



North York Moors National Park Authority  
 The Old Vicarage  
 Bondgate  
 Helmsley  
 York  
 YO62 5BP

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

09/77

Publication of planning applications on council websites

NZ 95294, 04941

Please note that with the exception of applicant contact details and Certificates of Ownership, the information provided on this application form and in supporting documents may be published on the council's website.

If you have provided any other information as part of your application which falls within the definition of personal data under the Data Protection Act which you do not wish to be published on the council's website, please contact the council'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:  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:

① REPAIRS OF EXISTING FLAT ROOF DORMER WINDOWS TO INCLUDE REPLACEMENT OF THE SAME OR COMPARABLE PARTS. FLAT ROOF TO BE REPLACED WITH SLOPED TILED ROOF

**3. Description of Proposed Works (continued)**

Has the work already been started without planning permission?  Yes  No  
 If Yes, please state when the works were started (DD/MM/YYYY):  (date must be pre-application submission)

Has the work already been completed without planning permission?  Yes  No  
 If Yes, please state when the works were 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: **BURTON HOUSE**

Address 1: **CHAPEL STREET**

Address 2: **ROBIN HOODS BAY**

Address 3:

Town: **WHITBY**

County: **NORTH YORKSHIRE**

Postcode (optional): **YO22 4SG**

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

Easting:  Northing:

Description:

**5. 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 as possible:

Officer name:

Reference:

Date (DD/MM/YYYY):  (must be pre-application submission)

Details of pre-application advice received?

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**6. 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)

**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 boundary?  Yes  No

If Yes, please mark their position on a scaled plan and state the reference number of any plan(s)/drawing(s):

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, indicating the scale, which trees by giving them numbers e.g. T1, T2 etc and state the reference number of the plan(s) /drawing(s) and indicate the scale:

8. Materials

Please provide a description of existing and proposed materials and finishes to be used in the building (demolition excluded):

	Existing (where applicable)	Proposed	Not applicable	Don't Know
External walls			<input checked="" type="checkbox"/>	<input type="checkbox"/>
Roof covering	FLAT ROOF DORMER	SLOPED ROOF DORMER	<input type="checkbox"/>	<input type="checkbox"/>
Chimney			<input checked="" type="checkbox"/>	<input type="checkbox"/>
Windows		SEE ROOF	<input checked="" type="checkbox"/>	<input type="checkbox"/>
External doors			<input checked="" type="checkbox"/>	<input type="checkbox"/>
Ceilings			<input checked="" type="checkbox"/>	<input type="checkbox"/>
Internal walls		<div style="border: 1px solid black; padding: 5px; display: inline-block;">                     NYM/MPA 3 FEB 2009                 </div>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Floors			<input checked="" type="checkbox"/>	<input type="checkbox"/>
Internal doors			<input checked="" type="checkbox"/>	<input type="checkbox"/>
Rainwater goods			<input checked="" type="checkbox"/>	<input type="checkbox"/>
Boundary treatments (e.g. fences, walls)			<input checked="" type="checkbox"/>	<input type="checkbox"/>
Vehicle access and hard standing			<input checked="" type="checkbox"/>	<input type="checkbox"/>
Lighting			<input checked="" type="checkbox"/>	<input type="checkbox"/>
Others (add description)			<input checked="" type="checkbox"/>	<input type="checkbox"/>

Are you supplying additional information on submitted drawings or plans?  Yes  No

If Yes, please state plan(s)/drawing(s) references:

\* APPENDIX A, B, C ATTACHED.

**9. Demolition**

Does the proposal include the partial or total demolition of a listed building?  Yes  No

If Yes, which of the following does the proposal involve?

- a) Total demolition of the listed building:  Yes  No
- b) Demolition of a building within the curtilage of the listed building:  Yes  No
- c) Demolition of a part of the listed building:  Yes  No

If the answer to c) is Yes:

i) What is the total volume of the listed building?(cubic metres)	
ii) What is the volume of the part to be demolished?(cubic metres)	
iii) What was the (approximate) date of the erection of the part to be removed? (MM/YYYY) (date must be pre-application submission)	

Please provide a brief description of the building or part of the building you are proposing to demolish:

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

**10. Listed Building Alterations**

Do the proposed works include alterations to a listed building?  Yes  No

If Yes, do the proposed works include: (you must answer each of the questions)

- a) Works to the interior of the building?  Yes  No
- b) Works to the exterior of the building?  Yes  No
- c) Works to any structure or object fixed to the property (or buildings within its curtilage) internally or externally?  Yes  No
- d) Stripping out of any internal wall, ceiling or floor finishes (e.g. plaster, floorboards)?  Yes  No

If the answer to any of these questions is Yes, please provide plans, drawings, photographs sufficient to identify the location, extent and character of the items to be removed, and the proposal for their replacement, including any new means of structural support and state references for the plan(s)/drawing(s):

\* APPENDIX B, C ATTACHED

SECRET A

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**11. Listed Building Grading**

Please state the grading (if known) of the building in the list of Buildings of Special Architectural or Historic Interest? (Note: only one box must be ticked)

- Grade I  Ecclesiastical Grade I
- Grade II  Ecclesiastical Grade II
- Grade II\*  Ecclesiastical Grade II\*
- Don't know

**12. Immunity From Listing**

Has a Certificate of Immunity from Listing been sought in respect of this building?

- Yes
- No
- Don't know

If Yes, please provide the result of the application:

**13. Parking**

Will the proposed works affect existing car parking arrangements?  Yes  No

If Yes, please describe:

**14. Council Employee / Member**

Is the applicant or agent related to any member of staff or elected member of the Council?  Yes  No

If Yes, please provide details:

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**18. Applicant Contact Details**

Telephone numbers

Country code:	National number:	Extension number:
<input type="text"/>	<input type="text"/>	<input type="text"/>
Country code:	Mobile number (optional):	
<input type="text"/>	<input type="text"/>	
Country code:	Fax number (optional):	
<input type="text"/>	<input type="text"/>	
Email address (optional):		
<input type="text"/>		

**19. Agent Contact Details**

Telephone numbers

Country code:	National number:	Extension number:
<input type="text"/>	<input type="text"/>	<input type="text"/>
Country code:	Mobile number (optional):	
<input type="text"/>	<input type="text"/>	
Country code:	Fax number (optional):	
<input type="text"/>	<input type="text"/>	
Email address (optional):		
<input type="text"/>		

**20. 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:	Telephone number:
<input type="text"/>	<input type="text"/>
Email address: <input type="text"/>	

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## Appendix D – Design and Access Statement

### A) Dormer Window to the front of the property

The dormer window is rotten in parts and the flat roof is approaching the end of its life. The dormer is being replaced like with like in all respects with the exception and addition of a sloped tiled roof that will run from the edge of the dormer to meet the roof two tiles below the pitch of the roof. I believe that this will be in keeping with the surrounding properties and be an improvement to the Robin Hoods Bay skyline.

Additionally, and at the request of the National Park, the roof tiles will handmade clay and the window, while keeping the same outer dimensions, will be changed to included two equal sized panes with a central mullion so that the fenestration is similar to the adjoining property as can be seen in appendix C above.

A grant would be sort to assist in the completion of this work to a level that satisfies the National Park.

### General comments

I have owned the property for nearly three years and am acutely aware of its position, history and its status. I have spent a significant amount of money to date preserving the timbers, internal decoration and structure of the property which is Victorian and remains largely intact



