



CITY OF
Lincoln
COUNCIL

City of Lincoln Council

Directorate of Development & Environmental Services

City Hall

Beaumont Fee

Lincoln LN1 1DF

Phone: 01522 873474/484/731

Email: developmentteam@lincoln.gov.uk

Application for Planning Permission

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

Mrs

First name

Valerie

Surname

Selden

Company Name

Moon Letting Limited

Address

Address line 1

The Barns

Address line 2

Pingle Lane

Address line 3

Bishop Norton

Town/City

MARKET RASEN

County

Country

Postcode

LN8 2BQ

Are you an agent acting on behalf of the applicant?

Yes

No

Contact Details

Primary number

***** REDACTED *****

Secondary number

Fax number

Email address

Site Area

What is the measurement of the site area? (numeric characters only).

Unit

Description of the Proposal

Please note in regard to:

- **Fire Statements** - From 1 August 2021, planning applications for buildings of over 18 metres (or 7 stories) tall containing more than one dwelling will require a 'Fire Statement' for the application to be considered valid. There are some exemptions. [View government planning guidance on fire statements](#) or [access the fire statement template and guidance](#).
- **Permission In Principle** - If you are applying for Technical Details Consent on a site that has been granted Permission In Principle, please include the relevant details in the description below.
- **Public Service Infrastructure** - From 1 August 2021, applications for certain public service infrastructure developments will be eligible for faster determination timeframes. See help for further details or [view government planning guidance on determination periods](#).

Description

Please describe details of the proposed development or works including any change of use

We propose to remove all stained glass panels for renovation and repair, to replace missing coloured glass panes like for like, and re-set leadwork such that the panes are flat as they would have been originally (having been bent by the wind over the years). We propose to renovate the large south facing window, a five section box sash, removing the sashes and replacing with new sashes, incorporating clear double glazed units as per drawing D. Timber cill and external uprights to be replaced. Balcony door and frame to be renovated. New sashes to be made for the east facing angled bay window to replace the current pvc window. Replacing right side cill, and sashes to have clear double glazed units. Replace crittal windows in the east facing hall window (stone surrounded) with slim timber openers with clear double glazed units. To replace the current pvc east facing window with a wooden window to match window B on the north elevation, to include the reworking of the reveal with properly turned bricks to replace the cut bricks and with a new stone cill to be fitted to match existing cills. Two replacement windows for the north side to be double glazed with 12mm putty glazed units.

Has the work or change of use already started?

Yes

No

Existing Use

Please describe the current use of the site

The flat was used as a residential let until the summer of 2022.

Is the site currently vacant?

- Yes
 No

If Yes, please describe the last use of the site

Residential let.

When did this use end (if known)?

dd/mm/yyyy

Does the proposal involve any of the following? If Yes, you will need to submit an appropriate contamination assessment with your application.

Land which is known to be contaminated

- Yes
 No

Land where contamination is suspected for all or part of the site

- Yes
 No

A proposed use that would be particularly vulnerable to the presence of contamination

- 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:

Windows

Existing materials and finishes:

A style of window consistent with those of the 1970s and 80s - fixed pane, single glazed, vented at the top. Mixture of hard wood, soft wood and metal. Also, original Victorian hardwood timber which is rotten, original Victorian stained glass panels. Also, pvc windows of a more modern style.

Proposed materials and finishes:

All windows to be timber and frames to be built to original profiles used on the building and where a new window has been introduced, to match the original windows as seen on the original Victorian architectural plans, which have been submitted to the planning dept. Double glazed units to replace original single glazed clear panes. All stained glass panels to be re-leaded and renovated, and broken or missing glass sections to be replaced with correct coloured glass. Stone cill to be sourced for new window which matches proportions of the original cills.

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

The plans for the new windows have been drawn up by our joiner, Pete Nutting. The original plans were sourced from the Lincolnshire Archives in Lincoln.

Pedestrian and Vehicle Access, Roads and Rights of Way

Is a new or altered vehicular 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

Are there any new public roads to be provided within the site?

- Yes
 No

Are there any new public rights of way to be provided within or adjacent to the site?

- Yes
 No

Do the proposals require any diversions/extinguishments and/or creation of rights of way?

- Yes
 No

Vehicle Parking

Does the site have any existing vehicle/cycle parking spaces or will the proposed development add/remove any parking spaces?

- Yes
 No

Trees and Hedges

Are there trees or hedges on the proposed development site?

- Yes
 No

And/or: Are there trees or hedges on land adjacent to the proposed development site that could influence the development or might be important as part of the local landscape character?

- Yes
 No

If Yes to either or both of the above, you may need to provide a full tree survey, at the discretion of the local planning authority. If a tree survey is required, this and the accompanying plan should be submitted alongside the application. The 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'.

Assessment of Flood Risk

Is the site within an area at risk of flooding? (Check the location on the Government's [Flood map for planning](#). You should also refer to national [standing advice](#) and your local planning authority requirements for information as necessary.)

- Yes
 No

Is your proposal within 20 metres of a watercourse (e.g. river, stream or beck)?

- Yes
 No

Will the proposal increase the flood risk elsewhere?

- Yes
 No

How will surface water be disposed of?

- Sustainable drainage system
 Existing water course
 Soakaway
 Main sewer
 Pond/lake

Biodiversity and Geological Conservation

Is there a reasonable likelihood of the following being affected adversely or conserved and enhanced within the application site, or on land adjacent to or near the application site?

To assist in answering this question correctly, please refer to the help text which provides guidance on determining if any important biodiversity or geological conservation features may be present or nearby; and whether they are likely to be affected by the proposals.

a) Protected and priority species

- Yes, on the development site
 Yes, on land adjacent to or near the proposed development
 No

b) Designated sites, important habitats or other biodiversity features

- Yes, on the development site
 Yes, on land adjacent to or near the proposed development
 No

c) Features of geological conservation importance

- Yes, on the development site
 Yes, on land adjacent to or near the proposed development
 No

Supporting information requirements

Where a development proposal is likely to affect features of biodiversity or geological conservation interest, you will need to submit, with the application, sufficient information and assessments to allow the local planning authority to determine the proposal.

Failure to submit all information required will result in your application being deemed invalid. It will not be considered valid until all information required by the local planning authority has been submitted.

Your local planning authority will be able to advise on the content of any assessments that may be required.

Foul Sewage

Please state how foul sewage is to be disposed of:

- Mains sewer
- Septic tank
- Package treatment plant
- Cess pit
- Other
- Unknown

Are you proposing to connect to the existing drainage system?

- Yes
- No
- Unknown

Waste Storage and Collection

Do the plans incorporate areas to store and aid the collection of waste?

- Yes
- No

Have arrangements been made for the separate storage and collection of recyclable waste?

- Yes
- No

Trade Effluent

Does the proposal involve the need to dispose of trade effluents or trade waste?

- Yes
- No

Residential/Dwelling Units

Does your proposal include the gain, loss or change of use of residential units?

- Yes
- No

All Types of Development: Non-Residential Floorspace

Does your proposal involve the loss, gain or change of use of non-residential floorspace?

Note that 'non-residential' in this context covers all uses except Use Class C3 Dwellinghouses.

- Yes
- No

Employment

Are there any existing employees on the site or will the proposed development increase or decrease the number of employees?

- Yes
 No

Hours of Opening

Are Hours of Opening relevant to this proposal?

- Yes
 No

Industrial or Commercial Processes and Machinery

Does this proposal involve the carrying out of industrial or commercial activities and processes?

- Yes
 No

Is the proposal for a waste management development?

- Yes
 No

Hazardous Substances

Does the proposal involve the use or storage of Hazardous Substances?

- 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

**** REDACTED ****

First Name

**** REDACTED ****

Surname

**** REDACTED ****

Reference

2023/0209/PREAPP

Date (must be pre-application submission)

28/04/2023

Details of the pre-application advice received

We met on site together with Sarah Harrison and our joiner, Pete Nutting, to discuss the way forward. Pete did the drawings and I emailed them over to Craig and Sarah on Weds November 8th 2023 for them to have a look at and today Sarah advised me to put in our planning application.

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

Can you give appropriate notice to all the other owners/agricultural tenants? (Select 'Yes' if there are no other owners/agricultural tenants)

- Yes
- No

Certificate Of Ownership - Certificate B

I certify/ The applicant certifies that:

- I have/The applicant has given the requisite notice to everyone else (as listed below) 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 or building to which this application relates; or
- The applicant is the sole owner of all the land or buildings to which this application relates and there are no other owners* and/or agricultural tenants**.

* "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

Name of Owner/Agricultural Tenant:

***** REDACTED *****

House name:

Old Vicarage

Number:

2

Suffix:

Address line 1:

Gibraltar Hill

Address Line 2:

Town/City:

Lincoln

Postcode:

LN1 3BW

Date notice served (DD/MM/YYYY):

22/11/2023

Person Family Name:

Name of Owner/Agricultural Tenant:

***** REDACTED *****

House name:

Old Vicarage

Number:

1

Suffix:

Address line 1:

Gibraltar Hill

Address Line 2:

Town/City:

Lincoln

Postcode:

LN1 3BW

Date notice served (DD/MM/YYYY):

22/11/2023

Person Family Name:

Name of Owner/Agricultural Tenant:

***** REDACTED *****

House name:

Old Vicarage

Number:

5

Suffix:

Address line 1:

Gibraltar Hill

Address Line 2:

Town/City:

Lincoln

Postcode:

LN1 3BW

Date notice served (DD/MM/YYYY):

22/11/2023

Person Family Name:

Name of Owner/Agricultural Tenant:

***** REDACTED *****

House name:

Old Vicarage

Number:

3

Suffix:

Address line 1:

Gibraltar Hill

Address Line 2:

Town/City:

Lincoln

Postcode:

LN1 3BW

Date notice served (DD/MM/YYYY):

22/11/2023

Person Family Name:

Person Role

The Applicant

The Agent

Title

Mrs

First Name

Valerie

Surname

Selden

Declaration Date

22/11/2023

Declaration made

Declaration

I/We hereby apply for Full 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

Valerie Selden

Date

2023/11/22