

For Official Use Only	
Receipt	<input type="text"/>
Date	<input type="text"/>
Amount	<input type="text"/>

Householder Application for Planning Permission for works or extension to a dwelling and for relevant demolition of an unlisted building in a conservation area
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"/>
Suffix	<input type="text"/>
Property name	<input type="text" value="1 Wood Edge"/>
Address line 1	<input type="text" value="Halstead Place"/>
Address line 2	<input type="text"/>
Address line 3	<input type="text"/>
Town/city	<input type="text" value="Halstead"/>
Postcode	<input type="text" value="TN14 7BJ"/>
Description of site location must be completed if postcode is not known:	
Easting (x)	<input type="text" value="548357"/>
Northing (y)	<input type="text" value="161535"/>
Description	<input type="text"/>

2. Applicant Details

Title	<input type="text" value="Mr"/>
First name	<input type="text" value="Nicholas"/>
Surname	<input type="text" value="Wheeler"/>
Company name	<input type="text" value="NWDesignStudio"/>
Address line 1	<input type="text" value="31 Salehurst Road"/>
Address line 2	<input type="text"/>
Address line 3	<input type="text"/>
Town/city	<input type="text" value="London"/>

2. Applicant Details

Country	
Postcode	SE4 1AS
Are you an agent acting on behalf of the applicant?	
<input checked="" type="radio"/> Yes <input type="radio"/> No	
Primary number	
Secondary number	
Fax number	
Email address	

3. Agent Details

Title	MR
First name	nick
Surname	wheeler
Company name	
Address line 1	31 salehurst road
Address line 2	
Address line 3	
Town/city	london
Country	United Kingdom
Postcode	SE4 1AS
Primary number	
Secondary number	
Fax number	
Email	

4. Description of Proposed Works

Please describe the proposed works:

Permission is sought to convert the existing loft space of the dwelling into an additional bedroom and office space. The proposal looks to insert 5 roof lights to the east roof elevation and 5 roof lights to the West elevation, together with a new window within the apex of the north elevation. The proposed window and materiality to the North elevation has been designed to respond to the surrounding dwellings, proportions and the local style. This proposal does not propose any external increase in size or volume.

Has the work already been started without consent?

☐ Yes ☒ No

5. Explanation for Proposed Demolition Work

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

Demolition will be required to a small part of the northern facade in order to insert the new apex window to the north elevation. Removal of the existing roof tiles will be required to insert new conservation roof lights.

6. 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):	The existing northern facade is currently brick at 2nd floor level.
Description of proposed materials and finishes:	A proposed grey weatherboard will be used within the apex of the north elevation. This weatherboard will match the existing grey weatherboard that is currently visible on the on the South, East and West facades.

Windows	
Description of existing materials and finishes (optional):	White windows are located at ground and first floor to the north elevation.
Description of proposed materials and finishes:	Proposed white apex window frames will match the existing windows to the ground and first floor.

Roof	
Description of existing materials and finishes (optional):	clay tile to existing roof
Description of proposed materials and finishes:	Conservation roof lights will be inserted into the existing roof line.

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

HA-111-PR-GE-A200 - Proposed elevations Design and Access Statement - Refer to design proposal

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. 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

10. 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?

10. Site Visit

- ☒ The agent
☐ The applicant
☐ Other person

11. Pre-application Advice

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

☐ Yes ☒ No

12. 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?

13. 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

14. 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)