



**DUSTON PARISH COUNCIL**

Duston Parish Council  
Duston Community  
Centre  
Pendle Road  
Duston  
Northampton  
NN5 6DT

## **Planning Committee**

Cllrs Barnes, Enright-King, Ingram, Liddon, Mumford, Littlewood

22<sup>nd</sup> March 2024

Dear Councillor,

You are hereby summoned to attend a meeting of the Planning Committee to be held at Duston Community Centre on Thursday 28<sup>th</sup> March 2024 commencing at 7.00pm for the purpose of transacting the following business.

Issued by:

Gary Youens  
Parish Clerk, Duston Parish Council

### **AGENDA**

**PC069/24. To receive apologies for absence**

**PC0670/24. To receive and approve for signature the minutes of the meeting held on Thursday 25<sup>th</sup> January 2024 (APPENDIX A)**

**PC071/24. To receive declarations of interest under the Council's Code of Conduct related to business on the agenda** (*Members should disclose any interests in the business to be discussed and are reminded that the disclosure of a Disclosable Pecuniary Interest will require that the member withdraws from the meeting room during the transaction of that item of business*).

Tel: 01604 583626

Web: [www.duston-pc.gov.uk](http://www.duston-pc.gov.uk)

Email: [office@duston-pc.gov.uk](mailto:office@duston-pc.gov.uk)

[f](#)@DustonPC   [X](#)@Duston\_PC

**PC072/24. Public Participation Session** (*Persons wishing to address the committee on an agenda item may register their intention to do so by telephone or email by 12 noon on the day of the meeting and may speak for a maximum of 3 minutes*).

**PC073/24. To Discuss Planning Applications Received from the Planning Authority**

	Planning Application No	Site Address	Proposal
a)	<a href="#">2024/1456/FULL</a>	13 Edgehill Road Northampton NN5 6BY	Demolish existing conservatory and construct single storey rear extension.
b)	<a href="#">2024/1235/FULL</a>	30 Pennine Way Northampton NN5 6AT	Double storey side extension with rear dormer, single storey rear extension and construction a garden outbuilding to the rear.

**PC074/24. Updated Application Form For Requesting Parking Restrictions**

- a) receive and note the application form For Requesting A Parking Restriction (APPENDIX B)
- b) To receive and note the Traffic Regulation Order Site Assessment Form (APPENDIX C)

**PC075/24. Traffic on Millway**

- To discuss various traffic-related issues on Millway that are affecting the local residents and recommend a course of action to Council.

**PC076/24. Traffic at The Duston School**

- To further discuss which initiative, if any, should be implemented outside The Duston School.
- Single or Double Yellow Lines on the North side of the road
- Reduce speed limit to 20mph
- A school street (eg. a pedestrianised zone, cars certain times of day)

**PC077/24. S106 / CIL Update**

- To receive a verbal update from the Clerk surrounding S106 / CIL monies.

**PC078/24. Date Of Next Meeting**

- To discuss and agree upon a date for the next Planning Committee meeting.



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NN5 6DT

## **Planning Committee Minutes** **Thursday 29<sup>th</sup> February 2024**

**Chair:** Cllr M Ingram

**Councillors Present:** Liddon, Littlewood, Mumford

**IN ATTENDANCE:**

Gary Youens – Clerk

Ryan Ikavnieks – Assistant Clerk

**PC061/24. To receive apologies for absence**

- Apologies were received from Cllrs Barnes and Enright-King.

**PC062/24. To receive and approve for signature the minutes of the meeting held on Thursday 25<sup>th</sup> January 2024 (APPENDIX A)**

- **RESOLVED:** That the draft minutes of the meeting held on Thursday 14 the December 2023 were approved as a true record and duly signed by the Chair.

**PC063/24. To receive declarations of interest under the Council's Code of Conduct related to business on the agenda.**

- Members were reminded of the need to declare any interests in the items on this agenda, whether pecuniary or otherwise. There were no interests declared.

Tel: 01604 583626

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Email: [office@duston-pc.gov.uk](mailto:office@duston-pc.gov.uk)

[f](#)@DustonPC    [X](#)@Duston\_PC

## PC065/24. Public Participation Session

- There was no members of the public present

## PC066/24. To Discuss Planning Applications Received from the Planning Authority

	Planning Application No	Site Address	Proposal	DPC Comments
a)	<a href="#">2024/0524/FULL</a>	481 Harlestone Road Northampton NN5 6NY	Construction of two storey rear extension; single storey side extension with lean too roof; Insulate and render the front; Removal of the bushes to the front of the property and install a garden wall	Duston Parish Council has no comment or observation on this application
b)	<a href="#">2024/0560/FULL</a>	106 Southfield Road Northampton NN5 6HJ	Demolition of existing garage/extension. Construction of single storey rear and side extension.	Duston Parish Council has no comment or observation on this application
c)	<a href="#">2024/0463/FULL</a>	34 Southfield Road Northampton NN5 6HN	Proposed garage conversion, porch extension and internal alterations	Duston Parish Council has no comment or observation on this application

d)	<a href="#">2024/0488/FULL</a>	Industrial Rehabilitation Unit Berrywood Road Northampton NN5 6XA	Single storey front extension to house coffee shop & insertion of window to rear elevation.	No objection but do have a concern that this will negatively impact parking in the area. Berrywood Road gets heavily congested at school drop off and pick up at The Duston School.
e)	<a href="#">2024/0477/FULL</a>	Shop1 Limehurst Square Northampton NN5 6LP	Change of Use from a Veterinary Practice to Use Class E	No objection to the application but it would be preferable to know what precisely the intended use will be?"
f)	<a href="#">2024/0593/FULL</a>	112 Main Road Duston Northampton NN5 6RA	Two storey rear extension including part single storey rear extension	Duston Parish Council has no comment or observation on this application
g)	<a href="#">2023/8021/FULL</a>	119 Southfield Road Northampton NN5 6HJ	New front entrance, Demolition of garage to create a single storey side extension, Replace flat roof with pitched roof. Demolish outside walls to construct new front walls. Render of property	Duston Parish Council has no comment or observation on this application
h)	<a href="#">2024/0662/FULL</a>	1 Katherine Close Northampton NN5 6GS	Single storey side and rear extensions	Duston Parish Council has no comment or observation on this application

i)	<a href="#">2024/0858/FULL</a>	7 Hawkstone Close Northampton NN5 6RZ	Proposed new boundary wall	Duston Parish Council is concerned that this will negatively impact on the street scene. It is not in keeping with the area.
j)	<a href="#">2024/0819/FULL</a>	24 Millway Northampton NN5 6ES	Demolish exist single storey garage and store and construct new two storey ancillary building for home office, storage and games use.	Whilst Duston Parish Council has no objection to this application we do wonder whether this is CIL liable?
k)	<a href="#">2024/0383/FULL</a>	44 Park Lane Northampton NN5 6QD	Single storey rear extension.	Duston Parish Council has no comment or observation on this application.

#### PC067/24. Vehicle Issues Outside The Duston School

- The Council has recently received multiple enquiries surrounding the issue of School run related anti-social parking.
- **RESOLVED:** That the Clerk contacts Helen Howard from West Northamptonshire Councils Highways Department for suggestions on what the Parish Council can do to help improve the situation.

#### PC068/24. S106 / CIL Update

- The Clerk and Cllr Ingram updated the committee on the meeting with West Northamptonshire Councils Head of Enforcement and Monitoring upon the issue of outstanding Community Infrastructure Levies monies and issues accessing Section 106 monies for various projects around the Parish. The meeting was viewed as productive and has provided the Clerk and Cllr Ingram with optimism that both issues will be addressed.
- **RESOLVED:** That the verbal update from the Clerk surrounding S106 / CIL monies.

*Meeting closed at 8:10*

## Application form for requesting a parking restriction

This document sets out how you can apply for a parking restriction. All requests are thoroughly investigated and assessed before determining if the request can proceed formally. Details of the process are set out below.

What you need to do:

- Please complete the attached form with as much detail as possible.
  - **Photographic evidence of the problems detailed in your request must be provided with this application.**
    - We recommend photographic evidence is provided documenting the issues faced at different times of day e.g., morning and evening, and over a span of time e.g., more than one day of occurrence documented.
- It is recommended that you gather sufficient support for your request. It is also important that a high percentage of people affected by the request are also in full support of the proposal. A petition template is included with the attached form, if you wish to canvass your neighbours and other residents living in the area.
- Requests **must** be submitted via your local Parish/Town council, or via the Community Liaison Officer Team at [clo@westnorthants.gov.uk](mailto:clo@westnorthants.gov.uk) unless one of the following categories applies to your position.
  - Emergency services
  - Developer
  - Councillor / MP
  - Statutory essential service
  - Bus/Freight operator
- It is advisable prior to your application that you seek support from your local Councillor(s) as their support is key in any decision to proceed with formally advertising proposals.
- Once you have completed the form, send it to: -

Post: Parking & Traffic Orders Team  
 Kier Highways  
 Old Harborough Road  
 Brixworth  
 Northamptonshire  
 NN6 9BX

Email: [WNCParkingenquiries@kier.co.uk](mailto:WNCParkingenquiries@kier.co.uk)

What happens next?

Kier Highways undertakes a minimum of one review of parking restrictions each year on behalf of West Northamptonshire Council, covering its authority area. New requests are assessed and considered as part of the annual review process and formal consultations for proposals that have met criteria will proceed through the Traffic Regulation Orders process. Further information of this process can be found below. Applicants will be advised upon receipt of their submission, which review their request will be included within and the expected commencement date of said review.

We apply set criteria when looking at new requests. Each case is assessed using a range of factors such as accident rates, traffic flows and obstruction etc. If the locations meet our criteria, and if there is sufficient local support, then they may be included in a future consultation to make a change to the Traffic Regulation Orders for that area.

### **Traffic Regulation Orders**

The procedure for introducing and amending TRO's is a statutory one which we are bound to follow. From start to finish, the process is a lengthy one and can in some instances take up to 12-18 months from commencement of the initial review process to installation of works on the ground.

All of the proposals considered underneath the annual reviews are under-pinned by legal instruments called Traffic Regulation Orders (TRO's). The approach to varying or introducing new TRO's is to carry out one variation per district per year. Note each variation will contain multiple individual locations within each district.

Each variation must legally follow a process of three consultation stages, comprising of a period of at least 21 days per consultation. A proposal must successfully proceed through every stage in order to be successfully implemented and each stage can include a period of dealing with any enquiries and objections before it progresses to the next.

Public consultations follow the legal requirements for advertisement by placement of notices on site, within the local newspaper and on the councils website.

Objections to the proposals within the public consultation period may be made **in writing only**. Once consultation has closed a report is compiled for all sites where objections were received which is provided to the Assistant Director for Highways and Transport, with whom rests the ultimate decision on whether the proposals should go ahead.



Request for parking restrictions

Please use BLOCK CAPITALS when completing this form and send it to:

Post: Parking & Traffic Orders Team  
Kier Highways  
Old Harborough Road  
Brixworth  
Northamptonshire  
NN6 9BX

Email: [WNCParkingenquiries@kier.co.uk](mailto:WNCParkingenquiries@kier.co.uk)

Applicant Information required	Answer
Applicant's Name(s):	
Position/Business/Authority:	
Address:	
Postcode:	
Email address:	
Telephone no:	
Can you confirm that the local parish/town council supports this application? (Please answer Yes / No)	
Can you confirm that this application has the support of local councillor(s)? (Please answer Yes / No)	

Location where changes are being sought	Answer
Road / Street:	
Local Area:	
Town:	

Question	Answer
<p>What is the problem which has resulted in the request? (Describe the issues being faced and the causes of the problem.)</p> <p><b>Please ensure that photographic evidence of the issues detailed is provided within this application as per the notes on page 1 of this document.</b></p>	
<p>Can you confirm you have read and understood the guidance notes, which set out the general principles by which parking restriction requests are assessed? (Please answer Yes/No)</p>	
<p>Can you advise how you believe your request will contribute towards the general principles set out within the guidance notes.</p>	

Please provide your suggested solution? (Please answer one box only to indicate the type of restriction)	Answer
<p>Waiting prohibited at all times (Double Yellow Lines) (No-one is allowed to park AT ANY TIME).</p>	
<p>Parking prohibited at certain times (Single Yellow Line) (No-one is allowed to park at certain times of day). *complete 'Times/Days of operation detail' box below.</p>	
<p>Other type of restriction (or removal) (e.g. No Waiting/Loading Restrictions)</p>	

Suggested Solution further questions	Answer
Please provide your suggested days of operation?  *Day/s of the week (Example Mon - Fri)	
Please provide your suggested times of operation?  *Hours: (Example 9:00 to 10:00 and 14:00 and 16:00)	
Please provide further details regarding your suggestion solution.  These can include sketch/plan to show suggested extent of restrictions, how your solution will alleviate the issues described and what the result you wish to achieve is.	
Can you provide evidence of local support for the proposal? (Please provide copies of correspondence or petitions that you have received in relation to this location)	
Do you give consent for Kier Highways to pass this data and information onto Parish/Town Councils and Councillors? (Please answer Yes / No)	

Any data or personal information provided to us on this form is only used for the purposes of assessing requests for parking restriction changes and not passed onto any third parties other than Parish/Town Councils, Councillors and internal departments. Any data stored on electronic file will be kept until such a time where there is no longer a business need to store this information.

Parking & Traffic Order Technicians will consider the suggested proposals, along with any supporting evidence provided against current legislation and Council policies to assess the suitability. The outcomes may include alternative solutions being suggested as part of this process. **If you need assistance to complete this form, please contact the Parking & Traffic Orders Team on 01604 529700**

## Request for parking restrictions – Petition

Parking restrictions Petition information	Answer
This request for parking restrictions is being collated by:	
Address on request form:	
Location:	
Type of restriction/scheme requested:	

By signing this form, you are giving support for the proposed parking restrictions as detailed on the request form attached. All entries must be completed in full, otherwise they will be disregarded from this petition.

Applicant information needed	Answer
Name:	
Address:	
Signature:	

Applicant information needed	Answer
Name:	
Address:	
Signature:	

Applicant information needed	Answer
Name:	
Address:	
Signature:	

## Traffic Regulation Order Site Assessment Form

Assessment undertaken by: .....

Date: ..... Time: .....

Location/Road Name: .....

Request Ref: .....

Category A – Request Originator	Points (Circle as appropriate)
Emergency Services	3
Bus / Freight Operators Council/Statutory essential services (refuse collection, transport service, etc)	2
Town/Parish Council Councillor/MP Community Liaison Officer Developer	1

Category B – Location	Points (Circle as appropriate)
Main Routes (A/B Classification) Traffic Sensitive Routes In vicinity of – Schools / Hospitals / Emergency service station / Doctors	4
Local distributor roads (C/U Classification) Cycle/Bus route Shopping Areas Industrial Areas	3
Urban Residential Roads	2
New Road Low use/non-residential/rural village location	1

Category C – Parking Density & Highway Impact (Highlight correct statement)	Points (Circle as appropriate)
Heavy parking occurs in consideration of intended use of the highway. Parking is constant/throughout majority of the day. Parking density causes severe obstructive/visibility issues.	4
Parking is moderate in consideration of intended use of the highway. Parking causes moderate obstructive/visibility issues at particular times of day.	3
Parking is moderate to light in consideration of intended use of the highway. Parking causes moderate to light obstructive/visibility issues infrequently. (not all the time/every day)	2
Parking is light/suitable in consideration of intended use of highway. "No Problem" regarding obstruction/visibility.	1



2024/1456/FULL – 13 Edgehill Road Northampton NN5 6BY –  
Demolish existing conservatory and construct single storey rear  
extension.

SITE LOCATION PLAN  
AREA 2 HA  
SCALE: 1:1250 on A4  
CENTRE COORDINATES: 472864 , 261924



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11:51:35 07/02/2024





Contractors shall check all dimensions before starting work and report any discrepancies to the architect.

REVISIONS	
No.	Description

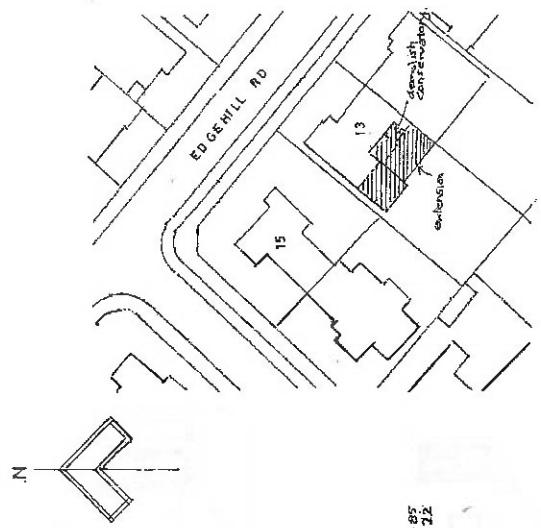
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No.	Description

Title: 13 EDGEHILL RD  
DUSTON

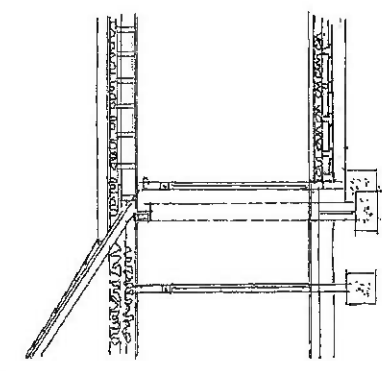
Scale: 1/50  
Date: Job No.:  
Drawn: Client:

TR DOBRASZCZYK RIBA  
Collinstone Lodge, Althorp,  
Northampton NN17 4HT  
Telephone 01604 770100  
E-mail tr.dobraszczyk@trriba.com

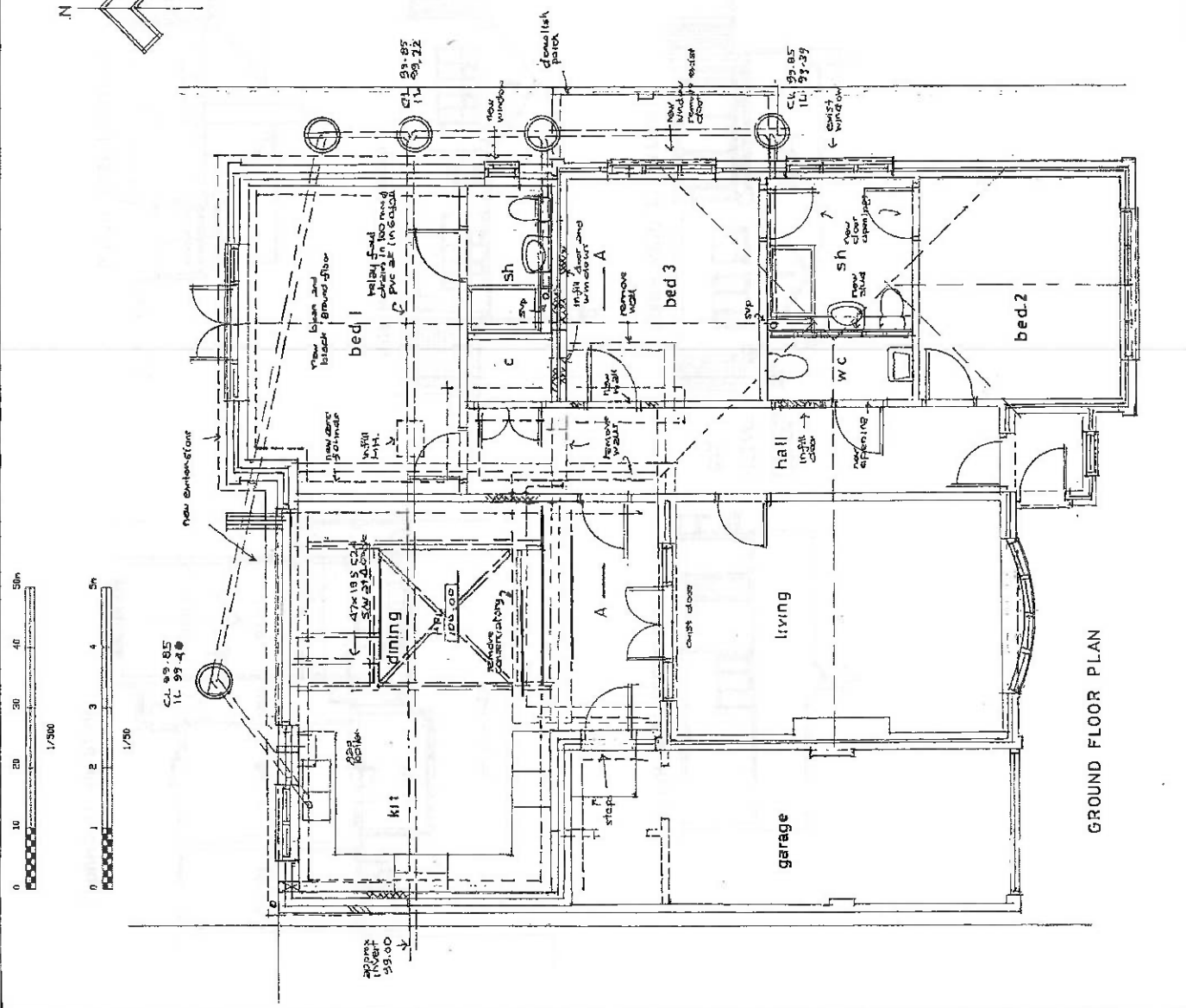
Drawing No. 2.854 / 2



1/500 SITE PLAN



SECTION A-A



GROUND FLOOR PLAN

Contractors shall check all dimensions before starting work and report any discrepancies to the architect.

REVISIONS	
No.	Description

NOTES	
No.	Description

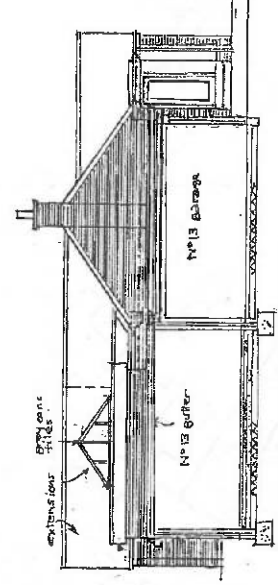
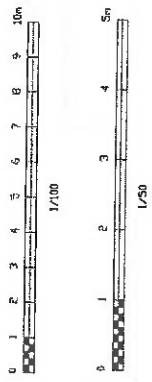
NOTES	
No.	Description

This  
13 EDGEHILL RD  
DUSTON

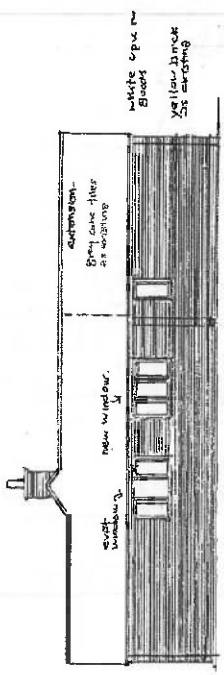
Scales	Date
1/50 1/100	24.04.04
Drawn	CSA

**TJ DOBRASZCZYK RIBA**  
Casterton Lodge, Alport,  
Northampton NN7 4HH  
Telephone 01832 770400  
Email tj.dobraszczyk.riba@gmail.com

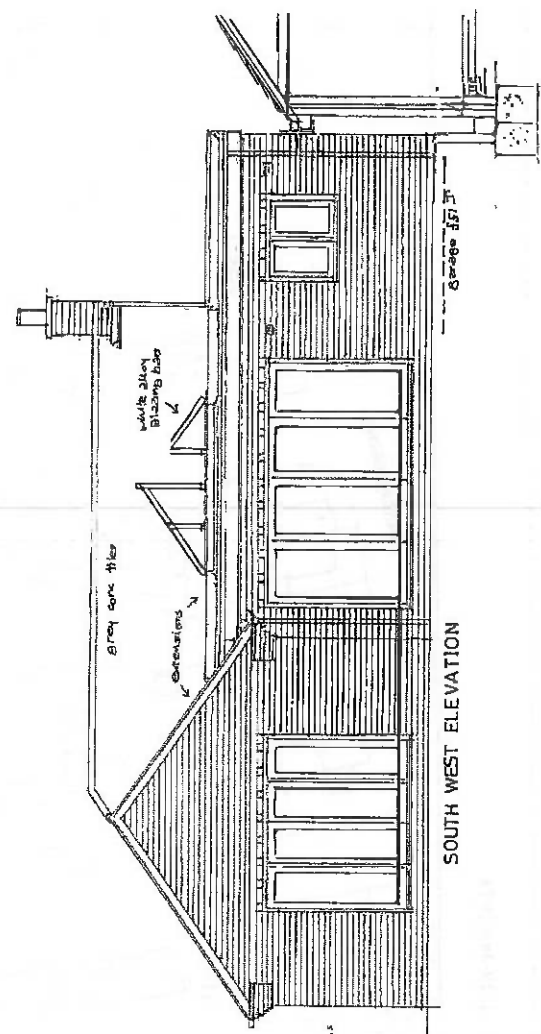
Drawing No. 285473



SOUTH EAST ELEVATION



NORTH WEST ELEVATION



SOUTH WEST ELEVATION

white brick  
as existing  
and windows

yellow brick  
as existing

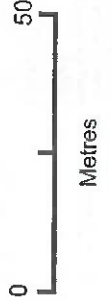
**Location Plan**

Site Address: 30, Pennine Way, Northampton, NN5 6AT



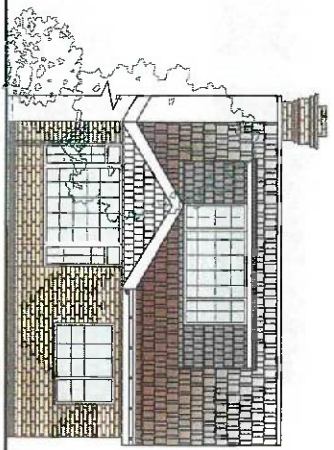
Date Produced: 29-Jan-2024

Scale: 1:1250 @A4



Planning Portal Reference: PP-12764505v1

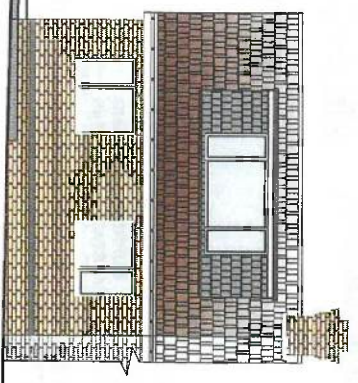




FRONT ELEVATION  
SCALE 1:100



SIDE ELEVATION (NORTH)  
SCALE 1:100



REAR ELEVATION  
SCALE 1:100

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Reference drawings

Drawing No.	Rev	Drawing title
0	1	EXISTING ELEVATIONS

Rev	Description	Drawn by	Checked by	Appd by	Date
0	1	2	3	4	5

Please check scale bar before reading the drawing

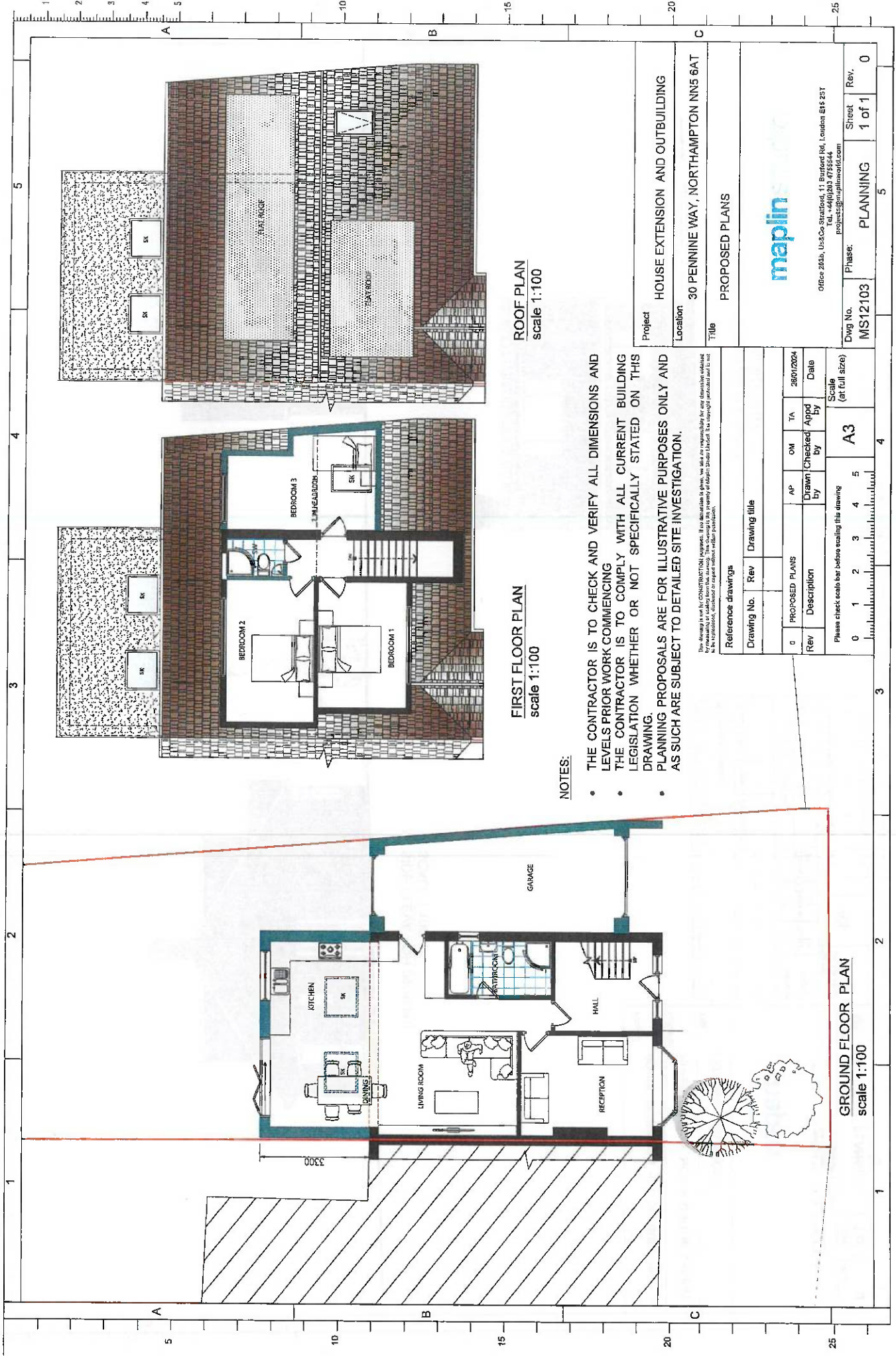
Scale (at full size) A3

Project: HOUSE EXTENSION AND OUTBUILDING  
 Location: 30 PENNINE WAY, NORTHAMPTON NN5 6AT  
 Title: EXISTING ELEVATIONS



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 Tel: +44(0)203 4755444  
 projects@maplinstudios.com

Dwg No. MS12102  
 Phase: PLANNING  
 Sheet: 1 of 1  
 Rev: 0



**GROUND FLOOR PLAN**  
scale 1:100

**FIRST FLOOR PLAN**  
scale 1:100

**ROOF PLAN**  
scale 1:100

**NOTES:**

- THE CONTRACTOR IS TO CHECK AND VERIFY ALL DIMENSIONS AND LEVELS PRIOR WORK COMMENCING
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**Reference drawings**

Drawing No.	Rev	Drawing title
0	PROPOSED PLANS	AP OM TA 28/01/2024
Rev	Description	Drawn/Checked/ App'd by/ Date

Please check scale bar before scaling this drawing

Scale (at full size)

0	1	2	3	4	5
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**A3**

<b>Project</b>	HOUSE EXTENSION AND OUTBUILDING
<b>Location</b>	30 PENNINE WAY, NORTHAMPTON NN5 6AT
<b>Title</b>	PROPOSED PLANS

**maplin**

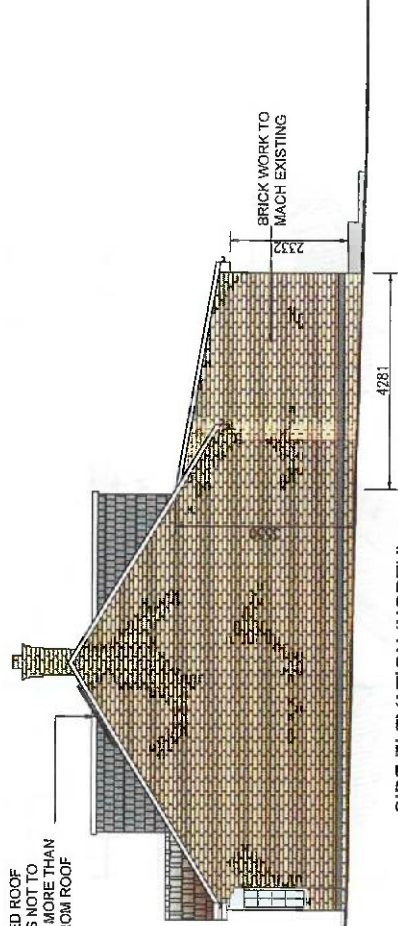
Office 203a, The Co-Stratford, 11 Bedford Rd, London E14 2ST  
Tel: +44(0)204 4755244  
projects@maplindesign.com

Dwg No.	MS12103	Phase	PLANNING	Sheet	1 of 1	Rev.	0
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EXTERNAL FINISHES: GENERALLY TO MATCH EXISTING



FRONT ELEVATION  
SCALE 1:100



SIDE ELEVATION (NORTH)  
SCALE 1:100



REAR ELEVATION  
SCALE 1:100

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Reference drawings

Drawing No.	Rev	Drawing title			
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Rev	Description	Drawn by	Checked by	Appd by	Date
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Please check scale bar before using this drawing					
Scale (at full size)					
A3					

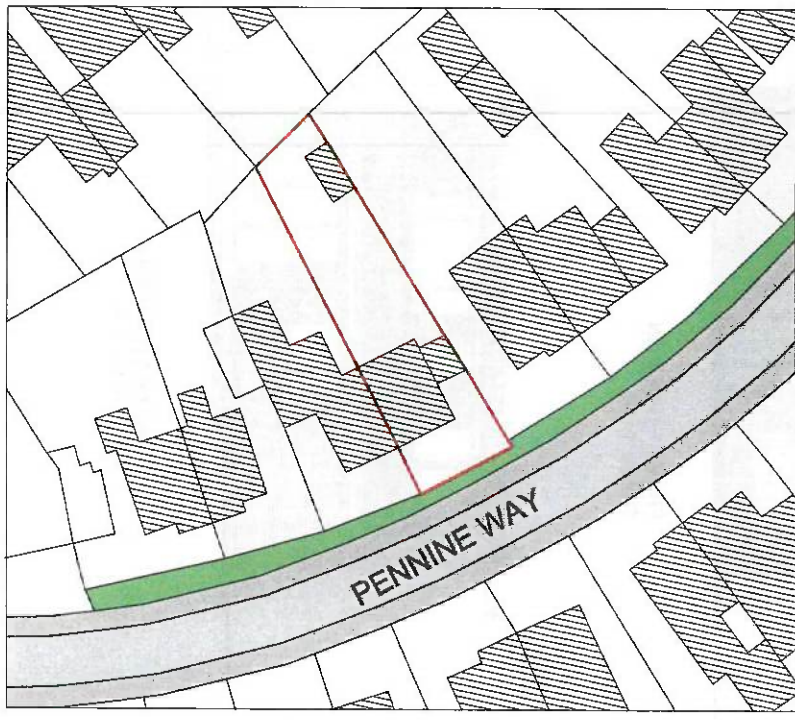
**mapin**

Office 2030, The Co. Stratford, 11 Bedford Rd, Lendin E15 2ST  
0203 223 1100  
projects@mapinworld.com

Phase: PLANNING Sheet 1 of 1 Rev. 0

Dwg No. MS12104

Project: HOUSE EXTENSION AND OUTBUILDING  
Location: 30 PENNINE WAY, NORTHAMPTON NN5 6AT  
Title: PROPOSED ELEVATIONS



**EXISTING BLOCK PLAN**  
SCALE 1:500

**KEY TO LAND USE PLAN:**

	SITE BOUNDARY
	FOOTPATH
	ROAD
	PROPOSED EXTENSION AND OUTBUILDING



**PROPOSED BLOCK PLAN**  
SCALE 1:500



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**Reference drawings**

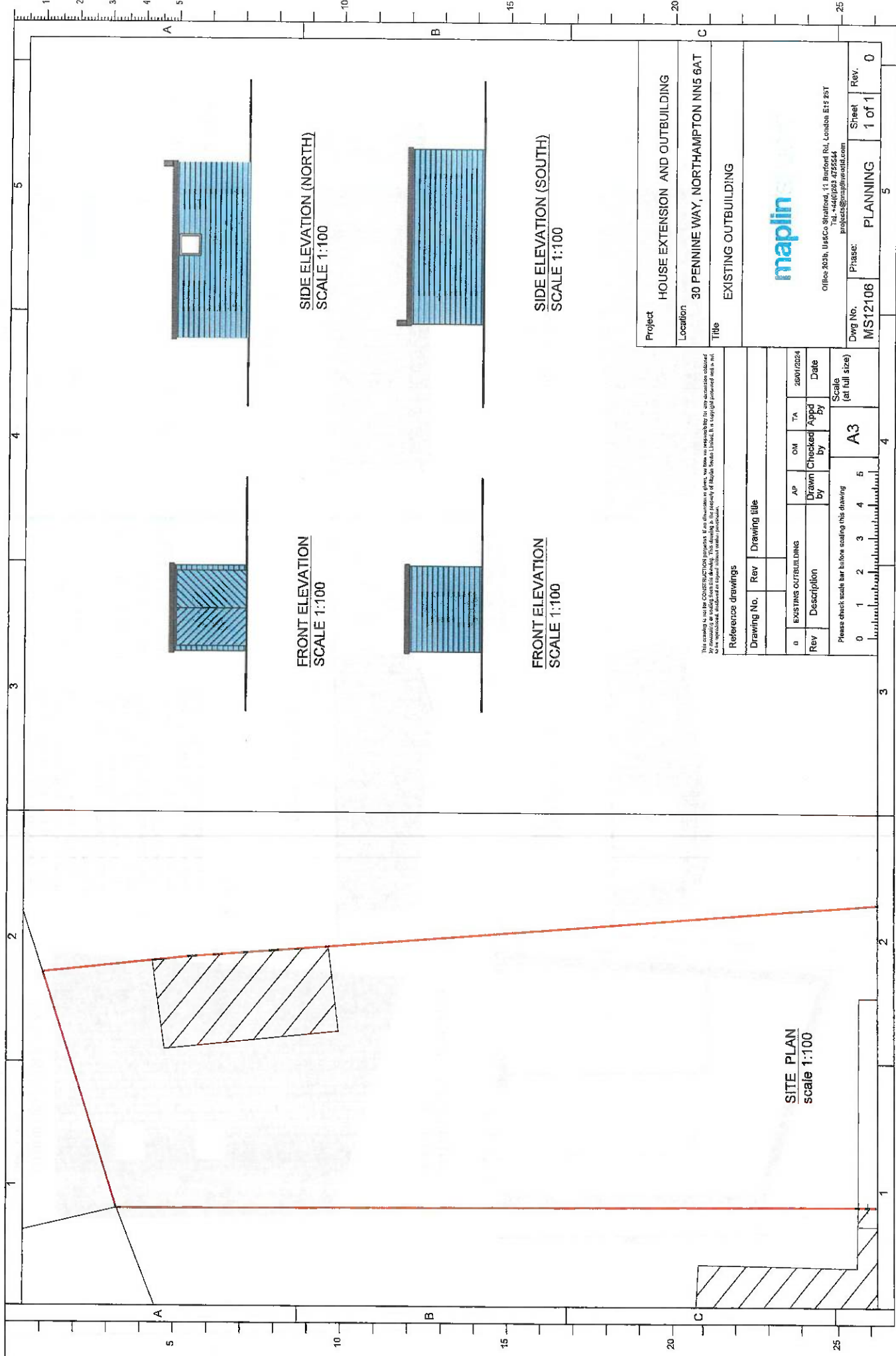
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Rev	Description	Drawn by	Checked by	App'd by	Date
0					26/01/2024

Please check scale bar before scaling this drawing

0	1	2	3	4	5
Scale (at full size)					
A3					

<b>Project</b>	HOUSE EXTENSION AND OUTBUILDING
<b>Location</b>	30 PENNINE WAY, NORTHAMPTON NN5 6AT
<b>Title</b>	BLOCK PLANS
Office 303b, Us&Co Stratford, 11 Burrow Rd, London E15 2ST Tel: +44(0)205 4753544 project@maplin.co.uk	
<b>Dwg No.</b>	MS12105
<b>Phase:</b>	PLANNING
<b>Sheet</b>	1 of 1
<b>Rev.</b>	0





FRONT ELEVATION  
SCALE 1:100

FRONT ELEVATION (SOUTH)  
SCALE 1:100

SIDE ELEVATION (NORTH)  
SCALE 1:100

SIDE ELEVATION (SOUTH)  
SCALE 1:100

SITE PLAN  
scale 1:100

Project	HOUSE EXTENSION AND OUTBUILDING
Location	30 PENNINE WAY, NORTHAMPTON NN5 6AT
Title	EXISTING OUTBUILDING

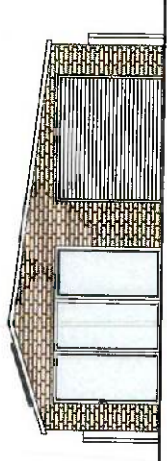
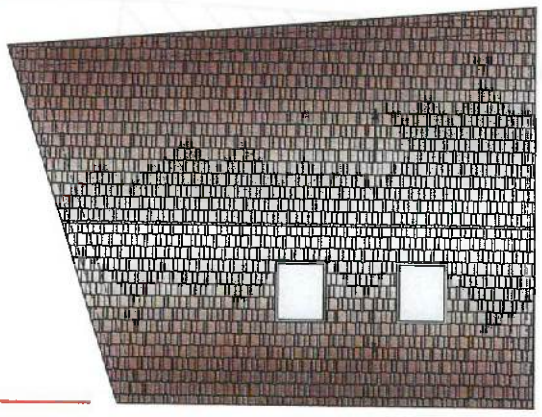
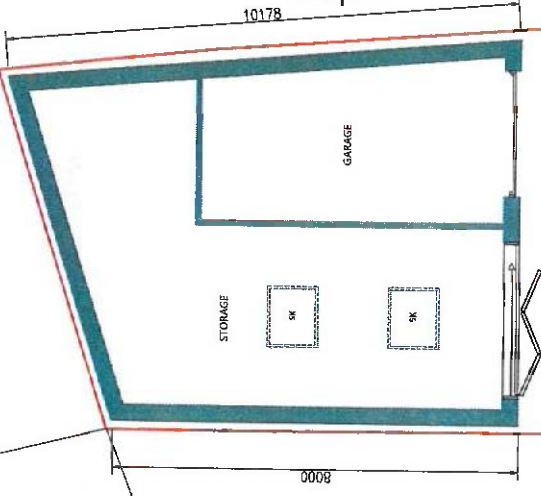
**mapiin**

Office: 203b, Us&Co Stratford, 11 Burford Rd, London E15 8ST  
Tel: +44(0)2014 4755544  
projects@mapiin.co.uk

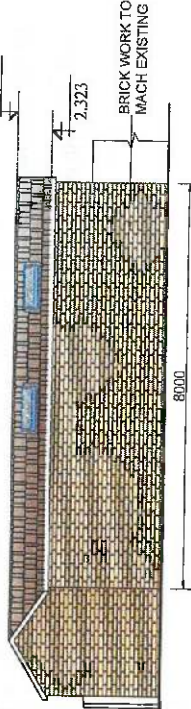
Dwg No. MS12106  
Phase: PLANNING  
Sheet 1 of 1  
Rev. 0

This drawing is not for construction purposes. It is intended to give you an impression of the appearance of the proposed development. It is not intended to be used for any other purpose. It is not intended to be used for any other purpose. It is not intended to be used for any other purpose.

Reference drawings		Drawing No.		Rev		Drawing title	
0	EXISTING OUTBUILDING	AP	OM	TA	26/01/2024	Date	
Rev	Description	Drawn	Checked	Appd	By	Scale	(at full size)
0		1	2	3	4	5	A3
Please check scale bar below scaling this drawing							



FRONT ELEVATION  
SCALE 1:100



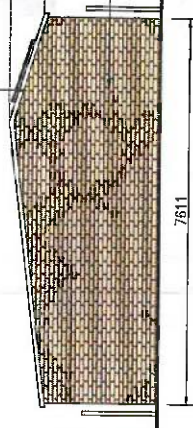
SIDE ELEVATION (NORTH)  
SCALE 1:100

PROPOSED ROOF  
WINDOWS NOT TO  
PROJECT MORE THAN  
150MM FROM ROOF  
PLANE

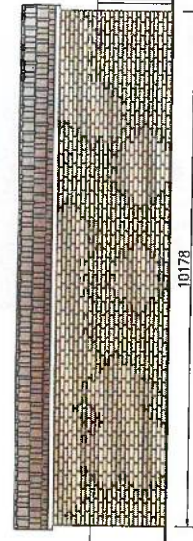
3,000

2,323

BRICK WORK TO  
MATCH EXISTING



REAR ELEVATION  
SCALE 1:100



SIDE ELEVATION (SOUTH)  
SCALE 1:100

**NOTES:**

- THE CONTRACTOR IS TO CHECK AND VERIFY ALL DIMENSIONS AND LEVELS PRIOR COMMENCING WORK
- THE CONTRACTOR IS TO COMPLY WITH ALL CURRENT BUILDING LEGISLATION WHETHER OR NOT SPECIFICALLY STATED ON THIS DRAWING.
- PLANNING PROPOSALS ARE FOR ILLUSTRATIVE PURPOSES ONLY AND AS SUCH ARE SUBJECT TO DETAILED SITE INVESTIGATION.

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**Reference drawings**

Drawing No.	Rev	Description	AP	OM	TA	Checked By	App'd By	Date
0		PROPOSED OUTBUILDING						26/01/2024

Please check work before reading this drawing		Scale
0	1 2 3 4 5	A3 (at full size)

Project	HOUSE EXTENSION AND OUTBUILDING
Location	30 PENNINE WAY, NORTHAMPTON NN5 6AT
Title	PROPOSED OUTBUILDING
<small>Office: 203b, Usaco Stralord, 11 Burford Rd, London E15 2ST Tel: +44(0)203 4765544 projects@maplinstudios.com</small>	
Dwg No.	MS12107
Phase:	PLANNING
Sheet	1 of 1
Rev.	0