SOUTHPORT U
LONDON OFFIC
EX SYSTEMS LTD

APPLICATION NO:
F/2001/3540

LOCATION:
19 Kiln Ride, Finchampstead Wokingham.

APPLICANT:
Mr & Mrs D Lowe C/O Roger Pring & Sons

PROPOSAL:
Proposed conversion of garage to bedroom with new pitched roof and single storey front extension to dwelling to form garage.

EARLIEST DATE FOR DECISION: **12/04/2001**

APPLICATION WILL HAVE EXPIRED ON:
04/05/2001

CASE OFFICER: **Natalie Brown**

(NAB)

WOKINGHAM DISTRICT COUNCIL

TOWN AND COUNTRY PLANNING ACTS

Notification of Approval of Permission

Mr & Mrs D Lowe
C/O Roger Pring & Sons
278 Nine Mile Ride
Finchampstead
Wokingham
Berkshire
RG40 3NT

Application Number: F/2001/3540

Parish: **FINCHAMPSTEAD**

Location: **19, Kiln Ride, Finchampstead, Wokingham.**

Proposal: **Proposed conversion of garage to bedroom with new pitched roof and single storey front extension to dwelling to form garage.**

The Wokingham District Council in pursuance of their powers under the above Acts and Regulations hereby **Approve Permission** for carrying out the above development in accordance with the application and the accompanying plans submitted to the Council subject to compliance with the following conditions, the reasons for which are specified hereunder.

Condition
1. The development hereby permitted shall be begun before the expiration of five years from the date of this permission.

Condition
2. All new works and works of making good to the retained fabric shall be finished to match in size, colour, texture and profile those of the existing building.

Condition
3. Notwithstanding the provisions of the Town and Country Planning (General Permitted Development) Order 1995 (or any Order revoking and re-enacting that Order with or without modification) the garage accommodation on the site shall be kept available for the parking of vehicles ancillary to the residential use of the site at all times. It shall not be used for any business nor as habitable space.

Condition
4. No part of any building(s) hereby permitted shall be occupied or used until the vehicle parking and turning space herein approved has been provided. The vehicle parking and turning space shall be permanently maintained and used for no other purposes.

Condition
5. The extension shall not be occupied until space has been provided within the curtilage for vehicles to turn so that they may enter and leave the site in a forward gear and this space shall thereafter be maintained at all times for this purpose.

Condition
6. No trees, hedgerows or shrubs within the curtilage of the site, except those shown on the approved plan(s) or otherwise clearly indicated in the approved details as being removed, shall be felled, lopped or pruned, nor shall any roots be removed or pruned without the prior consent of the Local Planning Authority during development and for a period of five years after completion of the development hereby approved. The branch structure and trunks of the trees to be retained and their root systems shall be protected from any damage during site works, in accordance with a scheme to be submitted to and approved in writing by the Local Planning Authority. Any trees, hedgerows or shrubs removed or which die or become dangerous, damaged or diseased before the end of a period of five years after completion of the development hereby approved shall be replaced with new trees, hedging or shrub species (of such size species and in such number and position as maybe agreed in writing), before the end of the first available planting season (1st November to 31st March) following their loss or removal.

Reason
1. In pursuance of Section 91(1) of the Town and Country Planning Act 1990.

Reason
2. To ensure that the external appearance of the building is satisfactory.

Reason
3. To ensure that adequate parking space is available on the site, and reduce the likelihood of roadside parking.

Reason
4. To ensure a satisfactory form of development and to avoid adverse impact on the public highway in the interests of highway safety.

Reason
5. In the interests of highway safety and convenience.

Reason
6. The existing trees/hedgerows/shrubs represent an important public visual amenity in the area.

Informative

1. You are advised, in compliance with The Town and Country Planning (General Development Procedure) (England) (Amendment) Order 2000, that the following policies and/or proposals in the development plan are relevant to this decision:

Berkshire Structure Plan Policy EN1.
South East Area Local Plan Policies STV1, SBE1 and SBE2.
Deposit Draft Wokingham District Local Plan Policies WOS3 and WBE1.

John Mitchell

John Mitchell
Development Control Manager
Date: 18/04/2001

Notice checked by: _____

If this notice grants permission to proceed with the proposal the applicant is reminded that it relates to planning permission only and does not constitute approval under any other legislation including Building Regulations.

finalised

DEVELOPMENT CONTROL/BUILDING CONTROL CHECKLIST

CHECKLIST WHEN A BUILDING REGULATION APPLICATION HAS BEEN RECEIVED.

SITE DETAILS		CASE OFFICER
PLANNING APPLICATION NUMBER	3540	NB
BUILDING CONTROL NUMBER	FP 2001/1856	Alan
~~APPLICANT~~/AGENT	Roger Ling + Sons	
ADDRESS OF SITE	19 Kiln Ride FINCHAMPSTEAD	
DESCRIPTION OF PROPOSED WORKS	Erection (new attached double garage) + conversion of existing garage with new pitched roof.	

DRAWING NUMBERS	BC	DC
BLOCK PLAN	00/317/1	00/317/1
ELEVATIONS	00/317/5	00/317/5
FLOOR PLANS	00/317/4	00/317/4

CHECKLIST	1ST CHECK	2ND CHECK
PERMITTED DEVELOPMENT		
APPLIC. NECESSARY-NOT RECEIVED		
APPLIC.RECEIVED & APPROVED	18/4/01	
APPLIC.RECEIVED-NO DECISION		
APPLIC.REFUSED		
DIFFERENCES BETWEEN DC/BC DRAWINGS	None	
IF YES, WHAT ARE THE DIFFERENCES?	/	
DATE	29/5/01	

PROBLEMS	REQUESTED	RECEIVED	REMINDER
PLANNING PERMISSION NEEDED			
REVISED PLANS NEEDED			
PLANNING APPLIC.REFUSED			
WAIT FOR PLANNING DECISION			

COMMENCED ON SITE	
NO PLANNING DECISION	
NO PLANNING APPLICATION	

Tel: (0118) 974 6492 (Direct Line)
E-Mail: Natalie.Brown@wokingham.gov.uk
Date: 8 June 2001
My ref: NB/ME/F/2001/3540

Mr R. Pring
278 Nine Mile Ride
Finchampstead
Wokingham District Council Berks
RG40 3NT

Environmental Services Department
Planning Services
P.O. Box 157
Shute End, Wokingham
Berkshire RG40 1WR
Tel: (0118) 974 6000
Fax: (0118) 974 6484
Minicom No: (0118) 974 6991
DX: 33506 – Wokingham

Dear Mr Pring,

APPLICATION: F/2001/3540 – PROPOSED FRONT EXTENSION TO PROVIDE NEW GARAGE AND CONVERSION OF EXISTING GARAGE
SITE: 19 KILN RIDE, FINCHAMPSTEAD

I refer to your letter and drawings (00/317/4A and 5A) received on the 10 May 2001 with reference to the above, and apologise for the delay in replying.

I can confirm that the proposed changes to incorporate an en-suite shower room into the converted garage and hence increase the number of windows in the east elevation as shown by your drawings will be treated as a minor amendment to the above application, and will therefore not require any further planning permission.

Please note that the conditions on the original planning consent still stand.

I trust this advice is of use to you and should you wish to discuss any matter further please do not hesitate to contact Natalie Brown.

Yours sincerely

pp M Evans
Principal Planning Enforcement Officer

Natalie Brown

From: Mike Evans
Sent: 07 June 2001 13:07
To: Natalie Brown
Subject: RE: 19 Kiln Ride (minor amend)

OK

-----Original Message-----
From: Natalie Brown
Sent: Wednesday, June 06, 2001 1:14 PM
To: Mike Evans
Subject: 19 Kiln Ride (minor amend)

<< File: 3540-Pring.doc >>

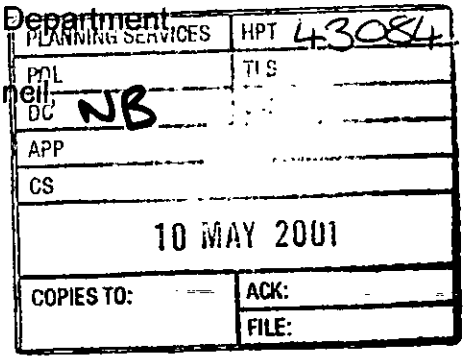
ROGER PRING & SONS.

278, Nine Mile Ride, Finchampstead,
Wokingham, Berkshire, RG40 3NT.
Telephone no.; 0118 973 3502.
Facsimile no.; 0118 973 6290.

ARCHITECTURAL & SURVEYING CONSULTANTS

Natalie Brown
Planning Section,
Environmental Services Department
P. O. Box 157
Wokingham District Council,
Shute End,
Wokingham,
Berkshire,
RG40 1WR.

Your Ref; F/2001/3540
My Ref: RP/317



9 May 2001

Dear Ms. Brown,

Re; Approved application no. F/2001/3540
Proposed side extension to form garage and conversion of existing at
19, Kiln Ride, Finchampstead, Wokingham, Berkshire, RG40 3PN.

My Clients have decided to incorporate an en-suite shower room in the converted garage which affects the elevations in as much as the window sizes, positions and numbers have been adjusted.

Enclosed are 4 copies of amended drawings nos. 00/317/4A & 5A which show these revisions. In view of the fact that the amendments are comparatively minor it is hoped that the drawings can be appended to the above approved application.

I look forward to receiving your confirmation that the above is in order.

Yours sincerely,

Roger Pring

C/C Mr. & Mrs. D. Lowe

REGISTERED NO. 2284491

WORK SHEET FOR : Natalie Brown

Application Number : F/2001/3540

Applicant : Mr & Mrs D Lowe C/O Roger Pring & Sons.

Location : 19, Kiln Ride, Finchampstead, Wokingham.
Proposal : Proposed conversion of garage to bedroom with new pitched roof and single storey front extension to dwelling to form garage.

Site Notice Displayed ? :	YES	NO	DATE
	✓		26/3

Date of Neighbour Notifications : .....

Date of Site Visit : 26/3

Date Registered : 09/03/2001

Earliest Date for Decision : 12/04/2001

Latest Consultation Date/Site Notice Expiry Date : 12/04/2001

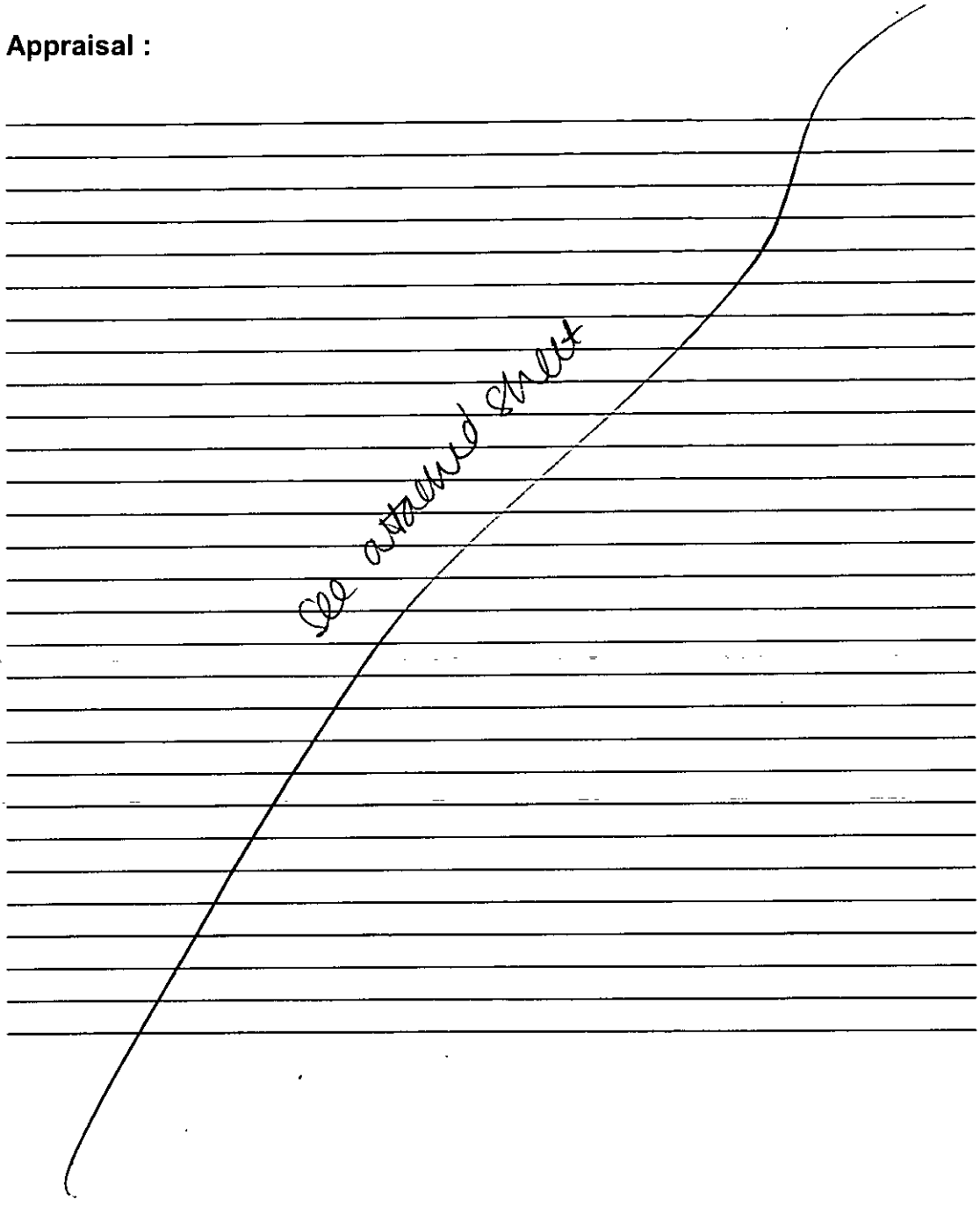
This application will have expired on: 04/05/2001. You need to make a decision 1 day prior to this date for this application to count as determined in less than 8 weeks.

Consultation Responses :
Finstead P.C : no objection.
Highways : no objection subject to parking/garaging/turning conditions.
Letters of representation : none received

Planning Issues : (Std Sett) None.

Application Number: F/2001/3540

Appraisal :



Recomendation : Approval: ☑ **Refusal:** ☐
(tick appropriate box)

Application Number F/2001/3540
Conditions/Reasons for Refusal

No	Std Con	Std Reas	Non Std Conditions / Reasons for Refusal
	C001	R001	full permission - 5yrs
	C014	R014	External finishes to match -
	C049	R049	Garaging to remain
	C122	R122	Parking + turning to remain
	C137	R137	turning to be implemented prior to occupation
			Ins: Extension
	C153	R153	No trees etc to be felled/lopped.

Informative for approvals

N16	
LODDON AREA LOCAL PLAN POLICIES:	—
SOUTH-EAST AREA LOCAL PLAN POLICIES:	STV1, SBE1, SBE2
WOKINGHAM DISTRICT LOCAL PLAN POLICIES:	WOS3, WBE1
GREEN BELT LOCAL PLAN POLICIES:	—
BERKSHIRE STRUCTURE PLAN POLICIES:	GN1
MINERALS LOCAL PLAN POLICIES:	—

RECOMMENDATION AND CONDITIONS/REASONS AGREED: [signature]
(Development Control Manager)

Date: 18/4/01

RECORD OF SITE VISIT

SITE ADDRESS: 19 Kiln Ride
Finchampstead Wokingham.

APPLICATION NUMBER: F/2001/3540

OFFICER: Natalie Brown

DATE OF SITE VISIT: 26/9

1 SITE/STATUTORY NOTICE DISPLAYED ?

2. DESCRIPTION OF SURROUNDINGS

3. DESCRIPTION OF SITE/BUILDING (bungalow)
existing double flat roof garage
brick paved hard standing at front

4. RELATIONSHIP TO ADJOINING PROPERTIES
Detached. (Properties of Cawstrian way - 2s
N° 8 - no 1st floor windows in gable end.

5. SITE CONSTRAINTS

TREES

ACCESS/PARKING

LEVELS

BOUNDARY TREATMENT low fencing with tall conifer hedging with Kiln Ride + Cawstrian way.

OTHERS (ridge of bungalow obscured by hedging from Cawstrian way)

Application Number: F/2001/3540

Appraisal:

Development
For the conversion of the existing double garage to a 3rd bedroom and a front extension (adjacent to the existing garage) to form a new double garage. The existing garage has a flat roof, at a height of 2.5m. The proposed garage and converted garage would have a hipped roof, with a ridge height of 3.6m. The height of the main bungalow is 4m.

1) Impact upon neighbouring properties
It is not considered that there would be any adverse effect upon neighbouring properties. No. 19 is more or less central upon its plot and all other neighbouring properties are set away from their own boundaries.

2) Impact upon the character of the streetscene
Whilst there is a preference for no structures to be forward of the building line, in this case it is considered that the proposed development is acceptable, and that there would be no adverse effect upon the character of the street scene.

The existing garage is 4.4m forward of the building line (closer to Cambrian Way) and the proposed development would increase this by a further 5.4m. The site is well screened along the boundaries with Kiln Ride and Cambrian way by thick hedging. When approaching Kiln Ride from Cambrian Way, the ridge height of the existing bungalow was obscured. The proposed development would have a lowered ridge height compared to the main bungalow, ensuring it is subservient and materials would match existing.

Due to the fact that the site is so well screened, the proposed development is deemed acceptable. It is therefore recommended that a condition is added to ensure the hedging remains in order to preserve the integrity of the character of the street scene.

3) Impact upon highway safety (parking provision)
The proposed development would have three bedrooms and would therefore need to provide two off-road parking spaces in order to comply with Council parking standards. This requirement has been met. Provided that conditions are added to ensure that the parking, garaging and turning remains for that use and that the turning area is constructed prior to the occupation of the development, the highways department would have no objection to the proposed development.

Approval: ✓ ~~**Refusal:**~~

WOKINGHAM D.C. DEVELOPMENT CONTROL

Start date: ~~21 FEB 2001~~ Valid 09 MAR 2001		Map No. 99.. Site 0:09
Officer: NAB	Application No. F/2001/35HO	Easting: ..... Flood Pln .....
		Northing: ..... Mineral .....

Level: ☐ Sub Committee ☑ Delegated ☐ Sec. State

☐ Incorrect Fee ☐ Invalid ☐ PD

Description:
(F) PROPOSED CONVERSION OF GARAGE TO BEDROOM WITH NEW PITCHED ROOF AND SINGLE STOREY FRONT EXTENSION TO DWELLING TO FORM GARAGE

Location: 19 KILN RIDE

Parish: FINCHAMPSTEAD Ward: Finchampstead North

Applicant: MR/MRS LOWE

Fee (1) Received 95-00 Required ..... Additional ..... Refund .....

Enforcement Section to be notified ☐ tick if required

Additional information required for validation

		Reason	Requested	Received
1	1:2500 OS location plan showing property edged in blue/red			
2	1:500 block plan showing existing & proposed dev. + adj. Properties	parking spaces?.	5/3	✓ 9/3
3	Forms unsigned	Eg — one extra bedroom.	5/3	✓
4	Correct S 66 certificate			
5	Elevation plans	South elevation (to show part of new pitched roof over existing garage).	5/3	✓
6	Floor plans			
7	Metric scale disclaimer			
8	Encroachment letter			
9	Miscellaneous			

APPLN NO. _____

ACTION REQUIRED BY DEVELOPMENT CONTROL

Conservation Area .....

Listed Building 1 2 2*

Advertisement Required .....

Date Site Notice Sent : 19/03/01 Parish Council Informed - YES / ~~NO~~

INTERNAL CONSULTATIONS

Building Control .....
Landscape .....
Trees .....
Conservation Officer .....
Environmental Health .....
Housing .....
Leisure & Cultural services .....
Public Rights of Way .....
Property .....
District Secretary (only if called in by SOS) .....
Policy & Plans .....
Strategic Planning (JSPU) .....
Minerals (INTERNAL) .....
Archaeological Site (BABTIE) : .....
Education .....
Social Services .....
Highways ✓ .....

EXTERNAL CONSULTATIONS

Adjacent D P A : .....
Adjacent Parish : .....
Southern Electricity Board .....
British Gas .....
PSA Oil Pipeline .....
Transco : .....
Environment Agency .....

Rail Track .....
Police Arch. Liaison Officer .....

HERITAGE BODIES

The Georgian Group .....
Ancient Monuments Society .....
Council for British Arch. .....
RCHME .....
Telecommunications (NRPB) : .....
Sport England : .....

OTHERS:

.....
.....
.....No pre-apps on file
(but see note in covering letter — EC may have letter for filing)

NEIGHBOURS:

S/N + See map. .....
pre-app NOT attached
.....
.....
.....
.....
.....
.....
.....
.....

FROM: Natalie Brown

DATE: 19 March 2001

DELEGATED

FINCHAMPSTEAD PARISH CONSULTATION SHEET

Application Number: F/2001/3540

Proposal: Proposed conversion of garage to bedroom with new pitched roof and single storey front extension to dwelling to form garage..

Site Address: 19, Kiln Ride, Finchampstead, Wokingham.

Applicant: Mr & Mrs D Lowe C/O Roger Pring & Sons.

Your observations are required in respect of this application **by 12/04/2001** .

The Parish Council has no objections to this application.

SIGNED: C.S. [signature]

DATE: 30 - 3 - 01

Clerk To Finchampstead Parish/Town Council.

HIGHWAYS CONSULTATION SHEET

DELEGATED

From: Natalie Brown **Date:** 19 March 2001

Application Number: F/2001/3540

Proposal: Proposed conversion of garage to bedroom with new pitched roof and single storey front extension to dwelling to form garage.

Parish: FINCHAMPSTEAD PARISH

Site Address:
19, Kiln Ride, Finchampstead, Wokingham.

Applicant:
Mr & Mrs D Lowe C/O Roger Pring & Sons.

Your observations are required in respect of this application within **7 days** of the above date.

✓ below as applicable;

1) ☐ Recommend refusal for the reason(s) **stated below**;
2) ☑ Recommend approval but with condition(s) & reason(s) **stated below**;
3) ☐ Recommend approval with **no** condition(s) or reason(s).

C049, R049.
C122, R122.
C137 (INSERT: extension), R157.

Signed: _____ **Print name:** Adam Coggins 23/03/01

Received by Wokingham District Council

Application No: F/2001/3540

Proposal:
Proposed conversion of garage to bedroom with new pitched roof and single storey front extension to dwelling to form garage.

Location:
19, Kiln Ride, Finchampstead, Wokingham.

The application is available for inspection at Wokingham District Council's offices during the following times:

PLANNING DEPARTMENT, SHUTE END, WOKINGHAM TEL (0118) 974 6428
8.30 - 5.00 Monday - Thursday & 8.30 - 4.00 Friday

WOODLEY LIBRARY HEADLEY ROAD WOODLEY (9.30am - 7.00pm Mon, Thurs & Fri. 9.30am - 5.00pm Tues, 9.30am - 1.00pm Saturday. closed all day Wednesday). If you intend to view this application at Woodley Library (see details above) please allow 4 days from the date of this notice for delivery of plans.

Comments should be sent in writing QUOTING THE APPLICATION NUMBER to the Case Officer Natalie Brown P.O. Box 157 Council Offices, Shute End, Wokingham Berkshire, RG40 1WR to arrive on or before 12/04/2001. Written comments submitted will become available for public inspection.

In view of the very large number of planning applications and letters of comment received, it will not normally be possible for an individual reply to observations made. However any comments will be taken into account when the application is determined and you will be notified of the decision.

Head Planning and Transportation

19 March 2001

**********FILE COPY**********

Tel: (0118) 974 6492

Date: **19 March 2001**

My ref: F/2001/3540

CONFIDENTIAL

Councillor Cundy
Bumbles
Longwater Lane
Finchampstead
RG40 4NX

Environmental Services Department
Planning Services
P.O. Box 157
Shute End, Wokingham
Berkshire RG40 1WR
Tel: (0118) 974 6000
Fax: (0118) 974 6484
Minicom No: (0118) 974 6991
DX: 33506 – Wokingham

Dear Councillor

Application Number: F/2001/3540
19, Kiln Ride, Finchampstead, Wokingham.
Proposed conversion of garage to bedroom with new pitched roof and single storey front extension to dwelling to form garage.

I write to let you know that the above mentioned house holder application has been received

At this stage a recommendation has not yet been made. This form should only be returned if it is likely that you may wish the application to be listed for consideration by the Development Control Sub-Committee. This form must be received no later than 28 days from the date of this letter.

If you have any questions please do not hesitate to contact **Natalie Brown** on **(0118) 974 6492**.

Yours faithfully,

John Mitchell

John Mitchell
Development Control Manager

LISTING FORM

Case officer: **Natalie Brown** Application Number: **F/2001/3540**
19, Kiln Ride, Finchampstead, Wokingham.
Proposed conversion of garage to bedroom with new pitched roof and single storey front extension to dwelling to form garage.
I wish this application to be listed should the officers recommendation be for_____
and my reason(s) are_____
_____
_____

Signed: _____ Date: _____
Councillor Cundy

**********FILE COPY**********

**********FILE COPY**********

Tel: (0118) 974 6492

Date: **19 March 2001**

My ref: F/2001/3540

CONFIDENTIAL

Councillor Charlesworth
3 Rowan Drive
Crowthorne
RG45 6RY

Environmental Services Department
Planning Services
P.O. Box 157
Shute End, Wokingham
Berkshire RG40 1WR
Tel: (0118) 974 6000
Fax: (0118) 974 6484
Minicom No: (0118) 974 6991
DX: 33506 – Wokingham

Dear Councillor

Application Number: F/2001/3540
19, Kiln Ride, Finchampstead, Wokingham.
Proposed conversion of garage to bedroom with new pitched roof and single storey front extension to dwelling to form garage.

I write to let you know that the above mentioned house holder application has been received

At this stage a recommendation has not yet been made. This form should only be returned if it is likely that you may wish the application to be listed for consideration by the Development Control Sub-Committee. This form must be received no later than 28 days from the date of this letter.

If you have any questions please do not hesitate to contact **Natalie Brown** on **(0118) 974 6492**.

Yours faithfully,

John Mitchell

John Mitchell
Development Control Manager

LISTING FORM

Case officer: **Natalie Brown** Application Number: **F/2001/3540**
19, Kiln Ride, Finchampstead, Wokingham.
Proposed conversion of garage to bedroom with new pitched roof and single storey front extension to dwelling to form garage.
I wish this application to be listed should the officers recommendation be for_____
and my reason(s) are_____
_____
_____

Signed: _____ Date: _____
Councillor Charlesworth

**********FILE COPY**********

ROGER PRING & SONS.

278, Nine Mile Ride, Finchampstead,
Wokingham, Berkshire, RG40 3NT.
Telephone no.; 0118 973 3502.
Facsimile no.; 0118 973 6290.

09 MAR 2001

ARCHITECTURAL & SURVEYING CONSULTANTS

Planning Section,
P. O. Box 157
Environmental Services Department,
Wokingham District Council,
Shute End,
Wokingham,
Berkshire,
RG40 1WR.

My Ref: RP/317

09 MAR 2001 * 3540

8th March ~~February 28~~, 2001.

Dear Sirs,

Re; Proposed side extension to form garage and conversion of existing at 19, Kiln Ride, Finchampstead, Wokingham, Berkshire, RG40 3PN.

Enclosed herewith, are 6 copies of the Householder application form, duly completed and signed, together with 6 sets of drawings nos. 00/317/1 to 5 and my cheque, made payable to Wokingham District Council for the sum of £95.00p, in respect of the application fee.

The application is made following receipt of Miss E. Connor's letter of the 14th February 2001 containing favourable pre-planning application comments. In view of this we do not anticipate any problems with the application and look forward to hearing from you shortly.

Yours faithfully,

Roger Pring.

C/C Mr. & Mrs. D. Lowe.

REGISTERED NO. 2284491

ADDRESS 19 KILN RIDE

PARISH FINCHAMPSTEAD 1.4.82 E

PLOT No. Lot 3

ORD. SHEET No. SU.8065 109

BUILDER

Plan No.	Applicant	Description of Development	Date of Decision	Decision
225/49	G.B. GALE	SHED	14.6.49	APP. N/A
A0/62/67	MRS. M. SHEPHERD	BATHROOM + DRAINAGE	16.3.67	APP. N/A
0/27/69	MR. R. W. KINCH	APP. BUNGALOW + GARAGE ON SITE OF	27.1.69	N/A CIA
55/69	"	BUNGALOW + GARAGE "	10.7.69	APP. CIA
069044	MR. A. MCLEISH	REARSITION + FENCING	25.8.77	N/A REF.
09023	"	"	26.10.78	N/A REF.
400446	MR. D. LOWE	GARAGE	13.10.92	CIA
HP/92/1111	"	GARAGE CONV & 1ST FLR.	5.1.93	APP
HP/93/1168	"		10.2.93	APP

DATE OF COMPLETION

MINISTRY DECISION

SPECIAL ORDERS

DRAINAGE

091074

Environmental Services

For office use only.
Application number: 09.MAR2001* 3540

Householder planning application form

Please answer all questions in CAPITAL letters.
If any question does not apply to you, put N/A in the space.
Please send six copies of the filled in form and your plans to the address on the front of the folder.
We provide guidance notes to help you fill in the form. If you have any questions, please call Planning Support on 0118 974 6428 or 0118 974 6429.

1	Your name	MR & MRS D. LOWE,
	Address and postcode	19 KILN RIDE, WOKINGHAM, BERKSHIRE RG40 3PN.
	Phone number	0118 979 2736
2	Agent's Name	ROGER PRING & SONS
	Address and postcode	278 NINE MILE RIDE FINCHAMPSTEAD, WOKINGHAM, BERKSHIRE RG40 3NT
	Phone number	0118 973 3587
3	Site We need you to send in six copies of the 1:2500 scale location plan and six copies of the 1:500 scale block plan, with the site outlined in red. You can buy these maps from the Environmental Services reception or order them by phoning 0118 974 6485.	19, KILN RIDE, WOKINGHAM, BERKSHIRE RG40 3PN
4	Give brief details of the proposal for example, two storey side extension. About the application	PROPOSED CONVERSION OF EXISTING GARAGE & CONSTRUCTION OF NEW GARAGE
5	Are there any trees on the site? If Yes, please show their positions, spread and species of the trees on the plans. Say which trees you plan to cut down.	Yes ☑ No ☐
6	Please list the external materials you will use for example, red brick to match any existing bricks and dark stained timber.	BRICKS & TILES TO BE OF SIMILAR COLOUR & TEXTURE AS EXISTING.
7	Will the proposal change the pedestrian or vehicle access to the site? Please show details of the existing access and any proposed changes on the plans.	Yes ☐ No ☑
8	Will the car parking provision at the site be changed? If Yes, please show details of any changes on the plans.	Yes ☐ No ☑

Crystal Mark
Clarity approved by Plain English Campaign

Please turn over

9	How many bedrooms does the property have?	Existing: 2	Proposed: 1
10	Does a public right of way touch the site? If yes, please show the route and any proposed alternative on the plans.	Yes ☒	No ☐
11	Checklist. Please make sure that you enclose the following.		
	a Six copies of this form signed and dated. ✓		
	b The fee (We have attached a current scale of fees). ✓ If you do not have to pay a fee, please say why below.		
	c Six copies of each set of plans and drawings listed below.		
	• 1:2500 scale location plan with the site outlined in red. ✓		
	• 1:500 scale site layout plan. ✓		
	• 1:100 or 1:200 scale floor plans and elevations. ✓		

12 Certificate of ownership (Section 66 Town & Country Planning Act 1990)
Please delete either certificate A or certificate B. If neither apply, you must fill in a full certificate which you can get from Environmental Services.

(Owner means a person with a freehold interest, or someone who is a leasehold tenant with at least seven years left on their agreement)

Certificate A

I certify that

- At the beginning of the period of 21 days ending with the date of the application nobody, except the applicant, owned any part of the land which the application relates to.
- None of the land forms part of an agricultural holding.

Certificate B

I certify that

- I or the applicant has given the necessary notice to everyone else who (at the beginning of the period of 21 days ending with the date of the application) owned any part of the land which the application relates to as listed below.

Owner's name	Address at which the notice was served	Date on which the notice was served

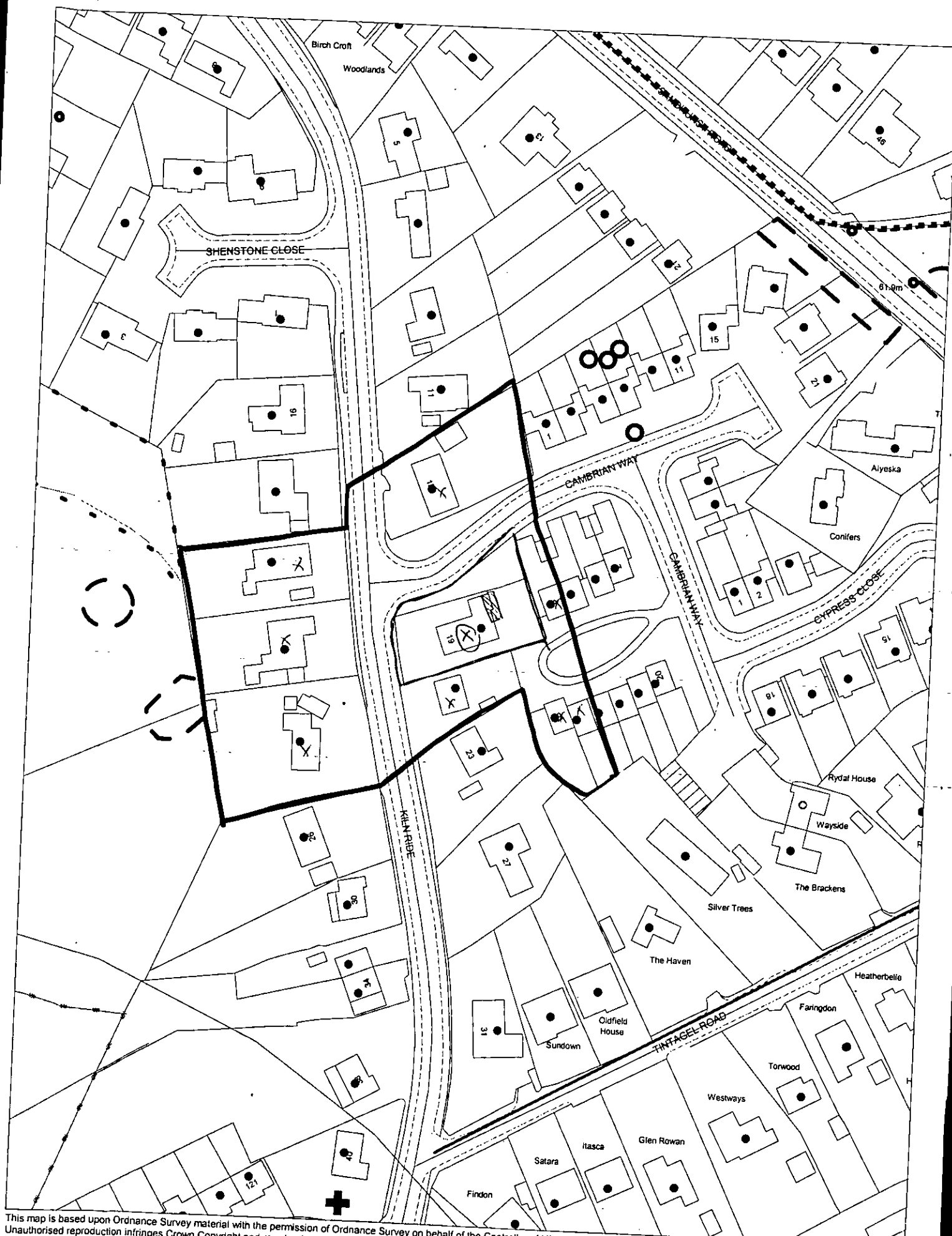
None of the land forms part of an agricultural holding.

Your signature: [signature]

on behalf of MR & MRS D. LOWE.

Date 20th FEB 01.

Please tick this box if you or your husband, wife or partner are employed by Wokingham District Council ☐



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Development Control Section, Environmental Services, Wokingham District Council.

28 February 2001

Scale: 1 : 1250

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