

**UTTLESFORD DISTRICT COUNCIL**

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**Householder Application for Planning Permission for works or extension to a dwelling; Listed Building Consent for alterations, extension or demolition of a listed building**

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

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

Secondary number

Fax number

Email address

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

## Description of Proposed Works

Please describe the proposed works

1. Construction of an enclosed porch at the back door; single storey. The footprint is 1.6 x 1.8 m. Pitched, tiled roof - hand-made clay tiles. Brickwork up to windows and lime mortar up to roof. Lime mortar painted white. Windows: Georgian cottage pane. Door: stable door with cottage pane upper panel.
2. Back door replaced
3. Opening skylight in utility room to improve ventilation.

Has the work already been started without consent?

- Yes  
 No

## Listed Building Grading

What is the grading of the listed building (as stated in the list of Buildings of Special Architectural or Historical Interest)?

- Don't know  
 Grade I  
 Grade II\*  
 Grade II

Is it an ecclesiastical building?

- Don't know  
 Yes  
 No

## Immunity from Listing

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

- Yes  
 No

## Demolition of Listed Building

Does the proposal include the partial or total demolition of a listed building?

- Yes
- No

## Listed Building Alterations

Do the proposed works include alterations to a listed building?

- Yes
- No

**If Yes, do the proposed works include**

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

1. CAMM Architects Topographical diagrams showing trees
2. Diagram of cottage showing back and side view
3. Overhead view showing floor plan of existing cottage with proposed porch details

## Materials

Does the proposed development require any materials to be used?

- Yes
- No

Please provide a description of existing and proposed materials and finishes to be used (including type, colour and name for each material) demolition excluded

**Type:**

External walls

**Existing materials and finishes:**

Main house - timber framed wattle and daub. Lime mortar painted white.

**Proposed materials and finishes:**

Bricked up to window height, lime mortar to roof height. Lime mortar to be painted white with appropriate paint type for lime mortar.

**Type:**

Roof covering

**Existing materials and finishes:**

Main house thatch; old extension over utility room clay tiles.

**Proposed materials and finishes:**

Porch to have a pitched roof with hand-made clay tiles.

**Type:**

Windows

**Existing materials and finishes:**

A combination of leaded and Georgian cottage pane

**Proposed materials and finishes:**

Georgian cottage pane to match the utility room area

**Type:**

External doors

**Existing materials and finishes:**

Oak stable door, cottage pane upper panel

**Proposed materials and finishes:**

Oak stable door, cottage pane upper panel

**Type:**

Ceilings

**Existing materials and finishes:**

Inside the house - lime mortar

**Proposed materials and finishes:**

Pitched ceiling with visible rafters; board concealing tiles

**Type:**

Internal walls

**Existing materials and finishes:**

Lime plaster

**Proposed materials and finishes:**

Lime plaster

**Type:**

Floors

**Existing materials and finishes:**

Brick

**Proposed materials and finishes:**

Brick

**Type:**

Rainwater goods

**Existing materials and finishes:**

Cast gutters connected to existing drainage on utility room extension; thatch area has no rainwater goods

**Proposed materials and finishes:**

Cast gutters connected to existing gutters

**Type:**

Lighting

**Existing materials and finishes:**

Various electric light fittings throughout the house

**Proposed materials and finishes:**

Electric light fittings appropriate to the area

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

The plans mentioned previously - rear and side view of the house and extension, floor plan  
Design and access statement

## 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

## 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.

CAMM architect topographical diagram showing trees

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

Yes

No

## 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.

## 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

No reference on email

Date (must be pre-application submission)

17/03/2024

Details of the pre-application advice received

An email was sent to Planning with various queries regarding this application. I received the replay where I was told to use the combined householder and listed building consent form, details about biodiversity and the application fee.

## 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 & Regulation 6 - Planning (Listed Buildings and Conservation Areas) Regulations 1990

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

Mrs

First Name

Kathleen

Surname

Day

Declaration Date

25/03/2024

Declaration made

## Declaration

I/We hereby apply for Householder planning & listed building consent 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

Kathleen Day

Date

26/03/2024