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Blackdown House, Border Road,  
Heathpark Industrial Estate,  
Honiton, EX14 1EJ

**For office  
use only**

Application no.	<input type="text"/>
Date received	<input type="text"/>
Fee received	<input type="text"/>

## 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	<input type="text" value="2"/>
Suffix	<input type="text"/>
Property name	<input type="text"/>
Address line 1	<input type="text" value="Albert Close"/>
Address line 2	<input type="text"/>
Address line 3	<input type="text"/>
Town/city	<input type="text" value="Ottery St Mary"/>
Postcode	<input type="text" value="EX11 1GR"/>

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

Easting (x)	<input type="text" value="309450"/>
Northing (y)	<input type="text" value="95202"/>

Description

### 2. Applicant Details

Title	<input type="text" value="Mrs"/>
First name	<input type="text" value="Michelle"/>
Surname	<input type="text" value="Menezes"/>
Company name	<input type="text"/>
Address line 1	<input type="text" value="2, Albert Close"/>
Address line 2	<input type="text"/>
Address line 3	<input type="text"/>
Town/city	<input type="text" value="Ottery St Mary"/>
Country	<input type="text"/>

## 2. Applicant Details

Postcode

Are you an agent acting on behalf of the applicant?  Yes  No

Primary number

Secondary number

Fax number

Email address

## 3. Agent Details

No Agent details were submitted for this application

## 4. Description of Proposed Works

Please describe the proposed works:

Conversion of the adjoining garage to the house into an additional living space - including removal two existing roller garage doors and replacement white UPVC French doors and a sash window. The footprint of the garage will not be altered.

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):	Facing Brick - Terca Old Heritage Antique
Description of proposed materials and finishes:	Facing Brick - Terca Old Heritage Antique to match existing

Windows	
Description of existing materials and finishes (optional):	Right Roller Garage door
Description of proposed materials and finishes:	<p>The proposed sash window for this project will be provided by the company who supplied the windows for the main house build to ensure the style and qualities match.</p> <ul style="list-style-type: none"><li>-UPVC Sliding Sash, triple glazed.</li><li>-Colour: Ral 9010 (White) externally and internally to all units.</li><li>-U-Value of 1.0 for windows.</li><li>-Ventilation System 1.</li><li>-SBD - Laminated glass.</li><li>-Windows meet Part Q certification.</li><li>-Fenestration Bar type - Internal Georgia</li></ul>

Doors	
Description of existing materials and finishes (optional):	Left Roller Garage Door

## 5. Materials

Description of proposed materials and finishes:

The proposed French doors for this project will be provided by the company who supplied the French doors for the main house build to ensure the style and qualities match.

- UPVC double door, triple glazed.
- Colour: Ral 9010 (White) externally and internally.
- U-Value of 1.2 for double door.
- Ventilation System 1.
- SBD - Laminated glass.
- Doors meet Part M certification.
- Handle (colour) - Polished chrome.

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

P01 - Location Plan  
P02 - Existing and proposed floor plans, elevations, sections and site plan

## 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

## 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

## 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

## 11. Authority Employee/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 A - Town and Country Planning (Development Management Procedure) (England) Order 2015 Certificate under Article 14**

**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 (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)