

Planning Services
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For office use
Date
Payee
App. No. Fee

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. Applicant Name, Address and Contact Details

Title: First name: Surname:

Company name:

Street address:

Town/City:

County:

Country:

Postcode:

Telephone number: Country Code: National Number: Extension Number:

Mobile number:

Fax number:

Email address:

Are you an agent acting on behalf of the applicant? Yes No

2. Agent Name, Address and Contact Details

Title: First Name: Surname:

Company name:

Street address:

Town/City:

County:

Country:

Postcode:

Telephone number: Country Code: National Number: Extension Number:

Mobile number:

Fax number:

Email address:

3. Description of Proposed Works

Please describe the proposed works:

Excavation in the front garden
Formation of basement level entrance and windows for front basement room.
Build retaining walls, new boundary brick walls and new exterior stairs.
Tiling and paving work.
Infill extension at the rear and install two new skylights and glazed sliding doors.

Has the work already been started without planning permission? Yes No

4. Site Address Details

Full postal address of the site (including full postcode where available)

House: Suffix:

House name:

Street address:

Town/City:

County:

Postcode:

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

Easting:

Northing:

Description:

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, extinguishment and/or creation of public rights of way?

Yes No

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):

Officer name:

Title: First name: Surname:

Reference:

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

Details of the pre-application advice received:

Please note that this advice is given without the benefit of a site visit.
The works to the front elevation appear to be acceptable. A number of the properties along Gladys Road already have similar lightwells on the front elevation. The design of the bay and the window pattern follows the fenestration pattern above. The window materials and window details should match the existing.
The side infill extension is considered acceptable in principle. The rear elevation of the properties cannot be seen from the public realm. The introduction of the double glazed timber doors is not considered to be contentious. However, without the benefit of a site visit the full impact on amenity cannot be fully assessed and will form part of any formal decision making process.
Please note that this is an informal opinion sent without prejudice of any future application.

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

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

Yes No

8. Parking

Will the proposed works affect existing car parking arrangements?

Yes No

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

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? (Please select only one)

The agent The applicant Other person

11. Materials

Please state what materials (including type, colour and name) are to be used externally (if applicable):

Walls - description:

Description of *existing* materials and finishes:

Front exterior wall : Red brick
Rear exterior wall : Brick painted in white

Description of *proposed* materials and finishes:

Front exterior wall at lower ground level : White render finish
Front retaining wall at lower ground level : Brick painted in white
Front side walls at lower ground level : White render finish
Rear extension wall : Brick painted in white
Rear wall around new fold window : White render finish

Roof - description:

Description of *existing* materials and finishes:

Description of *proposed* materials and finishes:

Rear extension roof : Mineral felt flat roof in gray.

Windows - description:

Description of *existing* materials and finishes:

Existing windows : Double hung sash window with white timber frame

Description of *proposed* materials and finishes:

New front windows at lower ground level : Double glazed window with white timber frame, matching existing

Doors - description:

Description of *existing* materials and finishes:

Front door : Wooden panel door in dark gray.
Rear garden door : Two leaves glass sliding door

Description of *proposed* materials and finishes:

New front door at lower ground level : Wooden panel door painted in dark gray
Rear garden door : Single hinged double glazed door + three leaves double glazed sliding door with timber frame in white finish

Boundary treatments - description:

Description of *existing* materials and finishes:

Front boundary wall : Red brick

Description of *proposed* materials and finishes:

Front boundary walls at lower ground level : White render finish

Vehicle access and hard standing - description:

Description of *existing* materials and finishes:

Front garden and Paving slab

Description of *proposed* materials and finishes:

Front garden and Victorian style tiling
New brick wall to match existing
RC stairs and metal handrail in black
Concrete slab on lower ground floor

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:

Drawings (No.) : Lower ground floor plan(2), Ground floor plan(3), First floor plan(4), Second floor plan(5), Front elevation(6), Rear elevation(7), Longitudinal section A(8), B(9), C(10), Rear cross section(11)
Design and access statement

12. Certificates (Certificate A)

Certificate of Ownership - Certificate A

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

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 (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 or building to which the application relates.

Title: First name: Surname:
Person role: Declaration date: Declaration made

12. Certificates (Agricultural Land Declaration)

Agricultural Land Declaration

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.

(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:

If any part of the land is an agricultural holding, of which the applicant is the sole tenant, the applicant should complete part (B) of the form by writing 'sole tenant - not applicable' in the first column of the table below

Title: First Name: Surname:
Person role: Declaration date: 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.

Date