

**Planning Services**

South Norfolk House, Cygnet Court,  
Long Stratton, Norwich NR15 2XE

[www.south-norfolk.gov.uk](http://www.south-norfolk.gov.uk)

Email: [planning@s-norfolk.gov.uk](mailto:planning@s-norfolk.gov.uk)

Tel: 01508 533845

Fax: 01508 533625



Householder Application for Planning Permission for works or extension to a dwelling and listed building consent.

Town and Country Planning Act 1990  
Planning (Listed Buildings and Conservation Areas) Act 1990

**Publication of applications on planning authority websites.**

Please note that the information provided on this application form and in supporting documents may be published on the Authority's website. If you require any further clarification, please contact the Authority's planning department.

**1. Site Address**

Number

Suffix

Property name

Address line 1

Address line 2

Address line 3

Town/city

Postcode

Description of site location must be completed if postcode is not known:

Easting (x)

Northing (y)

Description

**2. Applicant Details**

Title

First name

Surname

Company name

Address line 1

Address line 2

Address line 3

## 2. Applicant Details

Town/city	<input type="text" value="Markshall"/>
Country	<input type="text"/>
Postcode	<input type="text" value="NR14 8QP"/>
Are you an agent acting on behalf of the applicant?	<input checked="" type="radio"/> Yes <input type="radio"/> No
Primary number	<input type="text"/>
Secondary number	<input type="text"/>
Fax number	<input type="text"/>
Email address	<input type="text"/>

## 3. Agent Details

Title	<input type="text" value="Mr"/>
First name	<input type="text" value="Kevin"/>
Surname	<input type="text" value="Garnham"/>
Company name	<input type="text" value="K Garnham Design"/>
Address line 1	<input type="text" value="The Clyffe"/>
Address line 2	<input type="text" value="St Leonards Road"/>
Address line 3	<input type="text"/>
Town/city	<input type="text" value="Norwich"/>
Country	<input type="text" value="United Kingdom"/>
Postcode	<input type="text" value="NR1 4JW"/>
Primary number	<input type="text"/>
Secondary number	<input type="text"/>
Fax number	<input type="text"/>
Email	<input type="text"/>

## 4. Description of Proposed Works

Please describe the proposed works:

Has the work already been started without consent?  Yes  No

## 5. Listed Building Grading

What is the grading of the listed building (as stated in the list of Buildings of Special Architectural or Historical Interest)?

## 5. Listed Building Grading

- Don't know  
 Grade I  
 Grade II\*  
 Grade II

Is it an ecclesiastical building?

Don't know  Yes  No

## 6. Immunity from Listing

Has a Certificate of Immunity from Listing been sought in respect of this building?

Yes  No

## 7. Demolition of Listed Building

Does the proposal include the partial or total demolition of a listed building?

Yes  No

## 8. Listed Building Alterations

Do the proposed works include alterations to a listed building?

Yes  No

## 9. Materials

Does the proposed development require any materials to be used?

Yes  No

**Please provide a description of existing and proposed materials and finishes to be used (including type, colour and name for each material) demolition excluded**

Please add materials by using the dropdown list to select the type, clicking 'Add' and entering all the details in the popup box

Type	Existing materials and finishes	Proposed materials and finishes
External Walls	Colourwashed brick elevations.	Conversion - As existing Garaging - Red brick plinth with stained timber weatherboarding above.
Roof covering	Red Clay Pantiles.	Conversion - As existing. Garaging - Arcadia red clay pantile.
Windows	Grey painted timber.	Conversion - Timber frame to match the existing in profile and grey painted finish.
External Doors	Grey painted timber.	Conversion - Bifold Doors Garaging - Dark brown stained timber.

Are you submitting additional information on submitted plans, drawings or a design and access statement?

Yes  No

If Yes, please state references for the plans, drawings and/or design and access statement

Design Access & Heritage Statement.  
Plan No 1640-1-A  
Plan No 1640-2-B  
Plan No 1640-3-E  
Plan No 1640-4-D

## 10. Pedestrian and Vehicle Access, Roads and Rights of Way

Is a new or altered vehicle access proposed to or from the public highway?

Yes  No

Is a new or altered pedestrian access proposed to or from the public highway?

Yes  No

Do the proposals require any diversions, extinguishment and/or creation of public rights of way?

Yes  No

## 11. Parking

Will the proposed works affect existing car parking arrangements?

Yes  No

If Yes, please describe:

As per Plan No 1640-4-D

## 12. Trees and Hedges

Are there any trees or hedges on your own property or on adjoining properties which are within falling distance of your proposed development?

Yes  No

If Yes, please mark their position on a scaled plan and state the reference number of any plans or drawings:

Plan No 1640-4-D

Will any trees or hedges need to be removed or pruned in order to carry out your proposal?

Yes  No

If Yes, please show on your plans, indicating the scale, which trees by giving them numbers (e.g. T1, T2 etc) and state the reference number of any plans or drawings:

Plan No 1640-4-D

## 13. Site Visit

Can the site be seen from a public road, public footpath, bridleway or other public land?

Yes  No

If the planning authority needs to make an appointment to carry out a site visit, whom should they contact?

- The agent  
 The applicant  
 Other person

## 14. Pre-application Advice

Has assistance or prior advice been sought from the local authority about this application?

Yes  No

## 15. Authority Employee/Member

With respect to the Authority, is the applicant and/or agent one of the following:

- (a) a member of staff  
(b) an elected member  
(c) related to a member of staff  
(d) related to an elected member

It is an important principle of decision-making that the process is open and transparent.

Yes  No

For the purposes of this question, "related to" means related, by birth or otherwise, closely enough that a fair-minded and informed observer, having considered the facts, would conclude that there was bias on the part of the decision-maker in the Local Planning Authority.

Do any of the above statements apply?

## 16. Ownership Certificates and Agricultural Land Declaration

**Certificate Of Ownership - Certificate A Certificate under Article 14 - Town and Country Planning (Development Management Procedure) (England) Order 2015 & Regulation 6 of the Planning (Listed Buildings and Conservation Areas) Regulations 1990**

I certify/The applicant certifies that on the day 21 days before the date of this application nobody except myself/the applicant was the owner\* of any part of the land or building to which the application relates, and that none of the land to which the application relates is, or is part of, an agricultural holding\*\*

\* 'owner' is a person with a freehold interest or leasehold interest with at least 7 years left to run. \*\* 'agricultural holding' has the meaning given by reference to the definition of 'agricultural tenant' in section 65(8) of the Act.

**NOTE: You should sign Certificate B, C or D, as appropriate, if you are the sole owner of the land or building to which the application relates but the land is, or is part of, an agricultural holding.**

Person role

## 16. Ownership Certificates and Agricultural Land Declaration

- The applicant  
 The agent

Title	<input type="text" value="Mr"/>
First name	<input type="text" value="K"/>
Surname	<input type="text" value="Garnham"/>
Declaration date	<input type="text" value="17/12/2020"/>

Declaration made

## 17. Declaration

I/we hereby apply for planning permission/consent as described in this form and the accompanying plans/drawings and additional information. I/we confirm that, to the best of my/our knowledge, any facts stated are true and accurate and any opinions given are the genuine opinions of the person(s) giving them.

Date (cannot be pre-application)