

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

| | | | | | |
|---------------------|----------------|---------------|-------|---------------|--|
| Title: | MR | First name: | SIMON | | |
| Last name: | LYONS | | | | |
| Company (optional): | | | | | |
| Unit: | | House number: | 102 | House suffix: | |
| House name: | | | | | |
| Address 1: | KAYE LANE | | | | |
| Address 2: | ALMONDBURY | | | | |
| Address 3: | | | | | |
| Town: | HUDDERSFIELD | | | | |
| County: | WEST YORKSHIRE | | | | |
| Country: | ENGLAND | | | | |
| Postcode: | HD5 8XU | | | | |

2. Agent Name and Address

| | | | | | |
|---------------------|--|---------------|--|---------------|--|
| Title: | | First name: | | | |
| Last name: | | | | | |
| Company (optional): | | | | | |
| Unit: | | House number: | | House suffix: | |
| House name: | | | | | |
| Address 1: | | | | | |
| Address 2: | | | | | |
| Address 3: | | | | | |
| Town: | | | | | |
| County: | | | | | |
| Country: | | | | | |
| Postcode: | | | | | |

3. Description of Proposed Works

Please describe the proposed works:

REAR SINGLE STOREY EXTENSION TO ENLARGE KITCHEN

Description of Proposed Works (continued)

as the work already started? Yes No

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

(date must be pre-application submission)

as the work already been completed? Yes No

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):

5. 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):

6. 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 possible:

Officer name:

Reference:

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

Details of the pre-application advice received:

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 plans or drawings:

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.

8. Parking

Will the proposed works affect existing car parking arrangements? Yes No

9. Authority Employee / Member

With respect to the Authority, I am:

(a) a member of staff

(b) an elected member

Do any of these statements apply to you?

1. Materials

Applicable, please state what materials are to be used externally. Include type, colour and name for each material:

| | Existing (where applicable) | Proposed | Not applicable | Don't Know |
|---|--------------------------------|------------------------|-------------------------------------|--------------------------|
| Walls | RENDER | RENDER | <input type="checkbox"/> | <input type="checkbox"/> |
| Roof | TILE | TILE TO MATCH EXISTING | <input type="checkbox"/> | <input type="checkbox"/> |
| Windows | UPVC | UPVC | <input type="checkbox"/> | <input type="checkbox"/> |
| Doors | UPVC | UPVC | <input 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 (please specify) | | | <input checked="" type="checkbox"/> | <input type="checkbox"/> |

I. 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 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 part of, an agricultural holding**

OTE: 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" 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.

Signed - Applicant:

Or signed - Agent:

Date (DD/MM/YYYY):

| | |
|--|---|
| | / |
|--|---|

06-01-18

CERTIFICATE OF OWNERSHIP - CERTIFICATE B

Town and Country Planning (Development Management Procedure) (England) Order 2015 Certificate under Article 14

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 |
|-------------------------------------|---------|--------------------|
| | | |
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Signed - Applicant:

Or signed - Agent:

Date (DD/MM/YYYY):

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

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:

The correct fee:
 The original and 3 copies* of the completed, dated Ownership Certificate (A, B, C or D – as applicable) and Article 14 Certificate (Agricultural Holdings):

*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 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.

Signature: _____ Or signed - Agent: _____ Date (DD/MM/YYYY): 06-01-18 (date cannot be pre-application)

14. Applicant Contact Details

Telephone numbers

Country code: _____ National number: _____ Extension number: _____

Country code: _____ National number: _____ Extension number: _____

Country code: _____ Fax number (optional): _____

Email address (optional): _____

15. Agent Contact Details

Telephone numbers

Country code: _____ National number: _____ Extension number: _____

Country code: _____ Mobile number (optional): _____

Country code: _____ Fax number (optional): _____

Email address (optional): _____

16. 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)

Other has been selected, please provide:

Contact name: _____ Telephone number: _____

Email address: _____