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

Planning (Listed Buildings and Conservation Areas) Act 1990

You can complete and submit this form electronically via the Planning Portal by visiting www.planningportal.gov.uk/apply

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.

Please complete using block capitals and black ink.

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

1. Applicant Name and Address	2. Agent Name and Address
Title: First name:	Title: First name:
Last name:	Last name:
Company (optional):	Company (optional):
Unit: House House suffix:	Unit: House House suffix:
House name:	House name:
Address 1:	Address 1:
Address 2:	Address 2:
Address 3:	Address 3:
Town:	Town:
County:	County:
Country:	Country:
Postcode:	Postcode:

3. Description of Proposed Works

Please describe the proposed works:

3. Description of Proposed Works (continued)	
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. Pre-application Advice Has assistance or prior advice been sought from the local
Please provide the full postal address of the application site.	authority about this application?
number: suffix:	If Yes, please complete the following information about the advice
House name:	you were given. (This will help the authority to deal with this application more efficiently).
Address 1:	Please tick if the full contact details are not known, and then complete as much as possible:
Address 2:	Officer name:
Address 3:	
Town:	Reference:
County: Postcode	Date (DD/MM/YYYY):
(optional):	(must be pre-application submission)
Description of location or a grid reference. (must be completed if postcode is not known):	Details of pre-application advice received?
Easting: Northing:	
Description:	
6. Pedestrian and Vehicle Access, Roads and Rights of Way	7. Trees and Hedges
Is a new or altered vehicle access	Are there any trees or hedges on your own
proposed to or from the public highway? Yes No	property or on adjoining properties which are within falling distance of your proposed
	development?
Is a new or altered pedestrian access proposed to or from the public highway? Yes No	If Yes, please mark their position on a scaled plan and state the reference number of any plan(s)/drawing(s):
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	Will any trees or hedges need to be removed
drawings and state the reference number(s) of the plan(s)/ drawing(s)	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.

	Existing (where applicable)	Proposed	applicable	Don't Know
External walls				
Roof covering				
Chimney				
Windows				
External doors				
Ceilings				
Internal walls				
Floors				
Internal doors				
Rainwater goods				
Boundary treatments (e.g. fences, walls)				
Vehicle access and hard standing				
Lighting				
Others (add description)				
	itional information on submitted dr (s)/drawing(s) references:	rawings or plans? Yes No		

9. Demolition	10. Listed Building Alterations
Does the proposal include the partial or total demolition of a listed building?	Do the proposed works include alterations to a listed building?
If Yes, which of the following does the proposal involve?	If Yes, do the proposed works include:
a) Total demolition of the listed building: Yes No	(you must answer each of the questions)
b) Demolition of a building within the curtilage of the listed building:	a) Works to the interior of the building? Yes No
c) Demolition of a part of the listed building: Yes No	b) Works to the exterior of the building?
If the answer to c) is Yes:	
i) What is the total volume of the listed building?(cubic metres)	c) Works to any structure or object fixed to the property (or buildings within its curtilage) internally or externally?
ii) What is the volume of the part to be demolished?(cubic metres)	
iii) What was the (approximate) date of the erection of the part to be removed? (MM/YYYY) (date must be pre-application submission)	d) Stripping out of any internal wall, ceiling or floor finishes (e.g. plaster, floorboards)? Yes No
Please provide a brief description of the building or part of the building you are proposing to demolish:	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):
Why is it necessary to demolish or extend (as applicable) all or part of the building(s) and or structure(s)?	
11. Listed Building Grading	12. Immunity From Listing
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)	Has a Certificate of Immunity from Listing been sought in respect of this building?
Grade I Ecclesiastical Grade I	
Grade II* Ecclesiastical Grade II*	If Yes, please provide the result of the application:
Grade II Ecclesiastical Grade II	
Don't know	
13. Parking Will the proposed works affect existing car parking arrangements? Yes If Yes, please describe:	14. Authority Employee / Member With respect to the Authority, I am: (a) a member of staff Do any of these (b) an elected member statements apply to you? (c) related to a member of staff Yes (d) related to an elected member No If Yes, please provide details of the name, relationship and role

15. Ownership Certificates				
One certificate A, B, C, or D must be				this application form
Town and Country Planning (De		TE OF OWNERSHIP - CER agement Procedure) (End		under Article 12 &
Regulation 6 of t I certify/The applicant certifies that on	he Planning (Lis	ted Buildings and Conse	rvation Areas) Regulations 19	90
owner (owner is a person with a freehold	d interest or lease	hold interest with at least 2	7 years left to run) of any part of	f the land or building to
which the application relates.				
Signed - Applicant:		Or signed - Agent:		Date (DD/MM/YYYY):
	CEDTIFICAT	E OF OWNERSHIP - CERT		
I certify/ The applicant certifies that I has 21 days before the date of this application left to run) of any part of the land or build	velopment Mana he Planning (Lis ave/the applicant on, was the owne	agement Procedure) (Eng ted Buildings and Conser t has given the requisite no er (owner is a person with a	gland) Order 2010 Certificate L rvation Areas) Regulations 19 otice to everyone else (as listed	90 below) who, on the day perest with at least 7 years
Name of Owner		Address		Date Notice Served
Signed - Applicant:		Or signed - Agent:		Date (DD/MM/YYYY):
 I certify/ The applicant certifies that: Neither Certificate A or B can be All reasonable steps have been 	velopment Mana he Planning (Lis e issued for this a taken to find out	ted Buildings and Consei pplication the names and addresses		90 person with a freehold
Name of Owner		Address		Date Notice Served
Notice of the application has been publ (circulating in the area where the land is		wing newspaper	On the following date (which than 21 days before the date	must not be earlier
Signod Applicant:		Orsigned Agent		
Signed - Applicant:		Or signed - Agent:		Date (DD/MM/YYYY):

15. Ownership Certificates (continu	ued)				
CERTIFICATE OF OWNERSHIP - CERTIFICATE D Town and Country Planning (Development Management Procedure) (England) Order 2010 Certificate under Article 12 & Regulation 6 of the Planning (Listed Buildings and Conservation Areas) Regulations 1990					
 I certify/ The applicant certifies that: Certificate A cannot be issued for th All reasonable steps have been take date of this application, was the own of any part of the land to which this 	his application en to find out t ner <i>(owner is a</i>	the names and addresses of a person with a freehold inter	f everyo rest or lea	ne else who, on the day asehold interest with at l	21 days before the
The steps taken were:					
Notice of the application has been published		ving newspaper		following date (which r	
(circulating in the area where the land is situ	uated):		than 2 ⁻	1 days before the date c	of the application):
Signed - Applicant:		Or signed - Agent:			Date (DD/MM/YYYY):
16. Agricultural Land Declaration					
Town and Country Planning (Develo Agricultura	pment Mana	TURAL LAND DECLARATI gement Procedure) (Engl ation - You Must Complete	and) Or	der 2010 Certificate u i A or B	nder Article 12
(A) None of the land to which the applicatio	on relates is, or	1 0	olding.		
Signed - Applicant:		Or signed - Agent:			Date (DD/MM/YYYY):
(B) I have/ The applicant has given the requi before the date of this application, was a ter as listed below:	isite notice to nant of an agri	every person other than m icultural holding on all or p	yself/ th art of th	e applicant who, on the e land to which this app	day 21 days Dication relates,
Name of Tenant		Address			Date Notice Served
Signed - Applicant:		Or signed - Agent:			Date (DD/MM/YYYY):
17. Planning Application Requirem	nents - Che	cklist			
Please read the following checklist to make s information required will result in your applie the Local Planning Authority has been subm	sure you have cation being c hitted.	sent all the information in s deemed invalid. It will not b	support pe consi	dered valid until all info	re to submit all rmation required by
The original and 3 copies of a completed and dated application form:	design a	inal and 3 copies of a and access statement if		The correct fee:	
The original and 3 copies of a plan which identifies the land to which the application relates drawn to an identified scale	conserva	ed works fall within a ation area or eritage Site, or relate to a uilding:		The original and 3 cop completed, dated Owr (A, B, C or D - as applic	nership Certificate 🥅
and showing the direction of North: The original and 3 copies of other plans and drawings or information necessary to describe the subject of the application:				The original and 3 copi completed, dated Artic (Agricultural Holdings)	cle 12 Certificate

18. Declaration I/we hereby apply for planning permission/conse information.	ent as described in th	his form and the accompanying plans/drawings and additional
Signed - Applicant:	Or signed - Agent:	Date (DD/MM/YYYY):
		(date cannot pre-application
19. Applicant Contact Details		20. Agent Contact Details
Telephone numbers		Telephone numbers
Country code: National number:	Extension number:	Country code: National number: Extension number:
Country code: Mobile number (optional):		Country code: Mobile number (optional):
Country code: Fax number (optional):		Country code: Fax number (optional):
Email address (optional):		Email address (optional):
21. Site Visit		
Can the site be seen from a public road, public for	ootpath, bridleway o	r other public land? Yes No
If the planning authority needs to make an appoout a site visit, whom should they contact? (Please	intment to carry se select only one)	Agent Applicant Other (if different from t agent/applicant's details
If Other has been selected, please provide:		
Contact name:		Telephone number:
Email address:		