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Please complete this form in block capitals using black ink to facilitate scanning.
You are advised to read the accompanying guidance notes and per-question help text.
If you would rather make this application online, you can do so on our website:
<https://www.planningportal.co.uk/apply>

Householder Application for Planning Permission for works or extension to a dwelling and listed building consent

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

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 its obligations in regards to the processing of your application. Please refer to its 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:



Directorate for Planning, Growth and Sustainability

The Gateway, Gatehouse Road, Aylesbury, Buckinghamshire, HP19 8FF

planningportal.av@buckinghamshire.gov.uk

01296 585858

www.buckinghamshire.gov.uk

Aylesbury Area

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 Local Planning Authority directly.

1. Applicant Name and Address	2. Agent Name and Address
Title: <input type="text" value="Mr"/> First name: <input type="text" value="Rex"/>	Title: <input type="text"/> First name: <input type="text"/>
Last name: <input type="text" value="Carslake"/>	Last name: <input type="text"/>
Company (optional): <input type="text"/>	Company (optional): <input type="text"/>
Unit: <input type="text" value="1"/> House number: <input type="text" value="No 1"/> House suffix: <input type="text"/>	Unit: <input type="text"/> House number: <input type="text"/> House suffix: <input type="text"/>
House name: <input type="text" value="NA"/>	House name: <input type="text"/>
Address 1: <input type="text" value="1 Fort End"/>	Address 1: <input type="text"/>
Address 2: <input type="text" value="Haddenham"/>	Address 2: <input type="text"/>
Address 3: <input type="text"/>	Address 3: <input type="text"/>
Town: <input type="text" value="Aylesbury"/>	Town: <input type="text"/>
County: <input type="text" value="Bucks"/>	County: <input type="text"/>
Country: <input type="text" value="UK"/>	Country: <input type="text"/>
Postcode: <input type="text" value="HP17 8EJ"/>	Postcode: <input type="text"/>

3. Description of Proposed Works

Please describe the proposed works:

Repair mid tier of the extension roof of No 1 Fort End where the tiles have failed on low pitched roof and this required to be up grade to lead/single ply (with timber role). See existing picture included and plans and elevations etc.

Also are there is to some improvement the the wall plate of the roof light if the utility room and up grading of the feather edged boards and internal T and G boards and the up grade of the existing kitchen units.

Also proposed is a sourced heat pump. This is also on the northern elevation of the cottage.

Has the work already started? Yes No

If Yes, please state when the work was started (DD/MM/YYYY):

17/07/23

(date must be pre-application submission)

Has the work already been completed? Yes No

If Yes, please state when the work was completed (DD/MM/YYYY):

(date must be pre-application submission)

4. Site Address Details

Please provide the full postal address of the application site.

Unit: House number: House suffix:

House name:

Address 1:

Address 2:

Address 3:

Town:

County:

Postcode (optional):

Description of location or a grid reference.
(must be completed if postcode is not known):

Easting: Northing:

Description:

Repair to mid tier of extension (northern elevation) roof of the cottage.
No 1 Fort End from tiles to lead/ grey single ply Material with wood roles.

Up grade of roof plate on the utility room roof light replacing existing glazing bars as the existing.

Installation of a air sourced heat pump in rear garden of No 1.

5. 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).

Please tick if the full contact details are not known, and then complete as much as possible:

Officer name:

Stephanie Parson

Reference:

Date (DD/MM/YYYY):

(must be pre-application submission)

31/07/23

Details of pre-application advice received?

an email reply indicating that I would need planning and listed building permission.

an email reply indicating that I would need planning and listed building permission.

an email reply indicating that I would need

ECAB 2024

6. 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, 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)

7. Trees and Hedges

Are there any trees or hedges on your own property or on adjoining properties which are within falling distance of your proposed development? Yes No

If Yes, please mark their position on a scaled plan and state the reference number of any plan(s)/drawing(s):

Moving four hedge plans at rear of cottage. Cotoneaster hedge. And moving philadelphas. All within existing rear garden

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 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.

See C1/001, 002/003/004
Proposed northern elevation B 1/003

8. Materials

Please provide a description of existing and proposed materials and finishes to be used in the building (demolition excluded):

	Existing (where applicable)	Proposed	Not applicable	Don't Know
External walls			<input checked="" type="checkbox"/>	<input type="checkbox"/>
Roof covering	Clay tiles	Just mid tier section rear (northern elevation) to be altered to lead or grey material with timber roles.	<input type="checkbox"/>	<input type="checkbox"/>
Chimney			<input checked="" type="checkbox"/>	<input type="checkbox"/>
Windows		Replacing the wall plate in utility room roof light. Replacing existing glazing and glazing bars.	<input type="checkbox"/>	<input type="checkbox"/>
External doors			<input checked="" type="checkbox"/>	<input type="checkbox"/>
Ceilings			<input checked="" type="checkbox"/>	<input type="checkbox"/>
Internal walls		Alteration of utility room shelving and work top and utility room kitchen units. Retain all the T and G boarding	<input type="checkbox"/>	<input type="checkbox"/>
Floors			<input checked="" type="checkbox"/>	<input type="checkbox"/>

8. Materials continued

	Existing (where applicable)	Proposed	Not applicable	Don't Know
Internal doors			<input checked="" type="checkbox"/>	<input type="checkbox"/>
Rainwater goods			<input checked="" type="checkbox"/>	<input type="checkbox"/>
Boundary treatments (e.g. fences, walls)			<input checked="" type="checkbox"/>	<input type="checkbox"/>
Vehicle access and hard standing			<input checked="" type="checkbox"/>	<input type="checkbox"/>
Lighting			<input checked="" type="checkbox"/>	<input type="checkbox"/>
Others (add description)			<input checked="" type="checkbox"/>	<input type="checkbox"/>

Are you supplying additional information on submitted drawings or plans? Yes No

If Yes, please state plan(s)/drawing(s) references:

9. Demolition

Does the proposal include the partial or total demolition of a listed building? Yes No

If Yes, which of the following does the proposal involve?

- a) Total demolition of the listed building: Yes No
- b) Demolition of a building within the curtilage of the listed building: Yes No
- c) Demolition of a part of the listed building: Yes No

If the answer to c) is Yes:

i) What is the total volume of the listed building?(cubic metres)	1.32M3
ii) What is the volume of the part to be demolished?(cubic metres)	90mm3
iii) What was the (approximate) date of the erection of the part to be removed? (MM/YYYY) (date must be pre-application submission)	1988/9

Please provide a brief description of the building or part of the building you are proposing to demolish:

Northern Elevation of mid tier of the tiles roof and replace with lead and or grey ply material and timber roles.
Rebuilding the roof plate on the utility roof light and replacing with existing glazing bars and timeber & alumimum glazing bars

Why is it necessary to demolish or extend (as applicable) all or part of the building(s) and or structure(s)?

Damp has got into both areas of the mid teir roof (Northern Elevation B1/003)

Plus rebuilding the roof plate on the utility roof light and replacing same reason. Replacing with existing glzng and timber & aluminum glazing bars.

10. Listed Building Alterations

Do the proposed works include alterations to a listed building?

Yes No

If Yes, do the proposed works include:
(you must answer each of the questions)

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, photographs sufficient to identify the location, extent and character of the items to be removed, and the proposal for their replacement, including any new means of structural support and state references for the plan(s)/drawing(s):

Repair to mid tier section of rear roof to the extension of No1 Fort End. Tiles and battens have failed and it requires removal of the tiles and battens and installing lead/ single ply material with roles for the mid tier roof.

ask the erection of a small lean to shed to house air sources heat pump and hot water tank.

11. Listed Building Grading

Please state the grading (if known) of the building in the list of Buildings of Special Architectural or Historic interest? (Note: only one box must be ticked)

Grade I

Ecclesiastical Grade I

Grade II*

Ecclesiastical Grade II*

Grade II

Ecclesiastical Grade II

Don't know

12. Immunity From Listing

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

Yes

No

Don't know

If Yes, please provide the result of the application:

13. Parking

Will the proposed works affect existing car parking arrangements?

Yes

No

If Yes, please describe:

14. Authority Employee / 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 a bias on the part of the decision-maker in the local planning authority.

Do any of the following statements apply to you and/or agent? Yes

No

With respect to the authority, I am:

(a) a member of staff

(b) an elected member

(c) related to a member of staff

(d) related to an elected member

1/A 1/001 Proposed mLayout for Planning & Listed Building App.

If Yes, please provide details of the name, role and how you are related to them.

1/A 1/001 Proposed mLayout for Planning & Listed Building App.

B/1/001 Proposed Southern Elevation

B/1/002 Proposed Eastern Elevation.

B/1/003 Proposed Northern Elevation.

C1/001 C/s of Improved Utility room

C1/002 C/s of internal wall of utility room

C1/003 CS of garden and slepted wall and Utility room wall.

C1/004 CS of slepted wall and planting and rear bountry wall.

15. Biodiversity Net Gain

Paragraph 13 of Schedule 7A of the Town and Country Planning Act 1990 sets out that every planning permission granted for the development of land in England shall be deemed to have been granted subject to the 'biodiversity gain condition' requiring development to achieve a net gain of 10% of biodiversity value.

This is subject to exemptions, an exemption applies in relation to planning permission for a development which is the subject of a householder application, within the meaning of article 2(1) of the Town and Country Planning (Development Management Procedure) (England) Order (2015)*.

Applicants for planning permission are required to make a statement as to whether they believe the biodiversity gain condition will apply if permission is granted, please confirm:

It is my belief that if permission is granted for the development to which this application relates the biodiversity gain condition would not apply

* A "householder application" means an application for planning permission for development for an existing dwellinghouse, or development within the curtilage of such a dwellinghouse for any purpose incidental to the enjoyment of the dwellinghouse which is not an application for change of use or an application to change the number of dwellings in a building.

16. 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 & Regulation 6 of the Planning (Listed Buildings and Conservation Areas) Regulations 1990

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**

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.

* "owner" means a person with a freehold interest or leasehold interest with at least 7 years left to run.

** "agricultural holding" has the meaning given in section 65(8) of the Act.

Signed - Applicant: <div style="background-color: black; width: 100px; height: 40px; margin: 5px;"></div>	Or signed - Agent: <div style="border: 1px solid black; width: 100%; height: 25px; margin: 5px;"></div>	Date (DD/MM/YYYY): <div style="border: 1px solid black; width: 100%; text-align: center; padding: 2px;">12/03/24</div>
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CERTIFICATE OF OWNERSHIP - CERTIFICATE B

Town and Country Planning (Development Management Procedure) (England) Order 2015 Certificate under Article 14 & Regulation 6 of the Planning (Listed Buildings and Conservation Areas) Regulations 1990

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.

* "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	Address	Date Notice Served

Signed - Applicant: <div style="border: 1px solid black; width: 100%; height: 25px; margin: 5px;"></div>	Or signed - Agent: <div style="border: 1px solid black; width: 100%; height: 25px; margin: 5px;"></div>	Date (DD/MM/YYYY): <div style="border: 1px solid black; width: 100%; height: 25px; margin: 5px;"></div>
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16. Ownership Certificates and Agricultural Land Declaration (continued)

CERTIFICATE OF OWNERSHIP - CERTIFICATE C

Town and Country Planning (Development Management Procedure) (England) Order 2015 Certificate under Article 14 & Regulation 6 of the Planning (Listed Buildings and Conservation Areas) Regulations 1990

I certify/ The applicant certifies that:

- Neither Certificate A or B can be issued for this application
- All reasonable steps have been taken to find out the names and addresses of the other owners* and/or agricultural tenants** of the land or building, or of a part of it, but I have/ the applicant has been unable to do so.

* "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

The steps taken were:

Name of Owner / Agricultural Tenant	Address	Date Notice Served

Notice of the application has been published in the following newspaper (circulating in the area where the land is situated):

On the following date (which must not be earlier than 21 days before the date of the application):

Signed - Applicant:

Or signed - Agent:

Date (DD/MM/YYYY):

CERTIFICATE OF OWNERSHIP - CERTIFICATE D

Town and Country Planning (Development Management Procedure) (England) Order 2015 Certificate under Article 14 & Regulation 6 of the Planning (Listed Buildings and Conservation Areas) Regulations 1990

I certify/ The applicant certifies that:

- Certificate A cannot be issued for this application
- All reasonable steps have been taken to find out the names and addresses of everyone else 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 to which this application relates, but I have/ the applicant has been unable to do so.

* "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

The steps taken were:

Notice of the application has been published in the following newspaper (circulating in the area where the land is situated):

On the following date (which must not be earlier than 21 days before the date of the application):

Signed - Applicant:

Or signed - Agent:

Date (DD/MM/YYYY):

17. Planning Application Requirements - Checklist

Please read the following checklist to make sure you have sent all the information in support of your 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 (LPA) has been submitted.

- | | | | |
|--|-------------------------------------|---|-------------------------------------|
| The original and 3 copies* of a completed and dated application form: | <input checked="" type="checkbox"/> | The correct fee: | <input checked="" type="checkbox"/> |
| The original and 3 copies* of the plan which identifies the land to which the application relates drawn to an identified scale and showing the direction of North: | <input checked="" type="checkbox"/> | The original and 3 copies* of a design and access statement if proposed works fall within a conservation area or World Heritage Site, or relate to a Listed Building: | <input checked="" type="checkbox"/> |
| The original and 3 copies* of other plans and drawings or information necessary to describe the subject of the application: | <input checked="" type="checkbox"/> | The original and 3 copies* of the completed, dated Ownership Certificate (A, B, C or D – as applicable) and Article 14 Certificate (Agricultural Holdings): | <input checked="" type="checkbox"/> |

*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.

18. Declaration

I/we hereby apply for planning permission/consent as described in this form and the accompanying plans/drawings and additional information. To the best of my/our knowledge, any facts stated are true and accurate and any opinions given are the genuine opinions of those giving them.

Signed	Or signed - Agent:	Date (DD/MM/YYYY):	
<input type="text"/>	<input type="text"/>	<input type="text" value="12/03/24"/>	(date cannot be pre-application)

19. Applicant Contact Details

Telephone numbers

Country code:	National number:	Extension number:
<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>

20. Agent Contact Details

Telephone numbers

Country code:	National number:	Extension number:
<input type="text"/>	<input type="text"/>	<input type="text"/>
Country code:	Mobile number (optional):	
<input type="text"/>	<input type="text"/>	
Country code:	Fax number (optional):	
<input type="text"/>	<input type="text"/>	

Email address (optional):

21. 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? (Please select only one) Agent Applicant Other (if different from the agent/applicant's details)

If Other has been selected, please provide:

Contact name:	Telephone number:
<input type="text" value="Rex Carslake."/>	<input type="text"/>
Email address: <input type="text"/>	<input type="text"/>