

6 The Grove, Epsom, Surrey, KT17 4DQ,

Proposed two storey rear extension, 1st floor side extension, and conversion of existing dwelling to provide 4 No. 2 bed flats and 1 No. 1 bed flat, including parking and landscaping

| | |
|-------------------------|------------------------|
| Ward: | TOWN |
| Contact Officer: | Karen Haizelden |

1 Plans and Representations

- 1.1 The Council now holds this information electronically. Please click on the following link to access the plans and representations relating to this application via the Council's website, which is provided by way of background information to the report. Please note that the link is current at the time of publication, and will not be updated.

Link: <http://eplanning.epsom-ewell.gov.uk/online-applications/applicationDetails.do?activeTab=documents&keyVal=PCQKGJGYKLL00>

2 Summary

- 2.1 The proposal is for a two storey rear extension, 1st floor side extension, and conversion of existing dwelling to provide 4 No. 2 bed flats and 1 No. 1 bed flat, including parking and landscaping

3 Site description

- 3.1 The site is located on the edge of and to the east of Epsom Town Centre, in what is a primarily residential area, comprising a range of dwelling types and housing styles. The Grove itself is a cul-de-sac, the southern end of which (including the application site) falls within the Church Street Conservation Area. The property is also subject to an Article 4 Direction.
- 3.2 The application site extends to circa 0.2 hectares, and comprises a large detached two-storey house set within a generous plot forming a large domestic garden to the front and rear. The property itself is a traditional 1930s style two storey house with brick walls and clay tiled roof with mock Tudor herring bone brick detailing to the front elevation. The house has been left vacant for a number of years and there is evidence of damp on the ground floor and rot in floorboards on the first floor. The rear garden area contains a number of mature trees which are located towards the edge of the site. These trees are protected by a tree preservation order.

- 3.3 The housing in the local area varies in style and type. The entrance to The Grove is via Grove Road which comprises large detached and semi-detached houses and villas, most of which are of a typical domestic scale. Once within The Grove the character becomes more mixed. On the southern side there are again mainly large detached houses which typically extend across their full plot widths.
- 3.4 Adjoining Grove House to the north is 7 The Grove which is detached pre-war two storey house located within a large plot.
- 3.5 To the other side of the application site are two modern three storey blocks of sheltered flats which are called Badger Court and Badger Lodge. Badger Court is the larger of the two and closes the vistas of the cul-de-sac when viewed from its entrance. This is deep, high and wide block built using a light sandy coloured facing brick.

4 Proposal

- 4.1 The proposal is for a two storey rear extension, 1st floor side extension, and conversion of existing dwelling to provide 4 No. 2 bed flats and 1 No. 1 bed flat, including parking and landscaping.
- 4.2 The existing property is a six bedroomed property spread over two levels.
- 4.3 The proposed extensions to the property will be two storey to the side and rear with a loft conversion to the existing loft space and the insertion of two dormer windows to the rear and two roof lights to the front.
- 4.4 The extension to the side will project 1m from the existing side wall and extend for 10.7m along the length of the property. To the rear the extension will project 4m from the existing rear building wall. Both side and rear extensions will be two storey and join to form a new roof design. The eaves height of the extension would be 5m and will match that of the main dwelling, whilst the proposed ridge would be 8m.
- 4.5 The roof will maintain the existing appearance the front and sides where the pitch and tiles will be the same as the existing. There will be two roof lights to the front elevation. There will be a flat roof section to the main roof to facilitate this appearance, with the existing main ridge will not be exceeded. To the rear, the roof above the two storey rear extension will join the main roof with two roof dormers projecting towards the rear gardens of 2.7m metres in width, 2m metres in depth and 1.5 metres in height to the top of the flat roof.
- 4.6 There will be new windows inserted to the side elevations at ground floor and first floor level. The first floor windows on the right hand elevation facing onto 7 The Grove are shown to be obscure glazed with the top fan light only opening above 1.7m above floor level.

- 4.7 To the front of the property the existing front garden will accommodate 6 car parking spaces. These spaces will be located in pairs around the garden with trees and shrub planting.

5 Comments from third parties

- 5.1 The application was advertised by means of letters of notification to 106 neighbouring properties. To date (20.11.2018) 40 letters of objection have been received. These are counted as one letter from one address. Should two people from same address write different letters, these are counted as one letter and in addition, if the same person has written more than one letter, this is counted as one letter.

The main themes common to all objections are:

- The adverse impact on the heritage assets and this Conservation Area of the Borough
- The increase of cars, increase parking adverse impact upon the Highway
- The environmental impact loss of green space, protection of existing ecological environment particularly for the badgers
- Design not in keeping with the Conservation Area, roof lights were not allowed elsewhere in Grove Road.
- The tarmac surface is unacceptable and the sea of car parking unattractive and not in keeping with the area.

6 Consultations

- 6.1 **Design and Conservation Officer -** The proposal site is within the Church Street conservation area and it is roughly triangular in shape, with a narrow south-western frontage edging The Grove and an extensive, softly landscaped 'back land' area. A Grade II listed building exists to the south-east of the site. However it is located at some distance and due to the presence of intervening built form and trees, it is little affected by the proposal. The new development is thus reviewed in terms of its impact on the significance of the surrounding designated area.
- 6.2 The importance of sustaining and enhancing the significance of designated heritage assets is emphasised throughout Section 16 of the NPPF (2018) and paragraphs 193 & 194 require great weight to be given to their conservation.
- 6.3 From the conservation perspective, it is rarely considered appropriate to significantly alter the principal elevation of a building within a designated area, as distinctive architectural qualities are likely to be obscured and the building's special contribution to local character diminished. However in this case, the existing building lacks architectural or historic interest and it is set well back on the site. It is partially screened by shrubbery and in consequence, has limited presence in the streetscape of The Grove.

- 6.4 Although the building will be subdivided into flats, the existing (locally appropriate) residential use continues. While the substantial remodelling results in some intensification of the present level of development, the enlarged building continues to sit comfortably on the spacious site and extensive, softly landscaped areas remain. Due to the secluded setting, the proposal will have little effect on the locally distinctive qualities of the Church Street conservation area and there is no objection in terms of Policy DM8.
- 6.5 **Council's Tree Officer-** No objection, subject to tree protection conditions.
- 6.6 **Surrey County Council Highways** - The County Highway Authority has considered the wider impact of the proposed development and considers that it would not have a material impact on the safety and operation of the adjoining public highway.
- 6.7 **Council's Countryside Officer (Ecologist)-** I am aware of the site and have carried out an informal site visit for the previous application, where evidence of badger activity was found.
- 6.8 Due to the small scale of the development, the level of effect on the ecological value is low and the current plans are adequate to mitigate these effects

7 Relevant planning history

| Reference number | Proposal | Decision | Decision date |
|------------------|---|-----------------------|------------------|
| 16/00331/FLH | Conversion of garage into a habitable room. Part two-storey/part single-storey rear extension. | Application Permitted | 22 July 2016 |
| 17/00893/FUL | Demolition of existing dwelling and redevelopment to provide a single three storey block comprising 11x 2 bed flats and 2 x 3 bed flats including landscaping and basement parking area | Application Withdrawn | 13 December 2017 |

8 Planning Policy

National Policy Planning Framework (NPPF) 2018

| | |
|-------------|--|
| Chapter 5: | Delivering a Sufficient Housing Supply |
| Chapter 11: | Making Effective Use of Land |
| Chapter 15: | Conserving and Enhancing the Natural Environment |

Core Strategy 2007

CS1 Sustainable Development
CS3 Biodiversity
CS5 Built environment and Heritage Assets
CS6 Sustainability in new developments
CS7 Housing Provision
CS8 Broad location of housing development
CS9 Affordable Housing
CS16 Managing transport and travel

Development Management Policies Submission Document November 2014

DM4 Biodiversity and new development
DM5 Trees and landscape
DM8 Heritage Assets
DM9 Townscape character and local distinctiveness
DM10 Design requirements for new developments
DM11 Housing design
DM12 Housing standards
DM13 Building heights
DM19 Development and Flood Risk
DM21 Meeting Local Housing Need
DM22 Housing mix
DM35 Transport and new development
DM36 Sustainable Transport for new development
DM37 Parking standards

Supplementary Planning Guidance 2003

Revised Sustainable Design Supplementary Planning Document (2016)
Revised Developer Contributions Supplementary Planning Document (2014)
Parking Standards for Residential Development Supplementary Planning Document (2015)

9 Planning considerations

Principle of development

- 9.1 The redevelopment of this property within an already developed residential area is an appropriate and sustainable location for increasing the amount of residential development at the site subject to other material considerations and local planning policy

Impact on Conservation Area and Visual Amenity.

- 9.2 Policy DM8 states that we will resist the loss of our Heritage Assets and every opportunity to conserve and enhance them should be taken by new development. Policies DM9 and DM10 encourage high quality development and planning permission will be granted for proposals, which make a positive contribution to the borough's visual character and appearance.
- 9.3 The applicant property is situated within the Church Street Conservation Area. As can be seen from the Design and Conservation's Officer's comments above, the setting of the property is enclosed by mature trees and shrubbery, and views to and from the property can be seen from the conservation area.
- 9.4 The proposed redevelopment of the application site would result in intensification of the residential development and sub divide this existing family property.
- 9.5 The hip-roofed design would be of 1930s traditional style, with the street elevation articulated with a gable-ended pitched roofs to projecting bays. Overall the building would relate acceptably to the prevailing style and appearance of buildings in the immediate road and wider area.
- 9.6 The front of the property will accommodate 6 parking spaces. These spaces will be located in pairs around the front garden with a mixture of shrub and tree planting in between the areas of hardstanding. The front garden is laid out in an intensive design to accommodate the six parking spaces. However, given the reasonable set-backs from the site boundaries, the ratio of built form to natural landscaping within the front garden area would be acceptable.
- 9.7 It is concluded that the proposed scheme would not have a harmful impact on the street scene, or the character and appearance of the wider area and would therefore accord with Policy DM9 and DM10.

Neighbouring Amenity

- 9.8 The side and rear extensions to the property will be within the existing building lines of the existing property. To the rear the extension will project 4m back from the existing rear wall. Currently there is an existing two storey feature to this rear elevation this will be subsumed with the new design. The whole of the applicant property is set to the rear of the neighbouring property number 7 The Grove. There is a detached single storey garage building to this property boundary, this will be retained for bicycle storage. The two storey rear extension will be approximately 6m from the property boundary to this side. The positioning of the existing property and the new extension would not impact upon the outlook angle from the nearest windows of the adjoining properties.
- 9.9 The flank elevation of the proposed scheme would face the rear garden of number 7 The Grove. At a distance of approximately 6m this is acceptable. As a result this would not lead to an unacceptable loss of outlook and sense of enclosure for these occupiers, or result in a loss of light due to the site's orientation.
- 9.10 At upper floor levels, secondary flank bedroom windows and bathroom windows will be obscure glazed, secured by condition, and would not give rise to material overlooking or loss of privacy. There is also intervening vegetation/trees between the respective flank boundaries.
- 9.11 The rear facing upper floor windows and balconies would face the rear parking area and gardens of flats located in Grove Avenue the road to the rear of The Grove. There will be a distance of 28m to the rear property boundary. This would be an acceptable distance to ensure that no loss of privacy, overlooking or visual intrusion would occur.
- 9.12 To the other side, the new two storey side extension will face onto the access road to Badgers Court. There will be no impact to residential properties on this side of the site.
- 9.13 It is therefore concluded that the proposed scheme would not have a materially harmful impact on neighbour amenity in terms of overlooking, loss of privacy, daylight or being overbearing in their outlook, in accordance with Policy DM10

Housing Space Standards

- 9.14 The Nationally Described Space Standards, introduced by DCLG in March 2015, sets clear internal minimum space standards for new dwellings. The space standards are intended to ensure that all new homes are fit for purpose and offer the potential to be occupied over time by households of all tenures while policy DM10 of the Development Management Policies Document states that in order to ensure that the housing delivered is of high quality and the most appropriate type, the Council will expect proposals for new residential development to accord with the principles of good design. Policy DM12 states that the Council will expect proposals to include the provision of appropriate amenity space and play space provision.
- 9.15 The application proposes four 2 bedroom units, one 1 bedroom units. As demonstrated by the table below, the proposed units meet the minimum standards.

| Living Area | Proposed Gross Internal Area m ² | National Space Standards Floor Area m ² |
|--------------------------|--|--|
| Flat 1 (2bed/4 bedspace) | 80 | 74 |
| Flat 2 (2bed/4 bedspace) | 81 | 74 |
| Flat 3 (2bed/4 bedspace) | 76 | 74 |
| Flat 4 (2bed/4 bedspace) | 81 | 74 |
| Flat 5 (1bed/2 bedspace) | 81 | 61 |

Amenity Space

- 9.16 Policy Guidance 13 of the Residential Design SPD states that a minimum of 10 sqm of private outdoor space should be provided for a new flat and an extra 1 sqm should be provided for each additional occupant. In addition, 50 sqm of communal amenity space should be provided with any private amenity space that can't be provided added to the communal amenity space.
- 9.17 This proposal will have approximately 800m² of rear garden private amenity space. This makes the proposal acceptable in this respect.
- 9.18 Policy DM12 refers to housing standards and requires amenity space to be private, functional, safe and bio-diverse, easily accessible from living areas, oriented to take account of sunlight and shading, of sufficient size to meet the needs of the likely number of occupiers and provide for the needs of families with young children.
- 9.19 It is proposed all flats will have access to the rear communal amenity space of the existing back garden area.
- 9.20 The space provided for all of the flats, in terms of both quality and function, is considered to meet the overall standard set out in DM12.

Housing Need

- 9.21 National planning policy requires that local planning authorities make adequate provision for meeting all types of housing need, including affordable housing and the needs of different groups in the community; such as, but not limited to families with children, older people, people with disabilities and service families. We believe that meeting the housing needs of these different groups is important not only because it positively contributes to the diversity of our Borough helping to make our communities sustainable but also because of the contribution that these different groups can make to our local economy. The proposed scheme would provide one and two bedroom accommodation identified in demand in the Borough.

Sustainable Construction

- 9.22 Core Strategy policy CS6 requires proposals to demonstrate how sustainable construction and design can be incorporated to improve the energy efficiency of development.

Car Parking and Access

- 9.23 6 allocated parking spaces are proposed which would comply with the Council's adopted parking standards which require 1 and 2 bedroom flats outside of the Town Centre to have 1 space per unit, and 3 bedroom flats to have 1.5 spaces. The development is in a sustainable location, within proximity of a local bus route and the parking provision is therefore acceptable.
- 9.24 Refuse storage would be provided in the front garden/ forecourt, adjacent to the parking area to the opposite side of the boundary with 7 The Grove.
- 9.25 The cycle parking will be housed in the existing detached garage structure of the property to the side of the main dwelling easily accessible.
- 9.26 The County Highways Authority has no objection to the proposal.
- 9.27 The proposed scheme would therefore comply with Policy DM37.

Ecology /Biodiversity

- 9.28 The ratio of built area to site area on the application site is acceptable, and there would not be a material diminution of the grassed area to the rear. Accordingly, there would not be an adverse impact on ecology/biodiversity contrary to Policy DM4 which requires that every opportunity should be taken to secure net benefit to the Borough's biodiversity.
- 9.29 The application is supported by a Preliminary Ecological Appraisal and Roost Assessment dated 1 December 2017 which concludes the following:

- Both bats and badgers are currently present on the site. Provision will be made for these species during the development and suitable habitats guaranteed during construction and after the development is occupied.
- It is recommended that a condition requiring the installation of bat and bird boxes, as well as badger protection measures be imposed, in order to enhance the value of the site for local wildlife, with a net gain for biodiversity as encouraged by Policy DM4.

9.30 Officers have considered the submitted report and concur with its conclusion that the proposed floodlights would not have a materially harmful impact on the habitat or movement of bats or require the issuing of European Protected Species Mitigation (EPSM) Licence.

9.31 The development would not harm the long term conservation status of the species. The proposed scheme would therefore comply with Policy DM4.

Trees Landscaping

9.32 The proposed scheme would retain the protected trees on the site and the construction will not impede the root protection zone. There will be removal and clearance of the frontage. However, no significant trees will be affected. The removal of these existing shrubs will be offset by the inclusion of additional tree and shrub planting within the application site.

9.33 Details of hard and soft landscaping will be secured by an appropriate condition

9.34 In this respect, the proposal would accord with Policy DM5 – Trees and Landscape

Community Infrastructure Levy

9.35 The development would be CIL liable.

10 Conclusion

10.1 The proposal meets planning policy objectives and gives the opportunity to redevelop this residential site with a higher density residential scheme. Accordingly the application is recommended for approval.

11 Recommendation

11.1 APPROVE subject to conditions.

Conditions:

- (1) **The development hereby permitted shall be commenced within 3 years from the date of this decision.**

Reason: In order to comply with Section 91 of the Town and Country Planning Act, 1990. (As amended)

- (2) The development hereby permitted shall be carried out in accordance with the following approved plans:**

20160-126-01 Rev A Existing Plans -27/05/2016

18/022/02 Rev A Proposed Elevation - May 2018

18/022/01 Rev C Proposed Site Layout Plan - Nov 2018

18/022/03 Rev 0 Proposed Floor Plans - June 2018

18/022/04 Rev 0 Proposed Attic Flat - July 2018

Reason: For avoidance of doubt and in the interests of proper planning to comply with Policy CS5 of the Core Strategy (2007)

- (3) The materials and finishes of the external walls and roof of the development hereby permitted shall match in colour and texture to those of the existing building and shall thereafter be retained as such.**

Reason: To ensure a satisfactory appearance on completion of the development in accordance with Policy DM10 (Design Requirements for New Developments including House Extensions) of the Development Management Policies 2015.

- (4) Works related to the construction of the development hereby permitted, including works of demolition or preparation prior to building operations shall not take place other than between the hours of 08.00 to 18.00 hours Mondays to Fridays; 08.00 to 13.00 hours Saturdays; with no work on Saturday afternoons (after 13.00 hours), Sundays, Bank Holidays or Public Holidays.**

Reason: In order to safeguard the amenities of the occupiers of neighbouring properties in accordance with Policy DM10 of the Development Management Policies 2015.

- (5) The rooflight window(s) hereby approved shall be of a 'conservation style' and shall not project beyond the plane of the roof.**

Reason: To safeguard the special architectural and historic interest of the character and appearance of the conservation area in accordance with Policy CS5 of the Core Strategy (2007) and Policies DM8, DM9 and DM10 of the Development Management Policies 2015.

- (6) A landscape management plan covering a period of no less than 5 years, including long term design objectives, management responsibilities, maintenance and inspection schedules for all**

landscape areas shall be submitted to and approved in writing by the local planning authority prior to the occupation of the development or any completed phase of the development, whichever is the sooner. Any trees or plants which, within a period of five years after planting, are removed, die or in the opinion of the local planning authority become seriously damaged or diseased, shall be replaced in the next available planting season with others of similar size, species and number, unless otherwise agreed in writing by the local planning authority.

Reason: To ensure that due regard is paid to the continuing enhancement and maintenance of amenity afforded by landscape features in accordance with Policy CS5 of the Core Strategy (2007) and Policies DM5 and DM9 of the Development Management Policies 2015.

- (7) No development shall take place until details of all new or replacement external chimneys, flues, extract ducts, vents, grilles and meter housings have been submitted to and approved in writing by the local planning authority. The works shall be carried out in accordance with the approved details. All new external flues, pipework and grilles shall be cast metal and finished in appropriate materials.

Reason: In the interest of the character and appearance of the Church Street Conservation Area in accordance with Policy CS5 of the Core Strategy (2007) and Policies DM8, DM9 and DM10 of the Development Management Policies 2015.

- (8) No development shall take place until an Arboricultural Method Statement (detailing all aspects of construction and staging of works) and a Tree Protection Plan in accordance with British Standard 5837:2012 (or later revision) has been submitted to and approved in writing by the local planning authority. The development shall be carried out in accordance with the agreed details and no equipment, machinery or materials shall be brought onto the site for the purposes of the development until fencing has been erected in accordance with the Tree Protection Plan. Within any area fenced in accordance with this condition, nothing shall be stored, placed or disposed of above or below ground, the ground level shall not be altered, no excavations shall be made, nor shall any fires be lit, without the prior written consent of the local planning authority. The fencing shall be maintained in accordance with the approved details, until all equipment, machinery and surplus materials have been moved from the site.

Reason: To protect the trees on site which are to be retained in the interests of the visual amenities of the locality in accordance with Policy CS5 of the Core Strategy (2007) and Policies DM5 and DM9 of the Development Management Policies 2015.

- (9) No demolition, site clearance or building operations shall commence on site until the protective fencing and other protection measures as shown on the Arboricultural Method Statement have been installed. At all times until the completion of the development, such fencing and protection measures shall be retained as approved. Within all fenced areas, soil levels shall remain unaltered and the land kept free of vehicles, plant, materials and debris.

Reason: To protect the trees on site which are to be retained in the interests of the visual amenities of the locality in accordance with Policy CS5 of the Core Strategy (2007) and Policies DM5 and DM9 of the Development Management Policies 2015.

- (10) No equipment, machinery or materials shall be brought onto the site for the purpose of the development, until a scheme showing the exact position of protective fencing to enclose all retained trees as shown on the submitted plans, beyond the outer edge of the overhang of their branches in accordance with British Standard 5837: 2012 - Trees in Relation to Construction (or later revision), has been submitted to and approved in writing by the local planning authority, and the protective fencing has been erected in accordance with the approved details. This fencing shall be maintained until all equipment, machinery and surplus materials have been removed from the site. Nothing shall be stored or placed in any area fenced in accordance with this condition and the ground levels within those areas shall not be altered, nor shall any excavation be made, without the prior written consent of the local planning authority.

Reason: To protect the trees on site which are to be retained in the interests of the visual amenities of the locality in accordance with Policy CS5 of the Core Strategy (2007) and Policies DM5 and DM9 of the Development Management Policies 2015.

- (11) Before any occupation of the development hereby permitted, the window at first floor level on the side elevations shall be constructed so that no part of the framework less than 1.7m above finished floor level shall be openable. Any part below that level shall be fitted with, and retained in, obscure glazing of a patterned type only which shall thereafter be retained as such. Obscure glazed windows should be obscured to minimum of level 3 of the Pilkington Scale. The use of any type of film or material affixed to clear glass is not acceptable for the purposes of this Condition.

Reason: To protect the amenities and privacy of the adjoining residential properties in accordance with Policy DM10 (Design Requirements for New Developments including House Extensions) of the Development Management Policies 2015.

- (12) The car parking accommodation shown upon the approved drawings shall be provided with a permeable, hard bound, dust free surface,

adequately drained before the development to which it relates is occupied and thereafter it shall be kept free from obstruction at all times for use by the occupier of the development and shall not thereafter be used for any purposes other than the parking of vehicles for the occupiers of the development and visitors to it.

Reason: To ensure the provision of adequate off-street parking accommodation and to avoid the congestion of surrounding roads by parked vehicles in accordance with Policy DM10 (Design Requirements for New Developments including House Extensions) of the Development Management Policies 2015.

- (13) The development hereby approved shall be carried out in accordance with the protection, mitigation and enhancement measures detailed in the ecological assessment, to include badgers, birds and bats on the site and plan of implementation details to be agreed with the Local Planning Authority prior to the first occupation of the development and/or in accordance with the approved timetable detailed in the ecological assessment and plan. The approved measures shall thereafter be maintained

Reason: To preserve and enhance biodiversity and habitats in accordance with Policy CS3 of the Core Strategy (2007) and Policy DM4 of the Development Management Policies 2015.

- (14) No development shall take place until full details, of both hard and soft landscape proposals, including a schedule of landscape maintenance for a minimum period of 5 years, have been submitted to and approved in writing by the local planning authority. The approved landscape scheme (with the exception of planting, seeding and turfing) shall be implemented prior to the occupation of the development hereby approved and thereafter retained.

Reason: To ensure the provision, establishment and maintenance of an appropriate landscape scheme in the interests of the visual amenities of the locality in accordance with Policy CS5 of the Core Strategy (2007) and Policies DM5 and DM9 of the Development Management Policies 2015.

Informatives:

- (1) In dealing with the application the Council has implemented the requirement in the National Planning Policy Framework to work with the applicant in a positive and proactive way. We have made available detailed advice in the form of our statutory policies in the Core Strategy, Supplementary Planning Documents, Planning Briefs and other informal written guidance, as well as offering a full pre-application advice service, in order to ensure that the applicant has been given every opportunity to submit an application which is likely to be considered favourably.

- (2) Your attention is drawn to the need to comply with the relevant provisions of the Building Regulations, the Building Acts and other related legislation. These cover such works as - the demolition of existing buildings, the erection of a new building or structure, the extension or alteration to a building, change of use of buildings, installation of services, underpinning works, and fire safety/means of escape works. Notice of intention to demolish existing buildings must be given to the Council's Building Control Service at least 6 weeks before work starts. A completed application form together with detailed plans must be submitted for approval before any building work is commenced.

If you need any advice regarding Building Regulations please do not hesitate to contact Epsom & Ewell Borough Council Building Control on 01372 732000 or contactus@epsom-ewell.gov.uk.

- (3) No part of the development including foundations or guttering, shall encroach upon the adjoining property.
- (4) The Party Wall Act 1996 requires a building owner to notify, and obtain formal agreement from, any adjoining owner, where the building owner proposes to:
- o carry out work to an existing party wall;
 - o build on the boundary with a neighbouring property;
 - o in some circumstances, carry out groundwork's within 6 metres of an adjoining building.

Notification and agreements under this Act are the responsibility of the building owner and are quite separate from Building Regulations, or Planning Controls. The Building Control Service will assume that an applicant has obtained any necessary agreements with the adjoining owner, and nothing said or implied by the Council should be taken as removing the necessity for the building owner to comply fully with the Party Wall Act. Further information and advice is to be found in "The Party Walls etc. Act 1996 - Explanatory Booklet".

- (5) The permission hereby granted shall not be construed as authority to carry out any works on the highway or any works that may affect a drainage channel/culvert or water course. The applicant is advised that a permit and, potentially, a Section 278 agreement must be obtained from the Highway Authority before any works are carried out on any footway, footpath, carriageway, verge or other land forming part of the highway. All works on the highway will require a permit and an application will need to be submitted to the County Council's Street Works Team up to 3 months in advance of the intended start date, depending on the scale of the works proposed and the classification of the road. Please see

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<http://www.surreycc.gov.uk/roads-and-transport/road-permits-and-licences/the-traffic-management-permit-scheme>. The applicant is also advised that consent may be required under Section 23 of the Land Drainage Act 1991. Please see www.surreycc.gov.uk/people-and-community/emergency-planning-and-community-safety/flooding-advice