

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. Site Address**

Number	<input type="text" value="12"/>
Suffix	<input type="text"/>
Property name	<input type="text" value="Flat 1"/>
Address line 1	<input type="text" value="12 Kew Gardens Road"/>
Address line 2	<input type="text"/>
Address line 3	<input type="text"/>
Town/city	<input type="text" value="Richmond"/>
Postcode	<input type="text" value="TW9 3HG"/>

Description of site location must be completed if postcode is not known:

Easting (x)	<input type="text" value="519103"/>
Northing (y)	<input type="text" value="176995"/>

Description

**2. Applicant Details**

Title	<input type="text" value="Mr"/>
First name	<input type="text" value="John"/>
Surname	<input type="text" value="Dunne"/>
Company name	<input type="text"/>
Address line 1	<input type="text" value="Flat 1"/>
Address line 2	<input type="text" value="12 Kew Gardens Road"/>
Address line 3	<input type="text"/>
Town/city	<input type="text" value="KEW"/>
Country	<input type="text"/>

## 2. Applicant Details

Postcode	<input type="text" value="TW9 3HG"/>
Primary number	<input type="text"/>
Secondary number	<input type="text"/>
Fax number	<input type="text"/>
Email address	<input type="text"/>

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

## 3. Agent Details

No Agent details were submitted for this application

## 4. Description of Proposed Works

Please describe the proposed works:

Replace old metal (Crittal) framed windows to bathroom in below ground area with either wood or PVC double glazed windows, with a window that matches one in the same location on the other side of the house frontage, below entrance steps. The window is below ground level and only partially visible from the road. The room below the steps was converted to be used as a bathroom in the 50's or 60's so the window being replace is relatively modern already.

Has the work already been started without consent?  Yes  No

## 5. Materials

Does the proposed development require any materials to be used externally?  Yes  No

Please provide a description of existing and proposed materials and finishes to be used externally (including type, colour and name for each material):

Windows	
Description of existing materials and finishes (optional):	caste iron window frames with single glaze
Description of proposed materials and finishes:	PVC or Wood - whatever will be acceptable - with double glaze windows

Are you supplying additional information on submitted plans, drawings or a design and access statement?  Yes  No

## 6. 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

## 7. 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

## 8. Parking

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

## 9. 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?

- The agent  
 The applicant  
 Other person

## 10. Pre-application Advice

Has assistance or prior advice been sought from the local authority about this application?  Yes  No

## 11. Authority Employee/Member

With respect to the Authority, is the applicant and/or agent one of the following:

- (a) a member of staff  
(b) an elected member  
(c) related to a member of staff  
(d) related to an elected member

It is an important principle of decision-making that the process is open and transparent.  Yes  No

For the purposes of this question, "related to" means related, by birth or otherwise, closely enough that a fair-minded and informed observer, having considered the facts, would conclude that there was bias on the part of the decision-maker in the Local Planning Authority.

Do any of the above statements apply?

## 12. Ownership Certificates and Agricultural Land Declaration

**CERTIFICATE OF OWNERSHIP - CERTIFICATE A - Town and Country Planning (Development Management Procedure) (England) Order 2015 Certificate under Article 14**

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\*\*

\* 'owner' is a person with a freehold interest or leasehold interest with at least 7 years left to run. \*\* 'agricultural holding' has the meaning given by reference to the definition of 'agricultural tenant' in section 65(8) of the Act.

**NOTE: You should sign Certificate B, C or D, as appropriate, if you are the sole owner of the land or building to which the application relates but the land is, or is part of, an agricultural holding.**

Person role

- The applicant  
 The agent

Title

First name

Surname

Declaration date (DD/MM/YYYY)

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. 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.

Date (cannot be pre-application)