

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	2. Agent Name and Address
Title: <input type="text" value="Mr"/> First name: <input type="text" value="Anil"/>	Title: <input type="text" value="Mr"/> First name: <input type="text" value="Almas"/>
Last name: <input type="text" value="Varma"/>	Last name: <input type="text" value="Bavcic"/>
Company (optional): <input type="text"/>	Company (optional): <input type="text" value="AD DESIGN CONCEPTS"/>
Unit: <input type="text"/> House number: <input type="text"/> House suffix: <input type="text"/>	Unit: <input type="text"/> House number: <input type="text" value="25"/> House suffix: <input type="text"/>
House name: <input type="text" value="c/o 98 Great North Road"/>	House name: <input type="text"/>
Address 1: <input type="text"/>	Address 1: <input type="text" value="Grampian Gardens"/>
Address 2: <input type="text"/>	Address 2: <input type="text"/>
Address 3: <input type="text"/>	Address 3: <input type="text"/>
Town: <input type="text" value="London"/>	Town: <input type="text" value="London"/>
County: <input type="text"/>	County: <input type="text"/>
Country: <input type="text"/>	Country: <input type="text"/>
Postcode: <input type="text" value="N2 0NL"/>	Postcode: <input type="text" value="NW2 1JH"/>

**3. Description of Proposed Works**

Please describe the proposed works:

Erection of new side extension to lower ground and basement floor levels, internal alterations and refurbishment of Grade II listed house

### 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):

March 2014

(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)

Address 3:

Town:

County:

Postcode (optional):

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

Easting:  Northing:

Description:

Officer name:

Reference:

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

Details of pre-application advice received?

Lower ground and ground levels side extension might be considered acceptable providing its scale and design is proportionate to the existing building and its setting.

### 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 proposed development?  Yes  No

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

Please refer to the enclosed Arboricultural Impact Assessment Report

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.

Please refer to the enclosed Arboricultural Impact Assessment Report

### 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
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Windows	painting timber sash windows	painting timber sash windows to match existing	<input type="checkbox"/>	<input type="checkbox"/>
External doors	painting timber doors	painting timber doors to match existing	<input type="checkbox"/>	<input type="checkbox"/>
Ceilings	painting plaster	painting plaster to match existing	<input type="checkbox"/>	<input type="checkbox"/>
Internal walls	painting plaster	painting plaster to match existing	<input type="checkbox"/>	<input type="checkbox"/>
Floors	various floor finishes	stone tiles, natural timber floor	<input type="checkbox"/>	<input type="checkbox"/>
Internal doors	painting timber doors	painting timber doors to match existing	<input type="checkbox"/>	<input type="checkbox"/>
Rainwater goods	painting iron pipes	painting iron pipes to match existing	<input type="checkbox"/>	<input type="checkbox"/>
Boundary treatments (e.g. fences, walls)	brick walls, iron gates	n/a	<input type="checkbox"/>	<input type="checkbox"/>
Vehicle access and hard standing	gravel	n/a	<input type="checkbox"/>	<input type="checkbox"/>
Lighting	n/a	n/a	<input type="checkbox"/>	<input type="checkbox"/>
Others (add description)			<input 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:

as per schedule 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

### 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)

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:

Internal partitions, rear single storey annex

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

to facilitate link between new extension and existing house and to facilitate minor layout alterations and to improve the setting of listed building (the proposed removal of rear single storey annex)

Are you 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):

enclosed demolition plans, new wall plans, internal elevations and internal detailing

### 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. 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

**15. 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 & Regulation 6 of the Planning (Listed Buildings and Conservation Areas) Regulations 1990**

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 owner of the land to which this application relates...

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
L Stone	c/o Great North Road, London N2 0NL	20/10/2014

Signed - Applicant:

Or signed - Agent:

Date (DD/MM/YYYY):

[Signature Box]

[Signature Box]

20/11/2014

**15. 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 & Regulation 6 of the Planning (Listed Buildings and Conservation Areas) Regulations 1990**

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.

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):
<input style="width:100%;" type="text"/>		<input style="width:100%;" type="text"/>
Signed - Applicant:	Or signed - Agent:	Date (DD/MM/YYYY):
<input style="width:100%;" type="text"/>	<input style="width:100%;" type="text"/>	<input style="width:100%;" type="text"/>

**CERTIFICATE OF OWNERSHIP - CERTIFICATE D**

**Town and Country Planning (Development Management Procedure) (England) Order 2010 Certificate under Article 12 & Regulation 6 of the Planning (Listed Buildings and Conservation Areas) Regulations 1990**

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):
<input style="width:100%;" type="text"/>		<input style="width:100%;" type="text"/>
Signed - Applicant:	Or signed - Agent:	Date (DD/MM/YYYY):
<input style="width:100%;" type="text"/>	<input style="width:100%;" type="text"/>	<input style="width:100%;" type="text"/>

**16. 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: <input checked="" type="checkbox"/>  | 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: <input checked="" type="checkbox"/> | The correct fee: <input checked="" type="checkbox"/> |
| 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: <input checked="" type="checkbox"/> | The original and 3 copies of the completed, dated Ownership Certificate (A, B, C or D – as applicable) and Article 12 Certificate (Agricultural Holdings): <input checked="" type="checkbox"/>           |  |
| The original and 3 copies of other plans and drawings or information necessary to describe the subject of the application: <input checked="" type="checkbox"/>                                      |  |  |

**17. 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:

Date (DD/MM/YYYY):

(date cannot be pre-application)

Email address (optional):

Email address (optional):

**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:

Email address: