



Lewisham

Planning services

London Borough of Lewisham

Presented by

Malcolm Bacchus, Telegraph Hill Society



“Making Lewisham the best place to live, work and learn in London”



Emma Talbot - Head of Planning

Alison Bradshaw

Business Improvement & Stakeholder Manager

- Business improvement projects
- Customer Service
- Planning IT systems + web content
- Technical administration
- Customer liaison: FOI, EIR + Complaints
- Local land charges

Julia Robins

Strategic Projects and Majors Manager

- Major projects overview

Helen Milner

Planning Enforcement Manager

- Unauthorised development
- Breach of planning permissions

Neighbourhood planning contact: Kirsten Williamson
Kirsten.Williamson@lewisham.gov.uk

Max Smith

Planning Manager (North)

- Manages the planning team in the north of the borough

Michael Johnson

Planning Manager (South)

- Manages the planning team in the south of the borough
- Validation

David Syme

Conservation & Urban Design Manager

- Conservation
- Listed buildings
- Spatial planning
- Urban design
- Trees

Meet the team



Our Values: **quality; reliability; integrity.**

Delivering sustainable development and a positive and proactive approach

- positively seek opportunities to meet the development needs of their area;
- meet objectively assessed needs, with sufficient flexibility to adapt to rapid change, unless significantly and demonstrable harm outweighs the benefits or specific policies in the NPPF indicate development should be restricted
- approving development proposals that accord with the development plan without delay

Working in the public interest – various stakeholders with different aspirations and expectations

We want to say **yes** to good development

How we seek to operate



Facts & Figures

Lewisham Council's policy is to respond to enquiries within **10 working days**

We work with 18 ward assemblies, 5 neighbourhood forums and over 60 local community groups.

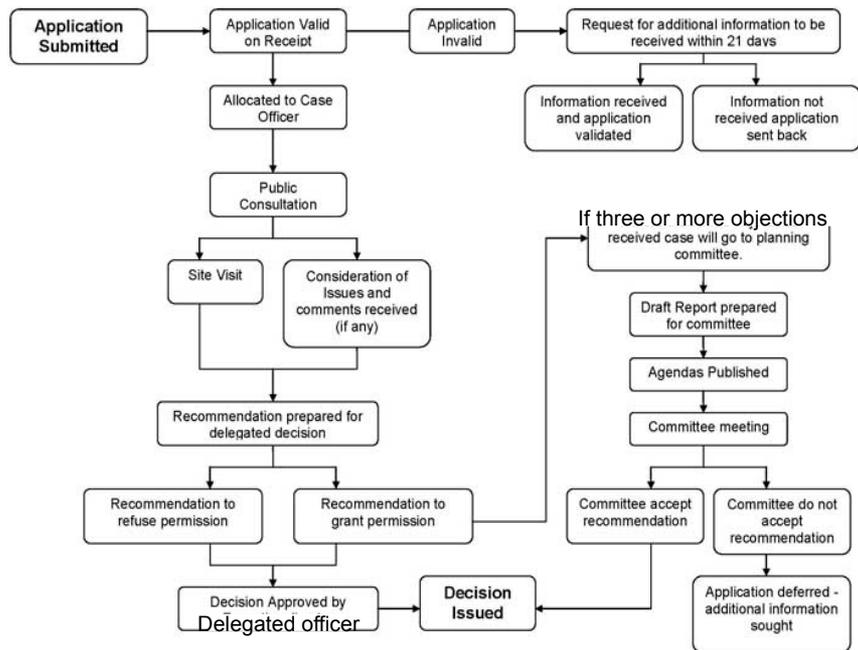
In 2016, the Planning Service:

- ✓ processed 3,234 valid applications (more than an additional 1000 applications which are withdrawn)
- ✓ responded to over 2000 emails a day (over half a million last year!)
- ✓ arranged 114 Pre-Application meetings
- ✓ coordinated 4 Planning Performance Agreements
- ✓ 201 Tree works applications

Our commitments

- ✓ Planning aims to respond to general enquiries within **5 working days**.
- ✓ We will engage with local community groups on enquiries and projects, proactively seeking positive outcomes to produce good places
- ✓ To maximise our time through efficient processes and communications. We cannot spend time on unrelated conversations
- ✓ Improve the website content to meet local needs.
- ✓ Develop the service, implementing changes to strengthen its durability and adaptability
- ✓ Provide a high quality service through balancing resources
- x We can't change any process that are specific to an individual ward
- x We cannot respond to bespoke requests for changes to our consultation processes
- x We may not be able to answer detailed emails on technicalities of planning applications

Key facts, figures and our commitments



- You will need to establish whether planning permission is required.
- Complete an online application.
- Check if you are required to be assessed for the Community Infrastructure Levy.
- Ensure that you have referred to our local information requirements list
- Check to establish if the new carbon standards for new residential and non-residential developments will be applicable to your application
- Submit your application with the correct fee and supporting documentation
- We will validate and acknowledge the planning application.
- We will publicise the planning application and consult the necessary parties. Those who have been consulted will be able to comment on the application and are given 21 days to make their representations.
- A site visit is carried out by the case officer.
- The case officer makes a recommendation and this is detailed in the officer's report.
- A decision is made under delegated powers or the application is referred to Planning Committee. There may be conditions attached.
- A decision notice is issued (appeal route available)

Diagram source: <https://www.rbkc.gov.uk/images/Flowchart-Application-lrg.jpg>



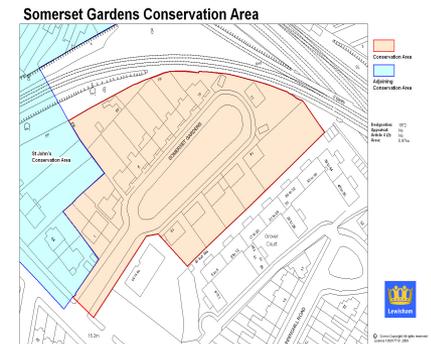
The planning process

Across the London Borough of Lewisham, we have:

- 28 conservation areas
- 25 article 4
- 330 Grade II listed buildings (or groups of buildings).
- 28 Grade II* listed buildings (or groups of buildings).
- Two Grade I listed buildings (Boone's Chapel in Lee High Road and St Paul's Church in Deptford).
- Three registered parks and gardens (all Grade II).
- One scheduled ancient monument
- 21 areas of archaeological priority and one area of special local character

Part of the borough is in the **Buffer Zone** of the Maritime Greenwich World Heritage Site

We proactively work to preserve and/or enhance these areas and buildings as they offer special architectural and historical character to our identity.



Characteristics that can contribute to an area's special interest:

- the historic layout of property boundaries and thoroughfares
- relationships of buildings and spaces between them
- scale, form and detailing of buildings.
- characteristic materials
- a particular mix of uses
- quality of shop fronts, street furniture, hard and soft surfaces
- the topography, trees and open spaces

We can provide professional advice through our pre application and duty planner services.

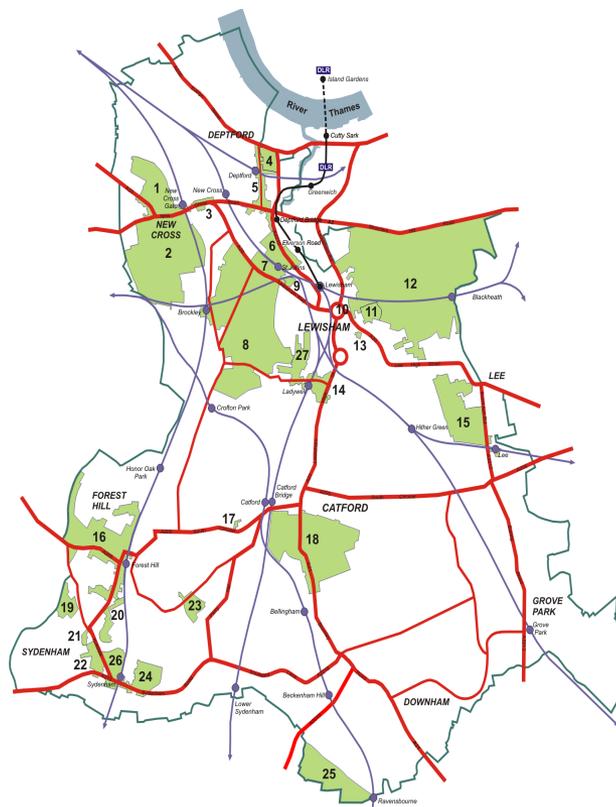
Conservation



- Our role is to manage change within the conservation areas
- Article 4 directions restrict permitted development, but are not the automatic right to refuse alterations and extensions if planning permission is sought
- Heritage conservation not historic preservation - Supported by Historic England

“all character types can accommodate some growth – as long as the underlying character guides the nature of growth” Keep it London by Historic England

- We are aware we have gaps in our Conservation Area Appraisals
- We are looking at ways in which we can address this given resources available to the design and conservation team



Conservation Areas

- | | | |
|-------------------------|---------------------|-----------------------------|
| 1. Hatcham | 10. St. Stephen's | 19. Sydenham Hill/ Kirkdale |
| 2. Telegraph Hill | 11. Belmont | 20. Sydenham Park |
| 3. Deptford Town Hall | 12. Blackheath | 21. Halifax Street |
| 4. St.Paul's | 13. Mercia Grove | 22. Jews Walk |
| 5. Deptford High Street | 14. St.Mary's | 23. Perry Fields |
| 6. Brookmill Road | 15. Lee Manor | 24. Sydenham Thorpes |
| 7. St.John's | 16. Forest Hill | 25. Beckenham Place Park |
| 8. Brockley | 17. Stanstead Grove | 26. Cobb's Corner |
| 9. Somerset Gardens | 18. Culverley Green | 27. Ladywell |

Geographic Information & Research 2011

Conservation

At Lewisham we have a number of different advice services, each tailored to suit different types of applications.

- Planning information service
- Duty planner
- Duty planner +
- Correspondence service
- Pre-application service
- Planning performance agreement



Planning advice services

Planning information service

Deals informally with general planning process issues

- general advice and guidance on completing planning applications
- do I need planning permission to build this or use the building differently?
- do I need listed building consent?
- advice on the details required for approval of planning conditions
- general queries on planning policy, including interpretation and application

Under the Planning information service we will not:

- discuss with applicants or agents the technical merits of current applications, recently refused applications or appeals
- decide minor amendments to planning permissions
- give pre-application advice

Duty Planner

Allows householders or small, local businesses to come to a meeting with their agent/architect to discuss straightforward schemes.

- discuss your proposal before submission
- make sure it is in line with the development plan and other guidance
- get advice to help you develop your scheme
- help get a decision made promptly
- simple domestic extensions and alterations (lofts, windows, porches, garages and outbuildings, swimming pools, walls and fences, hard standings and access for vehicles, satellite dishes)
- certificate of lawfulness – advice on whether a development/change of use is likely to be permitted development (or if you should apply for a lawful development certificate)
- advice about whether details provided are acceptable for approval of details in relation to householder or small-business-related applications

Duty planner +

Our Duty Planner+ Service allows householders or small, local businesses to come to a meeting **with their agent/architect** to discuss straightforward schemes

- discuss your proposal prior to submission
- make sure it is in line with the development plan and other guidance
- get advice to help you develop your scheme
- help get a decision made promptly

The Duty Planner+ can discuss:

- householder schemes,
- minor proposals by small local businesses ,
- revised schemes (covering the types of schemes listed above) following a refusal or withdrawal owing to officer concerns or dismissal at appeal.

Correspondence service

Householders and small, local businesses with more complex proposals can book a desk-based review from a planning officer

- review your proposal and get written comments before submission
- make sure your proposal accords with the development plan and other guidance
- develop your scheme in accordance with our advice
- help a decision get made promptly.

The types of scheme which can be discussed are:

- more complex householder schemes such as those affecting the character of a conservation area which conflict with policy or which involve a basement
- minor proposals by local businesses including changes of use up to 450 sq m
- small advertisements
- shopfronts

Planning pre-application advice

Developers and applicants can get formal pre-application advice before the submission of a planning application

The service covers:

- whether or not your proposal is likely to be acceptable at the application stage
- where issues have been identified, what you need to do to make your application acceptable
- whether or not the proposals are unacceptable in principle
- how we will apply our policies to your proposal
- what type of local engagement is appropriate
- what type of application you should submit, and what supporting documentation you will need to supply with it

Planning performance agreement

A planning performance agreement (PPA) is an agreement between the local planning authority and a potential applicant to provide a project management framework for handling a small to large scale development proposal from pre-application stage through to decision

The benefits of using this service are:

- certainty of timescales for reaching a decision and having a specific planning committee date to work towards
- a project-managed application process that includes a range of professionals involved in the determination of your application
- the opportunity to discuss changes to applications as they arise
- the cost of pre-application advice and resident engagement is included
- access to officers and consultees to enable constructive discussion on planning applications
- named officer contact, so you can discuss your application when you need to

The Residential Development Standards Supplementary Planning Document (SPD) was adopted by the Council on 1 August 2006 and partially updated in 2012. It provides detailed guidance on:

- standards for new residential development
- standards for conversions of existing houses into flats
- residential extensions
- roof extensions

<http://www.lewisham.gov.uk/myserVICES/planning/policy/LDF/SPDs/Pages/Residential-development-standards.aspx>

We are currently finalising the new Alterations & Extensions SPD. This will provide greater information and clarity on topics such as roofs, windows, basements and front gardens across the entire Borough. It will provide key information for Conservation Areas to protect each area's characteristics and heritage.

We will also begin to prepare the new Local Plan where we will open a consultation and dialogue to ensure our policies are suited for our borough.

Useful email addresses

planning@lewisham.gov.uk

- General enquiries
- Planning applications

planningenforcement@lewisham.gov.uk

- Unauthorised development
- Breach of planning permissions

planningtrees@lewisham.gov.uk

- Tree enquiries
- Conservation area trees

planningpolicy@lewisham.gov.uk

Local Plan: Current + Emerging

Neighbourhood planning

Statement of community involvement

Supplementary Planning Documents

conservation@lewisham.gov.uk

Listed buildings

Conservation areas

Article 4 directions

urbandesign@Lewisham.gov.uk