



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. Site Address

Number	64
Suffix	
Property name	
Address line 1	Geneva Way
Address line 2	
Address line 3	
Town/city	Biddulph
Postcode	ST8 7FE

Description of site location must be completed if postcode is not known:

Easting (x)	389174
Northing (y)	358386

Description	
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2. Applicant Details

Title	Miss
First name	Sophie
Surname	Kay
Company name	
Address line 1	64
Address line 2	Geneva Way
Address line 3	
Town/city	Biddulph
Country	

2. Applicant Details

Postcode

ST8 7FE

Are you an agent acting on behalf of the applicant?

☐ Yes ☒ No

Primary number

Secondary number

Fax number

Email address

3. Agent Details

No Agent details were submitted for this application

4. Description of Proposed Works

Please describe the proposed works:

Take space off bedroom 3 and lounge to create a 4th bedroom, this will need a small external window creating at the side of the house for the 4th bedroom. The house is an end townhouse. The window would just be directed at a plain brick wall of the next house. The windows would be exactly the same as the one's already in.

Has the work already been started without consent?

☐ Yes ☒ No

5. Materials

Does the proposed development require any materials to be used externally?

☒ Yes ☐ No

Please provide a description of existing and proposed materials and finishes to be used externally (including type, colour and name for each material):

Windows	
Description of existing materials and finishes (optional):	
Description of proposed materials and finishes:	Take space off bedroom 3 and lounge to create a 4th bedroom, this will need a small external window creating at the side of the house for the 4th bedroom. The house is an end townhouse. The window would just be directed at a plain brick wall of the next house. The windows would be exactly the same as the one's already in.

Are you supplying additional information on submitted plans, drawings or a design and access statement?

☐ Yes ☒ No

6. 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

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

☐ Yes ☒ No

7. 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

8. Parking

Will the proposed works affect existing car parking arrangements?

☐ Yes ☒ No

9. 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?

- ☐ The agent
☒ The applicant
☐ Other person

10. 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	Mr
First name	
Surname	
Reference	PD/2021/0011

Date (Must be pre-application submission)

16/02/2021

Details of the pre-application advice received

Thank you for your inquiry about whether your proposed insertion of a side window would need planning permission.

Ordinarily the insertion of a window would be regarded as permitted development. However, in the case of the Uplands Mill development the planning permission for the site (reference 11/01216/REM_MJ) included a condition removing permitted development rights. This means that your proposal would need planning permission. (It would also need separate Building Regulations approval).

Links for making a Planning application can be found here:

<https://www.staffs Moorlands.gov.uk/article/567/Apply-for-planning-permission>

11. Authority Employee/Member

With respect to the Authority, is the applicant and/or agent one of the following:

- (a) a member of staff
(b) an elected member
(c) related to a member of staff
(d) related to an elected member

It is an important principle of decision-making that the process is open and transparent.

☐ Yes ☒ No

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 above statements apply?

12. Ownership Certificates and Agricultural Land Declaration

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**

* '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.

12. Ownership Certificates and Agricultural Land Declaration

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.

Person role

- ☒ The applicant
☐ The agent

Title	Miss
First name	Sophie
Surname	Kay
Declaration date (DD/MM/YYYY)	16/03/2021

☒ Declaration made

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. ☒

Date (cannot be pre-application)	16/03/2021
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