

# COMMITTEE REPORT

Planning Committee on  
Item No  
Case Number

18 October, 2017  
05  
17/1577

## SITE INFORMATION

RECEIVED	6 April, 2017
WARD	Queensbury
PLANNING AREA	Brent Connects Kingsbury & Kenton
LOCATION	Roe Green Hall, Princes Avenue, London, NW9 9JL
PROPOSAL	Single storey front extension and associated landscaping to provide a community cafe with outdoor seating and play area along with accessible toilet to existing place of worship, and change of use of the meeting rooms and kitchen from residential to form part of the existing place of worship (Use class D1)
APPLICANT	Kings Church
CONTACT	Church Growth Trust
PLAN NO'S	Refer to condition 2.
LINK TO DOCUMENTS ASSOCIATED WITH THIS PLANNING APPLICATION	<p><b><u>When viewing this on an Electronic Device</u></b></p> <p>Please click on the link below to view <b>ALL</b> document associated to case <a href="https://pa.brent.gov.uk/online-applications/applicationDetails.do?activeTab=documents&amp;keyVal=DCAPR_133643">https://pa.brent.gov.uk/online-applications/applicationDetails.do?activeTab=documents&amp;keyVal=DCAPR_133643</a></p> <p><b><u>When viewing this as an Hard Copy .</u></b></p> <p><b>Please use the following steps</b></p> <ol style="list-style-type: none"><li>1. Please go to <a href="https://pa.brent.gov.uk">pa.brent.gov.uk</a></li><li>2. Select Planning and conduct a search tying "17/1577" (i.e. Case Reference) into the search Box</li><li>3. Click on "View Documents" tab</li></ol>

## RECOMMENDATIONS

That the Committee resolve to GRANT planning permission.

That the Head of Planning is delegated authority to issue the planning permission and impose conditions and informatives to secure the following matters:

### Conditions

1. Time Limit (3 Years)
2. Approved drawings / documents
3. With the exception of rendered walls, all materials to match those of the existing building
4. The café to be solely ancillary in connection with the use of the building as a church.
5. Enter into a Section 247 agreement to stop up area behind the iron railings
6. Submission and approval of proposed frontage landscaping
7. Submission and approval of details showing loading bay and cycle storage
8. Submission and approval of Travel Plan to minimise car borne visitors and manage parking
9. No additional openings between Cafe and Welcome Area and Main Hall

### Informatives

1. Party Wall
2. Building near site boundary
3. Contact highways to agree a detailed survey plan showing stop up areas in the interests of expediting Section 247 agreement
4. Consult statutory undertakers regarding stopping up in the interests of expediting Section 247 agreement
5. -- CIL Liable

That the Head of Planning is delegated authority to make changes to the wording of the committee's decision (such as to delete, vary or add conditions, informatives, planning obligations or reasons for the decision) prior to the decision being actioned, provided that the Head of Planning is satisfied that any such changes could not reasonably be regarded as deviating from the overall principle of the decision reached by the committee nor that such change(s) could reasonably have led to a different decision having been reached by the committee.

## SITE MAP



### Planning Committee Map

Site address: Roe Green Hall, Princes Avenue, London, NW9 9JL

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This map is indicative only.

## EXISTING

The subject property is a church building situated on the south side of Princes Road, at the junction with Bacon Lane. The property is situated in a residential area. The property is not situated within a conservation area, although is located immediately across the road from the boundary of the Roe Green Village Conservation Area (RGVCA). The building is not listed.

The applicant confirms that the church accommodates about 100 people and that the church's current congregation use the church at capacity, as the church is attended on Sundays by approximately 100 people.

## AMENDMENTS SINCE SUBMISSION

- The roof design of the extension has been altered from its original canted design to form a hipped roof that subserviently integrates with the main roof of the church. To avoid a crowned roof, a flat roof section has been retained over the western part of the extension, however this part of the extension is not visible from the conservation area.
- The north facing windows of the eastern part of the extension have been changed to appear more similar to the church's existing windows, to ensure that the building has a consistent vernacular.

## SUMMARY OF KEY ISSUES

The key planning issues for Members to consider are set out below. Objections have been received on these matters/some of these matters, and Members will need to balance all of the planning issues and the objectives of relevant planning policies when making a decision on the application.

1. The principle of development and appropriateness of the café use in this location
2. The visual appearance of the development and its effect on the nearby conservation area
3. The amenity impact of the development
4. The impact of the development on the surrounding highway network, in terms of parking capacity and ease of traffic movement
5. Whether any environmental health concerns are present and need to be addressed

## MONITORING

The table(s) below indicate the existing and proposed uses at the site and their respective floorspace and a breakdown of any dwellings proposed at the site.

### Floorspace Breakdown

Primary Use	Existing	Retained	Lost	New	Net Gain (sqm)
Assembly and leisure	0		0	0	
Businesses / research and development	0		0	0	
Businesses and light industry	0		0	0	
Businesses and offices	0		0	0	
Drinking establishments (2004)	0		0	0	
Financial and professional services	0		0	0	
General industrial	0		0	0	
Hot food take away (2004)	0		0	0	
Hotels	0		0	0	
Non-residential institutions	353		100	121	
Residential institutions	0		0	0	
Restaurants and cafes	0		0	0	
Shops	0		0	0	
Storage and distribution	0		0	0	

## **Monitoring Residential Breakdown**

Description	1Bed	2Bed	3Bed	4Bed	5Bed	6Bed	7Bed	8Bed	Unk	Total
EXISTING ( Houses û Intermediate )		1								1
PROPOSED ( Houses û Intermediate )										

## **RELEVANT SITE HISTORY**

### **\*11/2827. Full Planning. Granted. 23/12/2011.**

Single storey front extension and alteration to car park layout to provide one accessible parking bay with associated hard and soft landscaping.

### **\*12/0655. Details pursuant to condition. Granted. 10/05/2012.**

Details pursuant to condition 3 (materials), 4 (cycle parking) and 5 (arboricultural method statement) of full planning application reference 11/2827 dated 23/12/2011 for single storey front extension and alteration to car park layout to provide one accessible parking bay with associated hard and soft landscaping.

*\*The development has not been implemented and consent has lapsed.*

## **CONSULTATIONS**

### **Neighbour Consultations**

30 nearby properties along Princes Avenue and Bacon Lane were given prior notification of this proposal for a minimum of 21 days on 24<sup>th</sup> May 2017.

The Queensbury Ward Councillors and Roe Green Village Residents' Association (RGVRA) were also consulted on this date.

A second round of consultation was sent to the same consultees on 10<sup>th</sup> August 2017 following a material change to the proposal.

Four objections to the proposal were received, although one of the objections states that they are representing 4 additional properties. Objections were made on the following grounds:

Ground of Objection	Officer Response
The proposal will result in more traffic (on a road with a bus route) in the area – there is already insufficient parking capacity with blocking of drives and vehicles using their horns.	The proposal has been considered by Brent's highways team, please see paragraphs 12-19 below
More cars parked along Princes Avenue will further limit the ease of movement for traffic, particularly in view of the school traffic next to the community hall. This is a traffic hazard.	As above
The double yellow lines at the corners of the junction of Princes Avenue and Bacon Lane have worn away meaning people visiting the Hall are parking illegally. Residents and their visitors will not be able to park in front of their own houses.	The highways team are aware of all instances of double yellow line restrictions within the borough. Taking this into account, highways have considered the acceptability of the proposal, please see paragraphs 12-19 below
The café will bring noise and disturbance to	The café element is to be wholly ancillary to the church use, it is not considered likely that the

residents	noise from the church building would materially increase
It is not clear if the café will be open to the general public, if it is public then there are concerns of increased noise and antisocial behaviour, including school children after school.	There is no change of use proposed and the café is proposed merely as an ancillary addition to the existing use as a place of worship (D1 use class)
The road needs repairing, which is likely to be exacerbated by the increased demand for cars with this development	This is a matter to be considered by the highways department and would not be a planning consideration
There is no need for a café since there is a high street moments away with a number of existing business already serving this purpose	If the café were proposed as a standalone commercial operation then Brent Council would agree, however as an ancillary element to the existing church, it is considered that the café use would serve a different purpose to more general A3 café uses in nearby high streets
The area should remain residential	The addition of an ancillary café element to the existing church would not represent a material change of use from the current building's purpose
There is insufficient parking on site and the space should be used to increase parking availability rather than as an extension	As an ancillary addition, the café is unlikely to notably change demand for parking – the current parking availability has been considered by our highways team for acceptability, please see paragraphs 12-19 below
The development could lead to additional vandalism, accumulation of rubbish and could act as a fire hazard	Any such increases in these aspects would not directly result from the planning process. They would be matters for consideration by Brent's environmental health team, if and when they occur
Vehicles drive too fast over the speed bumps, with no speed limit signs present	The effectiveness of traffic calming would need to be considered by Brent's highways department

### Internal Consultations

The Council's Highways and Environmental Health teams were consulted regarding this application on 24<sup>th</sup> May 2017. The Council's Heritage Preservation Officer was also consulted, given the proximity to the Roe Green Village Conservation Area (RGVCA).

Highways did not object, subject to conditions. Please see discussion below.

Environmental Health did not object, subject to a condition. Please see discussion below.

## **POLICY CONSIDERATIONS**

London Plan consolidated with alterations since 2011 (March 2016)

### Core Strategy

CP 1 – Spatial Development Strategy

### Development Management Policies

DMP 1 – General Development Management Policy  
DMP 7 – Brent's Heritage Assets  
DMP 12 – Parking

### Supplementary Planning Guide

SPG5 "Altering and Extending Your Home"

## **DETAILED CONSIDERATIONS**

### **Site Visit**

1. The site was visited on 04/07/2017 to observe the site and confirm the plans submitted.

### **The principle of a front extension and a café use**

2. A front extension has been approved previously in 2011, although was not implemented and has now expired.
3. The current proposal seeks a front extension of 7.8m in depth which would contain a new larger vestibule/welcome area, which would also have a use as a café, with tables and chairs and a servery, with a small kitchen (5sqm) attached. A toddler play area would also be part of this extended area.
4. The extension would occupy 116sqm of a total building floor space of approx. 460sqm. Whilst this is a substantial size outside of a town centre, it is noted that the extension serves as a multipurpose space, including as a welcome area/atrium to the church, as well as a toddler play space. The cafe would only form part of it.
5. The plans clearly show that the cafe is to form an intrinsic part of the church, with sets of double doors linking the extended area to the church's main hall and to the office and meeting rooms serving the rear of the church. The café would not therefore serve as a standalone commercial operation separate from the church and a condition will be applied to ensure that the café is only used in an ancillary capacity in connection with the use of the building as a church.
6. The applicant has confirmed that there is no intention for the cafe to facilitate an increase in the maximum number of people using the building. The community cafe is hoped to increase the diversity of users by opening the building more often and during the daytime, especially for parents dropping children at the adjacent school who would be able to walk to the cafe. The applicant states that the current arrangement of interconnected rooms results in an inflexible layout which makes the building difficult to use outside the system of traditional Sunday morning meetings. It is expected that passers-by and other community groups would be able to use the cafe for a variety of meetings and activities in connection with the church. As such, peak visitor numbers (on Sundays) are not expected to increase but intermittent visitor numbers (throughout the rest of the week) are expected to increase. The mid-week increases in visitors are not expected to reach the numbers achieved during the Sunday peak.
7. The plans reasonably reflect this intention, with the floor plans showing that the cafe area will be connected to the main church hall by a modest set of double doors close to the entrance. This would accord with the intention for the cafe to not facilitate a total increase in the number of visitors. The single double door connection will functionally prevent the cafe from providing an expansion of the overall church hall space, and a condition would restrict any further openings being introduced.

### **The design and visual appearance of the extension**

8. The extension is substantial in size with a depth of 7.8m and a width of 18m. The depth does reduce on the western side of the extension however. Nonetheless, the church has a generously sized forecourt and the site plan confirms that the extension would be set back from the front boundary of

the property by more than 7m on the eastern side, as seen from within the conservation area. The church's front boundary tapers inwards, and the extension is therefore only 5m from the front boundary of the property on the western side. The reduction in depth in the western part of the extension helps to keep the relationship with the street acceptable and a reasonable buffer of open space between the building and the street is to be retained. The front building line would more closely reflect the residential properties opposite and to the east, albeit that it is a different design and use of building. Overall, it is considered that a significant sense of openness would be retained with the extension in place, particularly on the eastern side as seen from the conservation area, where this relationship would be most sensitive. Given the loss of green space incurred by this development, it will be necessary for a programme of landscaping to be proposed to mitigate this loss and to improve the visual appearance of the remaining forecourt area. This will be required by condition.

9. Outdoor seating is proposed in the western part of the forecourt, which would be visible from the streetscene. This is to be contained within the application site and would not be considered to materially affect the appearance of the building within the streetscene. The seating would also not be visible from within the conservation area as it is contained behind the eastern flank wall of the extension.
10. The Council's heritage officer was concerned that the extension's original roof design (canted with a flat roof) jarred with the simple proportions and the hipped roofs of the existing property. It was noted that as the site is a key entrance to the Roe Green Village, it should be reconsidered in terms of streetscape. Following communication with the agent, the plans were revised to establish a hipped roof that subserviently integrates with the building's existing roof. To avoid forming a crowned roof, a flat roof section has been retained over the western part of the extension, however this part of the extension is not visible from the conservation area and is considered to be acceptable.
11. The extension makes use of newer, more contemporary window design. With large floor-ceiling glazing through bi fold doors in the north elevation of the flat roof part of the extension and the new double entrance doors to the church in the east and west elevations of the extension. The heritage officer requested that the church's original window design should be implemented in the main north facing part of the extension (with a hipped roof) so as to ensure that the building remains connected with its original character and has a consistent vernacular, and this was agreed by the applicant. This is considered to respond to the concerns of the RGVRA.
12. The extension is to be constructed from brick that matches the existing, and the part of the extension with a flat roof and a more contemporary appearance is to be finished with a grey coloured painted render. This is considered acceptable as it articulates the contemporary elements more clearly whilst ensuring the original character is retained within the more prominent part of the building.

#### **The amenity impact of the extension**

13. The front elevation of the church faces the public highway. There are residential properties opposite but the proposal would not be in close enough proximity of any private garden spaces to warrant protection from light losses and enclosure by structures. The immediate neighbour to the west is a school whilst the building's corner plot means that it does not share a boundary with a neighbour to the east. To the south the residential units would not be materially affected as the extension would be on the northern side of the building. The amenity impact of the extension on private spaces for residential enjoyment is therefore minimal. It has been considered whether or not the outdoor seating is likely to cause nuisance. Given the distance to residential properties, and that the seating would face on to Princes Avenue it is not considered that there would be an impact. Traffic noise is likely to have a greater impact in this location, and the use of the cafe in connection with the rest of the hall rather than independently would further reduce its impact.

#### **The principle of the change of use of the rear part of the building from living accommodation (C3) to place of worship (D1)**

14. The flat roofed part of the building was originally built as living accommodation for the minister of the church. It is confirmed by the applicant to have not been used for this purpose for many years and that the rooms are now used for youth work on Sundays and as meeting rooms at other times during the week. As such, it is not likely that this part of the building can be considered to represent a C3



use at present. Nonetheless, the applicant seeks to formally regularise the use of the whole building as a place of worship (D1) and it is considered that this is reasonable and should be supported.

### Highways considerations

15. Princes Avenue is a local access road. On street parking in the vicinity of the site is restricted due to the bus stop and double yellows wrapped around the junction. During school hours, Princess Avenue and Bacon Lane do suffer from extensive parking and traffic congestion as parents are using on street parking for dropping off and picking up their children. The site has a fairly low access to public transport services (PTAL 1b), with access to one different bus route, but no rail or tube stations within reasonable walking distance.
16. The existing Church D1 use is permitted 1 car parking space per 10 visitors / users in line with Brent's DMP standards. The applicant has advised that the number of visitors would be approximately 100, resulting in a requirement for 10 car parking spaces, which also reflects the existing congregation numbers. Six off-street parking spaces are already proposed within the application which does not meet the standard for 10 spaces as set out in the DMP, however it is noted that further capacity exists beyond this. Furthermore, it is not likely that a cafe, if used in an ancillary context, would notably increase visitor numbers beyond the current number of building users and it has been confirmed by the applicant that the cafe is not intended to increase the overall capacity of the church.
17. As mentioned above, the café is considered to be acceptable if used solely in an ancillary capacity to the existing church and this will be required by condition. However, given the practicalities of operating a café, it is considered appropriate to consider the servicing requirements in the interests of ensuring highways impacts are minimised. The proposed café, is required to provide a loading bay for servicing and therefore a 'transit' sized bay should be provided, to satisfy servicing standards.
18. Drawing number S256-004A proposes 3 off street parking spaces accessed from Bacon Lane and a bay for a transit van. In addition, there are also 2 disabled bays and 2 off street spaces accessed from Princess Avenue. This is a total of 6 spaces plus a 2 disabled bays and this is welcomed in principle. However, it is considered that the transit sized loading bay would be better provided with access from Princess Avenue, and a condition is proposed seeking an amended plan to demonstrate this.
19. The extension is proposed on adopted highway land. However, the land is currently not being actively used as highway and is subject to a long-standing maintenance agreement between the Highway Authority and applicant allowing the church hall to use it as soft landscaping, enclosed by fences and hedges. As such, the land would need to be formally 'stopped up' as highway to enable the proposed extension to be constructed. Stopped up highway reverts to the frontage.
20. The manager of the Church, Giles Arnold, has been in contact with the Highway Authority regarding this matter and it has been agreed that in principle, the Highway Authority would have no objections to this land being stopped up as highway. However, the statutory processes must still be satisfied before a Highway is confirmed for stopping up and this does include a full consultation with other interested parties. Provided there are no objections, the proposed land can be 'stopped up'. It is therefore essential that the proper stopping-up procedure is followed through Section 247 of the Town and Country Planning Act 1990 and that this process is fully completed before any extension works are started on site (a Grampian condition is therefore sought).

22. Cycle Parking standards are given in the London Plan and a minimum of 4 cycle spaces should be provided within a secure and covered location to protect against theft and weather. The drawings now show this.

23. Church services at this premises have included amplification of music and speech, which have resulted in complaints of noise. The extension would provide some buffering between the main hall and the properties opposite, and the extension would also need to be constructed to modern standards in terms of sound insulation. It is not considered that a condition could be justified requiring details of sound insulation to the existing building given that the cafe itself is not expected to generate excessive noise.

**24.** The proposed extension is considered to be appropriate and in keeping with the character of the building and designed sympathetically to minimise impact on the neighbouring conservation area. The extension is also not considered to have an adverse impact on the amenities of neighbouring properties and the surrounding streetscene. The café use can acceptably operate as an ancillary part of the existing church use and a condition will ensure that it is only used on this basis, without being used as a separate commercial operation. It is also considered that the extension will not unacceptably worsen local parking and traffic conditions, subject to the submission of a detailed travel plan.

The proposal is liable to pay CIL as set out below as it provides more than 100sqm of new floorspace, in accordance with Reg 42(2) of the CIL Regulations 2010 (as amended), the provisions of which supersede the provisions of Reg 42(1) 'exemption for minor development'.

Total amount of floorspace on completion (G): 468 sq. m.

Use	Floorspace on completion (Gr)	Eligible* retained floorspace (Kr)	Net area chargeable at rate R (A)	Rate R: Brent multiplier used	Rate R: Mayoral multiplier used	Brent sub-total	Mayoral sub-total
Non-residential	468	352	116	£35.00	£0.00	£5,183.75	£0.00

institutions							
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BCIS figure for year in which the charging schedule took effect (Ic)	224	224
BCIS figure for year in which the planning permission was granted (Ip)	286	
<b>Total chargeable amount</b>	£5,183.75	£0.00

\*All figures are calculated using the formula under Regulation 40(6) and all figures are subject to index linking as per Regulation 40(5). The index linking will be reviewed when a Demand Notice is issued.

**\*\*Eligible** means the building contains a part that has been in lawful use for a continuous period of at least six months within the period of three years ending on the day planning permission first permits the chargeable development.

**Please Note : CIL liability is calculated at the time at which planning permission first permits development. As such, the CIL liability specified within this report is based on current levels of indexation and is provided for indicative purposes only. It also does not take account of development that may benefit from relief, such as Affordable Housing.**

## DRAFT DECISION NOTICE



# Brent

## DRAFT NOTICE

TOWN AND COUNTRY PLANNING ACT 1990 (as amended)

## DECISION NOTICE – APPROVAL

Application No: 17/1577

To: Pedler  
Church Growth Trust  
The Hope Centre  
8 Princewood Road  
Corby  
NN174AP

I refer to your application dated **06/04/2017** proposing the following:

Single storey front extension and associated landscaping to provide a community cafe with outdoor seating and play area along with accessible toilet to existing place of worship, and change of use of the meeting rooms and kitchen from residential to form part of the existing place of worship (Use class D1)

and accompanied by plans or documents listed here:  
Refer to condition 2.

at **Roe Green Hall, Princes Avenue, London, NW9 9JL**

The Council of the London Borough of Brent, the Local Planning Authority, hereby **GRANT** permission for the reasons and subject to the conditions set out on the attached Schedule B.

Date: 05/10/2017

Signature:

**Alice Lester**  
Head of Planning, Transport and Licensing

### Notes

1. Your attention is drawn to Schedule A of this notice which sets out the rights of applicants who are aggrieved by the decisions of the Local Planning Authority.
2. This decision does not purport to convey any approval or consent which may be required under the Building Regulations or under any enactment other than the Town and Country Planning Act 1990.

DnStdG

**SUMMARY OF REASONS FOR APPROVAL**

- 1 The proposed development is in general accordance with policies contained in the:-

Brent Development Management Policies 2016  
Brent Council's Supplementary Planning Guidance 5 2002

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

Reason: To conform with the requirements of Section 91 of the Town and Country Planning Act 1990.

- 2 The development hereby permitted shall be carried out in accordance with the following approved drawing(s) and/or document(s):

S256 – 001  
S256 – 002  
S256 – 003B  
S256 – 004A  
S256 – 006  
S256 – 007B

Reason: For the avoidance of doubt and in the interests of proper planning.

- 3 With the exception of areas of rendered walls, as shown in the approved proposed drawings, all new external work shall be carried out in materials that match, in colour, texture and design detail those of the existing building.

Reason: To ensure a satisfactory development which does not prejudice the amenity of the locality.

- 4 The café use hereby approved shall be ancillary to the existing use of the building as a church.

Reason: To ensure the café use is appropriate for the setting and does not give rise to unduly detrimental external impacts.

- 5 The development shall not commence unless the applicant has completed the process of stopping up the highway adjacent to the site, by entering into a legal agreement with Brent's Highways Authority under Section 247 of the Town and Country Planning Act 1990.

Reason: To ensure appropriate land ownership.

- 6 Prior to occupation of the extension hereby approved, a schedule of soft landscaping within the forecourt of the church, indicating proposed plant/tree species, placement and densities of such species shall be submitted to and approved in writing by the Local Planning Authority.

The approved landscaping shall be implemented no later than the first planting season following occupation of the church extension.

Any planting that is part of the approved scheme that within a period of *five* years after planting is removed, dies or becomes seriously damaged or diseased, shall be replaced in the next planting season and all planting shall be replaced with others of a similar size and species and in the same position, unless the Local Planning Authority first gives written consent to any

variation.

Reason: To ensure that visual amenity losses arising from the increased built form of the church and reduction in size of the building forecourt can be mitigated through improved soft landscaping within the streetscene.

- 7 Prior to occupation of the extension hereby approved, a revised site plan shall be submitted to and approved in writing by the Local Planning Authority. The revised plan shall indicate the following:
- A 'transit' sized loading bay accessed from Princes Avenue with accompanying tracking to demonstrate entry and exit.
  - Four cycle parking spaces in compliance with London Plan requirements

The development shall be implemented in accordance with the approved details prior to first occupation of the extension and maintained as such thereafter.

Reason: To ensure that the development meets relevant parking standards.

- 8 Prior to occupation of the extension hereby approved, a travel plan shall be submitted to and approved in writing by the Local Planning Authority. The travel plan shall explain measures to be implemented which will minimise the numbers of car borne visitors and help to manage any car parking that does take place around the site. Following approval of the travel plan, the church shall thereafter operate in accordance with the approved details.

Reason: To ensure that the development minimises any detrimental highways impacts its use may incur.

- 9 No additional openings shall be created between the 'Cafe and Welcome Area' and the 'Main Hall' other than the double doors shown on drawing S256-003B.

Reason: To ensure that the size of the space used for worship remains consistent with now, so ensuring that the impact on the highway network is acceptable.

## INFORMATIVES

- 1 The applicant must ensure, before work commences, that the treatment/finishing of flank walls can be implemented as this may involve the use of adjoining land and should also ensure that all development, including foundations and roof/guttering treatment is carried out entirely within the application property.
- 2 The applicant is advised to contact Brent's Highways Team at the earliest opportunity to agree a detailed 1:200 survey plan, showing the areas of highway that are to be stopped up and to request that this process is pursued by the Council on the applicant's behalf.
- 3 The applicant is advised to contact all statutory undertakers in the area regarding the stopping-up proposal at the earliest opportunity.
- 4 The provisions of The Party Wall etc. Act 1996 may be applicable and relates to work on an existing wall shared with another property; building on the boundary with a neighbouring property; or excavating near a neighbouring building. An explanatory booklet setting out your obligations can be obtained from the Communities and Local Government website [www.communities.gov.uk](http://www.communities.gov.uk)
- 5 The applicant is advised that this development is liable to pay the Community Infrastructure Levy; a Liability Notice will be sent to all known contacts including the applicant and the agent. Before you commence any works please read the Liability Notice and comply with its contents as otherwise you may be subjected to penalty charges. Further information including eligibility for relief and links to the relevant forms and to the Government's CIL guidance, can be found on the Brent website at [www.brent.gov.uk/CIL](http://www.brent.gov.uk/CIL).



Any person wishing to inspect the above papers should contact Toby Huntingford, Planning and Regeneration, Brent Civic Centre, Engineers Way, Wembley, HA9 0FJ, Tel. No. 020 8937 1903