APPLICATION NO:

F/2001/3245

LOCATION:
47 Western Avenue, Woodley Reading.

APPLICANT:
Mr Portch C/O Chamberlain Syrad Architecture

PROPOSAL:
Proposed change of use from hairdressers (A1) to Office (B1)

EARLIEST DATE FOR DECISION: **24/02/2001**

APPLICATION WILL HAVE EXPIRED ON: 21/03/2001

CASE OFFICER: **Joss Miller**

(JM)

WOKINGHAM DISTRICT COUNCIL

TOWN AND COUNTRY PLANNING ACTS

Notification of Approval of Permission

Mr Portch
C/O Chamberlain Syrad Architecture
66 Tilehurst Road
Reading
Berkshire
RG30 2JH

Application Number: F/2001/3245

Parish: **WOODLEY**

Location: **47, Western Avenue, Woodley, Reading.**

Proposal: **Proposed change of use from hairdressers (A1) to Office (B1)**

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. The use hereby permitted shall not operate other than between the hours of 8.30 - 18.00 Mondays to Fridays (inclusive) and 8.30 - 13.00 Saturdays and shall not operate at all on Sundays or Bank or National Holidays.

Condition
3. 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.

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

Reason
2. To safeguard the residential amenities of the occupiers of neighbouring properties.

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

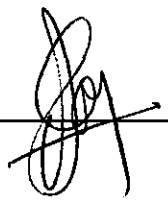
Informative
1. You are advised, in compliance with The Town and Country Planning (General Development Procedure) (England) (Amendment) Order 2000, that the following policies and/or proposals in the development plan are relevant to this decision:

Berkshire Structure Plan Policies OS1 and EN1.

Loddon Area Local Plan Policies LTV1 and LBE1.

Deposit Draft Wokingham District Local Plan Policies WOS3 and WBE1.

John Mitchell
Development Control Manager
Date: 12/03/2001

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.

WORK SHEET FOR : Joss Miller

Application Number : F/2001/3245

Applicant : Mr Portch C/O Chamberlain Syrad Architecture.

Location : 47, Western Avenue, Woodley, Reading.
Proposal : Proposed change of use from hairdressers (A1) to Office (B1)

Site Notice Displayed ? :

YES	NO	DATE
✓		19/2

Date of Neighbour Notifications : .....

Date of Site Visit : 19/2

Date Registered : 24/01/2001

Earliest Date for Decision : 24/02/2001

Latest Consultation Date/Site Notice Expiry Date : 24/02/2001

This application will have expired on: 21/03/2001. 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 :
Highways - conditions
Woodley TC - concerns re traffic, no of people & whether first floor is included

Planning Issues :
Effect on street scene & neighbouring properties
Identified settlement.

Application Number: F/2001/3245

Appraisal :

This application is for the conversion from hairdressers A1 to office B1. Neighbours.
The nearest neighbour is 5.5m. There are no external doors. The plans show that there is sufficient space for four vehicles although only two are shown. Therefore, the parking would not result in an adverse effect detrimental to the street scene or neighbouring properties. The hairdressing salon would already have established impact and the change of use to an office would not significantly alter the premises to the detriment of the surrounding area.
The residential flat above is not included in the application for a change of use.

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

Application Number F/2001/3245
Conditions/Reasons for Refusal

No	Std Con	Std Reas	Non Std Conditions / Reasons for Refusal
1	C001	R001	
2	C072	R072	(8-30 — 18-00)
			(8-30 — 13-00)
3	C122	R122	

RECORD OF SITE VISIT

SITE ADDRESS: 47 Western Avenue Woodley Reading.

APPLICATION NUMBER: F/2001/3245

OFFICER: Joss Miller

DATE OF SITE VISIT: 19/2

1 SITE/STATUTORY NOTICE DISPLAYED ? Yes on front boundary

2. DESCRIPTION OF SURROUNDINGS

ld sett.

3. DESCRIPTION OF SITE/BUILDING

Detached shop with res. above
- render & tile

4. RELATIONSHIP TO ADJOINING PROPERTIES

45. front door and several windows
to side 1m fence on boundary
49. 1.8m fence & shrubbery/trees

5. SITE CONSTRAINTS

TREES ✓

ACCESS/PARKING front amenity area paved

LEVELS —

BOUNDARY TREATMENT See above

OTHERS —

Tel: (0118) 974 6463

Date: 8/3/01

My ref: F/2001/3245

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

CONFIDENTIAL

Councillor Lennard
8 Headley Close
Woodley
RG5 4SF

Dear Councillor

Application Number: F/2001/3245
47, Western Avenue, Woodley, Reading.
Proposed change of use from hairdressers (A1) to Office (B1)

I write to let you know that the above mentioned application has been recommended for APPROVAL: ☑ REFUSAL: ☐ under delegated powers.

If you have any questions please do not hesitate to contact **Joss Miller** on **(0118) 974 6463**. If you then feel the application needs to be transferred to the next available Development Control Committee for decision please fill in the form below.
This form must be received no later than 12/3/01

Yours faithfully

John Mitchell
Development Control Manager

LISTING FORM
Case officer: **Joss Miller** Application Number: **F/2001/3245**
47, Western Avenue, Woodley, Reading.
Proposed change of use from hairdressers (A1) to Office (B1)

Transfer: Yes ☐ No ☐
Reason for Transfer:

_____

_____

Signed: _____ Date: _____

Councillor Lennard

NB. It would be helpful for speedy decision making if you could respond, even if you do not wish this application to be transferred.

Tel: (0118) 974 6463

Date: 2/3/01

My ref: F/2001/3245

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

CONFIDENTIAL

Councillor McCann
5 Seaford Gardens
Woodley
RG5 3LN

Dear Councillor

Application Number: F/2001/3245
47, Western Avenue, Woodley, Reading.
Proposed change of use from hairdressers (A1) to Office (B1)

I write to let you know that the above mentioned application has been recommended for APPROVAL: ☑ REFUSAL: ☐ under delegated powers.

If you have any questions please do not hesitate to contact **Joss Miller** on **(0118) 974 6463**. If you then feel the application needs to be transferred to the next available Development Control Committee for decision please fill in the form below.
This form must be received no later than 12/3/01

Yours faithfully

John Mitchell
Development Control Manager

LISTING FORM
Case officer: **Joss Miller** Application Number: **F/2001/3245**
47, Western Avenue, Woodley, Reading.
Proposed change of use from hairdressers (A1) to Office (B1)

Transfer: Yes ☐ No ☐
Reason for Transfer:

_____

_____

Signed: _____ Date: _____

Councillor McCann

NB. It would be helpful for speedy decision making if you could respond, even if you do not wish this application to be transferred.

Tel: (0118) 974 6463

Date: 2/3/01

My ref: F/2001/3245

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

CONFIDENTIAL

Councillor Dredge
67 Welford Road
Woodley
RG5 3QS

Dear Councillor

Application Number: F/2001/3245
47, Western Avenue, Woodley, Reading.
Proposed change of use from hairdressers (A1) to Office (B1)

I write to let you know that the above mentioned application has been recommended for APPROVAL: ☑ REFUSAL: ☐ under delegated powers.

If you have any questions please do not hesitate to contact **Joss Miller** on **(0118) 974 6463**. If you then feel the application needs to be transferred to the next available Development Control Committee for decision please fill in the form below.
This form must be received no later than 12/3/01

Yours faithfully

John Mitchell
Development Control Manager

LISTING FORM

Case officer: **Joss Miller** Application Number: **F/2001/3245**
47, Western Avenue, Woodley, Reading.
Proposed change of use from hairdressers (A1) to Office (B1)

Transfer: Yes ☐ No ☐
Reason for Transfer:

_____

_____

Signed: _____ Date: _____

Councillor Dredge

NB. It would be helpful for speedy decision making if you could respond, even if you do not wish this application to be transferred.

HIGHWAYS CONSULTATION SHEET

From: Joss Miller **Date:** 31 January 2001

Application Number: F/2001/3245

Proposal: Proposed change of use from hairdressers (A1) to Office (B1)

Parish: WOODLEY TOWN

Site Address:
47, Western Avenue, Woodley, Reading.

Applicant:
Mr Portch C/O Chamberlain Syrad Architecture.

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).

C122, R122.

Signed: _____ **Print name:** Adam Coggins 05/02/01

FROM: Joss Miller

DATE: 31 January 2001

DELEGATED

PLANNING SE... 3972 5
POL
DC
APP
09 FEB 2001
COPIES TO:

WOODLEY TOWN CONSULTATION SHEET

Application Number: F/2001/3245

Proposal: Proposed change of use from hairdressers (A1) to Office (B1).

Site Address: 47, Western Avenue, Woodley, Reading.

Applicant: Mr Portch C/O Chamberlain Syrad Architecture.

Your observations are required in respect of this application **by 24/02/2001** .

Members expressed the following concerns on this application:

- the proposal to house 5 staff in a relatively small office, which would have only one toilet.
- the increase in the number of employees but no apparent increase in parking provision
- there was no information on the use of the first floor flat and whether or not it formed part of this application

SIGNED: _____ DATE: 7.02.01.

Clerk To Woodley Parish/Town Council.

Received by Wokingham District Council

Application No: F/2001/3245

Proposal:
Proposed change of use from hairdressers (A1) to Office (B1)

Location:
47, Western Avenue, Woodley, Reading.

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 Joss Miller P.O. Box 157 Council Offices, Shute End, Wokingham Berkshire, RG40 1WR to arrive on or before 24/02/2001. 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

31 January 2001

WOKINGHAM D.C. DEVELOPMENT CONTROL

Start date:	24 JAN 2001
Officer: JM	Application No. F/2001/3245

Map No. 44 ... Site ... 0.02.
Easting: ..... Flood Pln .....
Northing: ..... Mineral .....

Level: ☐ **Sub Committee** ☑ **Delegated** ☐ **Sec. State**
☐ **Incorrect Fee** ☐ **Invalid** ☐ **PD**

Description:
(F.) PROPOSED CHANGE OF USE FROM HAIRDRESSERS (A1) TO (B.1.) OFFICE

Location: 47 WESTERN AVENUE

Parish: WOODLEY Ward: Coronation 31-01-01 D.

Applicant: MR PORTCH

Fee Received 190-00 Required ..... Additional ..... Refund .....

Enforcement Section (3) 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			
3	Forms unsigned			
4	Correct S 66 certificate			
5	Elevation plans			
6	Floor plans	Scale? 1:100 Proposed use? B1	✓	
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 : 31-01-01 D 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.

NEIGHBOURS:

S/N + See map (pls include The Church of St John Bosco - no address point on GIS)

(1)

ADDRESS 47 WESTERN AVENUE PARISH WOODLEY E

PLOT No. Old Property ORD. SHEET No. SU. 7573(41)

BUILDER

Plan No.	Applicant	Description of Development	Date of Decision	Decision
63/53	Mr G. L. Balfarth	Conversion of shop to form living accomodation	17.2.53	App App
R/30 4/68	Lee-Knight Holdings Ltd	Precast Concrete Store at Rear	5.9.68	App. App.
1347/71	Mr G. Bull	Exten to store	30.12.71	App Refuse
446272	MR. V. WORTHY	DEM. 4. OFFICE / TOILET	24.5.95	C/A
~~95/60364/E~~		ERECTION NEW KITCHEN / TOILET. S/ST		
		EXT. TO GARAGE / WORKSHOP		
FP95/3518	"	S/S.F. EXTENSION	19.6.95	Ref.
96/64685/VAR	PORCH / WORTHY	GARAGE / WORKSHOP TO WAREHOUSE / VAR. COND. 2 ON 446272 (INDS USG FROM OFF. RETAIL UNIT)	26.02.97	Ref
FP/2000/0838	Mr P A Portch	1st Floor ext to form one bedroom flat	8.8.00	App.

DATE OF COMPLETION

MINISTRY DECISION

SPECIAL ORDERS

DRAINAGE

1933

(2)

ADDRESS 47 Western Avenue **PARISH** Woodley

PLOT No.

BUILDER

ORD. SHEET No. SU. 7573 (41)

Plan No.	Applicant	Description of Development	Date of Decision	Decision
97/65473/F	PORCH / WORTHY	WORKSHOP / GARAGE TO L. IND. USE INDEPENDENT OF RETAIL UNIT	15.7.97	C/A
99/69182/F	Mr P.A. Portch	s/st extn to light ind. unit	5/5/99	C/A
F/1999/0239	Mr P.A. Portch	first floor extn. above hairdressers to form flat	22/2/00	Ref
FP/2000/0838	"	1st floor ext to form one bedroom flat	8.8.00	App
F/2000/1242	Mr P Portch	1st flr ext above hairdressers to form flat	04/10/00	C/A

MINISTRY DECISION

SPECIAL ORDERS

1789/a

SECTION 66 CERTIFICATE

Application No.

24.JAN.2001* 3245

Please fill in both Certificate A, B, C or D and the Agricultural Holdings Certificate. Delete sections not relevant.

(a) "Owner" means a person having a freehold interest or leasehold interest the unexpired term of which is not less than 7 years.

OR

+ See Note (a) to Certificate A

OR

(b) Insert description of steps taken.

(c) Name of local newspaper circulating in the area where the land is situated.

(d) Date of publication (which must be not earlier than the beginning of the period of 21 days ending with the date of the application).

CERTIFICATE A

I certify that:

at the beginning of the period of 21 days ending with the date of the accompanying application, nobody except the applicant, was the owner of (a) of any part of the land to which the application relates.

CERTIFICATE B

I certify that:

I have/The applicant has* given the required notice to everyone else who, at the beginning of the period of 21 days ending with the date of the accompanying application was the owner (a) of any part of the land to which the application relates, as listed below.

Owner's(a) name	Address at which notice was served	Date on which notice was served

CERTIFICATE C

I certify that

● I/The applicant* cannot issued a certificate in accordance with either paragraph (a) or paragraph (b) of Section 66(1) of the Act in respect of the accompanying application.

● I have/The applicant has* given the required notice to the persons specified below, being persons who at the beginning of the period of 21 days ending with the date of the application were owners (a) of any part of the land to which the application relates.

Owner's(a) name	Address at which notice was served	Date on which notice was served

● I have/The applicant has* taken all reasonable steps open to me/him/her* to find out the names and addresses of the other owners (a) of the land, or of a part of it, but have/has* been unable to do so. These steps were as follows:

(b) .....

.....

● Notice of the application as attached to this Certificate, has been published in the (c) .....

on (d) .....

1789/b

CERTIFICATE D

I certify that

● I/The applicant cannot issue a certificate in accordance with paragraph (a) of Section 66 of the Act in respect of the accompanying application.

OR

● I/The applicant have/has taken all reasonable steps open to me/him/her to find out the names and addresses of everyone else who, at the beginning of the period of 21 days beginning with the date of application was the owner (a) of any part of the land to which the application relates, but have/has been unable to do so. These steps were as follows:

(b) . . . . . .

. . . . . .

(b) Insert description of steps taken

(c) Insert name of local newspaper circulating in the area where the land is situated.

(d) Insert date of publication (which must not be earlier than the beginning of the period of 21 days ending with the date of the application).

● Notice of the application as attached to this Certificate, has been published in the (c) . . . . . .

on (d) . . . . . ●

ALL APPLICANTS MUST COMPLETE THIS SECTION

Agricultural Holdings Certificate

One or other section must be crossed through as not applicable.

If any of the site is part of an area of land which is let or there is an agreement to let the land for agricultural purposes to a tenant, it may be an agricultural holding. Further advice may be obtained from the Department.

If the applicant is the sole agricultural tenant he or she must delete the first alternative and insert "not applicable" as the information required by the second alternative.

● None of the land to which the application relates is, or is part of, an agricultural holding. ●

OR

● I have/The applicant has given the required notice to every person other than my/him/herself who, at the beginning of the period of 21 days ending with the date of the application, was a tenant of an agricultural holding on all or part of the land to which the application relates, as follows:

Tenant's name	Address at which notice was served	Date on which notice was served

Signed . . . . . .

On behalf of . . . . . MR. P.A. PORTCH . . . . . .

Date . . . . . 23-1-01 . . . . . .

TOWN AND COUNTRY PLANNING ACT, 1990
TOWN & COUNTRY PLANNING GENERAL DEVELOPMENT ORDER 1988
Certificate under Section 66

1769A

24.JAN.2001 * 3245

PLANNING APPLICATION PART I

Please answer all questions in CAPITAL letters. If any question is not applicable, put N/A in the space.

Please submit 6 copies of the completed form and your plans to:- Planning Dept., Wokingham District Council, PO Box No. 157, Shute End, Wokingham, Berkshire, RG40 1WR.

If you are a new applicant, notes to help you fill in the form are attached.

If you still have any questions about the form, please call Ian Jordan on 01734 778763.

WOKINGHAM DISTRICT COUNCIL

For office use only
Application No.

1.	YOUR NAME	MR P. A. PORTCH
	ADDRESS	GREENBANKS, OLD BATH ROAD
		SONNING
	POST CODE	RG4 6SY Tel. No.
2. If you have an agent and want all correspondence to be sent to them.	AGENT'S NAME	CHAMBERLAIN SYRAD ARCHITECTURE
	ADDRESS	66 TILEHURST ROAD
		READING
	POST CODE	RG30 2JH Tel. No. 0118 939 4554
3. On the plans outline the whole site in RED. Any OTHER land in your ownership or control outline in BLUE.	SITE LOCATION	47 WESTERN AVENUE
		WOODLEY
4. Give the area of the application site in hectares, if appropriate, or part of a hectare	SITE AREA	0.005
5. Give brief details of the proposal.	ABOUT THE APPLICATION	CHANGE OF USE OF HAIRDRESSERS TO B1 OFFICE
6. What is your interest in the application site, e.g. owner, prospective purchaser, a tenant with a lease.	OWNERSHIP	OWNER
7. We need plans to be able to assess the application. Please list the plans and drawings you have submitted.	PLANS/DRAWINGS	1:1250 ~~1:2500~~ Location Plan ☑ 1:100 Floor Plan ☑ 1:200 ~~1:500~~ Block Plan ☑ Other ☐ ~~1:100 Elevations~~ ☐
8. Does the application involve any of the following Please tick relevant boxes. If you tick OTHER, please explain on this form.	CHANGE OF USE ☑	ALTERATION or EXTENSION ☐
	CONSTRUCTION OF NEW BUILDING ☐	DEMOLITION ☐
	OTHER	
9. What type of Planning application are you applying for?	RESERVED MATTERS ☐	Go to Question 10.
	OUTLINE PERMISSION ☐	State relevant outline permission No. Go to Question 10.
	FULL PERMISSION ☑	Go to Question 11.
	TEMPORARY PERMISSION ☐	State period required. Go to Question 11.
	RENEWAL OF TEMPORARY PERMISSION ☐	State previous permission No. Go to Question 11.
	VARIATION/RELAXATION OF CONDITIONS ☐	State relevant application No. Details of conditions to be relaxed. Go to Question 11.
10. IF THIS IS AN OUTLINE APPLICATION OR FOR THE APPROVAL OF RESERVED MATTERS, which details, if any, do you wish to be considered as part of your application.	EXTERNAL APPEARANCE ☐	SITING ☐
	MEANS OF ACCESS ☐	DESIGN ☐
		LANDSCAPING ☐

11. WHAT IS THE EXISTING USE OF THE LAND AND/OR BUILDINGS ON THE APPLICATION SITE, e.g. residential, industrial, etc. If the site is vacant say so, and if possible give last known use.

HAIRDRESSERS

12. ARE THERE ANY TREES ON THE SITE?
If YES, please show their positions, spread, and species of the trees on the plans. Indicate any which are to be felled.

~~YES~~ / NO

13. PLEASE LIST THE EXTERNAL MATERIALS TO BE USED.

EXISTING

14. WILL SURFACE WATER BE DRAINED INTO THE EXISTING DRAINAGE SYSTEM?
If NO, please give details of any new system to be constructed.

YES / ~~NO~~

15. WILL FOUL SEWAGE BE DISPOSED OF INTO THE EXISTING SEWAGE SYSTEM?
If NO, please give details of any new system to be constructed.

YES / ~~NO~~

16. WILL PEDESTRIANS/VEHICLES ACCESS THE SITE?
Please show details of the existing access and any proposed changes on the plans.

~~YES~~ / NO

17. WILL THE CAR PARKING PROVISION AT THIS SITE BE CHANGED?
If, YES, please show details of any changes on the plans.

~~YES~~ / NO

18. DOES A PUBLIC RIGHT OF WAY TOUCH OR CROSS THE SITE?
If YES, please show the route and any proposed alternative on the plans.

~~YES~~ / NO

19. DOES THE PROPOSAL INVOLVE NEW RESIDENTIAL DEVELOPMENT OR THE LOSS OF RESIDENTIAL UNITS? If YES, please complete the following table.

YES / NO

	No. of Bedrooms	Dwellings
Proposed new development	1	
	2	
	3	
	4	
	5 or more	
	TOTAL	
Nos. of residential units lost through demolition or conversion		
NET CHANGE		

20. HAS PROVISION BEEN MADE FOR THE DISABLED?
If YES, please show on the submitted plans what is to be provided.

YES / ~~NO~~

21. DOES THE PROPOSAL INVOLVE ANY NON-RESIDENTIAL DEVELOPMENT?
If YES, please complete PART 2 of the form.

YES / ~~NO~~

22. DOES THE PROPOSAL INVOLVE THE WINNING, WORKING OR PROCESSING OF MINERALS: THE DISPOSAL OF MINERAL WASTE, OR THE DEPOSIT OR PROCESSING OF REFUSE AND WASTE MATERIALS (INCLUDING SCRAP YARDS)?
If YES, complete PART 3 of the form and submit whole application to Berkshire County Council.

~~YES~~ / NO

23. THE FEE ENCLOSED IS £ 190.00
The current scale of fees is attached. If you believe a reduced fee or no fee is payable please say why below.

SIGNED [signature] ON BEHALF OF MR P PORTCH DATE 23-1-01

Before submitting this application check that you have answered all the relevant questions and that the site boundary and the new work are clearly edged in red on the plans. Every application must be accompanied by the appropriate certificate and fee.

1769c

PLANNING APPLICATION

PART 2

This part of the form need only be completed if the application involves non-residential development. Please answer all questions in print or block letters. If the answer is not applicable, write N/A in the space. You may wish to amplify your answers in a covering letter.

24. STATE THE GROSS FLOOR SPACE (by external measurement) OF ALL BUILDINGS TO WHICH THIS APPLICATION REFERS. Please give all floor areas in SQUARE METRES.

	USE CLASS	Existing floor space		Proposed additional floorspace created by	
		Retained in existing use	Lost by change of use or demolition	New building	Change of use
A1	SHOPS		44m²		
A2	FINANCIAL AND PROFESSIONAL SERVICES				
A3	FOOD AND DRINK				
B1(a)	OFFICE (other than A2)				44m²
B1 (b)	RESEARCH AND DEVELOPMENT				
B1 (c)	LIGHT INDUSTRIAL				
B2	GENERAL INDUSTRIAL				
[illegible]-7	SPECIAL INDUSTRIAL				
B8	STORAGE OR DISTRIBUTION				
C1	HOTELS AND HOSTELS				
C2	RESIDENTIAL INSTITUTIONS				
D1	NON-RESIDENTIAL INSTITUTIONS				
D2	ASSEMBLY AND LEISURE				
OTHER	Please Specify				
OTHER	Please Specify				
	TOTAL				

25. IF C1 OR C2 USE IS PROPOSED, PLEASE STATE NUMBER OF BED SPACES

26. WHAT PROVISION IS BEING MADE FOR PARKING?

	Cars	Lorries
Existing	2	
Proposed	2	

27. DESCRIBE THE ACTIVITY OR PROCESSES TO BE CARRIED ON
Please provide details of any equipment, plant or machinery to be installed and any end products. You may wish to amplify your answers in a covering letter.

OFFICE

28. WHO WILL OCCUPY THE PREMISES?
a) Give the name and current operating address of the proposed occupier
b) Will these premises be vacated?

NOT KNOWN

29. IF KNOWN, HOW MANY PEOPLE ARE LIKELY TO BE EMPLOYED ON SITE AFTER COMPLETION OF THE DEVELOPMENT?

Existing Staff	Transferred Staff	New Staff	Total
3		2	5

30. DOES THE PROPOSAL INVOLVE THE USE OR STORAGE OF ANY OF THE HAZARDOUS SUBSTANCES LISTED IN THE NOTES?
If so, state this material, the quantity and method of storage.

NO

Before submitting the application check that it is complete, that all questions have been answered and that the site boundary and the new work are clearly edged in red on the plans. Every application must be accompanied by the appropriate certificate and fee. See "NOTES TO HELP APPLICANTS".

1769d

YOUR PLANNING APPLICATION

WHY DO YOU NEED TO MAKE A PLANNING APPLICATION ?

New buildings, major alterations and enlargement of existing buildings, and many changes in the use of buildings and land need planning permission.
The Town and Country Planning Acts impose a duty on Local Authorities to control these changes, and this means that a balance has to be found between the need and pressure for change, and the desire to protect the character of settlements and the countryside.
The merits of each application are, therefore, carefully examined.

WHAT ELSE MAY YOU HAVE TO DO ?

Listed Building Consent:	for works to a Listed Building; or for demolition works on land within the curtilage of a Listed Building or within a Conservation Area.
Advertisement Consent:	for the display of advertisements or signs
Building Regulation Approval:	for most new building or construction work.

Special forms are available for these types of applications.

You should also check whether there are any other regulations with which you may need to comply.

WHAT HAPPENS TO THE APPLICATION ?

It will first be checked to see if it is complete and if it is, it will be registered.

Consultations will be carried out with public and other bodies, such as the Highway Authority, or Local Parish Councils.

Publicity may be given to allow local people the opportunity to comment on your proposals.

The application will be considered in relation to the Council's planning policies and guidelines, the past history of decisions on that site or in the locality, other standards (such as parking, or visibility at road junctions), and any other material considerations.

The site will be visited by a Planning Officer You may be asked to submit more information, or to amend your application.

The application will then be considered either by a Planning Committee or Sub Committee (made up of Councillors) or by the Chief Officer responsible for planning matters. Objections to an application will be taken into consideration by the Committee or the Chief Officer.

Shortly after the application has been determined, you will receive a Decision Notice.

HOW LONG WILL IT TAKE ?

An application will generally be determined within eight weeks although a longer period may sometimes be required for a complicated application.

WHAT SORT OF DECISION CAN BE MADE ?

Your application may be approved.

Your application may be approved subject to certain conditions. These could impose restictions on the use of land or buildings, or require further details to be approved at a later stage, (e.g. materials or landscaping).
You may appeal against the conditions, but this opens the entire permission to review by the Secretary of State.

Your application may be refused. The reason will be listed on the Decision Notice.

WHAT HAPPENS IF THE APPLICATION IS REFUSED ?

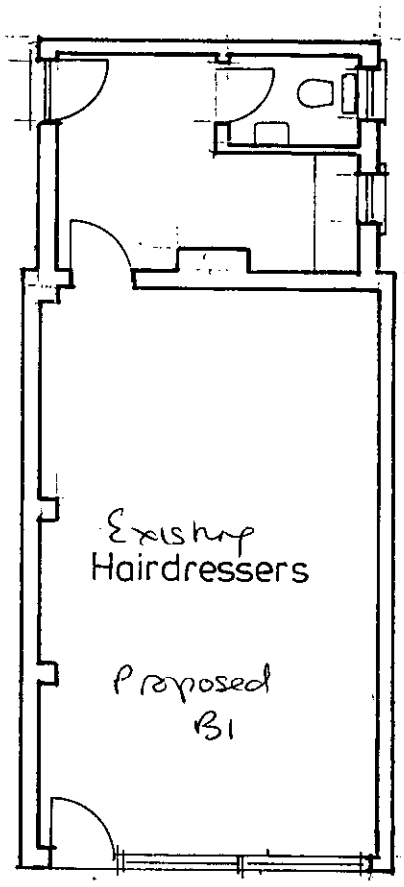
You have the right to appeal against the refusal to the Secretary of State, but you have to do that within six months.
Appeals can be dealt with by written representations by both sides, or by a Public Inquiry.
You may ask the Planning Officer whether an amended application would be more likely to receive planning permission.

DATA PROTECTION ACT 1984

'Information contained in this form is likely to be personal data within the terms of the Data Protection Act 1984, and as such will be held by the Council on computer (such as the PLANAPS applications processing system) and may be used by the Council only for purposes registered under the terms of the Data Protection Act.'

Scale

24.JAN.2001 * 3245 1:100



Ground Floor Plan

APPROVED

~~EXISTING~~

24.JAN.2001* 3245



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Development Control Section, Environmental Services, Wokingham District Council.
30 January 2001

Scale: 1 : 1250

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