

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

**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.

**1. Applicant Name, Address and Contact Details**

Title:  First Name:  Surname:

Company name:

Street address:

Town/City:  Telephone number:

Country:  Mobile number:

Postcode:  Fax number:

Email address:

Are you an agent acting on behalf of the applicant?  Yes  No

**2. Agent Name, Address and Contact Details**

Title:  First Name:  Surname:

Company name:

Street address:

Town/City:  Telephone number:

Country:  Mobile number:

Postcode:  Fax number:

Email address:

**3. Description of Proposed Works**

Please describe the proposed works:

Has the work already been started without planning permission?  Yes  No

#### 4. Site Address Details

Full postal address of the site (including full postcode where available)

Description:

House:  Suffix:

House name:

Street address:

Town/City:

Postcode:

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

Easting:

Northing:

#### 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, extinguishment and/or creation of public rights of way?

Yes  No

#### 6. Pre-application Advice

Has assistance or prior advice been sought from the local authority about this application?

Yes  No

#### 7. Biodiversity and Geological Conservation

Does your proposal involve:

(i) demolition of a building?,

Yes  No

(ii) alterations or enlargement to your roof?, or

Yes  No

(iii) the loss of any trees or hedgerows?

Yes  No

If you have answered Yes to any of the above questions, you may be required to submit a biodiversity survey to your local planning authority with your application form.

Your local planning authority will be able to advise you further, guidance is also available from the Planning Portal.

#### 8. Trees and Hedges

Are there any trees or hedges the site or adjoining the proposed site that would be affected by the development proposal?

Yes  No

If you have answered Yes, you may need to provide a survey before your application can be validated. Your local planning authority can advise on whether a survey is required. All tree surveys should accord with BS5837; guidance notes are available on the Planning Portal.

#### 9. Parking

Will the proposed works affect existing car parking arrangements?

Yes  No

## 10. Authority Employee/Member

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

Do any of these statements apply to you?

Yes  No

## 11. 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)

- The agent  The applicant  Other person

## 12. Materials

Please state what materials (including type, colour and name) are to be used externally (if applicable):

### Roof - description:

Description of *existing* materials and finishes:

Tiles

Description of *proposed* materials and finishes:

Tiles

### Walls - description:

Description of *existing* materials and finishes:

Brick

Description of *proposed* materials and finishes:

Brick

### Windows - description:

Description of *existing* materials and finishes:

UPVC

Description of *proposed* materials and finishes:

UPVC

Are you supplying additional information on submitted plan(s)/drawing(s)/design and access statement?

Yes  No

If Yes, please state references for the plan(s)/drawing(s)/design and access statement:

Existing and proposed plans and elevations

## 13. Certificates (Certificate A)

### Certificate of Ownership - Certificate A Town and Country Planning (Development Management Procedure) (Wales) Order 2012

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 (owner is a person with a freehold interest or leasehold interest with at least 7 years left to run) of any part of the land or building to which the application relates.

Title:  First name:  Surname:

Person role:  Declaration date:   Declaration made

## 13. Certificates (Agricultural Holdings Certificate)

### Agricultural Holding Certificate Town and Country Planning (Development Management Procedure) (Wales) Order 2012

Agricultural Land Declaration - You Must Select Either A or B

(A) None of the land to which the application relates is, or is part of an agricultural holding.

### 13. Certificates (Agricultural Holdings Certificate)

(B) I have/The applicant has given the requisite notice to every person other than myself/the applicant who, on the day 21 days before the date of this application, was a tenant of an agricultural holding on all or part of the land to which this application relates, as listed below:

Notice recipient	Date notice served
Name: <input type="text"/>	<input type="text"/>
Number: <input type="text"/> Suffix: <input type="text"/> House name: <input type="text"/>	
Street: <input type="text"/>	
Locality: <input type="text"/>	
Town: <input type="text"/>	
Postcode: <input type="text"/>	

Title:  First name:  Surname:

Person role:  Declaration date:   Declaration made

### 14. Declaration

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



Date