

Application for approval of reserved matters following outline approval.  
Town and Country Planning (Development Management Procedure) (England) Order 2015

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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:**



Mid Suffolk District Council Planning Services  
Endeavour House, 8 Russell Road,  
Ipswich, IP1 2BX  
Tel: 0300 1234000 option 5  
Email: [planning@babberghmidsuffolk.gov.uk](mailto:planning@babberghmidsuffolk.gov.uk)  
[www.midsuffolk.gov.uk](http://www.midsuffolk.gov.uk)

**Publication of applications on 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.

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. Applicant Name and Address**

Title:	<input type="text" value="Mr"/>	First name:	<input type="text" value="B"/>
Last name:	<input type="text" value="Sylvester"/>		
Company (optional):	<input type="text"/>		
Unit:	<input type="text"/>	House number:	<input type="text"/>
		House suffix:	<input type="text"/>
House name:	<input type="text" value="Lastone"/>		
Address 1:	<input type="text" value="Heather Close"/>		
Address 2:	<input type="text"/>		
Address 3:	<input type="text" value="Thurston"/>		
Town:	<input type="text" value="Bury St Edmunds"/>		
County:	<input type="text" value="Suffolk"/>		
Country:	<input type="text" value="UK"/>		
Postcode:	<input type="text" value="IP31 3PX"/>		

**2. Agent Name and Address**

Title:	<input type="text" value="Mr"/>	First name:	<input type="text" value="Andrew"/>
Last name:	<input type="text" value="Catton"/>		
Company (optional):	<input type="text" value="Patrick Allen &amp; Associates"/>		
Unit:	<input type="text" value="2"/>	House number:	<input type="text"/>
		House suffix:	<input type="text"/>
House name:	<input type="text" value="Grange Business Centre"/>		
Address 1:	<input type="text" value="Tommy Flowers Drive"/>		
Address 2:	<input type="text" value="Grange Farm"/>		
Address 3:	<input type="text" value="Kesgrave"/>		
Town:	<input type="text" value="Ipswich"/>		
County:	<input type="text" value="Suffolk"/>		
Country:	<input type="text" value="UK"/>		
Postcode:	<input type="text" value="IP5 2BY"/>		

### 3. Site Address Details

Please provide the full postal address of the application site.

Unit:	<input type="text"/>	House number:	<input type="text"/>	House suffix:	<input type="text"/>
House name:	<input type="text" value="Land Adj to;"/>				
Address 1:	<input type="text" value="The Stables"/>				
Address 2:	<input type="text" value="Station Road"/>				
Address 3:	<input type="text" value="Elmswell"/>				
Town:	<input type="text" value="Bury St Edmunds"/>				
County:	<input type="text" value="Suffolk"/>				
Postcode (optional):	<input type="text" value="IP30 9HA"/>				
Description of location or a grid reference. (must be completed if postcode is not known):					
Easting:	<input type="text"/>	Northing:	<input type="text"/>		
Description: <input type="text"/>					

### 4. 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:

Reference:

Date (DD/MM/YYYY):  
(must be pre-application submission)

Details of pre-application advice received?

### 5. Development Description

Please indicate which reserved matter(s) you require to be determined under this application:

- Access       Appearance       Landscaping       Layout       Scale

Please provide a description of the approved development as shown on the decision letter:

Application for Outline Planning Permission (Access Points to be considered, Appearance, Layout, Landscaping and Scale to be reserved) Town and Country Planning Act 1990 (as amended) - Erection of 1No dwelling.

Reference number:       Date of decision:       (date must be pre-application submission) (DD/MM/YYYY)

Please provide a description of the reserved matters for which you are seeking consent. Please state if the outline planning application was an environment impact assessment application and, if so, confirm that an environmental statement was submitted to the planning authority at that time.

Erection of 1 no dwelling and garage

Has the development already started?  Yes  No

If Yes, please state when the development was started (DD/MM/YYYY):  (date must be pre-application submission)

Has the work been completed?  Yes  No

If Yes, please state when the development was completed (DD/MM/YYYY):  (date must be pre-application submission)

### 6. Authority Employee / Member

It is an important principle of decision-making that the process is open and transparent. For the purposes of this question "relating 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 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

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

### 7. Supporting Information

Please provide the following information:

List of all relevant drawings, including reference numbers, that were approved as part of the original decision:

Drawing	Reference Number
Block Plan - Proposed	
Land Contamination Assessment Enviroscreen	
Land Contamination Questionnaire	
Planning Statement	
Photos Of Tree Removal Email from applicant re TPO tree removal	
Defined Red Line Plan Site Location Plan Promap	

List of drawing numbers submitted with this application for approval:

Drawing Number
4514-01A
4514-02C
4514-03B
4514-04

Reasons for any changes to the original drawings (if applicable):

### 8. 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:

The correct fee:

The original and 3 copies\* of other plans and drawings or information necessary to describe the subject of the application:

The original and 3 copies\* of such plans and drawings as are necessary to deal with the matters reserved in the outline planning permission.

\*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.

### 9. Declaration

I/we hereby apply for planning permission/consent as described in this form 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.

Signed - Applicant:

Or signed - Agent:

Date (DD/MM/YYYY):

(date cannot be pre-application)

### 12. 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:

Email address: