

Householder Application for Planning Permission for works or extension to a dwelling.
Town and Country Planning 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	80
Suffix	
Property name	
Address line 1	Great Clarendon Street
Address line 2	
Address line 3	
Town/city	Oxford
Postcode	OX2 6AU

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

Easting (x)	450628
Northing (y)	206812

Description

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2. Applicant Details

Title	
First name	Susie
Surname	Prichard-Casey
Company name	
Address line 1	23 Helena Road
Address line 2	
Address line 3	
Town/city	Windsor
Country	

2. Applicant Details

Postcode

SL4 1JN

Are you an agent acting on behalf of the applicant?

☒ Yes ☐ No

Primary number

Secondary number

Fax number

Email address

3. Agent Details

Title

Mr

First name

Jim

Surname

Gabriel

Company name

Inside Out Oxford Ltd.

Address line 1

24 Norreys Avenue

Address line 2

Address line 3

Town/city

Oxford

Country

Postcode

OX1 4SS

Primary number

Secondary number

Fax number

Email

4. Description of Proposed Works

Please describe the proposed works:

A freestanding outbuilding in the rear garden of the property to provide a 'working from home' workspace for a consulting business in spa and organic skincare (desk space and a small storage area) plus Covid-clean clinic space for online training demonstrations and part-time - by appointment only - reflexology/massage treatments. Applicant is in the process of purchasing the property, their offer has been accepted, contracts to be exchanged by end of March 2021.

Has the work already been started without consent?

☐ Yes ☒ No

5. Materials

Does the proposed development require any materials to be used externally?

☒ Yes ☐ No

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

Walls

Description of existing materials and finishes (optional):

N/A

5. Materials

Description of proposed materials and finishes:	Timber-framed, consisting of C16 joist treated FSC 47x75mm and C24 joist treated FSC 47x100mm carcassing; damp-proofed externally with breathable membrane (e.g. Tyvek Housewrap, Cromar Vent 3 Light 95GSM); insulated between studs with 'Reticel' Eurothane GP; clad internally with 12mm structural ply, 12mm plasterboard, and skimmed; clad externally with weatherboard (blind walls) and cedar (visible walls).
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Roof	
Description of existing materials and finishes (optional):	N/A
Description of proposed materials and finishes:	Rafters constructed using C24 joist treated FSC 47x100mm timber fortified with 50x100x3mm rectangular section mild steel, cut and welded to shape and bolted to timbers; decked with OSB3 18mm tongue-and-groove sterling board; felted with multiple layers torched on mineral cap felt layer and underlay; shaped as a tray suitable for later 'green roof' overlay (e.g. sedum); drain points to downpipes. Fascia and soffit in timber, painted and treated for external durability.

Windows	
Description of existing materials and finishes (optional):	N/A
Description of proposed materials and finishes:	Aluminium thermally broken dual glazed.

Doors	
Description of existing materials and finishes (optional):	N/A
Description of proposed materials and finishes:	Aluminium bi-fold 3x panel thermally broken double glazed doors facing the garden and main house, external door facing rear access (also aluminium thermally broken with BS5 security).

Boundary treatments (e.g. fences, walls)	
Description of existing materials and finishes (optional):	N/A
Description of proposed materials and finishes:	The door at the rear of the outbuilding will replace the gate in the wall at the end of the garden and become a secure access point into the garden via the outbuilding. The outbuilding itself will be free-standing and will have no impact on existing boundaries and will add no more boundaries.

Vehicle access and hard standing	
Description of existing materials and finishes (optional):	N/A
Description of proposed materials and finishes:	N/A

Lighting	
Description of existing materials and finishes (optional):	N/A
Description of proposed materials and finishes:	Recessed dimmable LED spotlights internally, outside garden light with infra-red activation externally, facing the main house.

5. Materials

Are you supplying 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

See uploaded documents.

6. 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

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:

See plan 8 (8.pdf). There is a mature crab apple tree (T1) that will need to be removed. The applicant keeps dogs and crab apples are poisonous to dogs so this is a 'two birds one stone' opportunity. The applicant wishes to plant a new tree in front of the outbuilding to replace the crab apple tree. The applicant is also considering a green / sedum roof to support birdlife.

7. 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

8. Parking

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

9. 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

10. 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 efficiently):

Officer name:

Title

First name

Surname

Reference

Date (Must be pre-application submission)

Details of the pre-application advice received

10. Pre-application Advice

Good afternoon,

We do not object to outbuildings being connected to electricity and water. As long as they do not include a kitchen and wash facilities then it is unlikely an outbuilding can be used as a separate dwelling. Depending on how frequently and how long your clients are on the premises for, you may need to consider applying to change the lawful use of any outbuilding to reflect this.

Since the plot has been subdivided in recent years, we would consider the existing plot when measuring the 50%, when considering if something is permitted development.

You would likely be able to erect some form of outbuilding under permitted development but I would recommend seeking a lawful development certificate before doing so. Failing that you would need to apply for full planning permission.

Without an application being submitted, with a fee, we are unable to give you any certainty about the acceptability of an outbuilding, beyond the above.

Kind regards,

James Paterson | Senior Planner | Development Management - West Area Team | Planning Services SA 3.1A | Oxford City Council | St Aldate's Chambers | St. Aldate's | Oxford | OX1 1DS |

11. 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?

12. Ownership Certificates and Agricultural Land Declaration

CERTIFICATE OF OWNERSHIP - CERTIFICATE B - Town and Country Planning (Development Management Procedure) (England) Order 2015 Certificate under Article 14

I certify/The applicant certifies that:

- ☐ I have/The applicant has given the requisite notice to everyone else (as listed below) who, on the day 21 days before the date of this application, was the owner* and/or agricultural tenant** of any part of the land or building to which this application relates; or
- ☒ The applicant is the sole owner of all the land or buildings to which this application relates and there are no other owners* and/or agricultural tenants**.

* 'owner' is a person with a freehold interest or leasehold interest with at least 7 years to run. ** 'agricultural tenant' has the meaning given in section 65(8) of the Town and Country Planning Act 1990.

Person role

- ☐ The applicant
- ☒ The agent

Title

First name

Surname

Declaration date (DD/MM/YYYY)

☒ Declaration made

13. 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)