

## NEIGHBOUR CONSULTATION

10 October 2016

The Owner/Occupier  
Kew Riverside School  
Courtlands Avenue  
Kew  
Richmond  
TW9 4ES

Dear Sir/Madam,

**Application:** 16/3896/TEL

**Our ref:** DC/RON

**Proposal:** The installation of 14 metre dual user replica telegraph monopole, clad with timber effect GRP painted brown, housing 6 No antennas within a GRP shroud. The installation of 1 No. equipment cabinet, painted green.

**Site:** Telecommunications Mast At Junction Courtlands Avenue And Mortlake Road Kew

We are writing to advise you that this Council is in receipt of the above application and would like to give you the opportunity to comment on the proposed siting and appearance. It is important that if views are to be made, these should be received within 21 days from the date of this letter i.e. 31 October 2016 because the Local Planning Authority must determine the application within 56 days from the receipt of the application on (30 September 2016). If no response is made by the Local Planning Authority within the 56 days, the proposal will have deemed consent.

Copies of the plans and forms are available for viewing

- online at [www.richmond.gov.uk/searchplanning](http://www.richmond.gov.uk/searchplanning), or
- at the Civic Centre, 44 York Street, Twickenham TW1 3BZ Monday to Friday 9am to 5pm, with a Duty Officer answering queries between 1pm to 4.30pm daily (for an appointment please call 020 8891 1411), or
- at local libraries. Library opening times and contact information can be found on the Council's website at [www.richmond.gov.uk/libraries](http://www.richmond.gov.uk/libraries).

The Local Planning Authority is limited to determining the siting and appearance and factors concerning this are set out on the attached sheet. A common concern is health and safety and on this matter, it is the Government's firm view that the planning system is not the place for determining health safeguards. These are controlled by other government regulations. Where a proposal states that it will meet the required guidelines set out in the International Commission on Non-Ionising radiation Protection (ICNIRP) as this application does, it should not be necessary for a Local Planning Authority in processing applications to consider health aspects and concerns about them.

Your views are invited on the application and the notes below are for your guidance. Please ensure you quote reference number 16/3896/TEL in any communication. Any representations received are included in the case file documents available for inspection by the public and will normally be available on the Council's website. Do not include any sensitive information with the details you send to us. A copy of the Council's Personal Information Policy is available on the council website [www.richmond.gov.uk](http://www.richmond.gov.uk) or on request from the address overleaf.

You may also contact us by email, [envprotection@richmond.gov.uk](mailto:envprotection@richmond.gov.uk) quoting the application reference and your contact address or online at [www.richmond.gov.uk/searchplanning](http://www.richmond.gov.uk/searchplanning).

Development Control Manager  
London Borough of Richmond upon Thames

## Objecting to or supporting a planning application

If you are a neighbour of a planning application site or a local resident you may have been informed about it by letter from the Planning Department or have seen the proposal advertised on the site or in a local newspaper. If you have views for or against a planning application proposal you can submit them to the Council.

If you wish to comment on an application please do this in writing to the planning officer who is dealing with the application (see 'How to comment' below). It may be something that can be changed during the application process. Should you have any queries, please contact us on 020 8891 1411. Although we do not acknowledge receipt of letters commenting on applications we will inform you of the decision made on the application.

### How we consult on planning applications

It is a legal requirement to publicise all planning applications either by letter or by site notice. It is the practice at Richmond upon Thames Council to publicise more widely than is required. Not only do we seek to consult adjoining neighbours affected by a proposal by letter but notices may also be published in the local paper and/or may be displayed on or close to the site (for at least 21 days) for many applications. These include those which would affect the character or setting of a listed building, or the character of a conservation area, or which in the Council's opinion are likely to have implications for more than the immediate neighbours. We also consult neighbouring Boroughs where appropriate and also consult directly any properties in other Boroughs that are directly affected by the proposal.

We encourage and advise applicants to talk to their neighbours informally before submitting their application. This will not affect the consultations that we will carry out. A weekly list of all applications received is posted on our website and is available for inspection at the Civic Centre.

As a neighbour, you will be given 21 days to comment. It is helpful to us to know your views whether you support the proposal, object to it, or merely have a view to express about it.

The Council's practice is to negotiate improvements to applications and if possible overcome objections made by neighbours. If an application is amended and we believe the amendments raise new issues, then we will write to you again giving you 14 days to make any further comment.

### How to comment

Comments may be made by anyone, regardless of whether they were consulted by letter. Before you express an opinion on a proposal it is usually helpful for you to be able to see the detailed plans of the scheme. The details of planning applications, including drawings, are available on the Council's website at [www.richmond.gov.uk/planning](http://www.richmond.gov.uk/planning), and can be viewed online at the Civic Centre between 9am and 4:30pm Monday to Friday, or at your local library.

We are aware that many people for various reasons, including the elderly and people with disabilities may have difficulty viewing documents online, or visiting the Civic Centre or their local library. In such circumstances we may be able to arrange to lend a copy of the plans or visit the person at home. If this is the case for you then please contact the department as soon as possible.

Comments on planning applications should be made in writing, either by submitting your comment online at [www.richmond.gov.uk/planning](http://www.richmond.gov.uk/planning), or by post to London Borough of Richmond upon Thames, Development Control, 2nd Floor Civic Centre, York Street, Twickenham TW1 3BZ.

Please quote the reference number of the application and your own postal address so that we may write to you if necessary. If you have difficulty please contact us on 020 8891 1411.

Please note, we cannot accept anonymous objections/letters of support and therefore we require a full postal address with any representation made.

### What is a valid objection?

The council can only take into account 'material planning considerations' when looking at your comments. The most common of these (although not an exhaustive list) are:

- Loss of light or overshadowing
- Overlooking/loss of privacy
- Visual amenity (but not loss of private view)
- Adequacy of parking/loading/turning
- Highway safety
- Traffic generation
- Noise and disturbance resulting from use
- Hazardous materials
- Smells
- Loss of trees
- Effect on listed building and conservation area
- Layout and density of building
- Design, appearance and materials
- Landscaping
- Road access
- Local, strategic, regional and national planning policies
- Government circulars, orders and statutory instruments
- Disabled persons' access
- Compensation and awards of costs against the Council at public enquiries
- Proposals in the Development Plan
- Previous planning decisions (including appeal decisions)
- Nature conservation
- Archaeology
- Solar panels

We cannot take into account matters which are sometimes raised but are not normally planning considerations, such as:

- The perceived loss of property value
- Private disputes between neighbours
- The loss of view
- The impact of construction work or competition between firms
- Restrictive covenants
- Ownership disputes over rights of way
- Fence lines etc.
- Personal morals or views about the applicant.

**It is important to understand that the material considerations relevant to any particular application will need to be weighed in the final decision process according to their seriousness and relative importance.**

### **Taking your views into account**

When we receive your comments these will be placed on the planning file and will be available online for public inspection. Many decisions are taken by officers under 'delegated powers', after consideration of any representations. Where an application is to be decided by the Planning Committee a summary of all representations are included in the report to them.

There is an opportunity for a limited number of interested parties to address the Planning Committee in person. **Should you wish to reserve the opportunity to address the Planning Committee it is important to indicate this in any written representations you submit.** However, if objecting to an application clearly compliant with Supplementary Planning Guidance/Documents (SPG/SPD) and/or policy you do not have the opportunity to refer it to the Planning Committee.

Equally, if supporting an application clearly departing from the SPG/SPD and/or policy you do not have the opportunity to refer it. If the Officer's recommended decision is the same as the one that you want then the application is normally dealt with under delegated powers.

The Committee agenda is published five days before the meeting and is available to view on our website or in the Council offices. The meetings are held in public at York House every two weeks. If the application on which you have commented is to be heard by the Planning Committee we will write to you and invite you to come and speak at the meeting. If you prefer, you can contact your local Councillor and ask if they would put forward your views at the meeting. **You will need to register to speak after we advise you of any Committee meeting date.**

The names and contact details of the Councillors on the Planning Committee and your local Councillor can be found on our website. Alternatively, we can send these to you. It should be noted, however, that Councillors who are voting members of the Planning Committee cannot express a view on any comments sent to them if they wish to participate in the decision making process at a later date. For this reason, interested parties may wish to avoid sending views to these members and send them direct to the Planning Department.

Documents submitted for consideration in respect of planning applications, including representations relating to an application, are made available online for inspection by the public. Please clearly specify in your documentation any personal information that you do not want placed on the website. We will contact you if we need to discuss this further with you.

### **Letting you know the outcome**

It is not usually possible to respond to questions raised in individual letters, however, we appreciate how important planning decisions are to people. As a result, once a decision has been made on an application on which you have made a comment, it will be possible to view the report prepared by the case officer on our website. Amongst other things the report will set out the planning policies that are relevant and address your comments so that you can see how the decision was reached. The Decision Notice will contain the conditions that have been put on any approved application or the reason(s) for refusal.

### **What happens if the application is refused?**

Every applicant has the right to appeal to the Secretary of State for Communities and Local Government (The Planning Inspectorate) if aggrieved by the Council's decision to refuse the application, or conditions imposed on a grant of permission. There is no third party right of appeal against the decision. Any comments you have made previously will be passed to the Inspectorate.

If someone near you has appealed against a refusal of planning permission, the Council will inform all occupants of properties that it considers might be affected by the proposal and tell them whether the appeal is to be dealt with by the written method, informal hearing, or public inquiry. Members of the public may attend a public inquiry or informal hearing and will be given the opportunity to express their point of view. The final decision on all appeals is taken either by an Inspector from the Planning Inspectorate or occasionally by the Secretary of State.

**If you need this leaflet in Braille, large print, audio tape or another language, please contact us on 020 8891 1411 or text phone 020 8831 6001.**