

Planning Committee: A

Application details

Application reference number(s): DC/23/130234

Application Date: 4 April 2023

Applicant: Ashby Road Properties Limited

Proposal: Construction of part single-storey and part two-storey roof

extensions to create 3 self-contained flats, together with the conversion of an existing studio to provided additional living accommodation at 1-3 Ashby Road SE4, with associated cycle

storage, refuse storage and a new green roof.

Background Papers: (1) Submission drawings

(2) Submission technical reports and documents

(3) Internal consultee responses(4) Statutory consultee responses

Designation: Air Quality Management Area

Brockley Conservation Area

Brockley Conservation Area Article 4 Direction

PTAL 4

Screening: N/A

Outline and recommendations

This report sets out the Officer's recommendation of approval for the above proposal. The report has been brought before Committee for a decision due to the submission of 19 individual objections, a petition against signed by 6 residents and an objection from the Brockley Society.

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1 INTRODUCTION

- This report sets out Officers recommendation in relation to the proposed development at 1-3 Ashby Road. The application has been returned to members as the application was deferred at a previous meeting of Planning Committee A held on Tuesday 18 July 2023. For a detailed overview of the site, the proposal, the site history and consultation undertaken for the application please see the original Committee Report (Appendix 1).
- The application was deferred by members due to a concern with the methodology employed to model the daylight and sunlight impacts of the development. It is a desk-based study and does not include a site visit and in-person internal survey of the existing flats. The Daylight and Sunlight Report (Daylight & Sunlight UK Limited, January 2023) was carried out in accordance with standard practice which uses a computer model to assess likely impacts, based on the existing floor plan, elevation and section drawings of the building. It concluded that the impact would be compliant with the relevant BRE standards for daylight and sunlight. Nevertheless, members considered that they were unable to reach a conclusion on the impact to two adjacent roof lights serving Flat 2. For a detailed overview of the daylight and sunlight impacts see paras 129 141 of the original Committee Report (Appendix 1).
- For the above reasons, Members resolved that the application be deferred to allow the applicant to undertake a site survey at Flat 2 to review the reports findings and if necessary to inform a revised report. Following the committee meeting the applicant agreed to undertake the survey and to revise the report. Officers then made several attempts to contact the owner of the property by email, between 20 July and 10 October 2023, in order to facilitate access and allow the survey to be carried out. These attempts include emails sent on 20th July, 31st July, 7th August, 9th August, 18th August, 31st August and 10th October.
- 4 Unfortunately, at the time of writing these efforts did not prove successful as regrettably the owner did not initially agree to provide access to the property. Officers ceased requesting access to the property on 13 October 2023, which is approaching three months since the committee date, and further contact was considered unlikely to elicit a response. It has therefore not so far been possible to comply with members resolution to undertake the survey of the property. This is despite the best efforts of Officers and the application team. It is therefore considered reasonable to return the application to committee for a decision without further delay.
- On 2 November 2023, following being advised that the application would be returned to committee, the owner of Flat 2 has now offered to grant access to the Flat on 9 November in order to allow the application team to carry out the survey of the rooflights and bedroom. The application team have agreed to this offer and at the time of writing Officers are in the process of arranging the visit with both parties.
- At this stage Officers have no reason the question the accuracy of the existing drawings and therefore, maintain the recommendation to grant permission for the proposed development for the reasons set out within the original Committee Report (Appendix 1). However, the Council reserves the right to reassess this impact should the site survey bring to light new information which would materially change the outcome of the assessment. A summary of the impact to daylight levels at Flat 2 as modelled within the

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Daylight and Sunlight Report (Daylight & Sunlight UK Limited, January 2023) submitted with the application is provided at paras 16-22 below.

2 POLICY CONTEXT

2.1 LEGISLATION

- Planning applications are required to be determined in accordance with the statutory development plan unless material considerations indicate otherwise (S38(6) Planning and Compulsory Purchase Act 2004 and S70 Town & Country Planning Act 1990).
- Planning (Listed Buildings and Conservation Areas) Act 1990: S.66/S.72 gives the LPA special duties in respect of heritage assets.

2.2 MATERIAL CONSIDERATIONS

- A material consideration is anything that, if taken into account, creates the real possibility that a decision-maker would reach a different conclusion to that which they would reach if they did not take it into account.
- Whether or not a consideration is a relevant material consideration is a question of law for the courts. Decision-makers are under a duty to have regard to all applicable policy as a material consideration.
- The weight given to a relevant material consideration is a matter of planning judgement. Matters of planning judgement are within the exclusive province of the LPA. This report sets out the weight Officers have given relevant material considerations in making their recommendation to Members. Members, as the decision-makers, are free to use their planning judgement to attribute their own weight, subject to aforementioned directions and the test of reasonableness.

2.3 NATIONAL POLICY & GUIDANCE

- National Planning Policy Framework 2023 (NPPF)
- National Planning Policy Guidance 2014 onwards (NPPG)
- National Design Guidance 2019 (NDG)

2.4 DEVELOPMENT PLAN

- 12 The Development Plan comprises:
 - London Plan (March 2021) (LPP)
 - Core Strategy (June 2011) (CSP)
 - Development Management Local Plan (November 2014) (DMP)
 - Site Allocations Local Plan (June 2013) (SALP)
 - Lewisham Town Centre Local Plan (February 2014) (LTCP)

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2.5 SUPPLEMENTARY PLANNING GUIDANCE

13 Lewisham SPD:

- Alterations and Extensions Supplementary Planning Document (April 2019)
- Brockley Conservation Area Supplementary Planning Document (December 2005)
- Small Sites Supplementary Planning Document (October 2021)

14 London Plan LPG:

- Small Site Design Codes (June 2023)
- Optimising Site Capacity: A Design-led Approach (June 2023)
- Housing Design Standards (June 2023)
- Air Quality Neutral (February 2023)

2.6 OTHER MATERIAL DOCUMENTS

Brockley Conservation Area Character Appraisal (August 2006)

3 PLANNING CONSIDERATIONS

- 15 The main issues are:
 - Principle of Development
 - Residential Quality
 - Urban Design
 - Impact on Adjoining Properties
 - Transport
 - Sustainable Development
 - Natural Environment
- The above is a list of the main planning considerations, which remain relevant to this application. However, for the purposes of this report Officers will focus on the impact to daylight at Flat 2 as this is the sole matter relating to the deferral. The original Committee Report (Appendix 1) concluded that the impact to daylight would be acceptable as the results of the Daylight and Sunlight Report (Daylight & Sunlight UK Limited, January 2023) showed compliance with the relevant BRE standards for Daylight Distribution (DD) (also known as No Sky Line) and Vertical Sky Component (VSC).
- In response to the matters raised at the committee meeting in relation to the accuracy of the Daylight and Sunlight Report, the applicant issued a Final Statement to the Committee dated 16 August 2023. The statement acts as an addendum to the Daylight and Sunlight Report and considers whether the perceived inaccuracies in the drawings raised at the committee meeting including the room area, absence of the centralised pillar and depth of the roof would have a significant impact on the results on the assessment. The statement concludes that even adjusting for these factors the impact to daylight would remain compliant with the BRE guidance for DD and VSC.

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- It is also necessary to consider BRE guidance within the proper policy context as neither the NPPF nor the Development Plan express a specific minimum standard for daylight and sunlight. Indeed, the NPPF at para 125 (c) states that, where there is an existing or anticipated shortage of land for meeting identified housing need, LPAs should take a flexible approach to policies or guidance relating to daylight and sunlight when considering applications for housing, where they would otherwise inhibit making efficient use of a site.
- The GLA support this flexible approach stating at para 1.3.45 of the Housing SPG that:

"An appropriate degree of flexibility needs to be applied when using BRE guidelines to assess the daylight and sunlight impacts of new development on surrounding properties, as well as within new developments themselves. Guidelines should be applied sensitively to higher density development, especially in opportunity areas, town centres, large sites and accessible locations, where BRE advice suggests considering the use of alternative targets. This should take into account local circumstances; the need to optimise housing capacity; and scope for the character and form of an area to change over time."

- Therefore, even if a transgression beyond the BRE guidance was identified, it would not automatically follow that the impact would be unacceptable as the proper test should not be whether the impact is noticeable but whether it would be unacceptably harmful to the living conditions of neighbouring residential properties. This assessment of harm should take account of context which, as the GLA make clear, should include the character and accessibility of the area.
- Finally, if unacceptable harm is identified this would need to be considered within the overall planning balance weighted against the merits of the scheme, which for this development include the delivery of three additional residential units to local housing targets and the improvement to the quality of an existing studio unit.
- In this case it is not necessary to undertake this balancing exercise as the Daylight and Sunlight Report demonstrates compliance with relevant BRE guidance. Officers are satisfied that this assessment is robust and has been carried out in accordance with industry best practice and the relevant guidelines. The Final Statement to the Committee submitted by the applicant is informed by internal photographs of Flat 2 and confirms that this would remain the case even in the event of minor inaccuracies with the drawings used to model the impact. It is also relevant that the *BRE Report Site layout planning for daylight and sunlight: a guide to good practice (BR209)* does not advocate an on-site assessment for either VSC or DD. Nevertheless, the applicant has agreed to undertake survey of Flat 2 on 9 November 2023 following the outcome of the committee meeting on 18 July 2023. Should the site visit lead to new information which would lead Officers to reconsider their advice to Members, the Council will consider appropriate next steps.

4 LOCAL FINANCE CONSIDERATIONS

- Under Section 70(2) of the Town and Country Planning Act 1990 (as amended), a local finance consideration means:
 - a grant or other financial assistance that has been, or will or could be, provided to a relevant authority by a Minister of the Crown; or

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- sums that a relevant authority has received, or will or could receive, in payment of Community Infrastructure Levy (CIL).
- The weight to be attached to a local finance consideration remains a matter for the decision maker.
- The CIL is therefore a material consideration.
- £21,760.54 Lewisham CIL and £14,377.50 MCIL is estimated to be payable on this application, subject to any valid applications for relief or exemption, and the applicant has completed the relevant form. This would be confirmed at a later date in a Liability Notice.

5 EQUALITIES CONSIDERATIONS

- The Equality Act 2010 (the Act) introduced a new public sector equality duty (the equality duty or the duty). It covers the following nine protected characteristics: age, disability, gender reassignment, marriage and civil partnership, pregnancy and maternity, race, religion or belief, sex and sexual orientation.
- In summary, the Council must, in the exercise of its function, have due regard to the need to:
 - eliminate unlawful discrimination, harassment and victimisation and other conduct prohibited by the Act;
 - advance equality of opportunity between people who share a protected characteristic and those who do not;
 - foster good relations between people who share a protected characteristic and persons who do not share it.
- The duty continues to be a "have regard duty", and the weight to be attached to it is a matter for the decision maker, bearing in mind the issues of relevance and proportionality. It is not an absolute requirement to eliminate unlawful discrimination, advance equality of opportunity or foster good relations.
- The Equality and Human Rights Commission has recently issued Technical Guidance on the Public Sector Equality Duty and statutory guidance entitled "Equality Act 2010 Services, Public Functions & Associations Statutory Code of Practice". The Council must have regard to the statutory code in so far as it relates to the duty and attention is drawn to Chapter 11 which deals particularly with the equality duty. The Technical Guidance also covers what public authorities should do to meet the duty. This includes steps that are legally required, as well as recommended actions. The guidance does not have statutory force but nonetheless regard should be had to it, as failure to do so without compelling reason would be of evidential value. The statutory code and the technical guidance can be found at: https://www.equalityhumanrights.com/en/publication-download/technical-guidance-public-sector-equality-duty-england
- The Equality and Human Rights Commission (EHRC) has previously issued five guides for public authorities in England giving advice on the equality duty:
 - The essential guide to the public sector equality duty
 - Meeting the equality duty in policy and decision-making

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- Engagement and the equality duty
- Equality objectives and the equality duty
- Equality information and the equality duty
- The essential guide provides an overview of the equality duty requirements including the general equality duty, the specific duties and who they apply to. It covers what public authorities should do to meet the duty including steps that are legally required, as well as recommended actions. The other four documents provide more detailed guidance on key areas and advice on good practice. Further information and resources are available at: https://www.equalityhumanrights.com/en/advice-and-guidance/public-sector-equality-duty-guidance
- The planning issues set out above do not include any factors that relate specifically to any of the equalities categories set out in the Act, and therefore it has been concluded that there is no impact on equality.

6 HUMAN RIGHTS IMPLICATIONS

- In determining this application the Council is required to have regard to the provisions of the Human Rights Act 1998. Section 6 of the Human Rights Act 1998 prohibits authorities (including the Council as local planning authority) from acting in a way which is incompatible with the European Convention on Human Rights. "Convention" here means the European Convention on Human Rights, certain parts of which were incorporated into English law under the Human Rights Act 1998. Various Convention rights are likely to be relevant including:
 - Article 8: Respect for your private and family life, home and correspondence
 - Protocol 1, Article 1: Right to peaceful enjoyment of your property
- This report has outlined the consultation that has been undertaken on the planning application and the opportunities for people to make representations to the Council as Local Planning Authority.
- Members need to satisfy themselves that the potential adverse amenity impacts are acceptable and that any potential interference with the above Convention Rights will be legitimate and justified. Both public and private interests are to be taken into account in the exercise of the Local Planning Authority's powers and duties. Any interference with a Convention right must be necessary and proportionate. Members must therefore, carefully consider the balance to be struck between individual rights and the wider public interest.
- This application has the legitimate aim of providing a extending a building with residential uses. The rights potentially engaged by this application, including Article 8 and Protocol 1, Article 1: Right to peaceful enjoyment of your property are not considered to be unlawfully interfered with by this proposal.

7 CONCLUSION

This application has been considered in the light of policies set out in the development plan and other material considerations.

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- At the time of writing it has not been possible to undertake the site survey requested by members in deferring the application on 18 July 2023. The application team have engaged proactively with Officers in attempting to facilitate the survey in the weeks and months immediately following the committee and have agreed to undertake the survey on 9 November now that access to Flat 2 has been offered. Furthermore, the applicant has submitted a statement that attempts to address the concerns raised by members in regard to the perceived limitation of the methodology employed within the Daylight and Sunlight Report (Daylight & Sunlight UK Limited, January 2023).
- The NPPF, at para 11, states "Plans and decisions should apply a presumption in favour of sustainable development... For decision-taking this means: ...(c) approving development proposals that accord with an up-to-date development plan without delay;" With that in mind, sufficient time has now elapsed to progress towards a decision on the basis that significant errors with the surveying of the building are unlikely and therefore the outcome of survey on the 9 November 2023 would likely not require a reassessment of Officers conclusions on daylight and sunlight matters. Therefore, Officers remain satisfied that there is currently sufficient information provided to conclude that the reduction to the massing at the rear of the extension would successfully address the harm to light and outlook to the bedroom of Flat 2. Accordingly, the application is recommended for approval subject to conditions. Members will be updated should the site visit yield new information which would lead Officers to reconsider that position.

8 RECOMMENDATION

That the Committee resolve to **GRANT** planning permission subject to the following conditions and informatives:

8.1 CONDITIONS

1. Time Limit

The development to which this permission relates must be begun not later than the expiration of three years beginning with the date on which the permission is granted.

Reason: As required by Section 91 of the Town and Country Planning Act 1990.

2. Approved Plans

The development shall be carried out strictly in accordance with the application plans, drawings and documents hereby approved and as detailed below:

EX.001 Rev A; EX.100 Rev B; EX.101 Rev A; EX.102 Rev A; EX.103 Rev A; EX.104 Rev A; EX.105 Rev A; EX.106; EX.107; EX.108; PA 001;

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PA.100 Rev B: PA.101 Rev E: PA.102 Rev E; PA.103 Rev C: PA.104 Rev B: PA.105 Rev B: PA.106 Rev E: PA.107 Rev C: PA.108 Rev B; PA.109 Rev A; PA.110 Rev A: PA.111: PA.112 Rev E: PA.113 Rev D; PA.114; OS.01 Rev A.

Reason: To ensure that the development is carried out in accordance with the approved documents, plans and drawings submitted with the application and is acceptable to the local planning authority.

3. Construction Management Plan

No development shall commence on site until such time as a Construction Management Plan has been submitted to and approved in writing by the local planning authority. The plan shall cover:-

- (a) Dust mitigation measures.
- (b) The location and operation of plant and wheel washing facilities
- (c) Details of best practical measures to be employed to mitigate noise and vibration arising out of the construction process
- (d) Details of construction traffic movements including cumulative impacts which shall demonstrate the following:-
 - (i) Rationalise travel and traffic routes to and from the site.
 - (ii) Provide full details of the number and time of construction vehicle trips to the site with the intention and aim of reducing the impact of construction relates activity, such vehicle trips to avoid the 30mins before and after Myatt Garden Primary School drop-off and pick-up times.
 - (iii) Measures to deal with safe pedestrian movement.
- (e) Security Management (to minimise risks to unauthorised personnel).
- (f) Measures to ensure no construction activity (including works and deliveries taken at or despatched to the site) shall take place other than between the hours of 8 am and 6pm on Mondays to Fridays and 8 am and 1 pm on Saturdays and not at all on Sundays or Public Holidays.
- (g) Details of the training of site operatives to follow the Construction Management Plan requirements

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The measures specified in the approved details shall be implemented prior to commencement of development and shall be adhered to during the period of construction.

Reason: In order that the local planning authority may be satisfied that the demolition and construction process is carried out in a manner which will minimise possible noise, disturbance and pollution to neighbouring properties and to comply with Policy SI1 Improving air quality and Policy T7 Deliveries, servicing and construction of the London Plan (March 2021).

4. Materials & Design Quality

- (a) No above ground works shall commence on site (excluding demolition) until a detailed schedule and specification including manufacturer's literature or detailed drawings including horizontal and vertical cross sections at suitable scales (e.g. 1:5, 1:10 or 1:20 where relevant), in respect of the following:
 - (i) brickwork, mortar, bond and pointing (sample panel on site);
 - (ii) exterior cladding materials, joins and junctions;
 - (iii) windows and reveals
 - (iv) external doors;
 - (v) rainwater goods;
 - (vi) balconies and balustrades

has been submitted to and approved in writing by the Council.

(b) The works shall then be carried out in full accordance with the approved details prior to the first occupation of the development, and retained thereafter.

Reason: To ensure that the high design quality demonstrated in the plans and submission is delivered so that local planning authority may be satisfied as to the external appearance of the buildings and to comply with Policy 15 High quality design for Lewisham of the Core Strategy (June 2011) and Development Management Local Plan (November 2014) DM Policy 30 Urban design and local character.

5. Refuse & Recycling Facilities

- (a) Prior to the first occupation of the development further plans and elevations showing the design and dimensions of the bin store for the approved residential accommodation as shown on drawing PA.001, shall be submitted to and approved in writing by the local planning authority.
- (b) The refuse and recycling facilities shall be installed in accordance with the details approved under Part (a) prior to occupation of the development and shall thereafter be permanently retained and maintained.

Reason: In order that the local planning authority may be satisfied with the provisions for recycling facilities and refuse storage in the interest of safeguarding the amenities of neighbouring occupiers and the area in general, in compliance with Development Management Local Plan (November 2014) DM Policy 30 Urban design and local character and Core Strategy Policy 13 Addressing Lewisham waste management requirements (2011).

6. Cycle Parking Facilities

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- (a) Prior to first occupation, full details of the design and specification of the cycle parking store and facilities for 8 long-stay spaces, as shown on approved drawing PA.001, shall be submitted to and approved in writing by the local planning authority.
- (b) All cycle parking spaces shall be provided in full accordance with the details approved under part (a) and made available for use prior to occupation of the development and maintained thereafter.

Reason: In order to ensure adequate provision for cycle parking and to comply with Policy T5 cycling and Table 10.2 of the London Plan (March 2021) and Policy 14: Sustainable movement and transport of the Core Strategy (2011).

7. Living Roof

- (a) Notwithstanding the specification submitted with the application, prior to the commencement of the development details of an extensive biodiversity living roof system (substrate depth of 80–150mm) to include specification, drawings and maintenance details for the living roof and details of any structural works required, laid out in accordance with drawing PA.101 Rev D, shall be submitted to and approved in writing by the local planning authority.
- (b) The living roof shall not be used as an amenity or sitting out space of any kind whatsoever and shall only be used in the case of essential maintenance or repair or escape in case of emergency.
- (c) Evidence that the roof has been installed in accordance with (a) shall be submitted to and approved in writing by the local planning authority prior to the first occupation of the development hereby approved.

Reason: To comply with Policy G5 Urban greening in the London Plan (2021), Policy 10 managing and reducing flood risk and Policy 12 Open space and environmental assets of the Core Strategy (June 2011), and DM Policy 24 Biodiversity, living roofs and artificial playing pitches of the Development Management Local Plan (November 2014).

8. Tree Protection Plan

Any trees shown to be retained on the drawings hereby approved shall be protected in accordance with BS 5837:2012 (Trees in relation to design, demolition and construction - Recommendations) the entirety of the construction period including demolition and site preparation, such protection to include the use of protective barriers to form a construction exclusion zone, employ suitable ground protection measures, and any additional measures needed to protect vulnerable sections of trees and their root protection areas where construction activity cannot be fully or permanently excluded.

Reason: To safeguard the health and safety of trees during building operations and the visual amenities of the area generally and to comply with Policy 12 Open space and environmental assets of the Core Strategy (June 2011), and DM Policy 25 Landscaping and trees and DM Policy 30 Urban design and local character of the Development Management Local Plan (November 2014).

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9. Screening

- (a) The residential units hereby approved shall not be occupied until full details of the siting and specification of the screening to all of the roof terraces and balconies, to comply with approved drawings PA.101 Rev E and PA.102 Rev E, have been submitted to and approved in writing by the local planning authority.
- (b) The privacy screens shall be installed in full accordance with the details approved by part (a) prior to the occupation of any of the residential units and retained for the lifetime of the development.

Reason: To avoid the direct overlooking of adjoining properties and consequent loss of privacy thereto and to protect the privacy of the approved residential accommodation and to comply with DM Policy 32 Housing design, layout and space standards of the Development Management Local

10. Air Source Heat Pumps (ASHP)

- (a) No ASHP shall be installed until details of the location, specification and appearance of the ASHP equipment, which shall include details of the equipment's noise rating and measures to alleviate visual impact, noise and vibration, have first been submitted to and approved in writing by the local planning authority.
- (b) The facilities as approved under part (a) shall be provided in full prior to occupation of the residential accommodation and shall thereafter be permanently retained and maintained.

Reason: In order to safeguard local air quality and the amenities of the residential occupiers and to minimise the visual impact in compliance with Policies D14 Noise and SI1 Improving Air Quality of the London Plan (March 2021) and Policies 26 Noise and vibration, 30 Urban design and local character and 37 Non-designated heritage assets including locally listed buildings, areas of special local character and assets of archaeological interest of the Development Management Local Plan (November 2014).

11. Window Opening Restrictions

Notwithstanding the Town and Country Planning (General Permitted Development) Order 2015 (or any Order revoking, re-enacting or modifying that Order), the windows to be installed in the eastern elevation of the extensions (annotated as fixed on drawings PA.101 Rev E and PA.102 Rev E) hereby approved shall be fixed shut and retained as such in perpetuity.

Reason: To avoid the direct overlooking of adjoining properties and consequent loss of privacy thereto and to comply with DM Policy 31 Alterations and extensions to existing buildings including residential extensions, DM Policy 32 Housing design, layout and space standards, DM Policy 32 Housing design, layout and space standards, and Policy 33 Development on infill sites, backland sites, back gardens and amenity areas of the Development Management Local Plan (November 2014).

12. Water Efficiency

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Mains water consumption shall be compliant with the Optional Requirement set out in Part G of the Building Regulations of 105 litres or less per head per day.

Reason: In order to minimise the use of mains water and to comply with Policy SI5 Water infrastructure of the London Plan (March 2021).

13. Unit Mix

The development hereby approved, shall provide six residential units comprised of 1 one-person studio, 1 one-bedroom two-person, 1 two-bedroom four-person and 1 three-bedroom five-person flats.

Reason: To comply with the unit mix assessed under this application.

8.2 INFORMATIVES

- A. **Positive and Proactive Statement:** The Council engages with all applicants in a positive and proactive way through specific pre-application enquiries and the detailed advice available on the Council's website. On this particular application, positive discussions took place which resulted in further information being submitted.
- B. As you are aware the approved development is liable to pay the Community Infrastructure Levy (CIL) which will be payable on commencement of the development. An 'assumption of liability form' must be completed and before development commences you must submit a 'CIL Commencement Notice form' to the council. You should note that any claims for relief, where they apply, must be submitted and determined prior to commencement of the development. Failure to follow the CIL payment process may result in penalties. More information on CIL is available at: http://www.lewisham.gov.uk/myservices/planning/apply-for-planning-permission/application-process/Pages/Community-Infrastructure-Levy.aspx
- C. The applicant be advised that the implementation of the proposal will require approval by the Council of a Street naming & Numbering application. Application forms are available on the Council's web site.

9 BACKGROUND PAPERS

- (1) Submission Drawings
- (2) Submission technical reports and supporting documents
- (3) Internal consultee responses
- (4) External consultee responses

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10 REPORT AUTHOR AND CONTACT

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