



Swale

BOROUGH COUNCIL

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

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

2. Applicant Details

Address line 2	<input type="text" value="St Clements Close"/>
Address line 3	<input type="text"/>
Town/city	<input type="text" value="Leysdown"/>
Country	<input type="text"/>
Postcode	<input type="text" value="ME12 4AL"/>

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

Primary number	<input type="text"/>
Secondary number	<input type="text"/>
Fax number	<input type="text"/>
Email address	<input type="text"/>

3. Agent Details

No Agent details were submitted for this application

4. Description of Proposed Works

Please describe the proposed works:

A change of use from an outbuilding that has previously been a workshop into a bedroom for my son and his partner. To put a basic kitchenette into the outbuilding. This will include a kettle, a fridge a microwave and toaster. To install an over sink water heater to allow for hand washing and washing up of cups and plates. To install a macerating toilet into the building.
The living space will be in the main house as will access to full cooking facilities, washing machine, shower facilities. Main meals will be eaten within the main house. There is adequate parking on the property already for 3 cars, as demonstrated in the picture provided, but there is also a dropped kerb behind the outbuilding and if need be a fence panel could be removed and the hardstanding already in place could be utilised.

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

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

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

The use of the outbuilding as an annexe is appropriate for a residential area and would not cause excessive noise and disturbance. The use of the outbuilding as an annexe is more likely to gain Officer support if it can be demonstrated that it remains dependent on the main property and is not an independent dwelling.

We would expect to see the kitchen facilities shared with the main property, but a kitchenette may be justifiable if the facilities in it are kept to a minimum.

The current property is listed as 3 bedroom and the addition of another bedroom in the annexe would bring the total to 4. The parking SPD states that there should be minimum of 3 off road parking spaces for a property in this location.

In summary, the conversion of an existing outbuilding into an annexe would require a householder application for planning permission. Provided the 3no parking spaces can be accommodated at the site and it is demonstrated that the annexe is clearly dependent on the main property i consider that the application is likely to gain Officer support

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 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

12. Ownership Certificates and Agricultural Land Declaration

- 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)