

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

Town and Country Planning Act 1990 (as amended)

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.

Site Location

Disclaimer: We can only make recommendations based on the answers given in the questions.

If you cannot provide a postcode, the description of site location must be completed. Please provide the most accurate site description you can, to help locate the site - for example "field to the North of the Post Office".

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

Applicant Details

Name/Company

Title

Mr

First name

Andrew

Surname

MacDonald

Company Name

Address

Address line 1

1 Icklingham Road

Address line 2

West Stow

Address line 3

Town/City

Bury St Edmunds

County

Country

United Kingdom

Postcode

IP28 6EZ

Are you an agent acting on behalf of the applicant?

Yes

No

Contact Details

Primary number

***** REDACTED *****

Secondary number

Fax number

Email address

Description of Proposed Works

Please describe the proposed works

Self contained annexe in the garden of 1 Icklingham Road. The annexe will be incidental to the main property which is a small cottage and would only be used by family and visiting friends. The annexe location is proposed behind the existing garage offering no visual impact from Icklingham Road frontage. The location has taken in to consideration the existing adjacent outbuildings which are contemporary to the surrounding area and the existing vehicle turning point enabling a forward approach to Icklingham Road. Given a change in circumstances the annexe would be integrated as a home office and gym for 1 Icklingham Road.

Has the work already been started without consent?

- Yes
 No

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)

Type:

Doors

Existing materials and finishes:

Similar to surrounding buildings.

Proposed materials and finishes:

UPVC double glazed units, white or colour TBD.

Type:

Roof

Existing materials and finishes:

The materials to be used shall match in type, colour and texture those on the existing detached garage.

Proposed materials and finishes:

The materials to be used shall match in type, colour and texture those on the existing detached garage.

Type:

Walls

Existing materials and finishes:

The materials to be used shall match in type, colour and texture those on the existing detached garage.

Proposed materials and finishes:

The materials to be used shall match in type, colour and texture those on the existing detached garage.

Type:

Windows

Existing materials and finishes:

N/A

Proposed materials and finishes:

UPVC double glazed units, white or colour TBD.

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

Yes

No

Trees and Hedges

Are there any trees or hedges on the property or on adjoining properties which are within falling distance of the proposed development?

Yes

No

Will any trees or hedges need to be removed or pruned in order to carry out your proposal?

Yes

No

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

Parking

Will the proposed works affect existing car parking arrangements?

Yes

No

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

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

PREAPP/23/127

Date (must be pre-application submission)

21/04/2023

Details of the pre-application advice received

Discussed previous full planning application which is now withdrawn. After several discussions with James Morriss the original case officer, it was clear that my proposal was not aligned with the correct planning application area. There has never been an intention to build a dwelling but an integrated standalone annexe. James advised me to withdraw my original application and seek advice through a pre-app before submitting a Householder application. Specific discussion for the revised proposal covered the areas to be met for DM24 and the consideration for the conservation area. I explained the revised proposals size has been kept to a minimum for the intended use. Consideration has been given to construction, materials, and finish to be sympathetic with existing outbuilding character in the property garden and surrounding gardens. The annexe will share the same drive, parking, garage, and garden with no distinctions. The annexe will remain part of the same property and family with no intent to seek separation as a dwelling. The annexe footprint area represents ~13.5% of the total garden area, it would be sited behind the existing garage and not viewable from Icklingham Road. A longer discussion took place regarding the location of the annexe with context to the main house. I explained the site was chosen so that no visible changes would be evident from Icklingham Road and therefore supportive of conservation area governance. To the rear of 1 Icklingham Road and adjacent to the existing cottage there is a shed which is adjoined to neighbouring sheds and evidence suggests these have been in place since ~ 1827 and therefore I did not want to demolish, adjust, or effect this outbuilding. Furthermore, there is a turning point on the driveway which affords a forward-facing approach to Icklingham Road, this turning point would also prohibit a development closer to the main cottage. Some discussion was had about a temporary or removable building or caravan and had these been considered, I shared that I had looked at this option, but they are not suitable or practical. Finally, and as far as the discussion extended the planning officer was supportive of my proposal given normal compliance, my mitigation for the chosen site and the reasonable use and future use of the annexe.

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.

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?

- Yes
 No

Ownership Certificates and Agricultural Land Declaration

Certificates under Article 14 - Town and Country Planning (Development Management Procedure) (England) Order 2015 (as amended)

Please answer the following questions to determine which Certificate of Ownership you need to complete: A, B, C or D.

Is the applicant the sole owner of all the land to which this application relates; and has the applicant been the sole owner for more than 21 days?

- Yes
 No

Is any of the land to which the application relates part of an Agricultural Holding?

Yes

No

Certificate Of Ownership - Certificate A

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

Mr

First Name

Andrew

Surname

MacDonald

Declaration Date

17/09/2023

Declaration made

Declaration

I/We hereby apply for Householder planning permission as described in the questions answered, details provided, 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.

I/We also accept that, in accordance with the Planning Portal's terms and conditions:

- Once submitted, this information will be made available to the Local Planning Authority and, once validated by them, be published as part of a public register and on the authority's website;
- Our system will automatically generate and send you emails in regard to the submission of this application.

I / We agree to the outlined declaration

Signed

Andrew MacDonald

Date

17/09/2023

