

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:

County:

Country:

Postcode:

Telephone number: Country Code  National Number  Extension Number

Mobile number:

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:

County:

Country:

Postcode:

Telephone number: Country Code  National Number  Extension Number

Mobile number:

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:	<input type="text"/>	Suffix:	<input type="text"/>
House name:	<input type="text" value="Bute House"/>		
Street address:	<input type="text" value="Grove Place"/>		
Town/City:	<input type="text" value="Penarth"/>		
County:	<input type="text" value="Vale of Glamorgan"/>		
Postcode:	<input type="text" value="CF64 2ND"/>		

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

Easting:	<input type="text" value="318156"/>
Northing:	<input type="text" value="171668"/>

#### 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

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:	<input type="text" value="Mrs"/>	First name:	<input type="text" value="Jane"/>	Surname:	<input type="text" value="Crofts"/>
Reference:	<input type="text" value="P/DC/JMC/2014/00210/PD"/>				
Date:	<input type="text" value="09/12/2014"/>				

Details of the pre-application advice received:

#### 7. Biodiversity and Geological Conservation

To assist in answering the following questions refer to the guidance notes on the Planning Portal website (see "Local level requirements and additional documentation"). The notes provide further information on when there is a reasonable likelihood that any important biodiversity or geological conservation features may be present or nearby and whether they are likely to be affected by your proposals.

Having referred to the guidance notes, is there a reasonable likelihood of the following being affected adversely or conserved and enhanced within the application site, or on land adjacent to or near the application site?

a) Protected and priority species:

Yes, on the development site  Yes, on land adjacent to or near the proposed development  No

b) Designated sites, important habitats or other biodiversity features:

Yes, on the development site  Yes, on land adjacent to or near the proposed development  No

c) Features of geological conservation importance:

Yes, on the development site  Yes, on land adjacent to or near the proposed development  No

#### Supporting Information Requirements

Where a development proposal is likely to affect features of biodiversity or geological conservation interest, you will need to submit, with the application, sufficient information and assessments to allow the local planning authority to determine the 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 has been submitted.

Your Local Planning Authority will be able to advise on the content of any assessments that may be required.

## 8. Trees and Hedges

Are there any trees or hedges on your own property or on adjoining properties which are within falling distance of your boundary?

Yes  No

If Yes, please mark their position on a scaled plan and state the reference number of any plans or drawings:

P02, P08

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

Yes  No

## 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):

### Walls - description:

Description of *existing* materials and finishes:

Solid masonry walls with painted smooth render finish

Description of *proposed* materials and finishes:

As existing

### Roof - description:

Description of *existing* materials and finishes:

Slate tile roof

Description of *proposed* materials and finishes:

Slate tile roof to existing & standing seam dark grey metal roof to extension

### Windows - description:

Description of *existing* materials and finishes:

Painted timber

Description of *proposed* materials and finishes:

Painted timber

### Doors - description:

Description of *existing* materials and finishes:

Painted timber

Description of *proposed* materials and finishes:

Painted timber

### Boundary treatments - description:

Description of *existing* materials and finishes:

Brick and stone walls and timber gates

Description of *proposed* materials and finishes:

Brick and stone walls and timber gates

### Vehicle access and hard standing - description:

Description of *existing* materials and finishes:

Description of *proposed* materials and finishes:

concrete brick sets, stone/clay paving and gravel areas

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:

P08, P09, P10

### 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.

(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:

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