

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

### Privacy Notice

This form is provided by Planning Portal and based on the requirements provided by Government for the sole purpose of submitting information to the Local Planning Authority in accordance with the legislation detailed on this form and 'The Town and Country Planning (Development Management Procedure) (England) Order 2015 (as amended)'.

Please be aware that once you have downloaded this form, Planning Portal will have no access to the form or the data you enter into it. Any subsequent use of this form is solely at your discretion, including the choice to complete and submit it to the Local Planning Authority in agreement with the declaration section.

Upon receipt of this form and any supporting information, it is the responsibility of the Local Planning Authority to inform you of their obligations in regards to the processing of your application. Please refer to their website for further information on any legal, regulatory and commercial requirements relating to information security and data protection of the information you have provided.

### Local Planning Authority details:



Development Control  
 Gloucester City Council  
 PO Box 3252, Gloucester, GL1 9FW  
 01452 396396  
[development.control@gloucester.gov.uk](mailto:development.control@gloucester.gov.uk)  
[www.gloucester.gov.uk/planning](http://www.gloucester.gov.uk/planning)

### Publication on Local Planning Authority websites

Information provided on this form and in supporting documents may be published on the authority's planning register and website.

Please ensure that the information you submit is accurate and correct and does not include personal or sensitive information. If you require any further clarification, please contact the authority directly.

If printed, please complete using block capitals and black ink.

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

### 1. Applicant 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:

### 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:

Enlarge Existing rear extension

Has the work already started?  Yes  No

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

(date must be pre-application submission)

Has the work already been completed?  Yes  No

If 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

If Yes, please describe:

### 9. Authority Employee / 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 following statements apply to you and/or agent?  Yes  No

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

If Yes, please provide details of their name, role and how you are related to them.

### 10. Materials

If 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	Red face Bricks	Red face bricks	<input type="checkbox"/>	<input type="checkbox"/>
Roof	Tiled roof	Epdm Rubberised roof	<input type="checkbox"/>	<input type="checkbox"/>
Windows	White Upvc	White Upvc	<input type="checkbox"/>	<input type="checkbox"/>
Doors	White Upvc	White Upvc	<input type="checkbox"/>	<input type="checkbox"/>
Boundary treatments (e.g. fences, walls)			<input type="checkbox"/>	<input type="checkbox"/>

## 10. Materials

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

Vehicle access and hard-standing			<input type="checkbox"/>	<input type="checkbox"/>
Lighting			<input type="checkbox"/>	<input type="checkbox"/>
Others (please specify)			<input type="checkbox"/>	<input type="checkbox"/>

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:

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# 11. 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 is part of, an agricultural holding\*\*

**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.**

\* "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):

## 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

Signed - Applicant:

Or signed - Agent:

Date (DD/MM/YYYY):

# 11. Ownership Certificates and Agricultural Land Declaration (continued)

## CERTIFICATE OF OWNERSHIP - CERTIFICATE C

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

I certify/ The applicant certifies that:

- Neither Certificate A or B can be issued for this application
- All reasonable steps have been taken to find out the names and addresses of the other owners\* and/or agricultural tenants\*\* of the land or building, or of a part of it, but I have/ the applicant has been unable to do so.

\* "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

The steps taken were:

Name of Owner / Agricultural Tenant	Address	Date Notice Served

Notice of the application has been published in the following newspaper (circulating in the area where the land is situated):

On the following date (which must not be earlier than 21 days before the date of the application):

Signed - Applicant:

Or signed - Agent:

Date (DD/MM/YYYY):

## CERTIFICATE OF OWNERSHIP - CERTIFICATE D

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

I certify/ The applicant certifies that:

- Certificate A cannot be issued for this application
- All reasonable steps have been taken to find out the names and addresses of everyone else 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 to which this application relates, but I have/ the applicant has been unable to do so.

\* "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

The steps taken were:

Notice of the application has been published in the following newspaper (circulating in the area where the land is situated):

On the following date (which must not be earlier than 21 days before the date of the application):

Signed - Applicant:

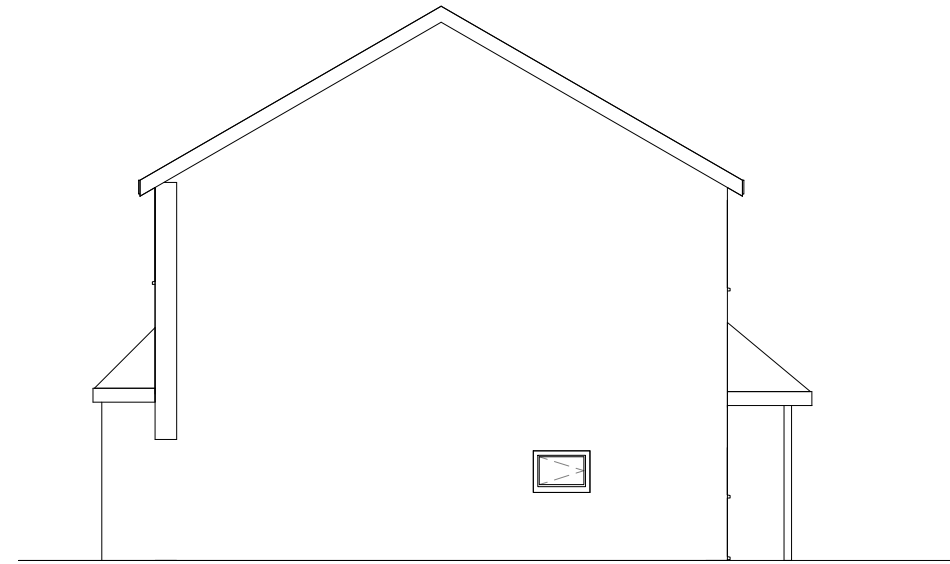
Or signed - Agent:

Date (DD/MM/YYYY):





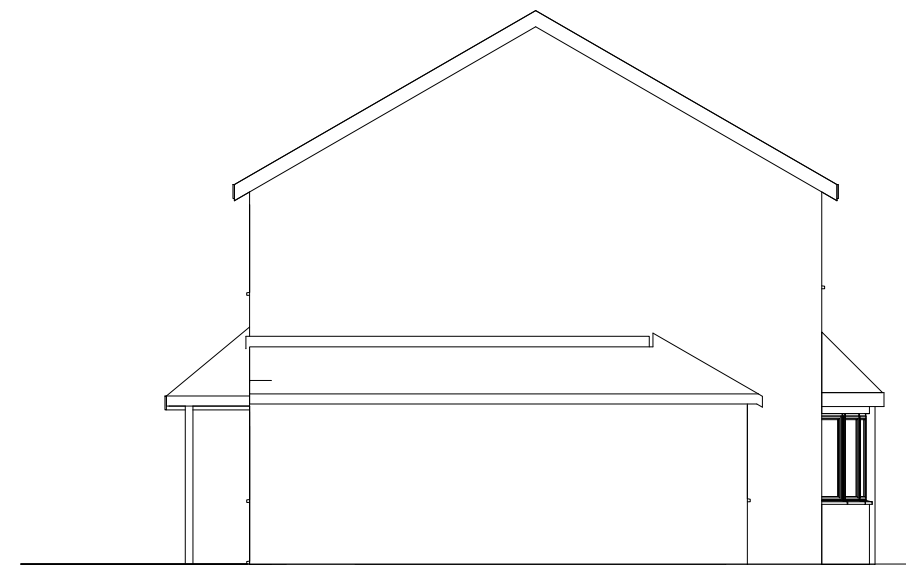
FRONT ELEVATION



SIDE ELEVATION



REAR ELEVATION



SIDE ELEVATION

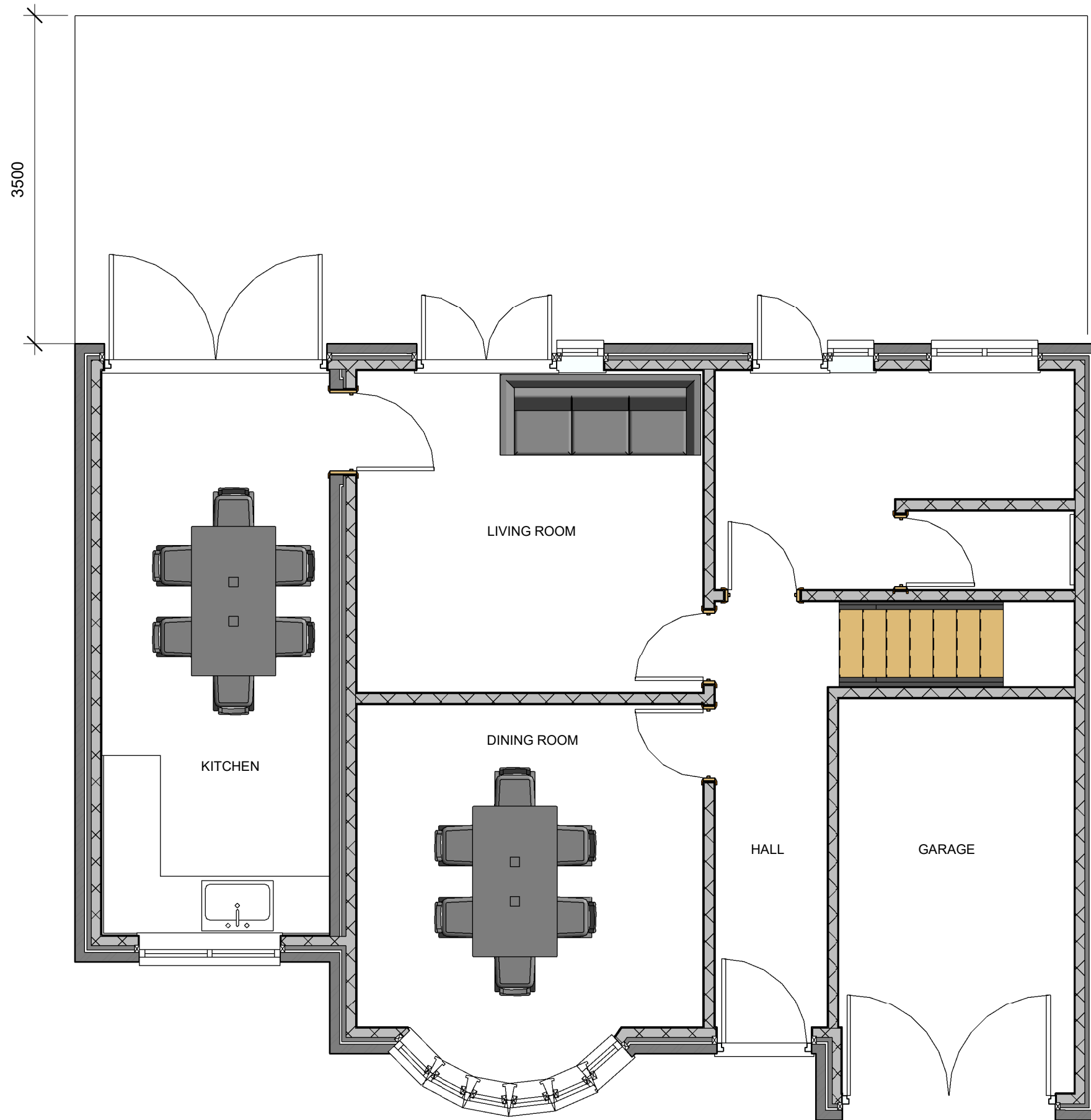
1:100

EXISTING ELEVATIONS



Project: 119 Finlay Road  
Client: Miss Stephens  
Drawing: Existing Elevations  
Drawn By Lloyd Gordon  
Date: 07/11/2021  
Scale: 1:100 @A3  
Revision: 0





3500

LIVING ROOM

KITCHEN

DINING ROOM

HALL

GARAGE

EXISTING GROUND FLOOR PLAN

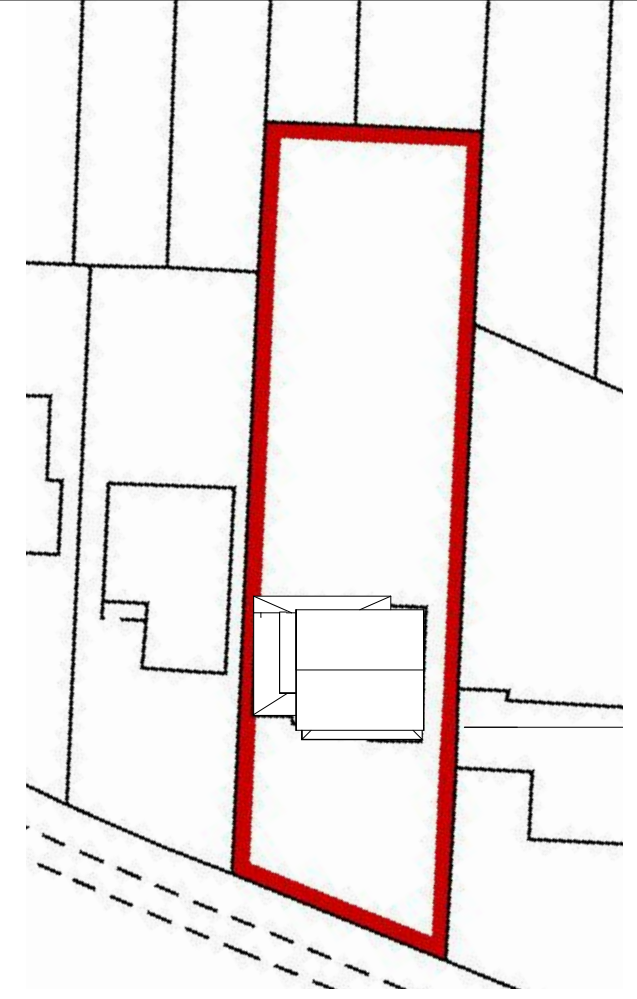


Project: 119 Finlay Road  
 Client: Miss Stephens  
 Drawing: ExistingGround FloorPlan  
 Drawn By Lloyd Gordon  
 Date: 07/11/2021  
 Scale: 1:50 @A3  
 Revision: 0



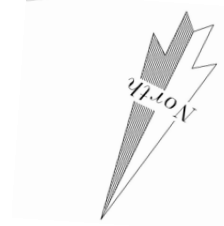
SITE PLAN

1:1250

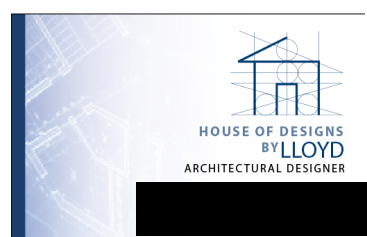


BLOCK PLAN

1:500



EXISTING SITE/BLOCK PLAN



Project: 119 Finlay Road  
 Client: Miss Stephens  
 Drawing: Existing Site/Block Plan  
 Drawn By Lloyd Gordon  
 Date: 07/11/2021  
 Scale: 1:1250, 1:500 @A3  
 Revision: 0





3D RENDER OF REAR ELEVATION



KITCHEN RENDER (A)



KITCHEN RENDER (B)

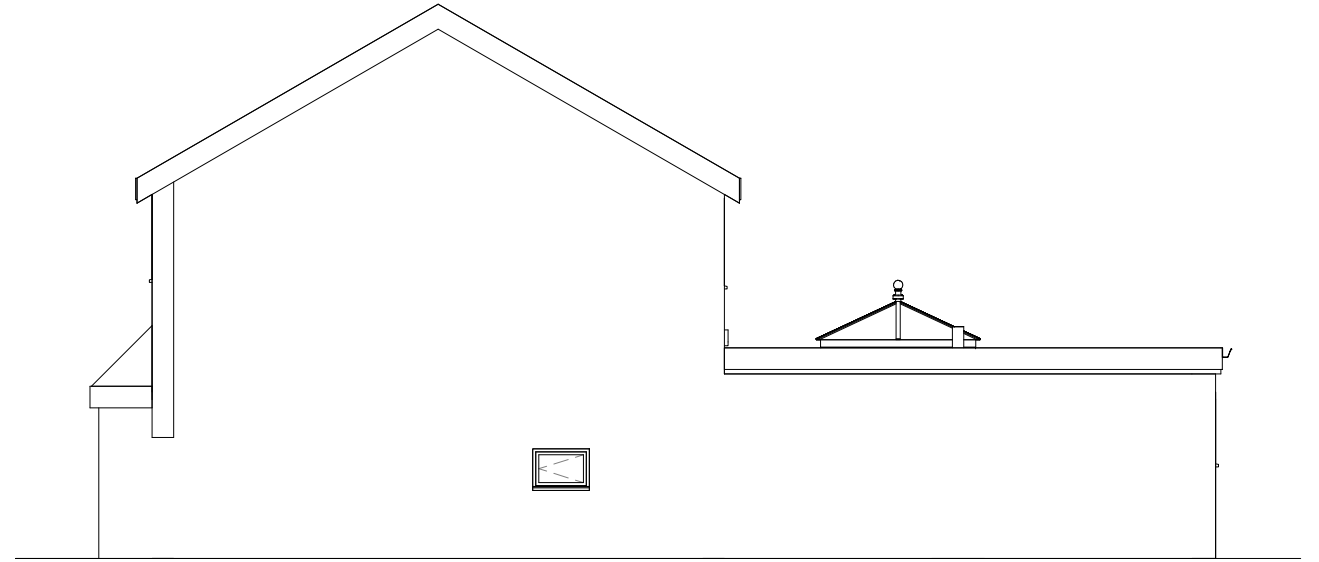
PROPOSED 3D RENDERS



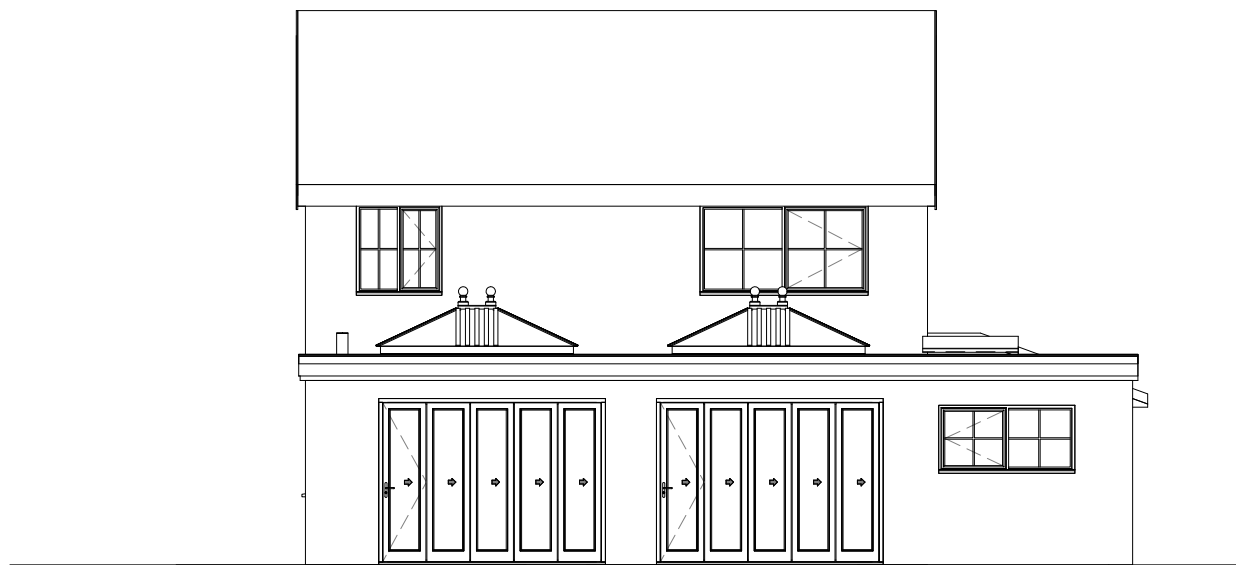
Project: 119 Finlay Road  
Client: Miss Stephens  
Drawing: Proposed 3D Renders  
Drawn By Lloyd Gordon  
Date: 07/11/2021  
Scale: @A3  
Revision: 0



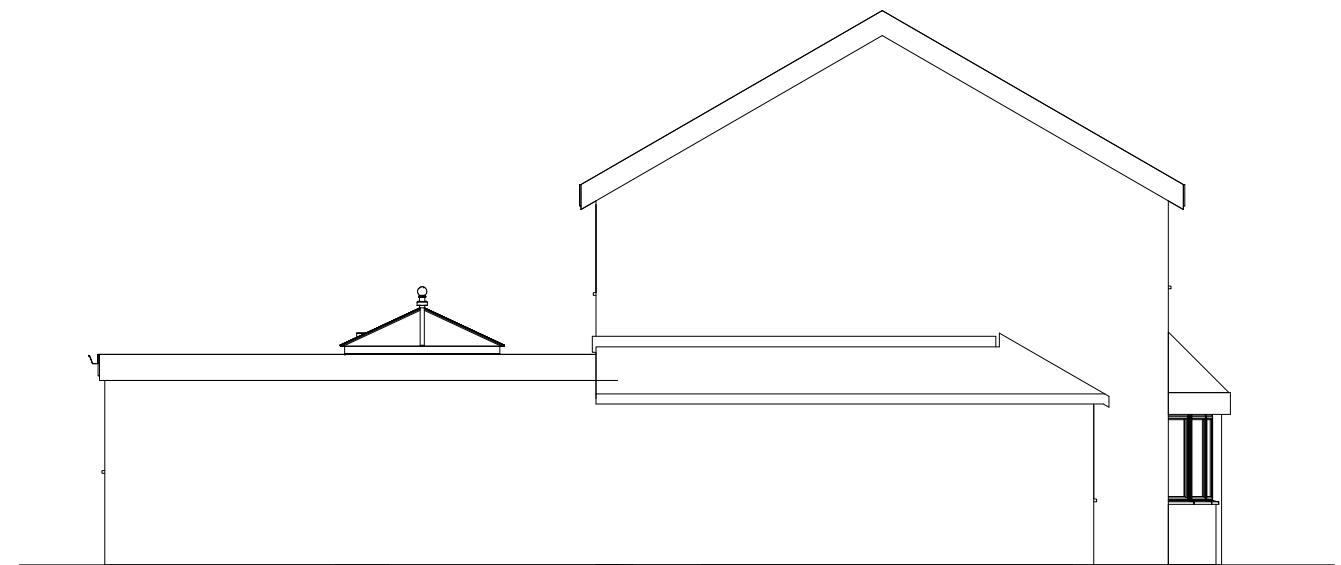
FRONT ELEVATION



SIDE ELEVATION



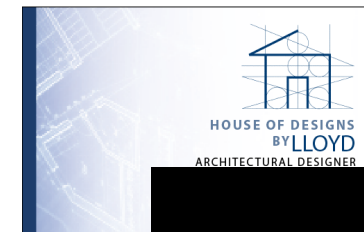
REAR ELEVATION



SIDE ELEVATION

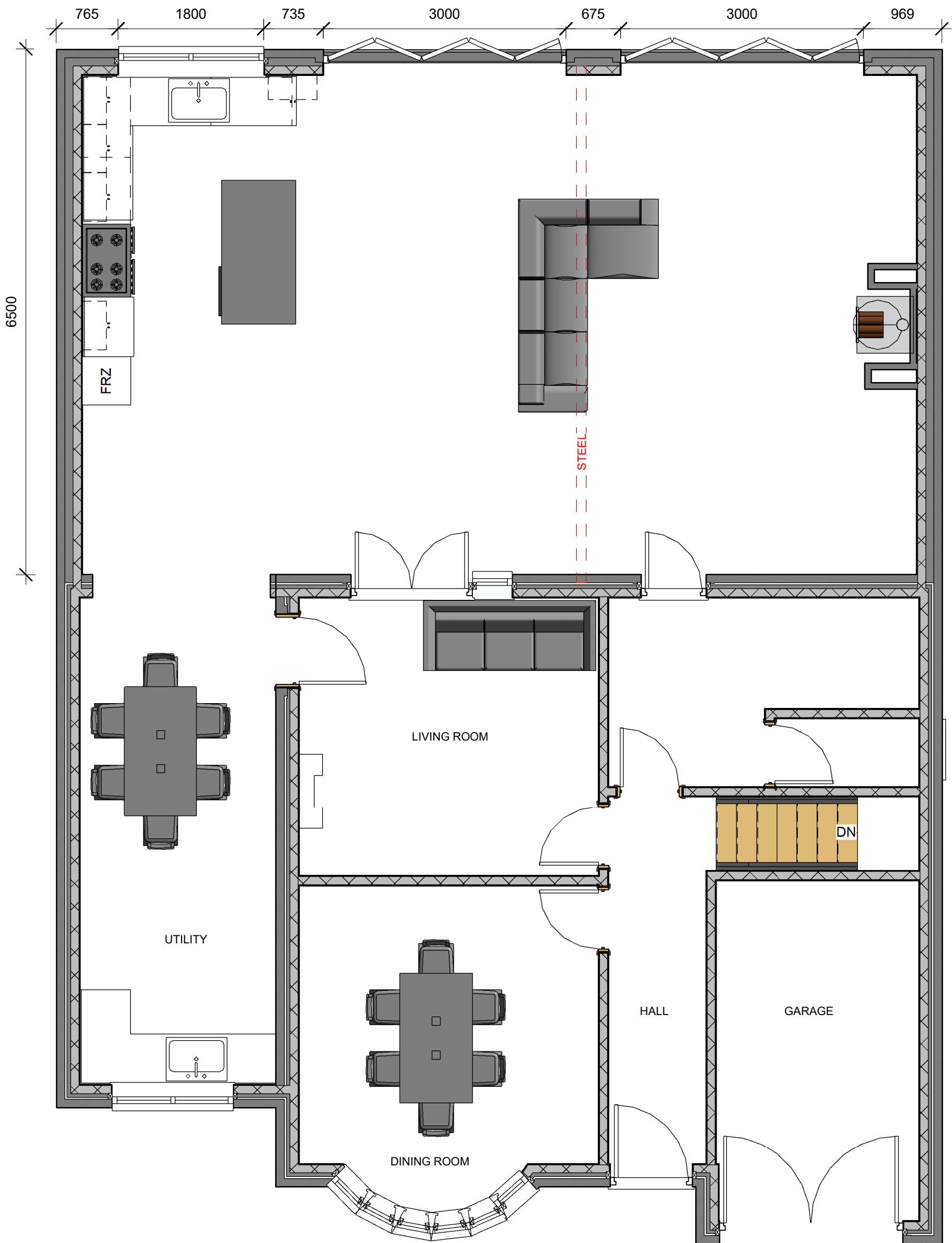
1:100

PROPOSED ELEVATIONS



Project: 119 Finlay Road  
Client: Miss Stephens  
Drawing: Proposed Elevations  
Drawn By Lloyd Gordon  
Date: 07/11/2021  
Scale: 1:100 @A3  
Revision: 0



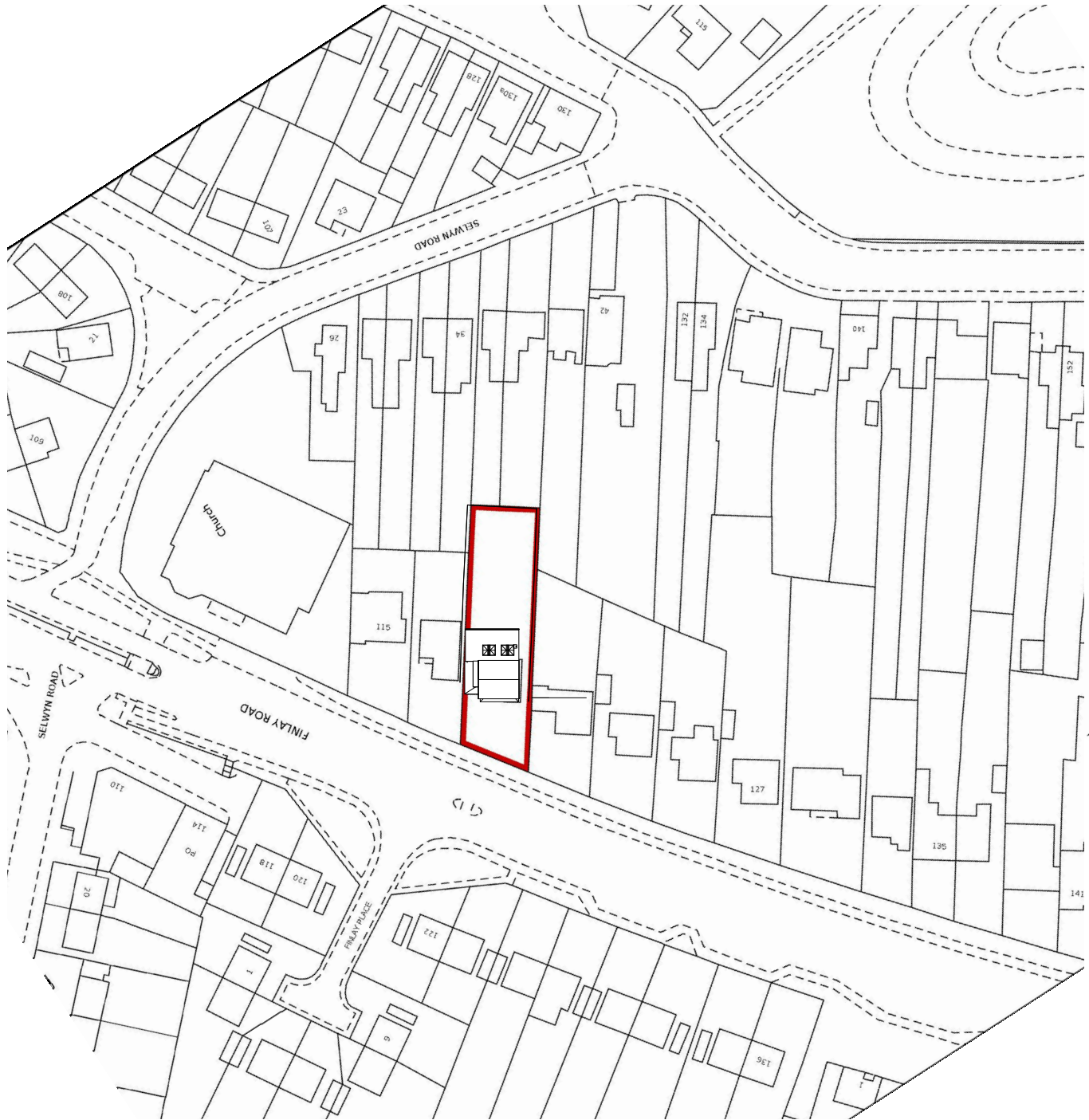


PROPOSED GROUND FLOOR PLAN

1:50

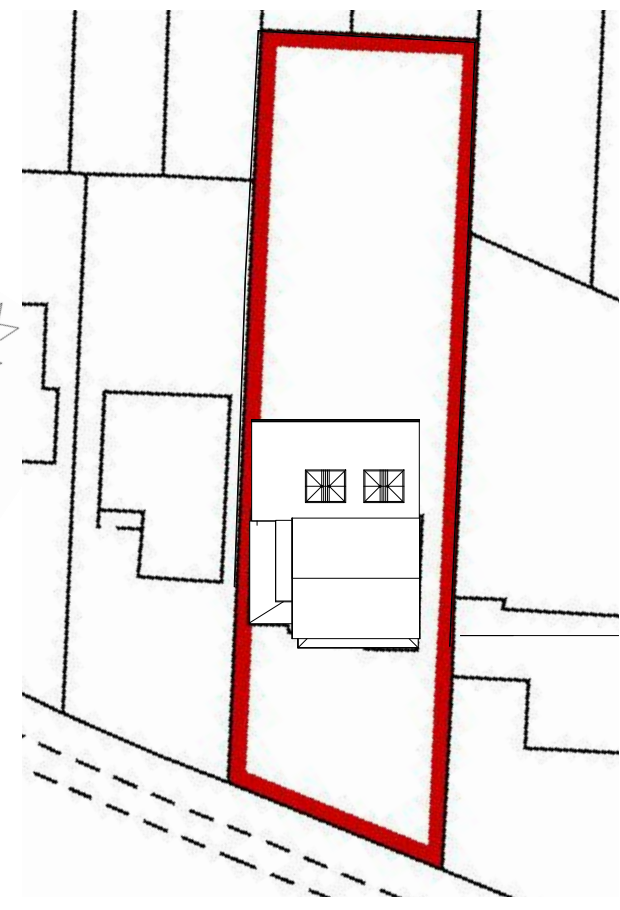


Project: 119 Finlay Road  
 Client: Miss Stephens  
 Drawing: Proposed Ground Floor Plan  
 Drawn By Lloyd Gordon  
 Date: 07/11/2021  
 Scale: 1:50 @A3  
 Revision: 0



SITE PLAN

1:1250



BLOCK PLAN

1:500

Notes:  
Proposed Not to protrude the boundary

All Dimensions are to be checked on site

All proposed materials to match existing materials

Structural Engineers Calculations and Design Required For Steel Beams

Severntrent Build-Over application required for building over existing drains

Building Regulations application required following Planning permission

Specification:

300mm wide cavity wall with 100mm cavity wall rock wool insulation Batts to BS 6676

Wall starter Ties fixed to existing external wall to BS EN10088-2

cavity wall ties positioned max 450mm vertical, 900mm horizontal to BS EN 845-1

Damp proof course laid level with existing floor level to BS EN 14909

Damp proof tray laid to BS 8215

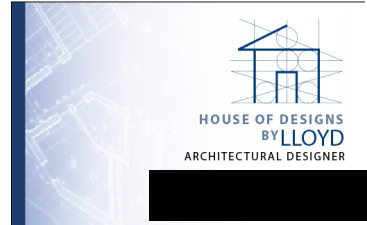
Cavity wall closures positioned at windows and doors to BS EN ISO 9001

Ground floor spec-

- (1) 100mm Hardcore
- (2) 100mm compacted tight one stone
- (3) 20mm sand binding
- (4) Damp proof membrane BS EN 13967: 2012.
- (5) 100mm rigid insulation BS 5241-1:1994
- (6) separation layer
- (7) 100mm concrete floor
- (8) floor finish to be confirmed by client

Fascia/Soffit: 19mm Upvc with 25mm continuous ventilation

PROPOSED SITE/BLOCK PLAN



Project: 119 Finlay Road  
 Client: Miss Stephens  
 Drawing: Proposed Site/Block Plan  
 Drawn By Lloyd Gordon  
 Date: 07/11/2021  
 Scale: 1:1250,1:500 @A3  
 Revision: 0