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Planning Services
Merrion House
110 Merrion Centre Leeds LS2 8BB

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

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 *****

Description of Proposed Works

Please describe the proposed works

Alterations, extensions and associated landscaping

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:

Walls

Existing materials and finishes:

Random stone

Proposed materials and finishes:

Ashlar faced coursed sandstone, horizontally boarded timber cladding, off-white render

Type:

Roof

Existing materials and finishes:

Concrete pantiles Flat roof membrane

Proposed materials and finishes:

Grey natural slate

Type:

Windows

Existing materials and finishes:

uPVC and painted timber

Proposed materials and finishes:

Grey aluminium window frames

Type:

Doors

Existing materials and finishes:

Stained timber doors, painted timber doors

Proposed materials and finishes:

Grey aluminium door frames

Type:

Boundary treatments (e.g. fences, walls)

Existing materials and finishes:

Stone wall, hedges and fences

Proposed materials and finishes:

New coursed stone to match existing, hedges and fences retained

Type:

Vehicle access and hard standing

Existing materials and finishes:

Tarmac driveway, stone terrace

Proposed materials and finishes:

Gravel driveway, stone terrace

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

- 2777(PL)001 Location Plan
- 2777(PL)002 Existing Site Plan
- 2777(PL)003 Existing Floor Plans
- 2777(PL)004 Existing Elevations
- 2777(PL)005 Proposed Site Plan
- 2777(PL)006 Proposed Ground Floor Plan
- 2777(PL)007 Proposed First Floor Plan
- 2777(PL)008 Proposed NW Elevation
- 2777(PL)009 Proposed SW Elevation
- 2777(PL)010 Proposed SE Elevation
- 2777(PL)011 Proposed NE Elevation
- 2777(PL)012 Proposed Street Scene

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.

2777(PL)02 Existing Site Plan
2777(PL)05 Proposed Site Plan

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

- Yes
- No

If Yes, please show on the plans, indicating the scale, which trees by giving them numbers (e.g. T1, T2 etc) and state the reference number of any plans or drawings

Some hedge pruning is required as noted on 2777(PL)05 Proposed Site Plan

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

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

First Name

Surname

Declaration Date

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

Date

