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# Householder Application for Planning Permission for works or extension to a dwelling. Town and Country Planning Act 1990

#### **Privacy Notice**

This form is provided by Planning Portal and based on the requirements provided by Government for the sole purpose of submitting information to the Local Planning Authority in accordance with the legislation detailed on this form and 'The Town and Country Planning (Development Management Procedure) (England) Order 2015 (as amended)'.

Please be aware that once you have downloaded this form, Planning Portal will have no access to the form or the data you enter into it. Any subsequent use of this form is solely at your discretion, including the choice to complete and submit it to the Local Planning Authority in agreement with the declaration section.

Upon receipt of this form and any supporting information, it is the responsibility of the Local Planning Authority to inform you of their obligations in regards to the processing of your application. Please refer to their website for further information on any legal, regulatory and commercial requirements relating to information security and data protection of the information you have provided.

## **Local Planning Authority details:**



www.guildford.gov.uk

planningenquiries@guildford.gov.uk 01483 444609 Planning Services Guildford Borough Council Millmead House, Millmead Guildford, Surrey GU2 4BB

## **Publication on Local Planning Authority websites**

Information provided on this form and in supporting documents may be published on the authority's planning register and website.

Please ensure that the information you submit is accurate and correct and does not include personal or sensitive information. If you require any further clarification, please contact the authority directly.

If printed, please complete using block capitals and black ink.

It is important that you read the accompanying guidance notes and help text as incorrect completion will delay the processing of your application.

1. Applic	cant Name and Address
Title:	MISS First name: BELINDA
Last name:	SMITH
Company (optional):	
Unit:	House number: 3 House suffix:
House name:	APPIL COTTAGE
Address 1:	QUEEN STREET
Address 2:	GOMSHALL
Address 3:	
Town:	
County:	SWEREY
Country:	
Postcode:	GU53LY

2. Agent	Name and Address
Title:	MR. First name: COBERT
Last name:	HAY
Company (optional):	ROBERT HAY PLANNING
Unit:	House House suffix:
House name:	THE STUDIO
Address 1:	HOYLE COTTAGE
Address 2:	THE STREET
Address 3:	EWHURST
Town:	
County:	SURREY
Country:	
Postcode:	GULG 7PX

3. Description of Proposed Works	
Please describe the proposed works:	
FIRST FLOOR REAR EXTE	INSION & ACTERATIONS
Has the work already started?	
If Yes, please state when the work was started (DD/MM/YYYY):	(date must be pre-application submission
Has the work already been completed?	
If Yes, please state when the work was completed (DD/MM/YYYY):	(date must be pre-application submission)
4. Site Address Details	5. Pedestrian and Vehicle Access, Roads and Rights of Way
Please provide the full postal address of the application site.  Unit: House number: 3 House suffix:  House name: APRIL COTTAGE  Address 1: QUEEN STREET  Address 2: GOMSHALL  Address 3: Town:  County: Postcode (optional): GUS SLY	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, extinguishments and/or creation of public rights of way? Yes No if Yes to any questions, please show details on your plans or drawings and state the reference number(s) of the plan(s)/drawing(s):
Has assistance or prior advice been sought from the local authority about this application?  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).  Please tick if the full contact details are not known, and then complete as much possible:  Officer name:  Date (DD MM YYYY): must be pre-application submission)  Details of the pre-application advice received:	Are there any trees or hedges on your own property or on adjoining properties which are within falling distance of your proposed development?  If Yes, please mark their position on a scaled plan and state the reference number of any plans or drawings:  Will any trees or hedges need to be removed or pruned in order to carry out your proposal?  If Yes, please show on your plans which trees by giving them numbers e.g. T1, T2 etc, state the reference number of the plan(s)/ drawing(s) and indicate the scale.

on 2018.

8. Parking Will the proposed wo	rks affect existing car parking arrangements?	Yes No			
If Yes, please describe	2:				
,					,
9. Authority Emp	Javas / Mambar				
It is an important princ means related, by birti	ciple of decision-making that the process is open a n or otherwise, closely enough that a fair minded a as bias on the part of the decision-maker in the loc	nd informed obse	erver, having considered the facts	related , would	to"
Do any of the following	g statements apply to you and/or agent? Yes	No	With respect to the authority, I ar (a) a member of staff (b) an elected member (c) related to a member of staff (d) related to an elected member		
If Yes, please provide o	details of their name, role and how you are related	to them.			
10. Materials					
	the surface weathers are to be seen a subsumptible. In also		d		
ii applicable, please sta	ite what materials are to be used externally. Includ	ie type, colour an	a name for each material:	T .	<del></del>
	Existing (where applicable)	Proposed		Not applicable	Don't Know
Walls		1 2	y Cadral' site woodgram hovizontal claddin	9	
Roof		Concre	de tiles to existing		
Windows		upve u window existing	white casement as to match		
Doors		boarde	udwood d door to drance		
Boundary treatments (e.g. fences, walls)					

10. Materials			***************************************
If applicable, please st	tate what materials are to be used externally. Include type, colour and name for each material:		
Vehicle access and hard-standing		V	, 
Lighting			
Others (please specify)		V	,
Are you supplying add	litional information on submitted plan(s)/drawing(s)/design and access statement? Yes		No
If Yes, please state refe	erences for the plan(s)/drawing(s)/design and access statement:	<u> </u>	<del>- /-</del>
KAMNIN	& # DESIGN STATEMENT dated Ward ?	101	4
1 - 11			

# 11. Ownership Certificates and Agricultural Land Declaration

#### One Certificate A, B, C, or D, must be completed with this application form **CERTIFICATE OF OWNERSHIP - CERTIFICATE A**

Town and Country Planning (Development Management Procedure) (England) Order 2015 Certificate under Article 14 I certify/The applicant cortifies 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**	y to which the application related, and that hold of the land to wi	nen the application relates is, or
NOTE: You should sign Certificate B, C application relates but the land is, or is	or D, as appropriate, if you are the sole owner of the land or <b>k</b> s part of, an agricultural holding.	ouilding to which the
* "owner" is a person with a freehold intere ** "agricultural holding" has the meaning o	st or leasehold interest with at least 7 years left to run. given by reference to the definition of "agricultural tenant" in section	65(8) of the Act.
Signed - Applicant:		Date (DD/MM/YYYY): 12/03/2021
I certify/ The applicant certifies that I have 21 days before the date of this application relates.  * "owner" is a person with a freehold interest	CERTIFICATE OF OWNERSHIP - CERTIFICATE B velopment Management Procedure) (England) Order 2015 Ce ve/the applicant has given the requisite notice to everyone else (on, was the owner* and/or agricultural tenant** of any part of the toreleasehold interest with at least 7 years left to run. even in section 65(8) of the Town and Country Planning Act 1990	(as listed below) who, on the day
Name of Owner / Agricultural Tenant	Address	Date Notice Served
Signed Applicant:	Or signed - Agent:	Date (DD/MM/YYYY):

12. Planning Application Requirements - Checklist	· ·		
Please read the following checklist to make sure you have sent all the information required will result in your application being deemed in the Local Planning Authority (LPA) has been submitted.	valid. It will not be considered valid until all information required by		
The original and copies* of a completed and dated application form:  The original and design and access proposed works fa	statement if		
The original and a copies* of a plan which identifies the land to which the application relates drawn to an identified scale and showing the direction of North:  The original and a copies* of other plans and drawings or information necessary to	or completed, dated Ownership		
describe the subject of the application:			
*National legislation specifies that the applicant must provide the original plus three copies of the form and supporting documents (a total of four copies), unless the application is submitted electronically or, the LPA indicate that a smaller number of copies is required. LPAs may also accept supporting documents in electronic format by post (for example, on a CD, DVD or USB memory stick). You can check your LPA's website for information or contact their planning department to discuss these options.			
13. Declaration			
I/we hereby apply for planning permission/consent as described in the information. I/we confirm that, to the best of my/our knowledge, any genuine opinions of the person(s) giving them.	his form and the accompanying plans/drawings and additional r facts stated are true and accurate and any opinions given are the		
Signed - Applicant:	Date (DD/MM/YYYY):		
	12/03/2024 (date cannot be pre-application)		
14. Applicant Contact Details	15. Agent Contact Details		
Telephone numbers	Telephone numbers		
Country code: National number: Extension number:	Country code: National number: Extension number: number:		
Country code: Mobile number (optional):	Country code: Mobile number (optional):		
Country code: Mobile number (optional):  Country code: Fax number (optional):			
	Country code: Mobile number (optional):  Country code: Fax number (optional):  Email address (optional):		
Country code: Fax number (optional):  Email address (optional):	Country code: Mobile number (optional):  Country code: Fax number (optional):  Email address (optional):		
Country code: Fax number (optional):  Email address (optional):  16. Site Visit	Country code: Mobile number (optional):  Country code: Fax number (optional):  Email address (optional):  Who a robort hay lanning. Com		
Country code: Fax number (optional):  Email address (optional):  16. Site Visit  Can the site be seen from a public road, public footpath, bridleway or	Country code: Mobile number (optional):  Country code: Fax number (optional):  Email address (optional):  Who a robort hay lanning. Com  other public land? Yes No		
Country code: Fax number (optional):  Email address (optional):  16. Site Visit	Country code: Mobile number (optional):  Country code: Fax number (optional):  Email address (optional):  Who a roborthay lanning. Com		
Country code: Fax number (optional):  Email address (optional):  16. Site Visit  Can the site be seen from a public road, public footpath, bridleway or if the planning authority needs to make an appointment to carry out a site visit, whom should they contact? (Please select only one)  If Other has been selected, please provide:	Country code: Mobile number (optional):  Country code: Fax number (optional):  Email address (optional):  Email address (optional):  Other public land? Yes No  Agent Applicant Other (if different from the agent/applicant's details)		
Country code: Fax number (optional):  Email address (optional):  16. Site Visit  Can the site be seen from a public road, public footpath, bridleway or if the planning authority needs to make an appointment to carry out a site visit, whom should they contact? (Please select only one)	Country code: Mobile number (optional):  Country code: Fax number (optional):  Email address (optional):  Other public land? Yes No  Applicant Other (if different from the		
Country code: Fax number (optional):  Email address (optional):  16. Site Visit  Can the site be seen from a public road, public footpath, bridleway or lift the planning authority needs to make an appointment to carry out a site visit, whom should they contact? (Please select only one)  If Other has been selected, please provide:	Country code: Mobile number (optional):  Country code: Fax number (optional):  Email address (optional):  Email address (optional):  Other public land? Yes No  Agent Applicant Other (if different from the agent/applicant's details)		