

**Planning Services**

West Suffolk House, Western Way, Bury St Edmunds, Suffolk, IP33 3YU

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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	Norwich
Country	
Postcode	NR2 4AX
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	Tim
Surname	Linstead
Company name	Anglia Design LLP
Address line 1	11 Charing Cross
Address line 2	
Address line 3	
Town/city	Norwich
Country	United Kingdom
Postcode	NR2 4AX
Primary number	
Secondary number	
Fax number	
Email	

## 4. Description of Proposed Works

Please describe the proposed works:

Proposed alterations and extension to the existing annex building

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	Painted render	Painted render to match existing
Roof covering	Clay tiles	Clay tiles to match existing
Windows	Timber	New Timber (see details)
External Doors	Timber	New Timber (see details)
Chimney	n/a	n/a
Ceilings	n/a	n/a
Internal Walls	Modern plasterboard on studwork	No change
Floors	Modern concrete	No change
Internal Doors	Modern timber	No change
Rainwater goods	UPVC	New cast iron
Boundary treatments (e.g. fences, walls)	No change	No change
Vehicle access and hard standing	No change	No change

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

Yes  No

## 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

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

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

## 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

## 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

## 16. Ownership Certificates and Agricultural Land Declaration

First name	<input type="text" value="Tim"/>
Surname	<input type="text" value="Linstead"/>
Declaration date	<input type="text" value="16/07/2021"/>

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)	<input type="text" value="16/07/2021"/>
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