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Please complete this form in block capitals using black ink to facilitate scanning.

You are advised to read the accompanying guidance notes and per-question help text.

If you would rather make this application online, you can do so on our website: https://www.planningportal.co.uk/apply

Application for Planning Permission

Town and Country Planning Act 1990 (as amended)

Privacy Notice

This form is provided by Planning Portal and based on the requirements provided by Government for the sole purpose of submitting information to the Local Planning Authority in accordance with the legislation detailed on this form and 'The Town and Country Planning (Development Management Procedure) (England) Order 2015 (as amended).

Please be aware that once you have downloaded this form, Planning Portal will have no access to the form or the data you enter into it. Any subsequent use of this form is solely at your discretion, including the choice to complete and submit it to the Local Planning Authority in agreement with the declaration section.

Upon receipt of this form and any supporting information, it is the responsibility of the Local Planning Authority to inform you of its obligations in regards to the processing of your application. Please refer to its website for further information on any legal, regulatory and commercial requirements relating to information security and data protection of the information you have provided.

Local Planning Authority details:

Planning Section

North Norfolk District Council Holt Road, Cromer, Norfolk NR27 9EN

Telephone: 01263 516150 / 516151 / 516143

email: planning@north-norfolk.gov.uk



Publication on Local Planning Authority websites

Information provided on this form and in supporting documents may be published on the authority's planning register and website. Please ensure that the information you submit is accurate and correct and does not include personal or sensitive information. If you require any further clarification, please contact the Local Planning Authority directly.

Applicant Name and Address					
Title:	Mr & Mrs First name: Paul & Julia				
Last name:	Moss				
Company (optional):					
Unit:	House number: 180 House suffix:				
House name:					
Address 1:	Christchurch Road				
Address 2:					
Address 3:					
Town:	Norwich				
County:					
Country:					
Postcode:					

2. Agent	2. Agent Name and Address									
Title:	Mr	First name:	Harry							
Last name:	Revell	Revell								
Company (optional):	SMG Ar	SMG Architects Ltd								
Unit:		House number:		House suffix:						
House name:										
Address 1:	The Stud	The Studio								
Address 2:	St Peters	St Peters Road								
Address 3:										
Town:	Sheringh	am								
County:										
Country:										
Postcode:	NR26 8Q	Y								

3. Description of the Proposal						
Please describe the proposed development, including any change of	of use:					
Erection of second floor above 44c/44d Station Road to create 2 no. one-bedroom flats						
Has the building, work or change of use already started?	Yes X No					
If Yes, please state the date when building, work or use were started (DD/MM/YYYY):	(date must be pre-application submission)					
Has the building, work or change of use been completed?	Yes X No					
If Yes, please state the date when the building, work or change of use was completed (DD/MM/YYYY):	(date must be pre-application submission)					
Reference number of permission in principle being relied on (technical details consent applications only):						
Is the proposal for public service infrastructure development (within the meaning of article 2 of S.I. 2015/595 as amended by article 3 of S.I. 746/2021)?						
4. Site Address Details	5. Pre-application Advice					
Please provide the full postal address of the application site. House House	Has assistance or prior advice been sought from the local authority about this application?					
Unit: 44c/44d number: number: suffix:						
name: Address 1: Station Road	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).					
Address 2:	Please tick if the full contact details are not known, and then complete as much as possible:					
Address 3:	Officer name:					
Town: Sheringham	Jayne Owen					
County:	Reference:					
Postcode (optional): NR26 8RG	IS2/21/3304					
Description of location or a grid reference. (must be completed if postcode is not known):	Date (DD/MM/YYYY): (must be pre-application submission) 25/02/2022					
Easting: Northing:	Details of pre-application advice received?					
Description:						

6. Pedestrian and Vehicle Access, Road	ds and Righ	nts of Way	7. Waste Storage and Collection		,		
Is a new or altered vehicle access proposed to or from the public highway?	Yes	X No	Do the plans incorporate areas to store and aid the collection of waste?	Yes	X No		
Is a new or altered pedestrian access proposed to or from			If Yes, please provide details:				
the public highway?	Yes	X No					
Are there any new public roads to be provided within the site?	Yes	X No					
Are there any new public rights of way to be provided within or adjacent to the site?	Yes	X No					
Do the proposals require any diversions /extinguishments and/or creation of rights of way?	Yes	X No	Have arrangements been made for the separate storage and collection of recyclable waste?	Yes	X No		
If you answered Yes to any of the above que details on your plans/drawings and state the (s)/drawings(s)	stions, pleas e reference c	se show of the plan	If Yes, please provide details:				
8. Authority Employee / Member It is an important principle of decision-making that the process is open and transparent. 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 following statements apply to	you and/or	agent?	(a) a member of staff (b) an elected member				
			(c) related to a member of (d) related to an elected m				
If Yes, please provide details of their name, role and how you are related to them.							

9. Materials If applicable, please state what materials are to be used externally. Include type, colour and name for each material:								
	Existing (where ap	plicable)		Proposed		2 G G G G G G G G G G G G G G G G G G G	Don't Know	
Walls				Standing seam zinc cla	dding			
Roof				Decra Roofing				
Windows				Grey UPVC or aluminion	ım			
Doors						X		
Boundary treatments (e.g. fences, walls)						X		
Vehicle access and hard-standing						X		
Lighting						X		
Others (please specify)								
Are you supplying additional information on submitted plan(s)/drawing(s)/design and access statement? If Yes, please state references for the plan(s)/drawing(s)/design and access statement: Existing drawings Planning drawings Design, Access & Heritage Statement Planning Statement								
10. Vehicle Parking								
		the existing and proposed n Total	Tota	I proposed (including	Difference)		
Existing			spaces retained) in space					
Light goods vehic	cles/ nicles	3		3	0			
Motorcycles								
Disability spac	es							
Cycle spaces	5							
Other (e.g. Bu	Other (e.g. Bus)							

Other (e.g. Bus)

11. Foul Sewage	12. Assessment of Flood Risk
Please state how foul sewage is to be disposed of:	Is the site within an area at risk of flooding? (Refer to the
X Mains sewer Cess pit	Environment Agency's Flood Map showing flood zones 2 and 3 and consult Environment Agency standing advice and your local planning authority requirements for information as necessary.)
Septic tank Other	Yes X No
Package treatment plant	If Yes, you will need to submit a Flood Risk Assessment to consider the risk to the proposed site.
Are you proposing to connect to the existing drainage system? X Yes No	Is your proposal within 20 metres of a watercourse (e.g. river, stream or beck)? Yes X No
If Yes, please include the details of the existing system on the application drawings and state references for the	Will the proposal increase the flood risk elsewhere? Yes X No
plan(s)/drawing(s):	How will surface water be disposed of?
	Sustainable drainage system Existing watercourse
	Soakaway Pond/lake
	X Main sewer
13. Biodiversity and Geological Conservation	14. Existing Use
	Please describe the current use of the site:
To assist in answering the following questions refer to the guidance notes for further information on when there is a reasonable likelihood that any important biodiversity or geological	Residential
conservation features may be present or nearby and whether they are likely to be affected by your proposals.	
Having referred to the guidance notes, is there a reasonable likelihood of the following being affected adversely or conserved	Is the site currently vacant? Yes X No
and enhanced within the application site, or on land adjacent to	If Yes, please describe the last use of the site:
or near the application site?	
a) Protected and priority species:	
Yes, on the development site Yes, on land adjacent to or near the proposed development	
X No	When did this use end (if known)?
b) Designated sites, important habitats or other biodiversity	(date where known may be approximate)
features:	Does the proposal involve any of the following? If yes, you will need to submit an appropriate contamination
Yes, on the development site Yes, on land adjacent to or near the proposed development	assessment with your application.
X No	Land which is known to be contaminated? Yes X No
c) Features of geological conservation importance:	Land where contamination is suspected for all or part of the site? Yes X No
Yes, on the development site	A proposed use that would
Yes, on land adjacent to or near the proposed development X No	be particularly vulnerable to the presence of contamination? Yes X No
X No	
15. Trees and Hedges	16. Trade Effluent
Are there trees or hedges on the proposed development site? Yes X No	Does the proposal involve the need to dispose of trade effluents or waste? Yes X No
And/or: Are there trees or hedges on land adjacent to the proposed development site that could influence the	If Yes, please describe the nature, volume and means of disposal of trade effluents or waste
development or might be important as part of the local landscape character? Yes X No	
If Yes to either or both of the above, you may need to provide a full Tree Survey, at the discretion of your local planning authority. If a	
Tree Survey is required, this and the accompanying plan should be submitted alongside your application. Your local planning	
authority should make clear on its website what the survey should contain, in accordance with the current 'BS5837: Trees in relation to design, demolition and construction - Recommendations'.	

17. Residential Units (Including Conversion) Does your proposal include the gain, loss or change of use of residential units? If Yes, please complete details of the changes in the tables below:															
	Propos	sed	Hous	sing					Existi	ng l	Hous	sing			
Market Housing	Not known	1	Numl 2	per of	Bedr 4+	ooms	Total	Market Housing	Not known	1	Numl 2	oer of	Bedr 4+	ooms Unknown	Tota
Houses					71	OTIKTOWT	а	Houses					71	OTIKTIOWIT	а
Flats/maisonettes	$+\overline{\Box}$	2					2	Flats/maisonettes							b
Sheltered housing	$\overline{\Box}$							Sheltered housing							С
Bedsit/studios							d	Bedsit/studios							d
Cluster flats							е	Cluster flats							е
Other							f	Other							f
Totals (a + b + c + d + e + f) =							A			То	tals (a	7 + b +	C + 0	(+ e + f) =	F
Social, Affordable			Numl	ner of	Redr	ooms	Total	Social, Affordable			Numl	her of	Redr	ooms	Tota
or Intermediate Rent	Not known	1	2	3	4+	Unknown		or Intermediate Rent	Not known	1	2	3	4+	Unknown	-
Houses							а	Houses							а
Flats/maisonettes							b	Flats/maisonettes							b
Sheltered housing							С	Sheltered housing							С
Bedsit/studios							d	Bedsit/studios							d
Cluster flats							е	Cluster flats							е
Other							f	Other							f
		То	tals (á	7 + b +	C + G	(+ e + f) =	В			То	tals (á	9 + b +	C + 0	(+ e + f) =	G
Affordable Home	Not		Numl	per of	Bedr	ooms	Total	Affordable Home	Not		Numl	per of		ooms	Total
Ownership	known	1	2	3	4+	Unknown		Ownership	known	1	2	3	4+	Unknown	
Houses	$\perp \perp$						a	Houses							a
Flats/maisonettes	+						b	Flats/maisonettes							Ь
Sheltered housing							С	Sheltered housing							C
Bedsit/studios							d	Bedsit/studios							d
Cluster flats							е	Cluster flats							е
Other		To	tale (2 , 6		 + e + f) =	7	Other		To	tale (2 , 6 ,		/ (0 (f)	/
		10				-			Totals $(a + b + c + d + e + f) =$ Not Number of Bedrooms				Н		
Starter Homes	Not known	1	Numl 2	per of	Bedr 4+	ooms Unknown	Total	Starter Homes	Not known	1	Numl 2	per of	Bedr 4+	ooms Unknown	Tota
Houses							а	Houses							а
Flats/maisonettes							b	Flats/maisonettes							b
Bedsit/studios							С	Bedsit/studios							С
Other							d	Other							d
			To	otals	(a + b	+ C + d) =	D				To	otals	(a + b	+ C + d) =	/
Self Build and Custom Build	Not known	1	Numl 2	per of	Bedr 4+	ooms Unknown	Total	Self Build and Custom Build	Not known	1	Numl 2	per of	Bedr 4+	ooms Unknown	Total
Houses		•			<u> </u>	OTIKTIOWIT	а	Houses					ļ ''	OTIKTOWT	а
Flats/maisonettes							Ь	Flats/maisonettes							b
Bedsit/studios							С	Bedsit/studios							С
Other							d	Other							d
	1		To	otals	(a + b	+ C + d) =	2 E				To	otals	(a + b	+ C + d) =	J
Total proposed residential units $(A + B + C + D + E) = 2$ Total existing residential units $(F + G + H + I + J) = 1$															

	• •	-		in or change of u	•		pace?] Yes	X No
•			•	estion above ple				<u>L</u>	
	se class/type		N 0 1 9 p lic a b le	Existing gross internal floorspace (square metres)	Gross internal to be lost by use or der	floorspace change of nolition	Total gro floorspace (including	ss internal e proposed change of are metres)	Net additional gross internal floorspace following development (square metres)
A1	Sh	ops							
	Net trada	able area:							
A2	Financial and professional services								
A3	1 '	s and cafes							
A4	Drinking est	tablishments							
A 5	Hot food t	akeaways							
B1 (a)		er than A2)							
B1 (b)		rch and opment							
B1 (c)		dustrial							
B2	General	industrial							
B8		distribution							
C1		nd halls of lence							
C2	Residentia	Iinstitutions							
D1		sidential utions							
D2	Assembly	and leisure							
OTHER									
Please Specify									
-1	To	otal							
In add	dition, for ho	tels, resident	ial ins	stitutions and hos	stels, please ad	ditionally inc	dicate the los	s or gain of	rooms
Class	Type of use	Not applicable	Exist	ing rooms to be I of use or dem	ost by change olition	Total room ch	is proposed langes of use	(including e)	Net additional rooms
C1	Hotels Residential								
	Institutions								
OTHER									
Please Specify									
19. Em	ployment								
Please c	omplete the	following inf	ormat	tion regarding en	nployees:		_		
				Full-time	Part	-time			al full-time quivalent
	isting employ								
Pro	posed emplo	yees							
20. Ho	urs of Ope	ening							
If known	, please state	e the hours o	f oper	ning (e.g. 15:30) 1	for each non-re	sidential use	• •		
	Use	M	onday	to Friday	Saturda	y	Sunday Bank Ho		Not known
21. Site	e Area								
Please st	ate the site a	rea in hectar	es (ha) 0.014					

22. Industrial or Commercial Proces	sses and Machine	ery					
Please describe the activities and processes which would be carried out on the site and the end products including plant, ventilation or air conditioning. Please include the type of machinery which may be installed on site:							
Is the proposal a waste management develo	ppment? Yes	X No					
If the answer is Yes, please complete the fol							
	The total cap including enging allowance for tonnes if sol	acity of the void in cubic metres, neering surcharge and making no cover or restoration material (or id waste or litres if liquid waste)	Maximum annual operational throughput in tonnes (or litres if liquid waste)				
Inert landfill							
Non-hazardous landfill							
Hazardous landfill							
Energy from waste incineration							
Other incineration							
Landfill gas generation plant							
Pyrolysis/gasification							
Metal recycling site							
Transfer stations							
Material recovery/recycling facilities (MRFs)							
Household civic amenity sites							
Open windrow composting							
In-vessel composting							
Anaerobic digestion							
Any combined mechanical, biological and/ or thermal treatment (MBT)							
Sewage treatment works							
Other treatment							
Recycling facilities construction, demolition and excavation waste							
Storage of waste							
Other waste management							
Other developments							
Please provide the maximum annual operat	ional throughput of th	ne following waste streams:					
Municipal							
Construction, demolition and e	xcavation						
Commercial and industr	ial						
Hazardous							
If this is a landfill application you will need to planning authority should make clear what	o provide further information it requires	rmation before your application car s on its website.	n be determined. Your waste				
23. Hazardous Substances							
Does the proposal involve the use or storage of any of the following materials in the quantities stated below? Yes No X Not applicable							
If Yes, please provide the amount of each su							
Acrylonitrile (tonnes)	Ethylene oxide (to		Phosgene (tonnes)				
Ammonia (tonnes)	Hydrogen cyanide (to	onnes) Su	Iphur dioxide (tonnes)				
Bromine (tonnes)	Liquid oxygen (to	onnes)	Flour (tonnes)				
Chlorine (tonnes) Lice	quid petroleum gas (to	onnes) Refine	d white sugar (tonnes)				
Other:		Other:					
Amount (tonnes):		Amount (tonnes):					

24. Ownership Certificates and Agricultural Land Declaration

One Certificate A, B, C, or D, must be completed with this application form 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**

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.

*"owner" is a person with a freehold intere **"agricultural holding" has the meaning g	est or leasehold interest with at least 7 years left to run. Given by reference to the definition of "agricultural tenant" in sec	ction 65(8) of the Act.
Signed - Applicant:	Or signed - Age	Date (DD/MM/YYYY):
		31.08.23
21 days before the date of this applicat application relates. *"owner" is a person with a freehold intere	CERTIFICATE OF OWNERSH E B evelopment Management Procedure) (England) Order 20° ave/the applicant has given the requisite notice to everyone of tion, was the owner* and/or agricultural tenant** of any partiest or leasehold interest with at least 7 years left to run. fiven in section 65(8) of the Town and Country Planning Act 1999.	rt of the land or building to which thi
Name of Owner / Agricultural Tenant	Address	Date Notice Served
Signed - Applicant:	Or signed - Agent:	Date (DD/MM/YYYY):

24. Ownership Certificates and Agricultural Land Declaration (continued) CERTIFICATE OF OWNERSHIP - CERTIFICATE C Town and Country Planning (Development Management Procedure) (England) Order 2015 Certificate under Article 14 I certify/ The applicant certifies that: Neither Certificate A or B can be issued for this application All reasonable steps have been taken to find out the names and addresses of the other owners* and/or agricultural tenants** of the land or building, or of a part of it, but I have/ the applicant has been unable to do so. owner" is a person with a freehold interest or leasehold interest with at least 7 years left to run. ** "agricultural tenant" has the meaning given in section 65(8) of the Town and Country Planning Act 1990 The steps taken were: Name of Owner / Agricultural Tenant **Date Notice Served** Address Notice of the application has been published in the following newspaper On the following date (which must not be earlier (circulating in the area where the land is situated): than 21 days before the date of the application): Date (DD/MM/YYYY): Signed - Applicant: Or signed - Agent: CERTIFICATE OF OWNERSHIP - CERTIFICATE D Town and Country Planning (Development Management Procedure) (England) Order 2015 Certificate under Article 14 I certify/ The applicant certifies that: Certificate A cannot be issued for this application All reasonable steps have been taken to find out the names and addresses of everyone else 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 to which this application relates, but I have/ the applicant has been unable to do so. owner" is a person with a freehold interest or leasehold interest with at least 7 years left to run. ** "agricultural tenant" has the meaning given in section 65(8) of the Town and Country Planning Act 1990 The steps taken were: Notice of the application has been published in the following newspaper On the following date (which must not be earlier than 21 days before the date of the application): (circulating in the area where the land is situated): Date (DD/MM/YYYY): Signed - Applicant: Or signed - Agent:

25. Planning Application Requirements - Checklist	
Please read the following checklist to make sure you have sent all the information required will result in your application being deemed in the Local Planning Authority (LPA) has been submitted.	ne information in support of your proposal. Failure to submit all valid. It will not be considered valid until all information required by
The original and 3 copies* of a completed and dated application form:	The correct fee:
The original and 3 copies* of the plan which identifies the land to which the application relates drawn to an identified scale	The original and 3 copies* of a design and access statement, if required (see help text and guidance notes for details):
and showing the direction of North:	The original and 3 copies* of a fire statement, if required (see help text and guidance notes for details):
The original and 3 copies* of other plans and drawings or information necessary to describe the subject of the application.	The original and 3 copies* of the completed, dated Ownership Certificate (A, B, C or D –as applicable) and Article 14 Certificate (Agricultural Holdings):
*National legislation specifies that the applicant must provide the ortotal of four copies), unless the application is submitted electronicall LPAs may also accept supporting documents in electronic format by You can check your LPA's website for information or contact their plants.	y or, the LPA indicate that a smaller number of copies is required. post (for example, on a CD, DVD or USB memory stick).
Plans can be bought from one of the Planning Portal's accredited	suppliers: https://www.planningportal.co.uk/buyaplanningmap
26. Declaration I/we hereby apply for planning permission/consent as described in information. I/we confirm that, to the best of my/our knowledge, any genuine opinions of the person(s) giving them. Signed - Applicant: Or signed - Agent	pate (DD/MM/YYYY):
	31.08.23 (date cannot be pre-application)
27. Applicant Contact Details	28. Agent Contact Details
Telephone numbers	Telephone numbers
Country code: National number: Extension number:	Country code: National number: Extension number:
Country code: Mobile number (optional):	Country code: Mobile number (optional):
Wobile Humber (optional).	Mobile Humber (optional).
Country code: Fax number (optional):	Country code: Fax number (optional):
Email address (optional):	Email address (optional):
29. Site Visit	
Can the site be seen from a public road, public footpath, bridleway	or other public land? X Yes No
If the planning authority needs to make an appointment to carry out a site visit, whom should they contact? (Please select only one)	X Agent Applicant Other (if different from the agent/applicant's details)
If Other has been selected, please provide:	
Contact name:	Telephone number:

Email address: