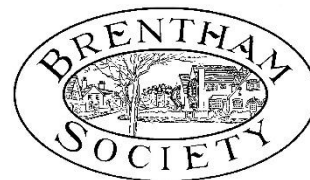


Before you begin building work...



A separate sheet in your information pack provides advice on when and how to obtain planning permission when making changes to your Brentham house or garden. Unfortunately, sometimes avoidable but costly conservation mistakes occur **after** planning permission has been given. Here are some tips on how to avoid problems.

Adhering to the Conditions in your Planning Approval

Most planning decisions are conditional on the work conforming to specifications. Where a specification is for a material to “match as closely as possible” there is sometimes a condition that the material is inspected by the **Case Officer** before the work starts.

Builders may suggest materials that they have used previously rather than materials which are suitable for use on **your particular** Brentham house. A more appropriate match for your house may be readily available if an examination is made of the conservation supplier’s catalogues. There are also companies that specialise in brick and tile matching for conservation areas. It is important that you start this process well before the builder books in your work as the materials may have a long lead time to delivery. Please contact the Brentham Planning and Conservation Advice Group if you are unsure or need assistance.

Knowing who is responsible for what



**Case
Officer**

The **Case Officer** involved in your planning application is the Planning Officer who was responsible for giving you approval and setting **conditions** that relate to conservation.

Any queries about the visual aspect of your work such as **materials, suitability of detail or change of design** should be addressed to the case officer. You need to contact the Planning Department and quote the application number and the case officer named in your application.



**Building
Inspector**

The **Building Inspector’s** role is to make sure the work conforms to building regulations. This is a matter of **health and safety** and has **nothing to do with meeting** conservation area requirements.

A Building Inspector may approve the windows, dormer, bricks or tiles you have chosen for your house because they meet building regulations but, from a conservation perspective, they may be unsuitable for a Brentham house and may not meet the specifications detailed in your planning approval.

Continued overleaf...

Amending an Approved Design

Your building work should conform **exactly** to the **conditions and numbered drawings** specified in the planning decision notice. If, because of an unforeseen problem, it seems necessary to alter the design or materials, an **amendment** to the planning approval is needed. This can be achieved reasonably quickly if it does not compromise the house in a way that would have resulted in a refusal when you made the application.

Be aware that some builders may imply that a design needs to be altered simply because it is not as convenient for them to build when compared to standard modern developments that they may be more familiar with. It is rare that an approved design cannot be built but, where there is clear evidence of a problem, this will be looked at sympathetically with a discussion about the best way forward without compromising the design. You may find it helpful to discuss the proposed changes with the Brentham Planning and Conservation Advice Group as they have experience of similar situations and are aware of what solutions may be acceptable or likely to be refused.

Brentham Planning & Conservation Advice Group: planning@brentham.com