during the course of the formal application.

Informative:

Whilst this advice is offered in good faith and to the best of our ability, it neither conveys planning permission nor binds the Local Planning Authority to the grant of permission which will be subject to public consultation and may ultimately be decided by a relevant Council Committee.

However, this pre-application advice note will be considered by the Council as a material consideration in the determination of the future planning related applications, subject to the proviso that circumstances and information may change or come to light that could alter the position.

It should also be noted that little or no weight will be given to the content of the schemes which are submitted more than 1 year after the date of this advice.

There may be a requirement for the approved development to comply with the Building Regulations. Please contact Hertfordshire Building Control (HBC) on 01438 879990 or at building.control@hertfordshirebc.co.uk who will be happy to advise you on building control matters and will protect your interests throughout your build project by leading the compliance process. Further information is available at www.hertfordshirebc.co.uk.

I trust this information is of assistance.

Yours sincerely

Claire Wilson
Principal Planner