



Householder Application for Planning Permission for works or extension to a dwelling and for relevant
demolition of an unlisted building in a conservation area
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	
Suffix	
Property name	Church Stile Cottage
Address line 1	Church Lane
Address line 2	
Address line 3	
Town/city	Horton
Postcode	ST13 8PH
Description of site location must be completed if postcode is not known:	
Easting (x)	394210
Northing (y)	357346
Description	

2. Applicant Details

Title	Ms
First name	Jasmin
Surname	Hill
Company name	
Address line 1	Church Stile Cottage
Address line 2	Church Lane
Address line 3	
Town/city	Horton

2. Applicant Details

Country

Postcode

ST13 8PH

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:

The property has a single storey brick lean-to extension at the rear with a small wooden porch attached and oversized oil tank. The space is currently a loo and utility room.

I would like to:

- Remove the porch and large oil tank which dominates the site (and is unsafely close to window) and extend the lean-to slightly.
- Re-tile with existing blue slate tiles, insulate and incorporate 2 x conservation skylights
- The new space would be a study and utility room

Has the work already been started without consent?

☒ Yes ☐ No

5. Explanation for Proposed Demolition Work

Why is it necessary to demolish all or part of the building(s) and/or structure(s)?

- The small wooden porch needs to be removed to allow extension of the brick lean-to on one side.

- The roof needs re-tiling to replace old skylight with conservation skylights and incorporate the proposed small extension. NB: existing tiles will be re-used.

6. 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):

Roof	
Description of existing materials and finishes (optional):	Staffordshire blue tiles metal black skylight
Description of proposed materials and finishes:	- Re- use Staffordshire blue tiles - Conservation veluxe roof lights x 2
Walls	
Description of existing materials and finishes (optional):	- Lean to is constructed from red brick - Porch is wood and glass
Description of proposed materials and finishes:	- Matching red brick will be used on the new side elevation

6. Materials

Windows	
Description of existing materials and finishes (optional):	Softwood windows
Description of proposed materials and finishes:	x 2 wooden windows (painted) to new side elevation to match existing windows at rear.

Doors	
Description of existing materials and finishes (optional):	Painted wood and glass external door
Description of proposed materials and finishes:	Painted wood and glass external door

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

10. 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

11. 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

First name

11. Pre-application Advice

Surname	
Reference	PD/2021/0047
Date (Must be pre-application submission)	

Details of the pre-application advice received

Planning permission is required for a single storey side extension as the property sits within the Horton Conservation Area. Certain PD Rights are exempt for properties within the Conservation Area, this includes extensions to the side of the original property. It is worth noting that the property sits within the Green Belt therefore, I would be mindful that all additions (proposed and existing) to the original dwelling must not be more than 30% the cumulative volume to accord with the National Planning Policy Framework Paragraph 145 c which states that extensions/ alterations shall not be disproportionate to the original dwelling.

Should you wish to apply for consent, you can do so by going on the Planning Portal via <https://www.planningportal.co.uk/>. You will need to submit the following plans:

Site location plan, showing the outline of the site in red (scale 1:1250)
Existing and proposed elevations of the property (1:100)
Existing and proposed floor of the property (1:100)
Fee of £206

12. 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?

13. 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.

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	Ms
First name	Jasmin
Surname	Hill
Declaration date (DD/MM/YYYY)	26/07/2021

☒ Declaration made

14. 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)	26/07/2021
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