



East Herts Council
 Wallfields, Pegs Lane
 Hertford, Herts
 SG13 8EQ
 Tel: 01279 655261

Householder Application for Planning Permission for works or extension to a dwelling; Listed Building Consent for alterations, extension or demolition of a listed building

Town and Country Planning Act 1990 (as amended); Planning (Listed Buildings and Conservation Areas 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

First name

Surname

Company Name

Address

Address line 1

Address line 2

Address line 3

Town/City

County

Country

Postcode

Are you an agent acting on behalf of the applicant?

Yes

No

Contact Details

Primary number

**** REDACTED ****

Secondary number

Fax number

Email address

**** REDACTED ****

Agent Details

Name/Company

Title

First name

Stephen

Surname

Palmer-Hogan

Company Name

Cousins & Cousins

Address

Address line 1

125-133 Camden High Street

Address line 2

Bedford House

Address line 3

Town/City

London

County

Country

United Kingdom

Postcode

NW1 7JR

Contact Details

Primary number

***** REDACTED *****

Secondary number

Fax number

Email address

***** REDACTED *****

Description of Proposed Works

Please describe the proposed works

Alterations to orangery (former Mission Hall) to include replacing sash window doors and central area of altered brickwork with timber frame double french doors, and opening up non-original dropped ceiling to reinstate original room proportions and roof form. Internal alterations to the northern end of the non-original second floor plan.

Has the work already been started without consent?

- Yes
 No

Listed Building Grading

What is the grading of the listed building (as stated in the list of Buildings of Special Architectural or Historical Interest)?

- Don't know
 Grade I
 Grade II*
 Grade II

Is it an ecclesiastical building?

- Don't know
 Yes
 No

Immunity from Listing

Has a Certificate of Immunity from Listing been sought in respect of this building?

- Yes
 No

Demolition of Listed Building

Does the proposal include the partial or total demolition of a listed building?

- Yes
 No

Listed Building Alterations

Do the proposed works include alterations to a listed building?

- Yes
 No

If Yes, do the proposed works include

a) works to the interior of the building?

- Yes
 No

b) works to the exterior of the building?

- Yes
 No

c) works to any structure or object fixed to the property (or buildings within its curtilage) internally or externally?

- Yes
 No

d) stripping out of any internal wall, ceiling or floor finishes (e.g. plaster, floorboards)?

- Yes
 No

If the answer to any of these questions is Yes, please provide plans, drawings and photographs sufficient to identify the location, extent and character of the items to be removed. Also include the proposal for their replacement, including any new means of structural support, and state references for the plan(s)/drawing(s).

Please refer to the below drawings which include areas of alterations:

- A_EX_100 Existing: Ground floor plan
- A_EX_102 Existing: Second floor plan
- A_EX_201 Existing: Section BB
- A_EX_303 Existing: South-West elevation

Please also refer to the below supporting documentation:

- Heritage Statement
- Design & Access Statement

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

Type:

External walls

Existing materials and finishes:

See existing drawings and Design & Access Statement, along with other supporting documentation

Proposed materials and finishes:

See proposed drawings and Design & Access Statement, along with other supporting documentation

Type:

Ceilings

Existing materials and finishes:

See existing drawings and Design & Access Statement, along with other supporting documentation

Proposed materials and finishes:

See proposed drawings and Design & Access Statement, along with other supporting documentation

Type:

Windows

Existing materials and finishes:

See existing drawings and Design & Access Statement, along with other supporting documentation

Proposed materials and finishes:

See proposed drawings and Design & Access Statement, along with other supporting documentation

Type:

External doors

Existing materials and finishes:

See existing drawings and Design & Access Statement, along with other supporting documentation

Proposed materials and finishes:

See proposed drawings and Design & Access Statement, along with other supporting documentation

Type:

Floors

Existing materials and finishes:

See existing drawings and Design & Access Statement, along with other supporting documentation

Proposed materials and finishes:

See proposed drawings and Design & Access Statement, along with other supporting documentation

Type:

Internal doors

Existing materials and finishes:

See existing drawings and Design & Access Statement, along with other supporting documentation

Proposed materials and finishes:

See proposed drawings and Design & Access Statement, along with other supporting documentation

Type:

Internal walls

Existing materials and finishes:

See existing drawings and Design & Access Statement, along with other supporting documentation

Proposed materials and finishes:

See proposed drawings and Design & Access Statement, along with other supporting documentation

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

10_002 Location plan
A_EX_010 Existing: Site plan
A_EX_100 Existing: Ground floor plan
A_EX_102 Existing: Second floor plan
A_EX_201 Existing: Section BB
A_EX_303 Existing: South-West elevation
A_20_100 Proposed: Ground floor plan
A_20_102 Proposed: Second floor plan
A_20_201 Proposed: Section BB
A_20_303 Proposed: South-West elevation
Heritage Statement
Design & Access Statement
Bat Survey Report

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

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

If Yes, please mark their position on a scaled plan and state the reference number of any plans or drawings.

Refer to tree T1 shown on drawing A_EX_010 Existing Site Plan. The proposal does not impact tree T1.

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

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

Reference

Date (must be pre-application submission)

Details of the pre-application advice received

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 & Regulation 6 - Planning (Listed Buildings and Conservation Areas) Regulations 1990

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

First Name

Surname

Declaration Date

30/11/2023

Declaration made

Declaration

I/We hereby apply for Householder planning & listed building consent 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

Ben Cousins

Date

2023/12/05