

## 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

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

Secondary number

Fax number

Email address

## Agent Details

### Name/Company

Title

First name

Surname

Company Name

### Address

Address line 1

Address line 2

Address line 3

Town/City

County

Country

Postcode

## Contact Details

Primary number

\*\*\*\* REDACTED \*\*\*\*

Secondary number

Fax number

Email address

\*\*\*\* REDACTED \*\*\*\*

## Site Area

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

1036.00

Unit

Sq. metres

## 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

Proposed partial change of use of the existing building from Class E to Class C3, with works including infill loft extension, introduction of south facing dormer and a 1.5-storey rear and upward extension to create 7 x self-contained C3 residential units; plus façade amendments to incorporate new windows; removal of ATM and reinstatement of front façade window; alongside associated landscaping, parking, and refuse storage.

Has the work or change of use already started?

- Yes  
 No

## Existing Use

Please describe the current use of the site

Former Lloyds Bank (Use Class E) with ancillary offices on the upper and basement floors.

Is the site currently vacant?

- Yes  
 No

If Yes, please describe the last use of the site

As per above.

When did this use end (if known)?

01/01/2023

**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:**

Walls

**Existing materials and finishes:**

**Proposed materials and finishes:**

Red brick; dark grey timber weatherboarding; dark grey brick.

**Type:**

Windows

**Existing materials and finishes:**

**Proposed materials and finishes:**

Sash windows - 6 over 6 formation

**Type:**

Roof

**Existing materials and finishes:**

**Proposed materials and finishes:**

Slate roof tiles

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

Please refer to the submitted drawings and design and access statement.

## 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

Please provide information on the existing and proposed number of on-site parking spaces

### Vehicle Type:

Cars

### Existing number of spaces:

11

### Total proposed (including spaces retained):

6

### Difference in spaces:

-5

### Vehicle Type:

Cycle spaces

### Existing number of spaces:

0

### Total proposed (including spaces retained):

10

### Difference in spaces:

10

## 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.

## Biodiversity net gain

Do you believe that, if the development is granted permission, the general Biodiversity Gain Condition (as set out in Paragraph 13 of Schedule 7A of the Town and Country Planning Act 1990 (as amended)) would apply?

- Yes  
 No



Please add all the exemptions or transitional arrangements that apply and provide a reason why

**Exemption:**

Temporary exemption for non-major developments (small sites exemption)

**Reason for selecting exemption:**

Minor Development

Note: Please read the help text for further information on the exemptions available and when they apply

## 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

If Yes, please include the details of the existing system on the application drawings and state the plan(s)/drawing(s) references

No change is proposed to the existing drainage system.

## Waste Storage and Collection

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

- Yes
- No

If Yes, please provide details:

Proposed site layout plan & DAS

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

- Yes
- No

If Yes, please provide details:

1 x 1100L General Waste; 1 x 1100L Pink sacks; 1 x 240L food waste; 1 x 360L recycling waste (residential flats)  
1 x 1100L General waste (commercial use)

## 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

**Please note: This question is based on the current housing categories and types specified by government.**

If your application was started before 23 May 2020, the categories and types shown in this question will now have changed. We recommend that you review any information provided to ensure it is correct before the application is submitted.

## Proposed

Please select the housing categories that are relevant to the proposed units

Market Housing

Social, Affordable or Intermediate Rent

Affordable Home Ownership

Starter Homes

Self-build and Custom Build

## Market Housing

Please specify each type of housing and number of units proposed

### Housing Type:

Flats / Maisonettes

#### 1 Bedroom:

4

#### 2 Bedroom:

3

#### 3 Bedroom:

0

#### 4+ Bedroom:

0

#### Unknown Bedroom:

0

#### Total:

7

**Proposed Market Housing  
Category Totals**

1 Bedroom Total

4

2 Bedroom Total

3

3 Bedroom Total

0

4+ Bedroom Total

0

Unknown  
Bedroom Total

0

Total

7

## Existing

Please select the housing categories for any existing units on the site

- Market Housing  
 Social, Affordable or Intermediate Rent  
 Affordable Home Ownership  
 Starter Homes  
 Self-build and Custom Build

## Totals

Total proposed residential units	<input type="text" value="7"/>
Total existing residential units	<input type="text" value="0"/>
Total net gain or loss of residential units	<input type="text" value="7"/>

## 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

Please add details of the Use Classes and floorspace.

<b>Use Class:</b> E(c)(i) - Financial services
<b>Existing gross internal floorspace (square metres) (a):</b> 487
<b>Gross internal floorspace to be lost by change of use or demolition (square metres) (b):</b> 320
<b>Total gross new internal floorspace proposed (including changes of use) (square metres) (c):</b> 689
<b>Net additional gross internal floorspace following development (square metres) (d = c - a):</b> 202

Totals	Existing gross internal floorspace (square metres) (a)	Gross internal floorspace to be lost by change of use or demolition (square metres) (b)	Total gross new internal floorspace proposed (including changes of use) (square metres) (c)	Net additional gross internal floorspace following development (square metres) (d = c - a)
	<input type="text" value="487"/>	<input type="text" value="320"/>	<input type="text" value="689"/>	<input type="text" value="202"/>

## 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

23/00049/PREAPP

Date (must be pre-application submission)

06/06/2023

Details of the pre-application advice received

Please see planning statement.

## 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:**

**Number:**

**Suffix:**

**Address line 1:**

Metropolitan Wharf Building

**Address Line 2:**

70 Wapping Wall

**Town/City:**

London

**Postcode:**

E1W 3SS

**Date notice served (DD/MM/YYYY):**

24/01/2024

**Person Family Name:**

**Name of Owner/Agricultural Tenant:**

\*\*\*\*\* REDACTED \*\*\*\*\*

**House name:**

**Number:**

**Suffix:**

**Address line 1:**

2nd Floor LHS

**Address Line 2:**

10 Bull Plain

**Town/City:**

Hertford

**Postcode:**

SG14 1DT

**Date notice served (DD/MM/YYYY):**

24/01/2024

**Person Family Name:**

**Name of Owner/Agricultural Tenant:**

\*\*\*\*\* REDACTED \*\*\*\*\*

**House name:**

**Number:**

**Suffix:**

**Address line 1:**

Flat 2, Squire House

**Address Line 2:**

81-87 High Street

**Town/City:**

Billericay

**Postcode:**

CM12 9AS

**Date notice served (DD/MM/YYYY):**

24/01/2024

**Person Family Name:**

**Name of Owner/Agricultural Tenant:**

\*\*\*\*\* REDACTED \*\*\*\*\*

**House name:**

**Number:**

**Suffix:**

**Address line 1:**

Flat 3, Squire House

**Address Line 2:**

81-87 High Street

**Town/City:**

Billericay CM12 9AS

**Postcode:**

CM12 9AS

**Date notice served (DD/MM/YYYY):**

24/01/2024

**Person Family Name:**

**Name of Owner/Agricultural Tenant:**

\*\*\*\*\* REDACTED \*\*\*\*\*

**House name:**

**Number:**

**Suffix:**

**Address line 1:**

Flat 4, Squire House

**Address Line 2:**

81-87 High Street

**Town/City:**

Billericay

**Postcode:**

CM12 9AS

**Date notice served (DD/MM/YYYY):**

24/01/2024

**Person Family Name:**

**Name of Owner/Agricultural Tenant:**

\*\*\*\*\* REDACTED \*\*\*\*\*

**House name:**

**Number:**

**Suffix:**

**Address line 1:**

39 Glebe Road

**Address Line 2:**

Wickford

**Town/City:**

Essex

**Postcode:**

SS11 8ET

**Date notice served (DD/MM/YYYY):**



24/01/2024

**Person Family Name:**

**Name of Owner/Agricultural Tenant:**

\*\*\*\*\* REDACTED \*\*\*\*\*

**House name:**

**Number:**

**Suffix:**

**Address line 1:**

Flat 6, Squire House

**Address Line 2:**

81-87 High Street

**Town/City:**

Billericay

**Postcode:**

CM12 9AS

**Date notice served (DD/MM/YYYY):**

24/01/2024

**Person Family Name:**

**Name of Owner/Agricultural Tenant:**

\*\*\*\*\* REDACTED \*\*\*\*\*

**House name:**

**Number:**

**Suffix:**

**Address line 1:**

Flat 8, Squire House

**Address Line 2:**

81-87 High Street

**Town/City:**

Billericay

**Postcode:**

CM12 9AS

**Date notice served (DD/MM/YYYY):**

24/01/2024

**Person Family Name:**

**Name of Owner/Agricultural Tenant:**

\*\*\*\*\* REDACTED \*\*\*\*\*

**House name:**

**Number:**

**Suffix:**

**Address line 1:**

Flat 10, Squire House

**Address Line 2:**

81-87 High Street

**Town/City:**

Billericay

**Postcode:**

CM12 9AS

**Date notice served (DD/MM/YYYY):**

24/01/2024

**Person Family Name:**

**Name of Owner/Agricultural Tenant:**

\*\*\*\*\* REDACTED \*\*\*\*\*

**House name:**

**Number:**

**Suffix:**

**Address line 1:**

Flat 14, Squire House

**Address Line 2:**

81-87 High Street

**Town/City:**

Billericay

**Postcode:**

CM12 9AS

**Date notice served (DD/MM/YYYY):**

24/01/2024

**Person Family Name:**

**Name of Owner/Agricultural Tenant:**

\*\*\*\*\* REDACTED \*\*\*\*\*

**House name:**

**Number:**

**Suffix:**

**Address line 1:**

Flat 16, Squire House

**Address Line 2:**

81-87 High Street

**Town/City:**

Billericay

**Postcode:**

CM12 9AS

**Date notice served (DD/MM/YYYY):**

24/01/2024

**Person Family Name:**

**Name of Owner/Agricultural Tenant:**

\*\*\*\*\* REDACTED \*\*\*\*\*

**House name:**

**Number:**

**Suffix:**

**Address line 1:**

Flat 18, Squire House

**Address Line 2:**

81-87 High Street

**Town/City:**

Billericay

**Postcode:**

CM12 9AS

**Date notice served (DD/MM/YYYY):**

24/01/2024

**Person Family Name:**

**Name of Owner/Agricultural Tenant:**

\*\*\*\*\* REDACTED \*\*\*\*\*

**House name:**

**Number:**

**Suffix:**

**Address line 1:**

Flat 19, Squire House

**Address Line 2:**

81-87 High Street

**Town/City:**

Billericay

**Postcode:**

CM12 9AS

**Date notice served (DD/MM/YYYY):**

24/01/2024

**Person Family Name:**

**Name of Owner/Agricultural Tenant:**

\*\*\*\*\* REDACTED \*\*\*\*\*

**House name:**

**Number:**

**Suffix:**

**Address line 1:**

Flat 20, Squire House

**Address Line 2:**

81-87 High Street

**Town/City:**

Billericay

**Postcode:**

CM12 9AS

**Date notice served (DD/MM/YYYY):**

24/01/2024

**Person Family Name:**

**Name of Owner/Agricultural Tenant:**

\*\*\*\*\* REDACTED \*\*\*\*\*

**House name:**

**Number:**

**Suffix:**

**Address line 1:**

Suite 17, Essex House

**Address Line 2:**

Station Road

**Town/City:**

Upminster

**Postcode:**

RM14 2SJ

**Date notice served (DD/MM/YYYY):**

24/01/2024

**Person Family Name:**

**Name of Owner/Agricultural Tenant:**

\*\*\*\*\* REDACTED \*\*\*\*\*

**House name:**

**Number:**

**Suffix:**

**Address line 1:**

Flat 1, Squire House

**Address Line 2:**

81-87 High Street

**Town/City:**

Billericay

**Postcode:**

CM12 9AS

**Date notice served (DD/MM/YYYY):**

24/01/2024

**Person Family Name:**

**Name of Owner/Agricultural Tenant:**

\*\*\*\*\* REDACTED \*\*\*\*\*

**House name:**

**Number:**

**Suffix:**

**Address line 1:**

Flat 9, Squire House

**Address Line 2:**

81-87 High Street

**Town/City:**

Billericay

**Postcode:**

CM12 9AS

**Date notice served (DD/MM/YYYY):**

24/01/2024

**Person Family Name:**

**Name of Owner/Agricultural Tenant:**

\*\*\*\*\* REDACTED \*\*\*\*\*

**House name:**

**Number:**

**Suffix:**

**Address line 1:**

Flat 15, Squire House

**Address Line 2:**

81-87 High Street

**Town/City:**

Billericay

**Postcode:**

CM12 9AS

**Date notice served (DD/MM/YYYY):**

24/01/2024

**Person Family Name:**

**Name of Owner/Agricultural Tenant:**

\*\*\*\*\* REDACTED \*\*\*\*\*

**House name:**

2nd Floor LHS

**Number:**

**Suffix:**

**Address line 1:**

10 Bull Plain

**Address Line 2:**

**Town/City:**

Hertford

**Postcode:**

SG14 1DT

**Date notice served (DD/MM/YYYY):**

24/01/2024

**Person Family Name:**

**Name of Owner/Agricultural Tenant:**

\*\*\*\*\* REDACTED \*\*\*\*\*

**House name:**

**Number:**

**Suffix:**

**Address line 1:**

39 Glebe Road

**Address Line 2:**

Wickford

**Town/City:**

Essex

**Postcode:**

SS11 8ET

**Date notice served (DD/MM/YYYY):**

24/01/2024

**Person Family Name:**

Person Role

- The Applicant  
 The Agent

Title

Miss

First Name

Nia

Surname

Powys

Declaration Date

16/02/2024

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

Nia Powys

Date

16/02/2024