

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	<input type="text" value="6"/>
Suffix	<input type="text"/>
Property name	<input type="text" value="Pumpkin Cottage"/>
Address line 1	<input type="text" value="St Andrew's Lane"/>
Address line 2	<input type="text"/>
Address line 3	<input type="text"/>
Town/city	<input type="text" value="Oxford"/>
Postcode	<input type="text" value="OX3 9DP"/>

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

Easting (x)	<input type="text" value="454496"/>
Northing (y)	<input type="text" value="207689"/>

Description

**2. Applicant Details**

Title	<input type="text"/>
First name	<input type="text"/>
Surname	<input type="text" value="Bedawi"/>
Company name	<input type="text"/>
Address line 1	<input type="text" value="c/o PCA Architects"/>
Address line 2	<input type="text"/>
Address line 3	<input type="text"/>

## 2. Applicant Details

Town/city	<input type="text" value="Oxford"/>
Country	<input type="text" value="UK"/>
Postcode	<input type="text"/>
Are you an agent acting on behalf of the applicant?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> 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"/>
First name	<input type="text" value="Phillip"/>
Surname	<input type="text" value="Pryse"/>
Company name	<input type="text" value="PCA Architects"/>
Address line 1	<input type="text" value="PCA Architects"/>
Address line 2	<input type="text" value="9 High Street"/>
Address line 3	<input type="text" value="Eynsham"/>
Town/city	<input type="text" value="Witney"/>
Country	<input type="text" value="United Kingdom"/>
Postcode	<input type="text" value="OX29 4HA"/>
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:

Conversion and extension of existing garage to south west to create habitable space. Formation of access gate in boundary wall to north east. New rooflight to east roof slope. Replacement staircase.

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

If Yes, which of the following does the proposal involve?

a) Total demolition of the listed building

Yes  No

b) Demolition of a building within the curtilage of the listed building

Yes  No

c) Demolition of a part of the listed building

Yes  No

Please provide a brief description of the building or part of the building you are proposing to demolish

Removal of rear garage wall, removal of stone steps to garden and lowering the former garage floor level.

Why is it necessary to demolish or extend (as applicable) all or part of the building(s) and or structure(s)?

To form office/guest room

## 8. Listed Building Alterations

Do the proposed works include alterations to a listed building?

Yes  No

If Yes, do the proposed works include

a) works to the interior of the building?

Yes  No

b) works to the exterior of the building?

Yes  No

c) works to any structure or object fixed to the property (or buildings within its curtilage) internally or externally?

Yes  No

d) stripping out of any internal wall, ceiling or floor finishes (e.g. plaster, floorboards)?

Yes  No

If the answer to any of these questions is Yes, please provide plans, drawings and photographs sufficient to identify the location, extent and character of the items to be removed. Also include the proposal for their replacement, including any new means of structural support, and state references for the plan(s)/drawing(s).

Refer to:  
Drawings 1053SL05, SO1A, PL01C, PL03C, SO8E, PL13B, PL14, PL15, AD06, AD07, BR10B, BR17A,  
Heritage Impact Assessment prepared by Dr Kathryn Davies May 2020 + Addendum sheet (13/11/2020)  
Assessment of Heritage significance prepared by Dr Kathryn Davies March 2019  
Proposed staircase detail  
Walk-on flatglass rooflight Technical Data  
1053AD08 Glazed walk on roof light detail  
Polyroof flat roof detail  
Conservation rooflight detail  
Henry Windows Ltd detail

## 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



## 9. Materials

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	Natural Stone walls	Natural Stone to match existing
Roof covering	Plain Clay tiles	Plain Clay tiles to match existing

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

Drawings 1053SL05, SO1A, PL01C, PL03C, SO8E, PL13B, PL14, PL15, AD06, AD07, BR10B, BR17A  
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Conservation rooflight detail  
Henry Windows Ltd detail

## 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

If Yes to any questions, please show details on your plans or drawings and state their reference numbers:

Removal of garage

## 11. Parking

Will the proposed works affect existing car parking arrangements?  Yes  No

If Yes, please describe:

Conversion of garage to office/guestroom

## 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

Will any trees or hedges need to be removed or pruned in order to carry out your proposal?  Yes  No

## 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

If Yes, please complete the following information about the advice you were given (this will help the authority to deal with this application more



## 14. Pre-application Advice

efficiently):

Officer name:

Title

First name

Surname

Reference

Date (Must be pre-application submission)

Details of the pre-application advice received

## 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

- The applicant  
 The agent

Title

First name

Surname

Declaration date

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)