



London Borough of Hounslow

Development Management
London Borough of Hounslow
Hounslow House
7 Bath Road
Hounslow
TW3 3EB

www.hounslow.gov.uk/planning

PRE-APPLICATION ADVICE REQUEST FORM

Town and Country Planning Act 1990
The Local Government Act 2003
FORM PRE1

Email: planning@hounslow.gov.uk

1. PERSON RESPONSIBLE

APPLICANT	AGENT (IF ANY) FOR CORRESPONDENCE
Name:	Name:
Address.....	Address.....
.....
.....
Tel.No.	Tel.No.
Mobile No.....	Mobile No.....
Email.....	Email.....

2. THE SITE

a) Site Address

.....

b) The Site Area is m²

c) The present use, or if vacant the last know use, of the building/land is.....

.....

.....

3. THE PROPOSAL

The proposal is for *(please give a full description including number and types of units if residential)*

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.....

.....

PLANNING PERFORMANCE AGREEMENT

ATTACHED INFORMATION

- A description of the proposed development and schedule of uses and floor spaces
- Information about the existing uses, floor space, parking, jobs etc
- A site location plan (1:1250)
- Drawings and photographs of existing site and sketches of proposal (not necessarily to scale)
- Outline of proposals (1:200)
- Sketch layouts/elevations to show scale of developments/heights at appropriate scale 1:100/1:200
- Information of affordable housing where appropriate
- Information on the approach to sustainability measures
- Supporting information on traffic generation, servicing, access arrangements, parking and public transport
- Information on existing site conditions including levels, trees and ecology
- Draft design and access statement

FOR SINGLE HOUSEHOLDER APPLICATIONS ONLY

- Written advice only
- Online meeting with a Planning officer and receive written advice
- Site visit, followed up with written advice

I (the undersigned) hereby request the views of the Council on the pre-application proposal and I confirm I will pay the requisite fee in the form of an online / BACS payment once requested to do so by the Planning Department:

£ as payment for this service.

Signed on behalf of

Date

**Please email your application to: planning@hounslow.gov.uk
WE DO NOT ACCEPT PAPER SUBMISSIONS**

Following receipt of your application, the Council will provide you with a reference number that you will need to quote when making payment by one of the following ways:

Pay online: www.hounslow.gov.uk/planning

Pay by BACS:

**National Westminster Bank:
275-277 High Street,
Hounslow,
TW3 1ZA**

**Full Company Name: London Borough of Hounslow
Account Name: LB Hounslow Main Account
Account No: 20364814
Sort Code: 60-11-18
IBAN: GB79NWBK60111820364814
SWIFT BIC: NWBKGB2L**

Please email your remittance advice to:

hounslow.paybacs@liberata.com and planning@hounslow.gov.uk

Please note that we do not accept cheque payments.

Freedom of Information Act/ Environmental Information Regulations

Where LBH receives any requests under the Freedom of Information Act 2000 or the Environmental Information Regulations 2004 for any information concerning the Development, prior to the submission of a planning application, it shall consult the Developer prior to release of any requested information. The Developer shall clearly identify, with reasons, information that it considers should not be disclosed by LBH pursuant to any requests under the Freedom of Information Act 2000 or the Environmental Information Regulations 2004.

Once a valid planning application for the development has been submitted, any written pre-application responses shall be published on the Council's website and released to the public by LBH upon a request being received.

Disclaimer

We cannot offer advice that can bind the Council but we will give you the best advice possible on the information and proposals that you provide. Any views or opinions expressed are given in good faith and to the best of ability without prejudice to formal consideration of any planning application, which will be subject to public consultation and ultimately decided by the Council. We cannot guarantee that any subsequent application you make will be valid or will get approval. However, the pre-application advice we give you will aid this process significantly. It should be noted that if there is a material change in circumstances or new information comes to light after the date of the advice being issued then less weight may be given to the content of the Council's pre application advice of schemes.