APPLICATION NO:
F/2001/3612

LOCATION:
107 Broad Hinton, Twyford Reading.

APPLICANT:
Mr & Mrs Hughes

PROPOSAL:
Proposed conversion of part of garage to dining room.

EARLIEST DATE FOR DECISION: **27/04/2001**

APPLICATION WILL HAVE EXPIRED ON:
16/05/2001

CASE OFFICER: **Helen Pollock**

APPROVED

RAILEX
Marbleboard

EASIFILE EP7

25

00

(HP)

WOKINGHAM DISTRICT COUNCIL

TOWN AND COUNTRY PLANNING ACTS

Notification of Approval of Permission

Mr & Mrs Hughes
107, Broad Hinton
Twyford
Reading
RG100LP

Application Number: F/2001/3612

Parish: **TWYFORD**

Location: **107, Broad Hinton, Twyford, Reading.**

Proposal: **Proposed conversion of part of garage to dining room.**

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 plans submitted, the driveway must be widened to a minimum of 4.8 metres and the associated crossing extended to accommodate this, and thereafter be maintained for car parking and used for no other purpose.

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 comply with the Local Planning Authority's car parking standards, in the interests of highway safety and convenience.

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.
Loddon Area Local Plan Policies LBE1 and LBE2.
Deposit Draft Wokingham District Local Plan Policies WOS3 and WBE1.

John Mitchell

John Mitchell
Development Control Manager
Date: 04/05/2001

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.

F/2001/3612
Cond. 3.

Adam.

New resident bought this house. ~~East~~
He has provided the additional area of parking but not dropped the kerb (as it will cost him £600 to do this because of a BT box?)
He is considering applying to amend condition 3.
I said it was unlikely to be successful.

Please can you give him a ring.

07976 814803

Mr Brewer.

Cheers Tanya.

2/8/02.

Tanya,

I believe it would be ok to delete 'extend the associated crossing' from condition 3 of the consent as the parking spaces can be accessed satisfactorily via the existing dropped crossing. Please advise him on what he needs to do next.

Adam. 15/08/02.

APPROVAL OF
RESERVED MATTERS

P.
JRS

WOKINGHAM DISTRICT COUNCIL

LOCAL GOVERNMENT ACT, 1972

TOWN AND COUNTRY PLANNING ACT, 1971

To: LAING HOMES LTD
C/O THE CHARTER PARTNERSHIP
ST MARYS HOUSE
15 CARDINGTON ROAD
BEDFORD MK42 0BP

WOKINGHAM DISTRICT COUNCIL
COUNCIL OFFICES
SHUTE END
WOKINGHAM, BERKS., RG11 1BN

Application No.(RM) 24937

Proposal:
ERECTION OF 190 HOUSES TOGETHER WITH PARKING SPACES
GARAGES ROADS AND SERVICES
LAND SOUTH OF WALTHAM ROAD TWYFORD

The Wokingham District Council in pursuance of their powers under the above Acts hereby GRANT Approval of Reserved Matters (Outline permission 20857) in respect of the above development in accordance with the application and the accompanying plans submitted by you to the Council subject to compliance with the following conditions the reasons for which are specified thereunder:

1 Nothing herein contained shall be deemed to affect or vary the conditions imposed by Outline Consent No. 20857 dated 27/09/85 which conditions shall continue in full force and effect save insofar as they are expressly affected or varied by this permission.(8)

1 REASON The conditions of the outline consent are still applicable.(5R)

2 The layout shall be in accordance with the revised drawing number 2284/10 L (566)

2 REASON To ensure that the site development is in accordance with the District Planning Authority's approved standards.(564)

3 The communal car parking areas serving plots 19-30, 39-40, 42-44, 58-59, 79-80, 108-111, 113-119, 124-125, 141-142, 146-147, 152-161, 164-166, 168-185 and 190-193, as shown on the approved layout, shall be provided to the satisfaction of the District Planning Authority and there shall be no restrictions on the use of the parking spaces by occupiers or visitors to any of the dwellings.(7275)

3 REASON In the interests of traffic flow and road safety.(567)

4 The development hereby permitted shall be landscaped and planted. Further details of the landscaping scheme shown on the submitted drawing 2284L/39 shall be submitted to and approved in writing by the District Planning Authority before the development of the site commences.(7276)

The scheme shall show full details of all the existing and proposed planting and site levels; means of enclosure and ground surface treatment. It shall also shall full details of the pedestrian access to the Colleton School which shall be constructed before any of the dwellings on plots 19-23 are occupied.(7277)

Continued / .....

No conditions

pd OR

Porch in place - no change of building in front of existing building line.

Check conditions

24937

All planting, seeding or turfing comprised in the approved details of landscaping shall be carried out progressively during each planting season on those parts of the site where development has been substantially completed and any trees or plants which within a period of 5 years from the completion of the development die, are removed or become seriously damaged or diseased shall be replaced in the next planting season with others of similar size and species, unless the District Planning Authority gives written consent to any variation.(202)

Those parts of the site unaffected by the building operations shall be landscaped and planted within one year of the commencement of the development of the site.(204)

All the landscaping and planting to be carried out in respect of the development hereby approved shall comply with the recommendations set out in B.S. 4428 1969 'General Landscaping Operations' and B.S. 3936 Pt.1 1965 'Nursery Stock'. (205)

4 REASON In the interests of amenity and to help achieve a satisfactory standard of landscaping and planting.(194R)

5 The existing hedging along the Waltham Road boundary shall be retained and thickened by additional hedge planting as necessary to achieve a substantial screen to the satisfaction of the District Planning Authority. Any hedging removed or seriously damaged shall be replaced in the next planting season with new hedging of a similar species. If within a period of 5 years such replacement planting dies, is removed or becomes seriously damaged or diseased, it shall be further replaced in the next planting season.(210)

5 REASON In the interests of visual amenity.(13R)

INFORMATIVES:-

The Thames Water Authority or their Agents have requested the following informatives be attached to this permission and the Developer or Agent is requested to contact the Council's Engineer accordingly.(669)

The Area Manager of Thames Water Authority Reading should be consulted regarding water supply and sewage treatment. Telephone number Reading 577739.(727S)

Full details of all foul and surface water drainage proposals shall be submitted to the Council's Engineer and approved by the District Council before commencement of the development.(671)

The developer will be requested to enter into an Agreement under Section 18 of the Public Health Act 1936 with regard to the construction and subsequent adoption by the Council, acting for and on behalf of the Thames Water Authority, of sewers within the site. In the absence of such Agreement the Council is unlikely to agree to the subsequent adoption of the private sewers constructed, which will therefore remain the responsibility of the respective owners.(672)

Consent to discharge surface water to a main watercourse shall be obtained from the Thames Water Authority, Southern Division, Reading Bridge House, Reading.(684)

Continued / . . .

Application No. 24937 continued

All existing land drainage disturbed shall be replaced or relaid as near as possible to its original position and subject to the approval of the Engineer, shall be connected to the surface water drainage system.(687)

No public foul sewer available.(702)

No public surface water sewer available.(703)

For the prevention of pollution from above ground oil storage tanks, the Thames Water Authority have produced guidelines to assist those responsible for the design, construction, operation and ownership of such tanks. The guidelines should be complied with in order to avoid oil pollution of surface or ground water, sewers and drains (foul and surface water) and sewage, water and trade effluent treatment works. A copy of the guidelines can be obtained from the Divisional Manager, Thames Water Southern Division, Divisional Office, Reading Bridge House, Reading, Berkshire, RG1 8PS.(661)

Date 15 MAY 1986 1986

.....
/District Secretary

N.B. A statement of the applicant's rights is attached

This permission or approval is for the purposes of the Town and Country Planning Act 1971 only. Approval may also be required under the Building Regulations.

WORK SHEET FOR : Helen Pollock

Application Number : F/2001/3612

Applicant : Mr & Mrs Hughes .

Location : 107, Broad Hinton, Twyford, Reading.
Proposal : Proposed conversion of part of garage to dining room.

Site Notice Displayed ? :

YES	NO	DATE
✓		17/04/01.

Date of Neighbour Notifications : .....

Date of Site Visit : .....

Date Registered : 21/03/2001

Earliest Date for Decision : 27/04/2001

Latest Consultation Date/Site Notice Expiry Date : 27/04/2001

This application will have expired on: 16/05/2001. 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 :

Highways : C/A

Planning Issues :

1) Impact upon neighbouring properties
2) Impact upon Street Scene
3) Impact upon highway Safety.

Application Number: F/2001/3612

Appraisal:

The proposed development is for the part conversion of the garage to dining room (retrospective).

The property is semi-detached with an integral garage and has an open plan frontage.

1. Impact upon neighbouring properties

The only visible alteration resulting from the proposed conversion is the replacement of a rear door with a window. It is therefore considered that there are no adverse effects upon neighbouring properties.

2. Impact upon the character of the street scene

The proposed development will involve no alterations to the front elevation of the property. It will however necessitate the widening of the drive way to accommodate two vehicles as the existing garage does not meet the required parking standard, it is not considered that this will have an adverse effect upon the character of the street scene.

3. Impact upon highway safety – Parking provision

107 Broad Hinton is a two bed roomed property and as such is required to provide two vehicle parking spaces, as yet this has not been meet, as the garage that remains following the part conversion does not meet required standards. It is therefore recommended that the development be approved with the condition that the driveway must be widened to 4.8m to provide adequate parking, providing this condition is meet and the parking is permanently maintained there will be no impact upon highway safety.

Approval: ✓ ~~**Refusal:**~~

Application Number F/2001/3612
Conditions/Reasons for Refusal

No	Std Con	Std Reas	Non Std Conditions / Reasons for Refusal
1	C001	R001	
2	C014	R014	
3			Notwithstanding the plans submitted the driveway must be widened to a minimum of 4.8m + the associated crossing extended to accommodate this, and thereafter maintained for car parking & used for no other purpose
		Reason	TO Comply with the LPA'S Car parking standards, in the interests of highway safety + convenience.
4			The vehicle parking as stipulated in the above condition shall be permanently maintained + used for no other purpose ? Is this Condition OK ?
		R122	

Informative for approvals
N16
LODDON AREA LOCAL PLAN POLICIES: LBE1, LBE2
SOUTH-EAST AREA LOCAL PLAN POLICIES:
WOKINGHAM DISTRICT LOCAL PLAN POLICIES: WO53, WBE1
GREEN BELT LOCAL PLAN POLICIES:
BERKSHIRE STRUCTURE PLAN POLICIES: GN1
MINERALS LOCAL PLAN POLICIES:

RECOMMENDATION AND CONDITIONS/REASONS AGREED: _____
(Development Control Manager)

Date: 4/5/01

RECORD OF SITE VISIT

SITE ADDRESS: 107 Broad Hinton Twyford Reading.

APPLICATION NUMBER: F/2001/3612

OFFICER: Helen Pollock

DATE OF SITE VISIT: 17/04/a.

1 SITE/STATUTORY NOTICE DISPLAYED ? Yes - on tree in front

2. DESCRIPTION OF SURROUNDINGS Residential - Modern

3. DESCRIPTION OF SITE/BUILDING Semi detached. 2 Storey house.

4. RELATIONSHIP TO ADJOINING PROPERTIES

See map.

5. SITE CONSTRAINTS

TREES 1 ornimental cherry in front garden

ACCESS/PARKING 1 driveway parking space

LEVELS N/A

BOUNDARY TREATMENT Open plan to front. 1.8m fence enclosure to rear.

OTHERS

No alterations to front aspect.

1.8m fence enclosing rear garden

block of garages to rear of property - no impact.

window replaced door to rear.

Date: 23 April 2001

To: Highways

We have received Additional Plans for the following planning application:

Application Number: F/2001/3612

Location: 107, Broad Hinton, Twyford, Reading.

Proposal: Proposed conversion of part of garage to dining room.

Applicant: Mr & Mrs Hughes.

Case Officer: Helen Pollock

The new plans show the following: Parking plan.

Comments are required by 03/05/2001.

Should you have any queries regarding this application please contact the case officer Helen Pollock on 0118 974 6480.

For a garage to be used to park a vehicle it must have minimum internal dimensions of 5.0m by 2.5m

As a result of the proposal this will not be the case and therefore the highway authority recommend the following conditional approval:

check wording of Conds.

1. Notwithstanding the plans submitted the driveway must be widened to a minimum of 4.8 metres and the associated crossing extended to accommodate this.
   Reason: To comply with the LPA's car parking standards and the interests of highway safety and convenience.
2. Notwithstanding the plans submitted (INSERT: C122, R122).

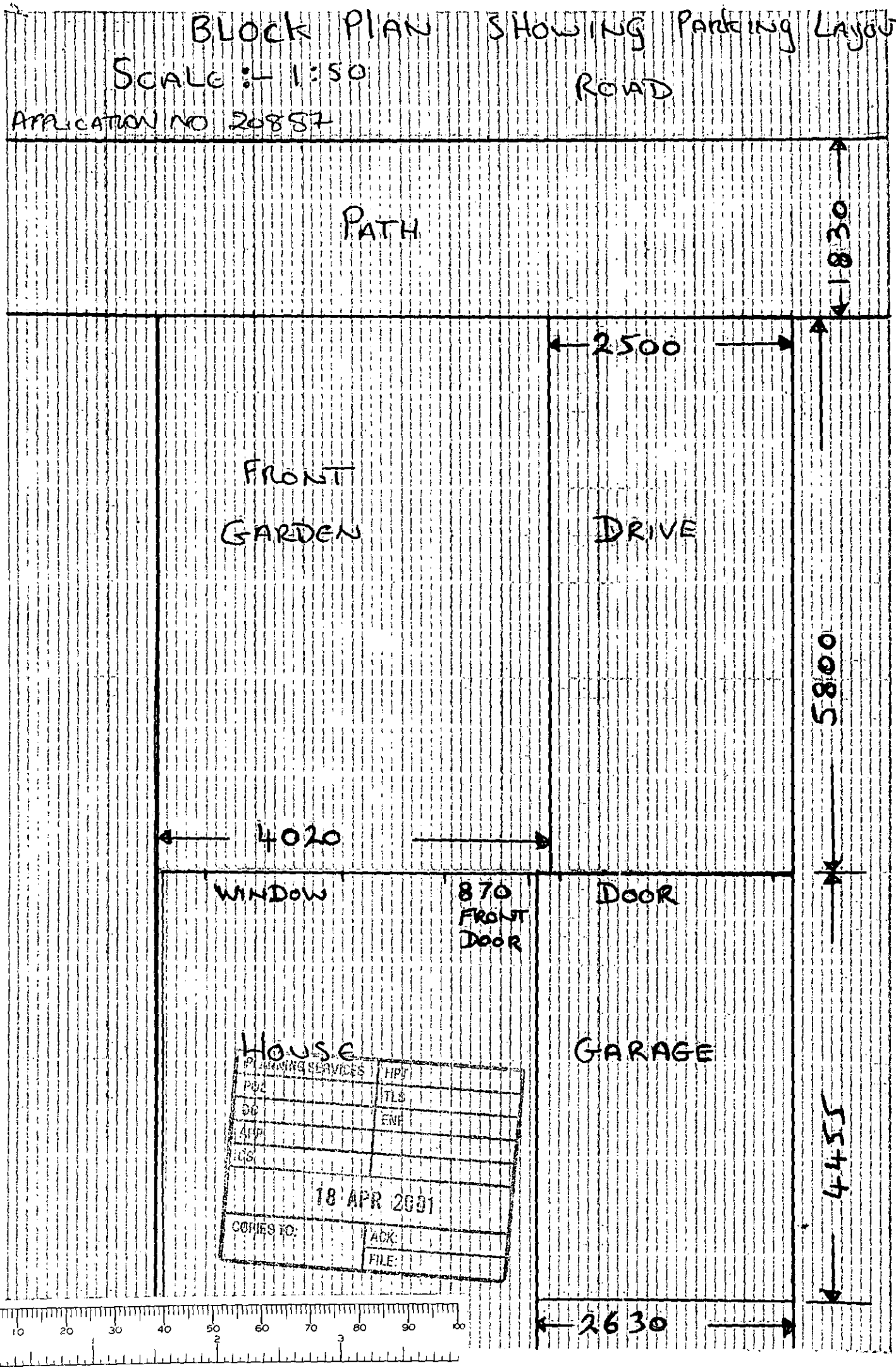
NO7

Adam Coggins 24/04/01

BLOCK PLAN SHOWING PARKING LAYOUT

SCALE: 1:50

APPLICATION NO 20857



ADDITIONAL PLAN

3612 1

Date: 23 April 2001

To: Case Officer

We have received Additional Plans for the following planning application:

Application Number: F/2001/3612

Location: 107, Broad Hinton, Twyford, Reading.

Proposal: Proposed conversion of part of garage to dining room.

Applicant: Mr & Mrs Hughes.

Case Officer: Helen Pollock

The new plans show the following: Parking plan.

Comments are required by 03/05/2001.

Should you have any queries regarding this application please contact the case officer Helen Pollock on 0118 974 6480.

(RING ONE)

REVISED PLANS | ADDITIONAL PLANS | MINOR AMENDMENTS | ADDITIONAL / REVISED PLANS TO COMPLY WITH CONDITIONS

App No. F/2007/3612(Planaps) / (Ludhouse) Date Rec. 18/04/07

Location: 107 Broad Hinton, Twyford

Parish Twyford

Applicant: MR + MRS Hughes

Description of attached plans Parking plan

Drawing No's:

CONSULTEES

Copies of plans will automatically be sent to Woodley Library, Part 1 Reg., Parish Council, Ward Councillors and the Case Officer unless specified.

Please tick which of the following you wish consulted.

OTHERS: _____ Drawing No's

1.	NK (Landscape & Trees)		☐
2.	NK (Env. Design)		☐
3.	XA (Highways)		✓
4.	NF (Building Control)		☐
5.	BC/DC Liaison		☐

A full set of plans will be sent to all consultees unless particular drawing No's are specified in the spaces above.

NEIGHBOURS: _____

Date for Responses 10 Days

FURTHER ACTION

Re-advertise App. ~~Y~~ / N (Delete as required)

Redate Application ~~Y~~ / N From _____

New Site Notice ~~Y~~ / N

New Description _____

CASE OFFICER Helen P

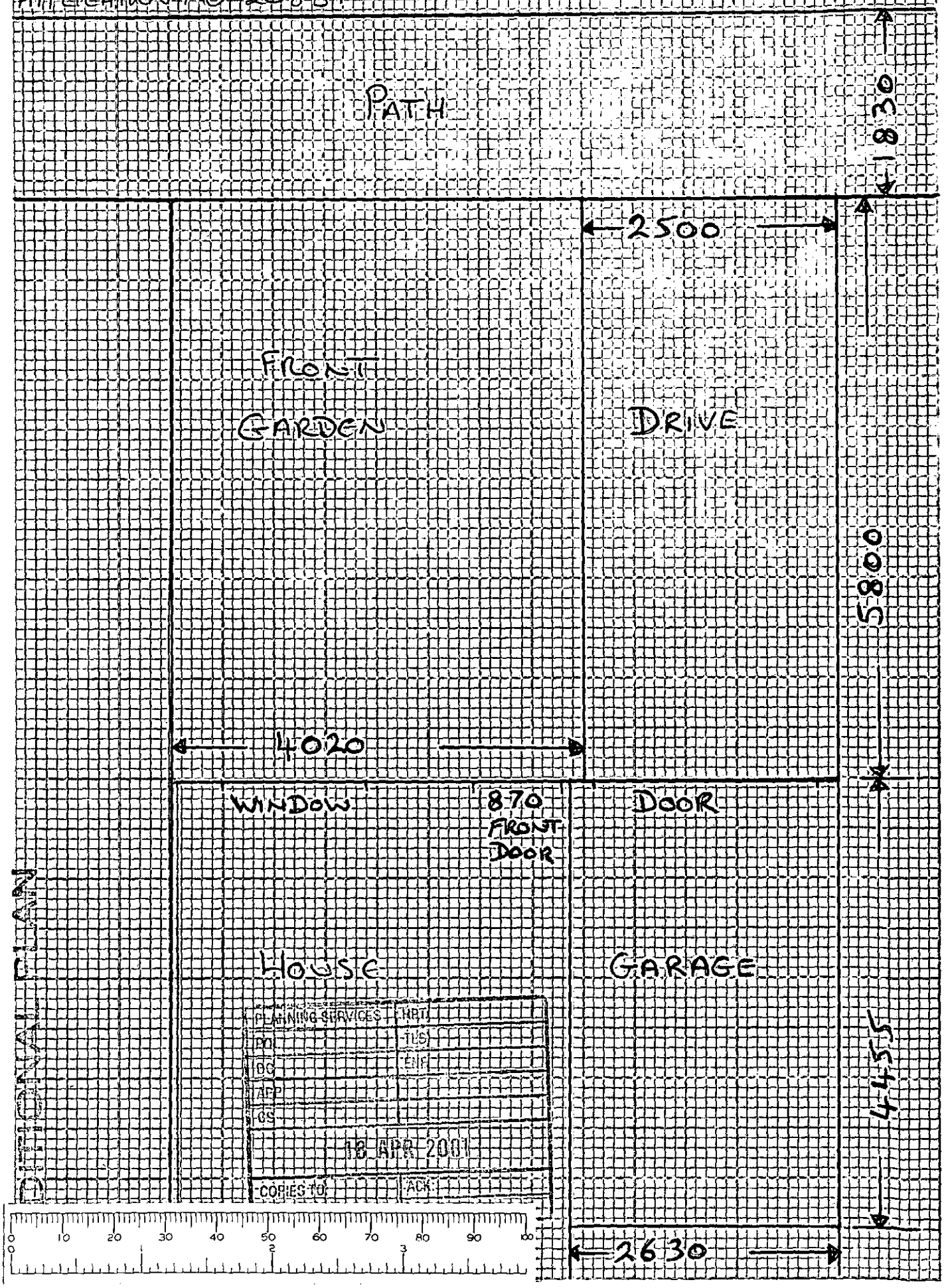
Consultations Sent by Admin. on 23.04.07

Yellow - Part One Copy
Green - Officer's Copy

BLOCK PLAN SHOWING PARKING LAYOUT

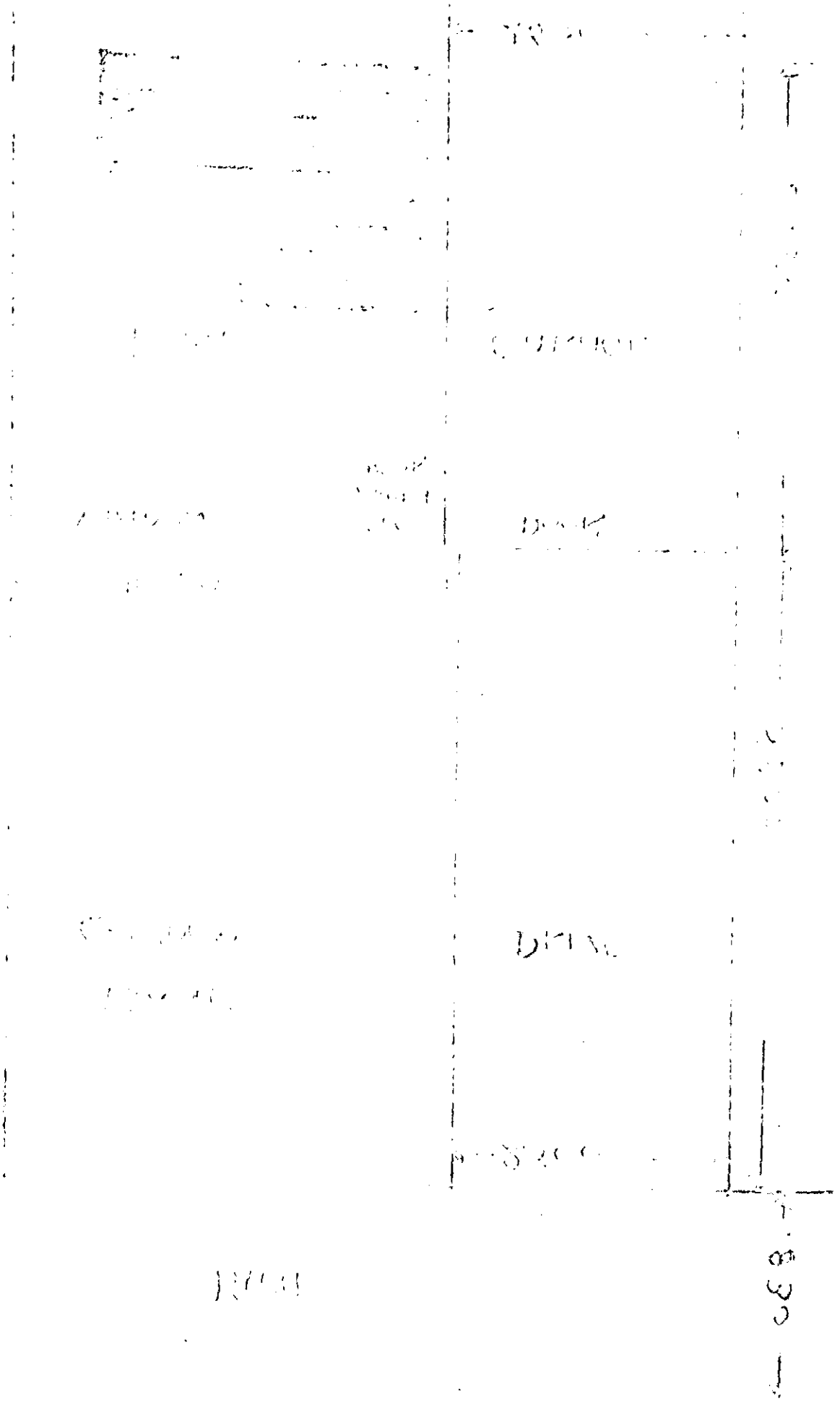
SCALE :- 1:50

APPLICATION NO 20857



DITIONAL PLAN

3612



Received by Wokingham District Council

Application No: F/2001/3612

Proposal:
Proposed conversion of part of garage to dining room.

Location:
107, Broad Hinton, Twyford, 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 Helen Pollock P.O. Box 157 Council Offices, Shute End, Wokingham Berkshire, RG40 1WR to arrive on or before 27/04/2001. 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

03 April 2001

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

Tel: 0118 974 6480

Date: **03 April 2001**

My ref: F/2001/3612

CONFIDENTIAL

Councillor Tomlin
3 Swanscourt
Twyford
Berks
RG10 0AZ

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/2001/3612
107, Broad Hinton, Twyford, Reading.
Proposed conversion of part of garage to dining room.

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 **Helen Pollock** on **0118 974 6480**.

Yours faithfully,

John Mitchell

John Mitchell
Development Control Manager

LISTING FORM

Case officer: **Helen Pollock** Application Number: **F/2001/3612**
107, Broad Hinton, Twyford, Reading.
Proposed conversion of part of garage to dining room.
I wish this application to be listed should the officers recommendation be for_____
and my reason(s) are_____
_____
_____

Signed: _____ Date: _____
Councillor Tomlin

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

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

Tel: 0118 974 6480

Date: **03 April 2001**

My ref: F/2001/3612

CONFIDENTIAL

Councillor C A Ferris
The Corner House
Station Road
Twyford
RG10 9NG

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

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Yours faithfully,

John Mitchell

John Mitchell
Development Control Manager

LISTING FORM

Case officer: **Helen Pollock** Application Number: **F/2001/3612**
107, Broad Hinton, Twyford, Reading.
Proposed conversion of part of garage to dining room.
I wish this application to be listed should the officers recommendation be for_____
and my reason(s) are_____
_____
_____

Signed: _____ Date: _____
Councillor C A Ferris

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

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

Tel: 0118 974 6480

Date: **03 April 2001**

My ref: F/2001/3612

CONFIDENTIAL

Councillor Conway
20 Arnside Close
Twyford
RG10 9BS

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

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107, Broad Hinton, Twyford, Reading.
Proposed conversion of part of garage to dining room.

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If you have any questions please do not hesitate to contact **Helen Pollock** on **0118 974 6480**.

Yours faithfully,

John Mitchell

John Mitchell
Development Control Manager

LISTING FORM

Case officer: **Helen Pollock** Application Number: **F/2001/3612**
107, Broad Hinton, Twyford, Reading.
Proposed conversion of part of garage to dining room.
I wish this application to be listed should the officers recommendation be for_____
and my reason(s) are_____
_____
_____

Signed: _____ Date: _____
Councillor Conway

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

HIGHWAYS CONSULTATION SHEET

From: Helen Pollock **Date:** 03 April 2001

Application Number: F/2001/3612

Proposal: Proposed conversion of part of garage to dining room.

Parish: TWYFORD PARISH

Site Address:
107, Broad Hinton, Twyford, Reading.

Applicant:
Mr & Mrs Hughes .

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).

Comment - The garage will not meet our standards after the proposed conversion.

Please could Highways have an additional plan (at least 1:200 scale) showing the parking layout for 2 vehicles within the curtilage of the property. The outline of the spaces is to be marked on the plan accurately with minimum dimensions:

4.8m x 2.4m (standard space)
~~5.5m x 2.4m (in front of a garage)~~

The extent of the existing driveway must be clearly shown, along with details of any widening or alterations as a result of the proposal.

Signed: _____ **Print name:** Adam Coggins 11/04/01

WOKINGHAM D.C. DEVELOPMENT CONTROL

Start date:	21 MAR 2001
Officer: HP	Application No. F 2001 3612.

Map No. 33 Site 0:02

Easting: ..... Flood Pln .....

Northing: ..... Mineral .....

Level: ☐ **Sub Committee** ☑ **Delegated** ☐ **Sec. State**

☐ **Incorrect Fee** ☐ **Invalid** ☐ **PD**

Description:

(F) PROPOSED CONVERSION OF PART OF GARAGE TO DINING ROOM

Location: 107 BROAD HINTON

Parish: TWYFORD Ward: Twyford.

3.4.01 -a

Applicant: MR/MRS HUGHES

PD rights removed

Fee Received 00-00 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 layout?		
3	Forms unsigned			
4	Correct S 66 certificate			
5	Elevation plans			
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 : 3.4.01 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 .....

NEIGHBOURS:

..... S/N + See map. .....
.....
.....
.....
.....
.....
.....
.....
.....

ADDRESS 103/105/107 BROAD HINTON PARISH TWYFORD

PLOT No. 105/104/103 PH.I ORD. SHEET No. SU 7976 3

BUILDER 11/1/65

Plan No.	Applicant	Description of Development	Date of Decision	Decision
15355	LAING	O/L RES. DEV	8.5.81	Re
20857	"	"	8.3.84	Cl
24938	"	S/DET. HOUSES + GARAGES	6.2.86	Cl
AL-003				

DATE OF COMPLETION

MINISTRY DECISION 15355 - APPEAL GRANTED - 2.12.88

SPECIAL ORDERS TPO 212/82 320/88 PD Eng - Conversion of Garage - Mr. Mullens - 6/

DRAINAGE

091074

Environmental Services

For office use only.
Application number 21.MAR2001* 3612

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 Address and postcode Phone number	MR DAVID HUGHES & MRS CHERIE HUGHES 107 BROAD HINTON TWYFORD BERKS RG10 0LP 01189 320145
2	Agent's Name Address and postcode Phone number	
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	107 BROAD HINTON TWYFORD BERKS RG10 0LP
4	Give brief details of the proposal for example, two storey side extension About the application	PART GARAGE CONVERSION TO DINING ROOM. REMAINDER TO STAY AS SINGLE GARAGE. CONVERT EXTERNAL DOOR TO WINDOW
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	RED BRICKS TO MATCH EXTERNAL BRICKS. DARK STAINED WINDOW TO MATCH EXISTING & KITCHEN WINDOW.
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 ☑

3544 Crystal Mark
Clarity approved by Plain English Campaign

Please turn over

9	How many bedrooms does the property have?	Existing: 2	Proposed: 2
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.		
	BECAUSE OF CONDITION 8 A FEE IS NOT APPLICABLE		
	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.

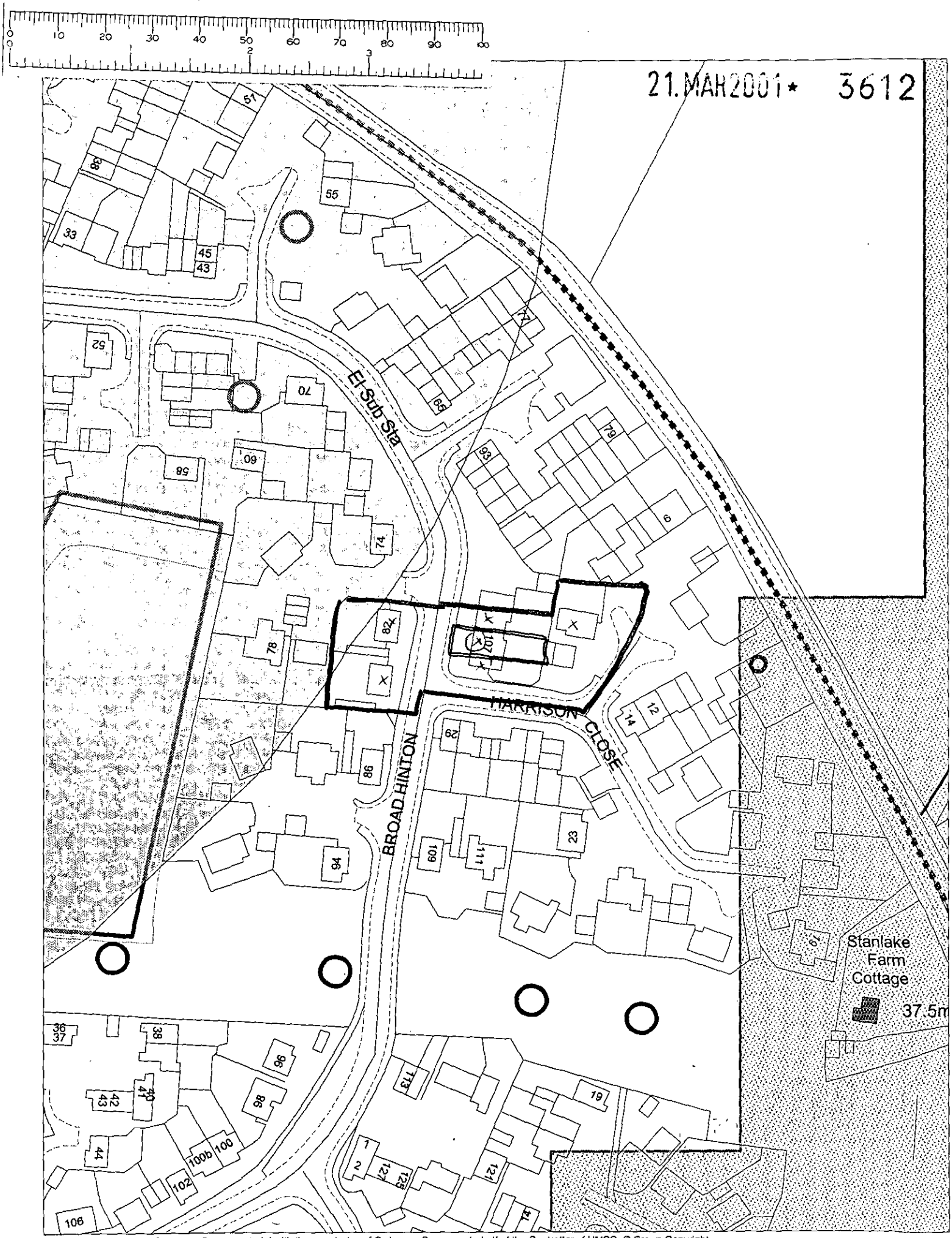
Owner's name	Address at which the notice was served	Date on which the notice was served

None of the land forms part of an agricultural holding.

Your signature: [signature] on behalf of

Date 19/3/04

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



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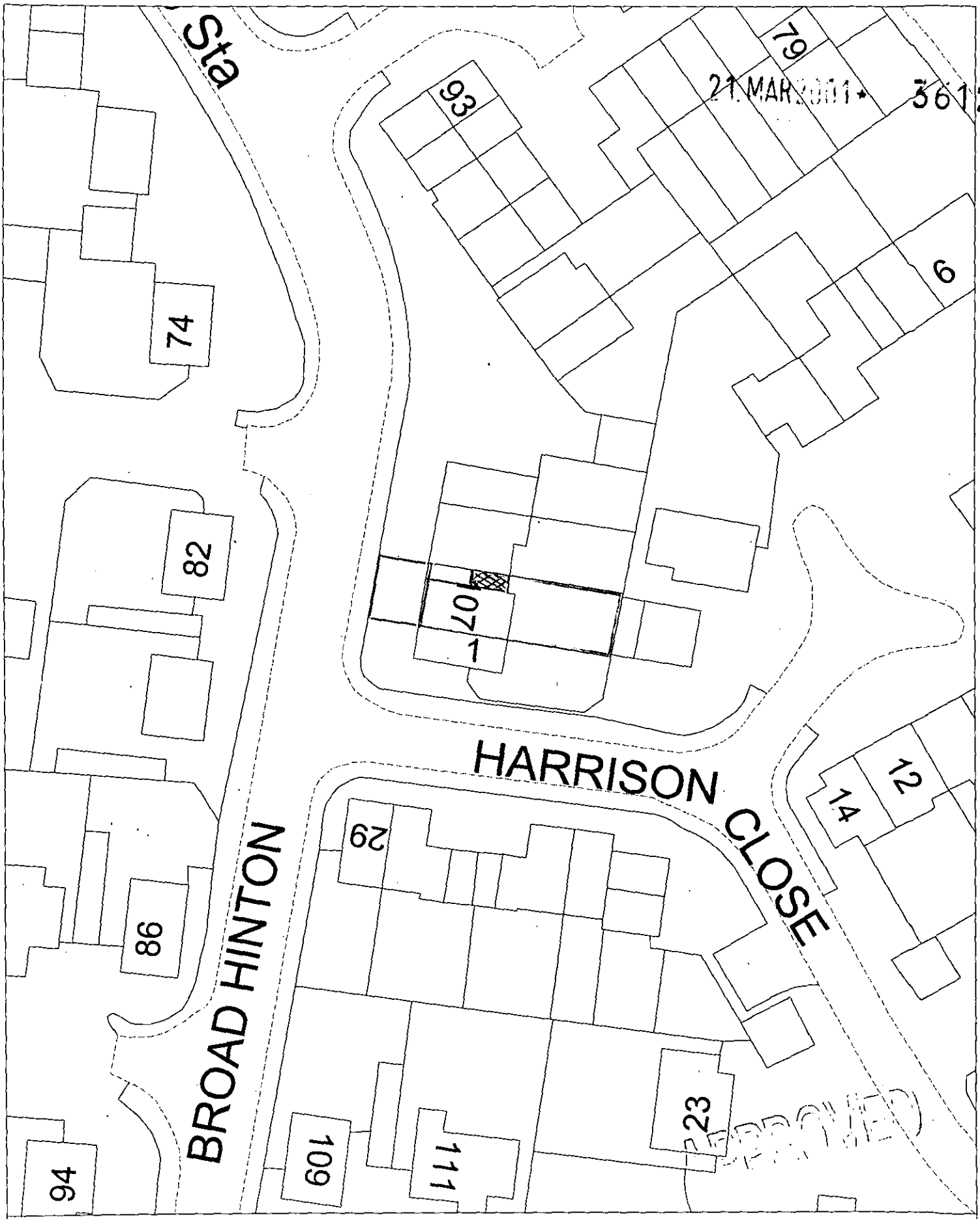
Development Control Section, Environmental Services, Wokingham District Council.
26 March 2001 Scale: 1 : 1250



Site Plan, Scale: 1 to 500

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: 20 March 2001

N W E S

0 10 20 30 40 50 60 70 80 90 100

0 2 3

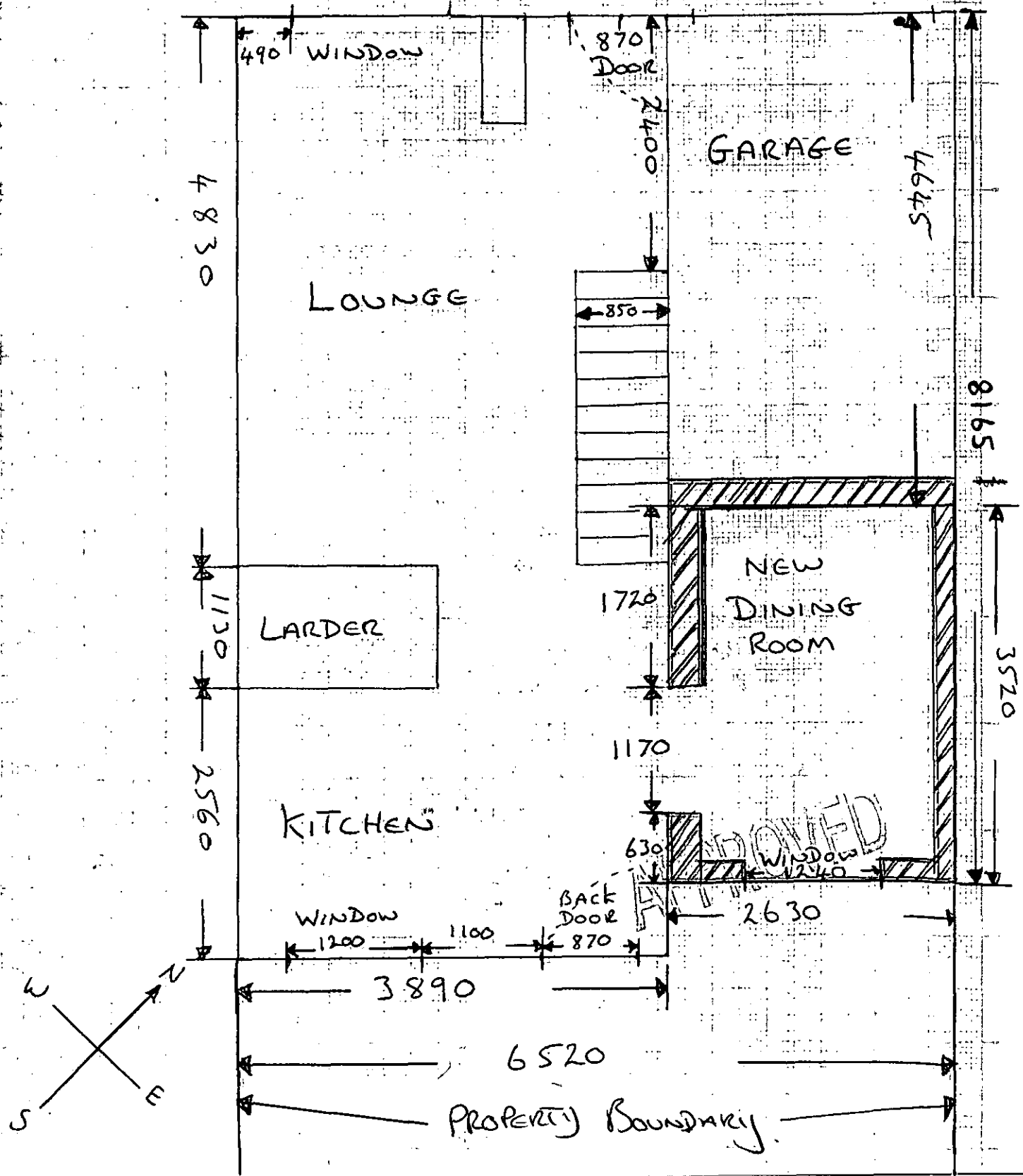
FRONT ASPECT

21 MAR 2011

3612

SCALE :- 1:50

GROUND FLOOR PLAN.





Site Plan, Scale: 1 to 2500

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20 March 2001

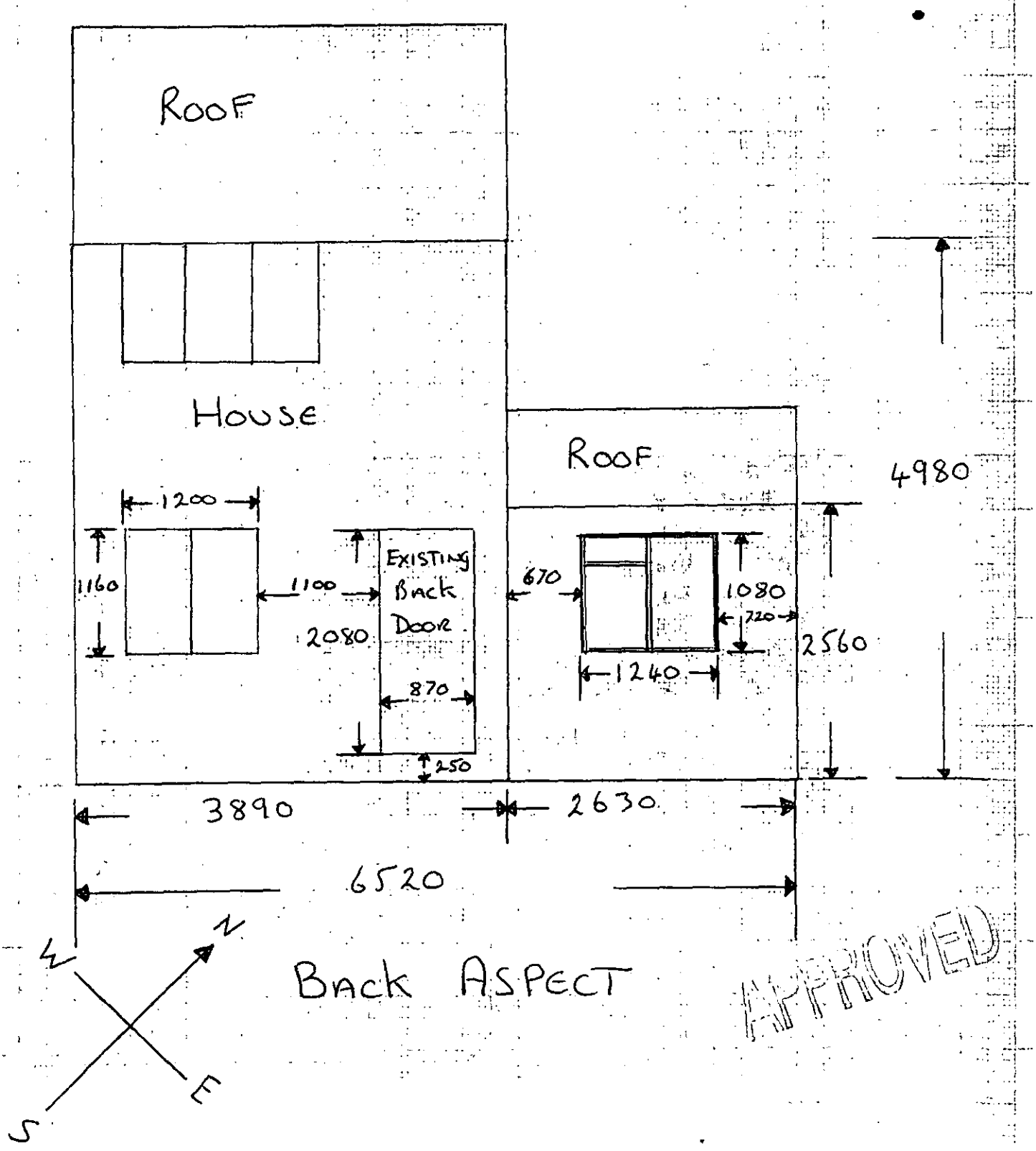




PROPOSED REAR ELEVATION

21.MAR2001* 3612

SCALE :- 1:50



BACK ASPECT

APPROVED