

## Application for Planning Permission. 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](http://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  | 2. Agent Name and Address   |
|--|---|
| Title: <input type="text"/> First name: <input type="text"/>   | Title: <input type="text" value="MR"/> First name: <input type="text" value="J"/>                           |
| Last name: <input type="text"/>  | Last name: <input type="text" value="BENAIM"/>  |
| Company (optional): <input type="text" value="309 WEST END MANAGEMENT LTD"/>   | Company (optional): <input type="text"/>  |
| Unit: <input type="text"/> House number: <input type="text"/> House suffix: <input type="text"/>   | Unit: <input type="text"/> House number: <input type="text" value="48"/> House suffix: <input type="text"/> |
| House name: <input type="text"/>   | House name: <input type="text"/>  |
| Address 1: <input type="text" value="309 WEST END LAKE"/>  | Address 1: <input type="text" value="GRAYMERE AVENUE"/>   |
| Address 2: <input type="text" value="1"/>  | 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="WEMBLEY"/>  |
| County: <input type="text"/>   | County: <input type="text" value="MIDDLESEX"/>  |
| Country: <input type="text"/>  | Country: <input type="text" value="UK"/>  |
| Postcode: <input type="text" value="NW6 1RD"/>   | Postcode: <input type="text" value="HA9 8TD"/>  |
| <b>3. Description of the Proposal</b>  |   |
| Please describe the proposed development, including any change of use:   |   |
| <input type="text" value="ADDITIONAL STOREY TO PROVIDE SELF-CONTAINED FLAT"/>  |   |
| Has the building, work or change of use already started? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No                                       |   |
| If Yes, please state the date when building, work or use were started (DD/MM/YYYY): <input type="text"/> (date must be pre-application submission)                 |   |
| Has the building, work or change of use been completed? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No  |   |
| If Yes, please state the date when the building, work or change of use was completed: (DD/MM/YYYY): <input type="text"/> (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:

Address 1:

Address 2:

Address 3:

Town:

County:

Postcode (optional):

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?

#### 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

Are there any new public roads to be provided within the site?  Yes  No

Are there any new public rights of way to be provided within or adjacent to the site?  Yes  No

Do the proposals require any diversions or extinguishments and/or creation of rights of way?  Yes  No

If you answered Yes to any of the above questions, please show details on your plans/drawings and state the reference of the plan(s)/drawing(s)

#### 7. Waste Storage and Collection

Do the plans incorporate areas to store and aid the collection of waste?  Yes  No

If Yes, please provide details:

Have arrangements been made for the separate storage and collection of recyclable waste?  Yes  No

If Yes, please provide details:

#### 8. Neighbour and Community Consultation

Have you consulted your neighbours or the local community about the proposal?  Yes  No

If Yes, please provide details:

#### 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:

**10. Materials**

If applicable, please state what materials are to be used externally. Include type, colour and name for each material:

|   | Existing<br>(where applicable) | Proposed             | Not<br>applicable        | Don't<br>Know            | Drawing<br>references if<br>applicable |
|---|--------------------------------|----------------------|--------------------------|--------------------------|--|
| Walls                                       |                                | GREY SLATES          | <input type="checkbox"/> | <input type="checkbox"/> |  |
| Roof  |                                | FLAT<br>GREY ASPHALT | <input type="checkbox"/> | <input type="checkbox"/> |  |
| Windows                                     |                                |                      | <input type="checkbox"/> | <input type="checkbox"/> |  |
| Doors                                       |                                | UPVC DOORS.          | <input type="checkbox"/> | <input type="checkbox"/> |  |
| Boundary treatments<br>(e.g. fences, walls) |                                | —                    | <input type="checkbox"/> | <input type="checkbox"/> |  |
| Vehicle access and<br>hard-standing         |                                | —                    | <input type="checkbox"/> | <input type="checkbox"/> |  |
| Lighting                                    |                                | LOW ENERGY           | <input type="checkbox"/> | <input type="checkbox"/> |  |
| Others<br>(please specify)                  |                                |                      | <input type="checkbox"/> | <input type="checkbox"/> |  |

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:

EXISTING AND PROPOSED PLANS AND ELEVATIONS -  
SB/32/1-5

**11. Vehicle Parking**

Please provide information on the existing and proposed number of on-site parking spaces:

| Type of Vehicle                                  | Total<br>Existing | Total proposed (including<br>spaces retained) | Difference<br>in spaces |
|--|-------------------|---|-------------------------|
| Cars   |                   | PERMIT PARKING APPLIES IN THE AREA            |                         |
| Light goods vehicles/<br>public carrier vehicles |                   |   |                         |
| Motorcycles                                      |                   |   |                         |
| Disability spaces                                |                   |   |                         |
| Cycle spaces                                     |                   |   |                         |
| Other (e.g. Bus)                                 |                   |   |                         |
| Other (e.g. Bus)                                 |                   |   |                         |

## 12. Foul Sewage

Please state how foul sewage is to be disposed of:

- Mains sewer  Cess pit  
 Septic tank  Other  
 Package treatment plant

Are you proposing to connect to the existing drainage system?  Yes  No

If Yes, please include the details of the existing system on the application drawings and state references for the plan(s)/drawing(s):

## 13. Assessment of Flood Risk

Is the site within an area at risk of flooding? (Refer to the Environment Agency's Flood Map showing flood zones 2 and 3 and consult Environment Agency standing advice and your local planning authority requirements for information as necessary.)

Yes  No

If Yes, you will need to submit a Flood Risk Assessment to consider the risk to the proposed site.

Is your proposal within 20 metres of a watercourse (e.g. river, stream or beck)?

Yes  No

Will the proposal increase the flood risk elsewhere?

Yes  No

How will surface water be disposed of?

- Sustainable drainage system  Existing watercourse  
 Soakaway  Pond/lake  
 Main sewer

## 14. Biodiversity and Geological Conservation

Is there a reasonable likelihood of the following being affected adversely or conserved and enhanced within the application site, or on land adjacent to or near the application site?

a) Protected and priority species:

- Yes, on the development site  
 Yes, on land adjacent to or near the proposed development  
 No

b) Designated sites, important habitats or other biodiversity features:

- Yes, on the development site  
 Yes, on land adjacent to or near the proposed development  
 No

c) Features of geological conservation importance:

- Yes, on the development site  
 Yes, on land adjacent to or near the proposed development  
 No

## 15. Existing Use

Please describe the current use of the site:

GROUND = SHOP AND STUDIO FLAT -  
1ST, 2ND + 3RD FLOORS = 3  
SELF-CONTAINED FLATS

Is the site currently vacant?  Yes  No

If Yes, please describe the last use of the site:

When did this use end (if known)?  
DD/MM/YYYY (date where known may be approximate)

Does the proposal involve any of the following:

Land which is known to be contaminated?  Yes  No

Land where contamination is suspected for all or part of the site?  Yes  No

A proposed use that would be particularly vulnerable to the presence of contamination?  Yes  No

If you have answered Yes to any of the above, you will need to submit an appropriate contamination assessment.

## 16. Trees and Hedges

Are there trees or hedges on the proposed development site?  Yes  No

And/or: Are there trees or hedges on land adjacent to the proposed development site that could influence the development or might be important as part of the local landscape character?  Yes  No

If Yes to either or both of the above, you will need to provide a full Tree Survey, with accompanying plan before your application can be determined. Your Local Planning Authority should make clear on its website what the survey should contain, in accordance with the current 'BS5837: Trees in relation to construction - Recommendations'.

## 17. Trade Effluent

Does the proposal involve the need to dispose of trade effluents or waste?  Yes  No

If Yes, please describe the nature, volume and means of disposal of trade effluents or waste

**18. Residential Units (Including Conversion)**

Does your proposal include the gain, loss or change of use of residential units?  Yes  No  
 If Yes, please complete details of the changes in the tables below:

| Proposed Housing                |                          |                    |   |   |    |         |       |
|---------------------------------|--------------------------|--------------------|---|---|----|---------|-------|
| Market Housing                  | Not known                | Number of Bedrooms |   |   |    |         | Total |
|                                 |                          | 1                  | 2 | 3 | 4+ | Unknown |       |
| Houses                          | <input type="checkbox"/> |                    |   |   |    |         |       |
| Flats and maisonettes           | <input type="checkbox"/> |                    | 1 |   |    |         | 1     |
| Live-work units                 | <input type="checkbox"/> |                    |   |   |    |         |       |
| Cluster flats                   | <input type="checkbox"/> |                    |   |   |    |         |       |
| Sheltered housing               | <input type="checkbox"/> |                    |   |   |    |         |       |
| Bedsit/studios                  | <input type="checkbox"/> |                    |   |   |    |         |       |
| Unknown type                    | <input type="checkbox"/> |                    |   |   |    |         |       |
| <b>Totals (a+b+c+d+e+f+g) =</b> |                          |                    |   |   |    |         | 1     |

| Existing Housing                |                          |                    |   |   |    |         |       |
|---------------------------------|--------------------------|--------------------|---|---|----|---------|-------|
| Market Housing                  | Not known                | Number of Bedrooms |   |   |    |         | Total |
|                                 |                          | 1                  | 2 | 3 | 4+ | Unknown |       |
| Houses                          | <input type="checkbox"/> |                    |   |   |    |         |       |
| Flats and maisonettes           | <input type="checkbox"/> | 1                  | 3 |   |    |         | 4     |
| Live-work units                 | <input type="checkbox"/> |                    |   |   |    |         |       |
| Cluster flats                   | <input type="checkbox"/> |                    |   |   |    |         |       |
| Sheltered housing               | <input type="checkbox"/> |                    |   |   |    |         |       |
| Bedsit/studios                  | <input type="checkbox"/> |                    |   |   |    |         |       |
| Unknown type                    | <input type="checkbox"/> |                    |   |   |    |         |       |
| <b>Totals (a+b+c+d+e+f+g) =</b> |                          |                    |   |   |    |         | 4     |

| Social Rented                   |                          |                    |   |   |    |         |       |
|---------------------------------|--------------------------|--------------------|---|---|----|---------|-------|
| Market Housing                  | Not known                | Number of Bedrooms |   |   |    |         | Total |
|                                 |                          | 1                  | 2 | 3 | 4+ | Unknown |       |
| Houses                          | <input type="checkbox"/> |                    |   |   |    |         |       |
| Flats and maisonettes           | <input type="checkbox"/> |                    |   |   |    |         |       |
| Live-work units                 | <input type="checkbox"/> |                    |   |   |    |         |       |
| Cluster flats                   | <input type="checkbox"/> |                    |   |   |    |         |       |
| Sheltered housing               | <input type="checkbox"/> |                    |   |   |    |         |       |
| Bedsit/studios                  | <input type="checkbox"/> |                    |   |   |    |         |       |
| Unknown type                    | <input type="checkbox"/> |                    |   |   |    |         |       |
| <b>Totals (a+b+c+d+e+f+g) =</b> |                          |                    |   |   |    |         |       |

| Social Rented                   |                          |                    |   |   |    |         |       |
|---------------------------------|--------------------------|--------------------|---|---|----|---------|-------|
| Market Housing                  | Not known                | Number of Bedrooms |   |   |    |         | Total |
|                                 |                          | 1                  | 2 | 3 | 4+ | Unknown |       |
| Houses                          | <input type="checkbox"/> |                    |   |   |    |         |       |
| Flats and maisonettes           | <input type="checkbox"/> |                    |   |   |    |         |       |
| Live-work units                 | <input type="checkbox"/> |                    |   |   |    |         |       |
| Cluster flats                   | <input type="checkbox"/> |                    |   |   |    |         |       |
| Sheltered housing               | <input type="checkbox"/> |                    |   |   |    |         |       |
| Bedsit/studios                  | <input type="checkbox"/> |                    |   |   |    |         |       |
| Unknown type                    | <input type="checkbox"/> |                    |   |   |    |         |       |
| <b>Totals (a+b+c+d+e+f+g) =</b> |                          |                    |   |   |    |         |       |

| Intermediate                    |                          |                    |   |   |    |         |       |
|---------------------------------|--------------------------|--------------------|---|---|----|---------|-------|
| Market Housing                  | Not known                | Number of Bedrooms |   |   |    |         | Total |
|                                 |                          | 1                  | 2 | 3 | 4+ | Unknown |       |
| Houses                          | <input type="checkbox"/> |                    |   |   |    |         |       |
| Flats and maisonettes           | <input type="checkbox"/> |                    |   |   |    |         |       |
| Live-work units                 | <input type="checkbox"/> |                    |   |   |    |         |       |
| Cluster flats                   | <input type="checkbox"/> |                    |   |   |    |         |       |
| Sheltered housing               | <input type="checkbox"/> |                    |   |   |    |         |       |
| Bedsit/studios                  | <input type="checkbox"/> |                    |   |   |    |         |       |
| Unknown type                    | <input type="checkbox"/> |                    |   |   |    |         |       |
| <b>Totals (a+b+c+d+e+f+g) =</b> |                          |                    |   |   |    |         |       |

| Intermediate                    |                          |                    |   |   |    |         |       |
|---------------------------------|--------------------------|--------------------|---|---|----|---------|-------|
| Market Housing                  | Not known                | Number of Bedrooms |   |   |    |         | Total |
|                                 |                          | 1                  | 2 | 3 | 4+ | Unknown |       |
| Houses                          | <input type="checkbox"/> |                    |   |   |    |         |       |
| Flats and maisonettes           | <input type="checkbox"/> |                    |   |   |    |         |       |
| Live-work units                 | <input type="checkbox"/> |                    |   |   |    |         |       |
| Cluster flats                   | <input type="checkbox"/> |                    |   |   |    |         |       |
| Sheltered housing               | <input type="checkbox"/> |                    |   |   |    |         |       |
| Bedsit/studios                  | <input type="checkbox"/> |                    |   |   |    |         |       |
| Unknown type                    | <input type="checkbox"/> |                    |   |   |    |         |       |
| <b>Totals (a+b+c+d+e+f+g) =</b> |                          |                    |   |   |    |         |       |

| Key worker                      |                          |                    |   |   |    |         |       |
|---------------------------------|--------------------------|--------------------|---|---|----|---------|-------|
| Market Housing                  | Not known                | Number of Bedrooms |   |   |    |         | Total |
|                                 |                          | 1                  | 2 | 3 | 4+ | Unknown |       |
| Houses                          | <input type="checkbox"/> |                    |   |   |    |         |       |
| Flats and maisonettes           | <input type="checkbox"/> |                    |   |   |    |         |       |
| Live-work units                 | <input type="checkbox"/> |                    |   |   |    |         |       |
| Cluster flats                   | <input type="checkbox"/> |                    |   |   |    |         |       |
| Sheltered housing               | <input type="checkbox"/> |                    |   |   |    |         |       |
| Bedsit/studios                  | <input type="checkbox"/> |                    |   |   |    |         |       |
| Unknown type                    | <input type="checkbox"/> |                    |   |   |    |         |       |
| <b>Totals (a+b+c+d+e+f+g) =</b> |                          |                    |   |   |    |         |       |

| Key worker                      |                          |                    |   |   |    |         |       |
|---------------------------------|--------------------------|--------------------|---|---|----|---------|-------|
| Market Housing                  | Not known                | Number of Bedrooms |   |   |    |         | Total |
|                                 |                          | 1                  | 2 | 3 | 4+ | Unknown |       |
| Houses                          | <input type="checkbox"/> |                    |   |   |    |         |       |
| Flats and maisonettes           | <input type="checkbox"/> |                    |   |   |    |         |       |
| Live-work units                 | <input type="checkbox"/> |                    |   |   |    |         |       |
| Cluster flats                   | <input type="checkbox"/> |                    |   |   |    |         |       |
| Sheltered housing               | <input type="checkbox"/> |                    |   |   |    |         |       |
| Bedsit/studios                  | <input type="checkbox"/> |                    |   |   |    |         |       |
| Unknown type                    | <input type="checkbox"/> |                    |   |   |    |         |       |
| <b>Totals (a+b+c+d+e+f+g) =</b> |                          |                    |   |   |    |         |       |

**Total proposed residential units (A+B+C+D) =**

**Total existing residential units (E+F+G+H) =**

**TOTAL NET GAIN or LOSS of RESIDENTIAL UNITS (Proposed Housing Grand Total - Existing Housing Grand Total):** + /

### 19. All Types of Development: Non-residential Floorspace

Does your proposal involve the loss, gain or change of use of non-residential floorspace?  Yes  No

If you have answered Yes to the question above please add details in the following table:

| Use class/type of use | Not applicable                      | Existing gross internal floorspace (square metres) | Gross internal floorspace to be lost by change of use or demolition (square metres) | Total gross internal floorspace proposed (including change of use)(square metres) | Net additional gross internal floorspace following development (square metres) |
|-----------------------|-------------------------------------|--|---|---|--|
| A1                    | Shops                               | <input type="checkbox"/>                           |   |   |  |
|                       | Net tradable area:                  | <input type="checkbox"/>                           |   |   |  |
| A2                    | Financial and professional services | <input type="checkbox"/>                           |   |   |  |
| A3                    | Restaurants and cafes               | <input type="checkbox"/>                           |   |   |  |
| A4                    | Drinking establishments             | <input type="checkbox"/>                           |   |   |  |
| A5                    | Hot food takeaways                  | <input type="checkbox"/>                           |   |   |  |
| B1 (a)                | Office (other than A2)              | <input type="checkbox"/>                           |   |   |  |
| B1 (b)                | Research and development            | <input type="checkbox"/>                           |   |   |  |
| B1 (c)                | Light industrial                    | <input type="checkbox"/>                           |   |   |  |
| B2                    | General industrial                  | <input type="checkbox"/>                           |   |   |  |
| B8                    | Storage or distribution             | <input type="checkbox"/>                           |   |   |  |
| C1                    | Hotels and halls of residence       | <input type="checkbox"/>                           |   |   |  |
| C2                    | Residential institutions            | <input type="checkbox"/>                           |   |   |  |
| D1                    | Non-residential institutions        | <input type="checkbox"/>                           |   |   |  |
| D2                    | Assembly and leisure                | <input type="checkbox"/>                           |   |   |  |
| OTHER                 | Please specify                      | <input type="checkbox"/>                           |   |   |  |
|                       |                                     | <input type="checkbox"/>                           |   |   |  |
| Total                 |                                     |  |   |   |  |

In addition, for hotels, residential institutions and hostels, please additionally indicate the loss or gain of rooms

| Use class | Type of use              | Not applicable           | Existing rooms to be lost by change of use or demolition | Total rooms proposed (including changes of use) | Net additional rooms |
|-----------|--------------------------|--------------------------|--|---|----------------------|
| C1        | Hotels                   | <input type="checkbox"/> |  |   |                      |
| C2        | Residential Institutions | <input type="checkbox"/> |  |   |                      |
| Other     | Hostels                  | <input type="checkbox"/> |  |   |                      |

### 20. Employment

Please complete the following information regarding employees:

|                    | Full-time | Part-time | Total full-time equivalent | Not known |
|--------------------|-----------|-----------|----------------------------|-----------|
| Existing employees |           |           |                            |           |
| Proposed employees |           |           |                            |           |

### 21. Hours of Opening

Please state the hours of opening for each non-residential use proposed:

| Use | Monday to Friday | Saturday | Sunday and Bank Holidays | Not known |
|-----|------------------|----------|--------------------------|-----------|
|     |                  |          |                          |           |
|     |                  |          |                          |           |
|     |                  |          |                          |           |

### 22. Site Area

Please state the site area in hectares (ha)

## 22. Industrial or Commercial Processes and Machinery

Please describe the activities and processes which would be carried out on the site and the end products including plant, ventilation or air conditioning. Please include the type of machinery which may be installed on site:

Is the proposal a waste management development?  Yes  No

If the answer is Yes, please complete the following table:

|  | Not applicable           | The total capacity of the void in cubic metres, including engineering surcharge and making no allowance for cover or restoration material (or tonnes if solid waste or litres if liquid waste) | Maximum annual operational throughput in tonnes (or litres if liquid waste) |
|--|--------------------------|--|---|
| Inert landfill   | <input type="checkbox"/> |  |   |
| Non-hazardous landfill   | <input type="checkbox"/> |  |   |
| Hazardous landfill   | <input type="checkbox"/> |  |   |
| Energy from waste incineration                                     | <input type="checkbox"/> |  |   |
| Other incineration   | <input type="checkbox"/> |  |   |
| Landfill gas generation plant                                      | <input type="checkbox"/> |  |   |
| Pyrolysis/gasification   | <input type="checkbox"/> |  |   |
| Metal recycling site   | <input type="checkbox"/> |  |   |
| Transfer stations  | <input type="checkbox"/> |  |   |
| Material recovery/recycling facilities (MRFs)                      | <input type="checkbox"/> |  |   |
| Household civic amenity sites                                      | <input type="checkbox"/> |  |   |
| Open windrow composting  | <input type="checkbox"/> |  |   |
| In-vessel composting   | <input type="checkbox"/> |  |   |
| Anaerobic digestion  | <input type="checkbox"/> |  |   |
| Any combined mechanical, biological and/or thermal treatment (MBT) | <input type="checkbox"/> |  |   |
| Sewage treatment works   | <input type="checkbox"/> |  |   |
| Other treatment  | <input type="checkbox"/> |  |   |
| Recycling facilities construction, demolition and excavation waste | <input type="checkbox"/> |  |   |
| Storage of waste   | <input type="checkbox"/> |  |   |
| Other waste management   | <input type="checkbox"/> |  |   |
| Other developments   | <input type="checkbox"/> |  |   |

Please provide the maximum annual operational throughput of the following waste streams:

|   |  |
|---|--|
| Municipal                               |  |
| Construction, demolition and excavation |  |
| Commercial and industrial               |  |
| Hazardous                               |  |

If this is a landfill application you will need to provide further information before your application can be determined. Your waste planning authority should make clear what information it requires on its website.

## 23. Hazardous Substances

Does the proposal involve the use or storage of any of the following materials in the quantities stated below?  Yes  No  Not applicable

If Yes, please provide the amount of each substance that is involved:

|   |  |   |
|---|--|---|
| Acrylonitrile (tonnes) <input type="text"/> | Ethylene oxide (tonnes) <input type="text"/>       | Phosgene (tonnes) <input type="text"/>            |
| Ammonia (tonnes) <input type="text"/>       | Hydrogen cyanide (tonnes) <input type="text"/>     | Sulphur dioxide (tonnes) <input type="text"/>     |
| Bromine (tonnes) <input type="text"/>       | Liquid oxygen (tonnes) <input type="text"/>        | Flour (tonnes) <input type="text"/>               |
| Chlorine (tonnes) <input type="text"/>      | Liquid petroleum gas (tonnes) <input type="text"/> | Refined white sugar (tonnes) <input type="text"/> |
| Other: <input type="text"/>                 | Other: <input type="text"/>                        |   |
| Amount (tonnes): <input type="text"/>       | Amount (tonnes): <input type="text"/>              |   |

**30. Certificates**

**One Certificate A, B, C, or D, must be completed, together with the Agricultural Holdings Certificate with this application form**  
**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.

Signed - Applicant:

Or signed - Agent:

Date (DD/MM/YYYY):




**CERTIFICATE OF OWNERSHIP - CERTIFICATE B**

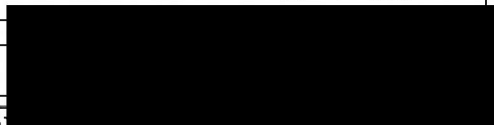
**Town and Country Planning (General Development Procedure) Order 1995 Certificate under Article 7**

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 (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 this application relates.

| Name of Owner                       | Address   | Date Notice Served  |
|-------------------------------------|---|---------------------|
| MIM GJOCAJ<br>ALIDA ASHMANN         | FRONT SHOP - 309 WEST END LANE - KWIG<br>GROUND FLOOR FLAT AT REAR -<br>FLAT A - 309 WEST END LANE - KWIG | 18.12.15            |
| HELEN KNIGHT<br>E. AND M. JOSSERAND | FLAT B -<br>FLAT C -<br>309 WEST END LANE - KWIG - IRD  | BOTH AT<br>18.12.15 |
| COLIN KAULTZE<br>DR BERRY           | TOP FLOOR FRONT FLAT } 303 WEST<br>TOP FLOOR REAR FLAT } END LANE   | 18.12.15            |
| HERA KANE                           | REST OF 303 WEST END LANE - KWIG  | 18.12.15            |
| MR + MRS TREBINO                    | 311 WEST END LANE - KWIG - IRD  | 18.12.15            |

Signed - Applicant:

Date (DD/MM/YYYY):




**CERTIFICATE**

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

I certify/ The applicant certifies that:

- 5 Neither Certificate A or B can be issued for this application
- 5 All reasonable steps have been taken to find out the names and addresses of the other owners (owner is a person with a freehold interest or leasehold interest with at least 7 years left to run) of the land or building, or of a part of it, but I have/ the applicant has been unable to do so.

The steps taken were:

| Name of Owner | 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):



**25. Certificates (continued)**

**CERTIFICATE OF OWNERSHIP - CERTIFICATE D**

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

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 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 I have/ the applicant has been unable to do so.

The steps taken were:

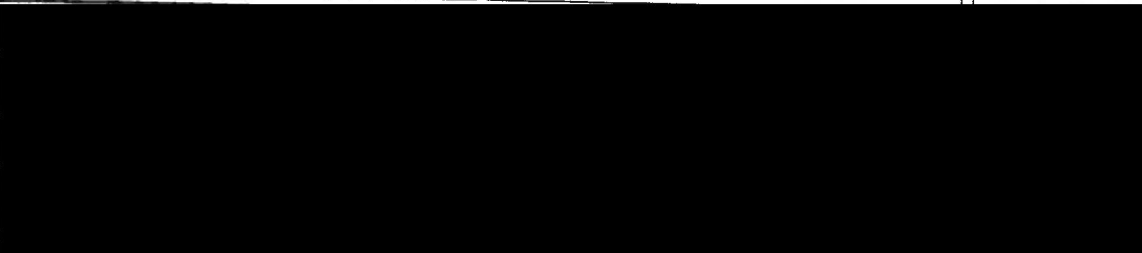
Notice of the application has been published in the following newspaper (circulating in the area where the land is situated):

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)



| Name of Tenant | Address | Date Notice Served |
|----------------|---------|--------------------|
|                |         |                    |
|                |         |                    |
|                |         |                    |
|                |         |                    |
|                |         |                    |

Signed - Applicant:

Or signed - Agent:

Date (DD/MM/YYYY):

**26. 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.

- |  |                                     |   |                                     |
|--|-------------------------------------|---|-------------------------------------|
| 4 copies of a completed and dated application form:  | <input checked="" type="checkbox"/> | The correct fee: £385-00  | <input checked="" type="checkbox"/> |
| 4 copies of the 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"/> | 4 copies of a design and access statement:  | <input checked="" type="checkbox"/> |
| 4 copies of other plans and drawings or information necessary to describe the subject of the application:  | <input checked="" type="checkbox"/> | 4 copies of the completed, dated Article 7 Certificate (Agricultural Holdings):         | <input checked="" type="checkbox"/> |
|  |                                     | 4 copies of the completed, dated Ownership Certificate (A, B, C, or D - as applicable): | <input checked="" type="checkbox"/> |

**27. Declaration**

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

Signed - Applicant:

Or signed - Agent:

Date (DD/MM/YYYY):

18.12.15

(date cannot be pre-application)

**26. 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:

Date (DD/MM/YYYY):

(date cannot be pre-application)

**27. Applicant Contact Details**

Telephone numbers

Country code:  National number:  Extension number:

Country code:  Mobile number (optional):

Country code:

Email address (optional):

**28. Agent Contact Details**

Telephone numbers

Country code:  National number:  Extension number:

Country code:  Mobile number (optional):

Country code:  Fax number (optional):

Email address (optional):

**29. 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: