MANCHESTER CITY COUNCIL

Planning
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Manchester M60 2LA

103498

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

You can complete and submit this form electronically via the Planning Portal by visiting www.planningportal.gov.uk/apply

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.

Please complete using block capitals and black ink.
It is important that you read the accompanying guidance notes as incorrect completion will delay the processing of your application.

1. Applicant Name and Address

Title:	MRS
First name:	RITA
Last name:	HO
Company (optional):	7.
Unit:	
House number:	7
House suffix:	
House name:	KYLE MORE WAY
Address 1:	
Address 2:	
Address 3:	
Town:	BESWICK MANCHESTER
County:	GT MANCHESTER
Country:	ENGLAND
Postcode:	M11 3LH

2. Agent Name and Address

Title:	MR
First name:	GEOFFREY
Last name:	MAKIN
Company (optional):	
Unit:	
House number:	47
House suffix:	
House name:	
Address 1:	LONG LANE, HINDLEY GREEN
Address 2:	
Address 3:	
Town:	WIGAN
County:	GT MANCHESTER
Country:	ENGLAND
Postcode:	WN2 4QL

3. Description of Proposed Works

Please describe the proposed works:

REAR LIVING ROOM EXTENSION

PLANNING AND BUILDING CONTROL
30 AUG 2013

3. Description of Proposed Works (continued)

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: 17

House suffix:

House name:

Address 1: KYLE MORE WAY

Address 2:

Address 3:

Town: BESWICK, MANCHESTER

County: GT MANCHESTER

Postcode (optional): M11 3LH

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

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

If Yes, please provide details of the name, relationship and role

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	BRICK	BRICK	☐	☐
Roof	TILES	TILES	☐	☐
Windows	PVC	PVC	☐	☐
Doors	PVC	PVC	☐	☐
Boundary treatments (e.g. fences, walls)			☑	☐
Vehicle access and hard-standing			☑	☐
Lighting			☑	☐
Others (please specify)			☑	☐

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:

RE IF APPLICATION REQUIRES PLANNING PERMISSION

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 2010 Certificate under Article 12

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):
	[redacted]	28/8/13

CERTIFICATE OF OWNERSHIP - CERTIFICATE B

Town and Country Planning (Development Management Procedure) (England) Order 2010 Certificate under Article 12

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 2010 Certificate under Article 12

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 2010 Certificate under Article 12

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):

12. Planning Application Requirements - Checklist

Please read the following checklist to make sure you have sent all the information in support of your 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.

The original and 3 copies of a completed and dated application form: ☑

The original and 3 copies of a plan which identifies the land to which the application relates drawn to an identified scale and showing the direction of North: ☑

The original and 3 copies of other plans and drawings or information necessary to describe the subject of the application: ☑

The original and 3 copies of a design and access statement if proposed works fall within a conservation area or World Heritage Site, or relate to a Listed Building: ☐

The correct fee: £150 ☑

The original and 3 copies of the completed, dated Ownership Certificate (A, B, C or D – as applicable) and Article 12 Certificate (Agricultural Holdings): ☑

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.

Signed - Applicant:

Or signed - Agent: [redacted]

Date (DD/MM/YYYY): 27/8/13 (date cannot be pre-application)

14. Applicant Contact Details

Telephone numbers

Country code: National number: Extension number:

Country code: Mobile number (optional): [redacted]

Country code: Fax number (optional):

Email address (optional):

15. Agent Contact Details

Telephone numbers

Country code: National number: Extension number:

Country code: Mobile number (optional): [redacted]

Country code: Fax number (optional):

Email address (optional): [redacted]

16. 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)* ☐ Agent ☐ Applicant ☐ Other (if different from the agent/applicant's details)

If Other has been selected, please provide:

Contact name: [redacted]

Telephone number: [redacted]

Email address:

Householder Planning Applications
Is Your Application Valid?

MANCHESTER CITY COUNCIL

When we receive your application, it will be vetted for accuracy and for the fullness of the information supplied.

It will not be registered if relevant information is missing.

Therefore, please read the guidance notes and follow them. You can also submit your application electronically using the Planning Portal (www.planningportal.gov.uk).

The following list is not necessarily exhaustive and other points may be identified when your application is received. The information required for submission will depend on what is being applied for, and you may need to check which of the following are applicable for a particular type of development based on the principles of necessity, precision, proportionality, fitness for purpose and assistance.

Before you submit your application, **please check the following**:

Original or Electronic Copies

- An electronic copy (preferably on CD if submitting in paper) of the plans and supporting documents is requested, to enable transfer of information to the City Council's computer system.
- In order to speed up the planning application process, paper copies will help to ensure a decision is made within the 8 or 13 week guideline for determination.
- An A3 set of plans should be provided for consultation purposes.

Application Forms

Have you…

- Used the correct forms, with at least one original if submitting in paper form?
- Accurately and fully described the location (preferably with a post code) and the proposed development (e.g. erection of side/rear single/two storey extension)?
- Signed and dated the forms?
- Answered all relevant questions on the form accurately?
- Signed and dated the correct certificate (and the appropriate agricultural tenancy statement)?

Fee

- Is the correct fee enclosed? The correct planning application fee for this development can also be determined by our Technical Support Team if required.

Drawings and Plans

Do your drawings and/or plans…

- Include an appropriate scale bar on the drawings.
- Include a clear, scaled location plan, with the application site edged clearly with a **red** line around the house and garden?
  This should be Ordnance Survey based at a scale of 1:1250 or 1:2500. A **blue** line must be drawn around any other land owned by the applicant.
- Illustrate the existing and proposed layout (site setting drawing) at a scale of 1:500 or 1:200?
  This should show the proposed development in relation to the site boundaries and other

adjacent houses or buildings, with written dimensions including those to the boundaries. Please show position of any trees, garages, parking space(s) and access arrangements, sheds/outbuildings and bin storage location within the curtilage.

- Show existing and proposed floor plans and existing and proposed elevations at a scale of not less than 1:100?
- Show walls to be demolished clearly and include any blank elevations?
- Illustrate details of the materials to be used in the construction (these need to be annotated on the drawings).
- If any part of the design involves renewable energy sources please provide their specification.

Additional Information – you may be required to supply...

- Have you provided a Flood Risk Assessment? Details of what is required are available from the Environment Agency (external site).
- Where trees are to be affected, have you included a tree survey and arboricultural implications?
- Where appropriate, is a Biodiversity or Ecological survey and report provided? Further information is available from http://www.tameside.gov.uk/ecologyunit.
- Under the Requirements of Planning Policy Statement 5, any development with an impact on a recognised heritage asset (Conservation Area, Listed Building or Archaeological interest) must be accompanied by a Heritage Asset Statement. This must include a description of the significance of the heritage assets affected and the contribution of their setting to that significance. The relevant criteria to be met are outlined within PPS5.