

## **Report of Director of Planning and Regeneration**

### **Val Roberts House , 25 Gregory Boulevard**

#### **1 Summary**

Application No: 21/00726/PFUL3 for planning permission

Application by: Allan Joyce Architects Ltd on behalf of Framework Housing Association

Proposal: Three storey building to provide 6 no. 1 bedroom self-contained flats.

The application is brought to Committee because it has generated significant public interest contrary to the officer recommendation.

To meet the Council's Performance Targets this application should have been determined by 26th May 2021

#### **2 Recommendation**

- 2.1 To **GRANT PLANNING PERMISSION** subject to the indicative conditions substantially in the form of those listed in the draft decision notice at the end of this report.

Power to determine the final details of the conditions of planning permission to be delegated to the Director of Planning and Regeneration.

#### **3 Background**

- 3.1 Val Roberts House is a three storey, flat roofed building on the north side of Gregory Boulevard, occupied by Framework Housing Association. There is a car park on the north side of the building which can be accessed from both Premier and Leslie Roads, which run alongside the building. The buildings on the north side of Gregory Boulevard are generally in office use whilst the roads which run north into Forest Fields are residential. The specific site of the proposal is a section of the car park adjacent to Premier Road and to number 1 Premier Road to its north.

#### **4 Details of the proposal**

- 4.1 Planning permission is sought for a three storey, pitched roof building providing six one-bed flats. The applicant, Framework Housing Association, have confirmed their belief that the proposed flats would be occupied within Use Class C3 of the Use Classes Order (that is, use as a dwellinghouse by a single person or by people forming a single household). Framework note that *“people living in these flats will have their own tenancies. They will live independently with a low level of visiting*

*support. This won't be daily support but will amount to between zero and three hours of support per person per week. There is no communal space, no on-site staffing and no care will be provided".*

- 4.2 The proposed building would be three storeys with a gabled roof and three storey bays, of red brick stone and dentil brickwork detailing. The building and its entrance would face Premier Road where the boundary would be a low brick wall with railings and gate piers. The one bed flats would be arranged two on each floor, with living rooms at the front facing Premier Road and bedrooms and bathrooms at the rear.

## **5 Consultations and observations of other officers**

### **Adjoining occupiers consulted:**

Adjoining occupiers on Premier Road, Leslie Road and Gregory Boulevard were notified of the application on 27.04.2021. Following the receipt of revised plans and additional information regarding the proposed use, residents were renotified on 09.08.2021, with the number of letters sent being increased to include the whole of Premier Road.

Representations have been received from the occupiers of twelve properties on Premier Road, objecting to the proposal for the following reasons:

- Proposal would add to the high number of single person accommodation on Premier Road, of which there are already too many, affecting the character.
- Objectors state that up to 50% of Premier Rd is made up of HMOs, rented accommodation, student accommodation or supported schemes. Objectors state that of the 38 houses on Premier Road, there are now 19 which are rented as houses as either official (registered) as HMOs or unofficial houses in multiple occupation.
- Increasing imbalance between family housing and rented / student accommodation has the potential to destroy the existing successfully integrated community. Selective licensing and refusal of planning permission for changes from family housing to flats in order to maintain the area for family housing help to keep a clean neighbourhood and reduce the level of high occupancy turnover.
- Residents do not consider the proposed accommodation to be Class C3. As Framework are a housing association and there is no accommodation or space for couples, children, cars or visitors, the use must be that of a house in multiple occupation.
- Objectors argue that the proposal is not for C3 dwellings, and so the application should be considered in light of Policy HO4 of the Local Plan (Specialist and Adaptable Housing).
- Community education and support is a crucial factor in formerly homeless people sustaining their tenancies. They need to feel that they are part of community, have a stake in that community and can develop their lives as home-full people do, via community events, cultivating a garden, welcoming people to their homes. This scheme offers no capacity for this, being in a car

park and opposite another car park. The residents will be forced on to each other's company and those of still homeless companions instead of developing their own networks.

- There are concerns regarding the 'Housing First Model' on Frameworks' website and the form of funding being accessed by Framework in relation to the proposed development.
- Development will make it even harder for the existing family homes on the street to remain as such, contrary to Local Plan aims of retaining family houses. Proposal will reduce the desirability of the street for families who want to rent or own in the area.
- Impact on adjacent property 1 Premier Road in terms of loss of light. The roof will block daylight and specifically sunlight into the two third floor rooms one of 1 Premier Road; these are the only windows into the rooms. The new building will block light to windows in the side elevation of 1 Premier Road.
- Presence of habitable room windows on the rear elevation of the new building will lead to loss of privacy and noise nuisance for 1 Premier Road.
- Development will lead to on-street parking problems.
- The applicants, Framework, have not consulted or engaged with the local community prior to submitting the planning application. Framework removed two mature cherry trees from the car park which were in the position of the proposed building.

Ward Councillor Quddoos objects to the proposal on the grounds that that this development will be the 'tipping point' for Premier Road to become primarily one of multiple occupancy use, which will impact the lives of the longstanding residents.

**Additional consultation letters sent to:**

**Pollution Control:** no objection.

**Highways:** no objection.

## **6 Relevant policies and guidance**

### **National Planning Policy Framework (2019):**

The NPPF advises that there is a presumption in favour of sustainable development and that applications for sustainable development should be approved where possible. Paragraph 126 notes that the creation of high quality buildings and places is fundamental to what the planning and development process should achieve, and that good design is a key aspect of sustainable development.

Paragraph 130 of the NPPF states that planning policies and decisions should ensure that developments:

- a) will function well and add to the overall quality of the area, not just for the short term but over the lifetime of the development;

- b) are visually attractive as a result of good architecture, layout and appropriate and effective landscaping;
- c) are sympathetic to local character and history, including the surrounding built environment and landscape setting, while not preventing or discouraging appropriate innovation or change (such as increased densities);
- d) establish or maintain a strong sense of place, using the arrangement of streets, spaces, building types and materials to create attractive, welcoming and distinctive places to live, work and visit;
- e) optimise the potential of the site to accommodate and sustain an appropriate amount and mix of development (including green and other public space) and support local facilities and transport networks; and
- f) create places that are safe, inclusive and accessible and which promote health and well-being, with a high standard of amenity for existing and future users and where crime and disorder, and the fear of crime, do not undermine the quality of life or community cohesion and resilience.

### **Aligned Core Strategies (2014):**

- Policy 1 - Climate Change
- Policy 8 - Housing Size, Mix and Choice
- Policy 10 - Design and Enhancing Local Identity

### **Local Plan Part 2 - Land and Planning Policies (January 2020)**

- Policy CC1 - Sustainable Design and Construction
- Policy HO1 - Housing Mix
- Policy HO4: Specialist and Adaptable Housing
- Policy DE1 - Building Design and Use
- Policy DE2 - Context and Place Making

## **7. Appraisal of proposed development**

### **Main Issues**

- (i) Principle of the Development.
- (ii) Design and Impact on the Streetscene.
- (iii) Impact on Residential Amenity.

### **Issue (i) Principle of the Development** (ACS Policy 8 and LAPP Policies HO1 and HO4)

- 7.1 The acceptability of the principle of this proposal lies primarily with the interpretation of whether the proposed flats are 'dwellinghouses' falling within Use Class C3 and subject to Policy HO1) or are a different form of residential accommodation which would lie outside Class C3 and generally be described as a 'hostel' (which is a 'sui generis' use) and subject to Policy HO4.
- 7.2 The applicants have confirmed their belief that the flats would be occupied within Use Class C3 of the Use Classes Order (that is, use as a dwellinghouse by a single person). They point to individual tenancies, independent living and a low level of support. It is noted that Class C3 allows for a level of support to be provided for occupiers of a house or flat (for example, social care provided to allow an elderly person to live in their own home). The proposed units comply with the Nationally

Described Space Standards and are physically independent from the main site. Access to the flats is from Premier Road and there is no reason why the flats could not be occupied as a 'stand-alone' unit of accommodation.

- 7.3 A recent Housing Market Assessment has confirmed the need for more housing types, of all tenures, in almost all wards in Nottingham; this includes affordable/social one bedroom self-contained homes, the need for which is presented in both the council's Housing Strategy and the cities Homelessness Prevention and Rough Sleeping Strategy. Supporting people into independent, settled accommodation is a key feature of the strategic approach to rough sleeping and single homelessness, providing a transition from supported accommodation to fully independent living. An identified need exists for one bedroom self-contained residential accommodation within Class C3, particularly of a type which Registered providers such as the applicant do provide to help the council deliver and meet local need. If the flats are considered to be within Class C3, the proposal itself is considered to comply with Policy HO1 and the council's Housing Strategy and therefore acceptable in principle.
- 7.4 Part of the objectors' argument is that the flats are not within Class C3. The flats are being built within the car park of the main office of a Registered Provider whose main function is to tackle homelessness / rough sleeping. A high level of support will be available to tenants due to the location of the flats. The flats would be 'specialist housing' and should therefore be considered in the light of Policy HO4. Policy HO4 allows for the provision of such housing provided that (among other things) the amenity of existing local residents would not be compromised and the use would not result in over-concentration of similar uses in any one area leading to a material change in character. Berridge Ward is known to have high levels of hostels (understood by Councillor Quddoos to be 21, with only Hyson Green & Arboretum Ward having higher). Residents say that 50% or properties in Premier Road are already in multiple occupancy or other non-family housing use. The provision of a further six units of accommodation occupied by short-term tenants and having the characteristics of supported or hostel accommodation would lead to a detrimental and material change in character of the area. If the flats are considered to be outside Class C3, the proposal is considered to be contrary to Policy HO4 and therefore unacceptable in principle.
- 7.5 Notwithstanding these concerns, it is considered that there is no basis to consider the application otherwise than as applied for. Permission is sought for C3 use so it would be granted on this basis, and any alternative use, such as a hostel, would require separate planning permission.
- 7.6 The objectors' comments regarding the applicants' lack of engagement with residents prior to submitting the application are noted, as are comments that the cherry trees were removed to make way for the development. There has also been discussion regarding the type of funding the applicants are receiving for this scheme. Whilst engagement with residents is advisable and encouraged, these matters do not in themselves impact on the acceptability of the scheme in planning terms.

**Issue (ii) Design and Impact on the Streetscene** (ACS Policy 10 and LAPP Policies DE1 and DE2)

- 7.6 The proposed building has been through a number of iterations and is now considered to be visually acceptable. The scale of the building, the bays and

window proportions reflect the existing houses on Premier Road without resorting to pastiche. Materials (red brick and slate) and detailing (brick and stone) are appropriate. A low wall, railings and gate piers is an acceptable treatment for the front boundary. The proposal is therefore considered to comply with ACS Policy 10 and LAPP Policies DE1 and DE2.

**Issue (iii) Impact on Residential Amenity** (ACS Policy 10 and LAPP Policies DE1 and DE2)

- 7.7 The relationship between the proposed building and the adjacent property number 1 Premier Road is now considered to be acceptable. The proposed building is less deep than the neighbouring houses and therefore has a lower roof ridge as well as lower eaves. Whilst it is accepted that the new building would have some impact on 1 Premier Road, particularly on the facing third floor windows, the lower ridge and relative shallowness of the building means that this impact is not considered sufficient to warrant a refusal, particularly as this is a relationship repeated elsewhere on Premier Road. The layout of the flats has been revised so that the rear windows are now bedrooms and windows in the north (side) elevation have been omitted. Having bedroom windows in a rear elevation of a neighbouring property is an acceptable and common relationship. It is not considered that the proposed flats would lead to noise nuisance any more than other residential properties. The proposal would lead to the loss of 8 parking spaces from a total of 28 in the existing car park for Val Roberts House. It is noted that this is a sustainable travel location close to bus stops and to the tram network and Forest park and ride site. There is no Highway objection and a joint Travel Plan for both Val Roberts House and the proposed flats can help to ensure more sustainable travel arrangements for the site as a whole. The proposal is therefore considered to comply with ACS Policy 10 and LAPP Policies DE1 and DE2.

**8. Sustainability / Biodiversity**

The scheme includes the use of sustainable drainage. Whilst no specific features have been highlighted in the planning application, the building would need to incorporate appropriate energy/water conservation measures in order to comply with current Building Regulations. It is considered that this is sufficient to satisfy the requirements of Policy 1 of the Aligned Core Strategies and Policy CC1 of the Nottingham Local Plan.

**9 Financial Implications**

None.

**10 Legal Implications**

The issues raised in this report are primarily ones of planning judgement. Should legal considerations arise these will be addressed at the meeting.

**11 Equality and Diversity Implications**

None.

**12 Risk Management Issues**

None.

**13 Strategic Priorities**

Neighbourhood Nottingham: Providing a high quality and sustainable development.

**14 Crime and Disorder Act implications**

None.

**15 Value for money**

None.

**16 List of background papers other than published works or those disclosing confidential or exempt information**

1. Application No: 21/00726/PFUL3 - link to online case file:

<http://publicaccess.nottinghamcity.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=QQTKPFLYKIG00>

**17 Published documents referred to in compiling this report**

Nottingham Local Plan Part 2 (January 2020)

Aligned Core Strategies (September 2014)

NPPF (2019)

**Contact Officer:**

Mr Phil Shaw, Case Officer, Development Management.

Email: philip.shaw@nottinghamcity.gov.uk. Telephone: 0115 8764076

# NOMAD printed map




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0 0,015 0,03 km



## Key

 City Boundary

## Description

No description provided



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**My Ref:** 21/00726/PFUL3 (PP-09675398)  
**Your Ref:**  
**Contact:** Mr Phil Shaw  
**Email:** development.management@nottinghamcity.gov.uk



**Nottingham  
City Council**

Development Management  
City Planning  
Loxley House  
Station Street  
Nottingham  
NG2 3NG

**Tel:** 0115 8764447  
www.nottinghamcity.gov.uk

Allan Joyce Architects Ltd  
16-20 Bath Street  
Nottingham  
NG1 1DF  
United Kingdom

Date of decision:

**TOWN AND COUNTRY PLANNING ACT 1990  
APPLICATION FOR PLANNING PERMISSION**

Application No: 21/00726/PFUL3 (PP-09675398)  
Application by: Framework Housing Association  
Location: Val Roberts House , 25 Gregory Boulevard, Nottingham  
Proposal: Three storey building to provide 6 no. 1 bedroom self-contained flats.

Nottingham City Council as Local Planning Authority hereby **GRANTS PLANNING PERMISSION** for the development described in the above application subject to the following conditions:-

**Time limit**

1. The development hereby permitted shall be begun before the expiration of three years from the date of this permission.

*Reason: In accordance with Section 91 of the Town and Country Planning Act 1990, as amended by Section 51 of the Planning and Compulsory Purchase Act 2004.*

**Pre-commencement conditions**

(The conditions in this section require further matters to be submitted to the local planning authority for approval before starting work)

2. The development shall not be commenced until details of the following have been submitted to and approved in writing by the Local Planning Authority:

- a) the external materials of the new building;
- b) the design, appearance and materials of the means of enclosure of the site;
- c) the design, appearance and materials of the bin and cycle stores.

The development shall be carried out in accordance with the approved details.

*Reason: To ensure that the appearance of the development is acceptable in accordance with Policy 10 of the Aligned Core Strategies and Policies DE1 and DE2 of the Local Plan.*

3. The development shall not be commenced until details of a Travel Plan for both the existing Val Roberts House and the new residential development have been submitted to and approved in writing by the Local Planning Authority. The Travel Plan should detail promotion of



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sustainable transport measures and include promotional material for cycling, walking and public transport use.

No dwelling shall be occupied until the Travel Plan has been implemented.

*Reason: In the interests of sustainable transport and the living conditions of nearby residents in accordance with Policies 1 and 10 of the Aligned Core Strategies and Policies CC1 and DE1 of the Local Plan.*

#### **Pre-occupation conditions**

(The conditions in this section must be complied with before the development is occupied)

4. A landscaping and planting scheme shall be provided for the development. In particular:
- a) no dwelling shall be occupied until a detailed landscaping scheme indicating the type, height, species and location of all new trees and shrubs, comprising native species and plants attractive to pollinators, has been submitted to and approved in writing by the Local Planning Authority;
  - b) the approved landscaping scheme shall be carried out in the first planting and seeding seasons following the occupation of the dwellings or the completion of the development whichever is the sooner; and
  - c) any trees or plants which die, are removed or become seriously damaged or diseased within a period of five years shall be replaced in the next planting season with others of similar size and species, unless the Local Planning Authority gives written consent to any variation.

*Reason: To ensure that the appearance of the development is satisfactory and in the interests of biodiversity in accordance with Policies 10 and 17 of the Aligned Core Strategies and Policies DE1, DE2 and EN6 of the Local Plan.*

#### **Regulatory/ongoing conditions**

(Conditions relating to the subsequent use of the development and other regulatory matters)

There are no conditions in this section.

#### **Standard condition- scope of permission**

- S1. Except as may be modified by the conditions listed above, the development shall be carried out in complete accordance with the details described in the following drawings/documents:  
Elevations reference 3827-06 revision D, received 8 September 2021  
Planning Layout reference 3827-04 revision E, received 8 September 2021

*Reason: To determine the scope of this permission.*

#### **Informatives**

1. This permission is valid only for the purposes of Part III of the Town & Country Planning Act 1990. It does not remove the need to obtain any other consents that may be necessary, nor does it imply that such other consents will necessarily be forthcoming. It does not override any restrictions contained in the deeds to the property or the rights of neighbours. You are advised to check what other restrictions there are and what other consents may be needed, for example from the landowner, statutory bodies and neighbours. This permission is not an approval under the Building Regulations.

2. The reason for this decision, and a summary of the policies the local planning authority has had regard to are set out in the committee report, enclosed herewith and forming part of this decision.

### 3. Construction & Demolition

#### Proposed Method of Demolition

Where the method of proposed demolition includes the use of a mobile crusher on site the applicant must notify the Nottingham City Council's Environmental Health Team (email: [pollution.control@nottinghamcity.gov.uk](mailto:pollution.control@nottinghamcity.gov.uk)) before crushing operations commence on site, so it may be inspected to ensure it is operating correctly under the Permit conditions imposed by the Pollution and Prevention and Control Act 1999.

#### Noise Control: Hours of Work and Equipment

The acceptable hours for demolition or construction work are detailed below; -

Monday to Friday: 0730-1800 (noisy operations restricted to 0800-1800)

Saturday: 0830-1700 (noisy operations restricted to 0900-1300)

Sunday: at no time

Bank Holidays: at no time

Work outside these hours may be acceptable in exceptional circumstances but must be agreed with Nottingham City Council's Environmental Health Team (Tel: 0115 9152020; email: [pollution.control@nottinghamcity.gov.uk](mailto:pollution.control@nottinghamcity.gov.uk))

#### Equipment

All equipment shall be properly maintained, serviced and operated in accordance with the manufacturer's recommendations and with appropriate noise suppression / silencers.

#### Dust/Grit and Other Fugitive Emissions

Construction and demolition work invariably generates grit and dust, which can be carried off-site and cause a Statutory Nuisance, and have a detrimental effect on local air quality.

Contractors are expected to use appropriate methods to minimise fugitive emissions, reduce the likelihood of justified complaint and avoid costly restriction and development delays.

Appropriate measures include;-

Flexible plastic sheeting

Water sprays /damping down of spoil and demolition waste

Wheel washing.

Periodic road cleaning.

### 4. Sound Insulation and Building Regulations

The resistance to the passage of sound in buildings must comply with Approved Document E of the building regulations which sets out standards for the resistance to airborne sound and impact sound between and within dwellings. Approved Documents E covers:

- Separating walls, floors & associated flanking transmissions for new buildings
- Internal walls, floors & stairs for new buildings
- Dwelling houses & flats formed by a material change of use
- Rooms for residential purposes
- Common internal parts of buildings containing flats or rooms for residential purposes.

Approved Document E requires pre-completion airborne sound and impact sound insulation testing in the following situations:



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- i. Purpose built dwellings and flats
- ii. Dwelling houses and flats formed by a material change of use
- iii. Purposed built rooms for residential purposes
- iv. Rooms for residential purposes formed by material change of use

unless design details approved by Robust Details Ltd are incorporated into the construction (see Annex E to Approved Document E)

Approve Document E states that it is good practice to consider the layout of rooms in separate dwellings at the design stage to avoid placing noise sensitive rooms next to rooms in which noise is generated eg not situating living areas or kitchens above or next to bedrooms. This will reduce the likelihood of future complaints about impact noise.

## 5. Highways

### 1. Construction Traffic Management Plan (CTMP) & mud on the road

The applicant should provide a CTMP. It is an offence under Section 148 and Section 151 of the Highways Act 1980 to deposit mud on the public highway and as such you should undertake every effort to prevent it occurring. If the development works will have any impact on the public highway, please contact Network Management on 0115 8765293 or email [Highway.Management@nottinghamcity.gov.uk](mailto:Highway.Management@nottinghamcity.gov.uk). All associated costs will be the responsibility of the developer.

### 2. Highway licences

The Highways Network Management team at Loxley House must be notified regarding when the works will be carried out as disturbance to the highway will be occurring and licences may be required. Please contact them on 0115 8765293. All costs shall be borne by the applicant.

### 3. Section 278 agreement - highway works

Planning consent is not consent to work on the highway. To carry out off-site works associated with the planning consent, approval must first be obtained from the Local Highway Authority. Approval will take the form of a Section 278 Agreement and you should contact Highways Network Management on 0115 8765293 to instigate the process. It is strongly recommended that you make contact at the earliest opportunity to allow time for the process to be completed as you will not be permitted to work on the Highway before it is complete. All associated costs will be borne by the developer. We reserve the right to charge commuted sums in respect of ongoing maintenance where the item in question is above and beyond what is required for the safe and satisfactory functioning of the highway.

### 4. Traffic Regulation Orders (TROs)

Prior to occupation of the consented development, it may be necessary to amend and introduce Traffic Regulation Orders. This is a separate legal process and the Order can be made on behalf of the developer by Nottingham City Council at the applicant's expense. It is recommended that you make contact at the earliest opportunity to allow time for the process to be completed. Please contact Highways Network Management on 0115 876 5293 to instigate the process. For TRO advice and further information the applicant is advised to contact [Traffic.management@nottinghamcity.gov.uk](mailto:Traffic.management@nottinghamcity.gov.uk) or phone on 0115 8765245.

Where a condition specified in this decision notice requires any further details to be submitted for approval, please note that an application fee will be payable at the time such details are submitted to the City Council. A form is available from the City Council for this purpose.



Your attention is drawn to the rights of appeal set out on the attached sheet.



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## **RIGHTS OF APPEAL**

Application No: 21/00726/PFUL3 (PP-09675398)

If the applicant is aggrieved by the decision of the City Council to impose conditions on the grant of permission for the proposed development, then he or she can appeal to the Secretary of State under section 78 of the Town and Country Planning Act 1990.

Any appeal must be submitted within six months of the date of this notice. You can obtain an appeal form from the Customer Support Unit, The Planning Inspectorate, Room 3/15 Eagle Wing, Temple Quay House, 2 The Square, Temple Quay, Bristol, BS1 6PN. Phone: 0117 372 6372. Appeal forms can also be downloaded from the Planning Inspectorate website at <http://www.planning-inspectorate.gov.uk/pins/index.htm>. Alternatively, the Planning Inspectorate have introduced an online appeals service which you can use to make your appeal online. You can find the service through the Appeals area of the Planning Portal - see [www.planningportal.gov.uk/pes](http://www.planningportal.gov.uk/pes).

The Inspectorate will publish details of your appeal on the internet (on the Appeals area of the Planning Portal). This may include a copy of the original planning application form and relevant supporting documents supplied to the local authority by you or your agent, together with the completed appeal form and information you submit to the Planning Inspectorate. Please ensure that you only provide information, including personal information belonging to you that you are happy will be made available to others in this way. If you supply personal information belonging to a third party please ensure you have their permission to do so. More detailed information about data protection and privacy matters is available on the Planning Portal.

The Secretary of State can allow a longer period for giving notice of an appeal, but will not normally be prepared to use this power unless there are special circumstances which excuse the delay.

The Secretary of State need not consider an appeal if the City Council could not for legal reasons have granted permission or approved the proposals without the conditions it imposed.

In practice, the Secretary of State does not refuse to consider appeals solely because the City Council based its decision on a direction given by him.

## **PURCHASE NOTICES**

If either the City Council or the Secretary of State refuses permission to develop land or grants it subject to conditions, the owner may claim that he can neither put the land to a reasonably beneficial use in its existing state nor can he render the land capable of a reasonably beneficial use by the carrying out of any development which has been or would be permitted. This procedure is set out in Part VI of the Town and Country Planning Act 1990.

## **COMPENSATION**

In certain limited circumstances, a claim may be made against the City Council for compensation where permission is refused or granted subject to conditions by the Secretary of State. The circumstances in which compensation is payable are set out in Section 114 of the Town & Country Planning Act 1990.

## **STREET NAMING AND NUMBERING**

Nottingham City Council has a statutory responsibility for agreeing and registering addresses. If the development will create one or more new addresses or streets (for example a new build or conversion) please contact [address.management@nottinghamcity.gov.uk](mailto:address.management@nottinghamcity.gov.uk) as soon as possible,



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quoting your planning application reference. Any addresses assigned outside of this process will not be officially recognised and may result in difficulties with service delivery.

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