



**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: **AS APPLICANT**  
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, extingishments 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) drawings: \_\_\_\_\_

**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 as possible:   
Officer name: \_\_\_\_\_  
Reference: \_\_\_\_\_  
Date (DD-MM-YYYY): \_\_\_\_\_ (must be pre-application submission)  
Advice given: \_\_\_\_\_

**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 plans or drawings:  
**DRG. N° 08/160/01**  
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 any plans or drawings: \_\_\_\_\_

**8. Parking**

Will the proposed works affect existing car parking arrangements?  Yes  No  
If Yes, please describe: \_\_\_\_\_  
**AS APPLICANT**  
**14/01/2010**

**9. 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: \_\_\_\_\_

**11. Certificates (continued)**

**CERTIFICATE OF OWNERSHIP - CERTIFICATE D**

Town and Country Planning (General Development Procedure) Order 1995 Certificate under Article 7

1. 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 (owner is a person with a freehold interest or leasehold interest with at least 7 years left to run) of any part of the land to which this application relates, but have the applicant has been unable to do so.

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):

**AGRICULTURAL HOLDINGS CERTIFICATE**

Town and Country Planning (General Development Procedure) Order 1995 Certificate under Article 7

Agricultural Land Declaration - You Must Complete Either A or B

(A) None of the land to which the application relates is, or is part of, an agricultural holding.

Signed - Applicant:

Or signed - Agent:

Date (DD/MM/YYYY)

3/6/10

B) I have/ The applicant has given the requisite notice to every person other than myself/ the applicant who, on the day 21 days before the date of this application, was a tenant of an agricultural holding on all or part of the land to which this application relates, as listed below:

Name of Tenant	Address	Date Notice Served

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.

- |   |   |  |
|---|---|--|
| 3 copies of a completed and dated application form <input checked="" type="checkbox"/>  | 3 copies of a design and access statement where proposed works fall within one of the following designated areas: <input checked="" type="checkbox"/>   | The correct fee: <input checked="" type="checkbox"/>   |
| 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 <input checked="" type="checkbox"/> | <ul style="list-style-type: none"> <li>• National Park</li> <li>• Site of special scientific interest</li> <li>• Conservation area</li> <li>• Area of outstanding natural beauty</li> <li>• World Heritage Site</li> <li>• The roads</li> </ul> | 3 copies of the completed, dated Article 7 Certificate (Agricultural Holdings): <input checked="" type="checkbox"/>        |
| 3 copies of other plans and drawings or information necessary to describe the subject of the application: <input checked="" type="checkbox"/>                                     |   | 3 copies of the completed, dated Ownership Certificate (A, B, C or D - as applicable): <input checked="" type="checkbox"/> |

**13. Declaration**

I/we hereby apply for planning permission/consent as described in this form and the accompanying plans/drawings and additional information.

Signed - Applicant:

NYM/PA

Or signed - Agent:

Date (DD/MM/YYYY):

3/6/10

(date cannot be pre-application)

**14. Applicant Contact Details**

Telephone numbers

Country code National number Extension number

Country code Mobile number (optional)

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)

Country code Fax number (optional)

Email address (optional)

**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: \_\_\_\_\_

Email address: \_\_\_\_\_

**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 correct fee: \_\_\_\_\_ The original and 3 copies of the following documents:

The completed and dated application form	<input type="checkbox"/>	The completed, dated Article 7 Certificate (Agricultural Holdings)	<input type="checkbox"/>	A design and access statement where proposed works fall within one of the following designated areas:	<input type="checkbox"/>
A plan which identifies the land to which the application relates drawn to an identified scale and showing the direction of north	<input type="checkbox"/>	The completed, dated Ownership Certificate (A, B, C or D - as applicable)	<input type="checkbox"/>	• National Park	
Other plans and drawings or information necessary to describe the subject of the application	<input type="checkbox"/>			• Site of special scientific interest	
				• Conservation area	
				• Area of outstanding natural beauty	
				• World Heritage Site	
				• The Broads	

NYM/2010/0451/FL 7