

Householder Application for Planning Permission for works or extension to a dwelling

Town and Country Planning Act 1990 (as amended)

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.

Site Location

Disclaimer: We can only make recommendations based on the answers given in the questions.

If you cannot provide a postcode, the description of site location must be completed. Please provide the most accurate site description you can, to help locate the site - for example "field to the North of the Post Office".

Number

Suffix

Property Name

Address Line 1

Address Line 2

Address Line 3

Town/city

Postcode

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

Easting (x)

Northing (y)

Description

Applicant Details

Name/Company

Title

Ms

First name

Jane

Surname

OConnor

Company Name

Jackson O'Connor Architecture Limited

Address

Address line 1

9-11 High Street, Hampton TW12 2SA

Address line 2

9-11 High Street,

Address line 3

Town/City

Hampton

County

Richmond Upon Thames

Country

United Kingdom

Postcode

TW12 2SA

Are you an agent acting on behalf of the applicant?

Yes

No

Contact Details

Primary number

***** REDACTED *****

Secondary number

Fax number

Email address

Agent Details

Name/Company

Title

First name

Surname

Company Name

Address

Address line 1

Address line 2

Address line 3

Town/City

County

Country

Postcode

Contact Details

Primary number

***** REDACTED *****

Secondary number

Fax number

Email address

***** REDACTED *****

Description of Proposed Works

Please describe the proposed works

Rear extension and side clerestory glazing to end of terrace residential property in Hampton Village Conservation Area. Size and scale of extension matches the adjoining neighbour.

Has the work already been started without consent?

Yes

No

Site information

Please note: This question is specific to applications within the Greater London area.

The Mayor can request relevant information about spatial planning in Greater London under [Section 346 of the Greater London Authority Act 1999](#).

[View more information on the collection of this additional data and assistance with providing an accurate response.](#)

Title number(s)

Please add the title number(s) for the existing building(s) on the site. If the site has no title numbers, please enter "Unregistered".

Title Number:
Unregistered

Energy Performance Certificate

Do any of the buildings on the application site have an Energy Performance Certificate (EPC)?

Yes

No

Please enter the reference number from the most recent Energy Performance Certificate (e.g. 1234-1234-1234-1234-1234)

3700-2502-0522-8372-3443

Further information about the Proposed Development

Please note: This question is specific to applications within the Greater London area.

The Mayor can request relevant information about spatial planning in Greater London under [Section 346 of the Greater London Authority Act 1999](#).

[View more information on the collection of this additional data and assistance with providing an accurate response.](#)

What is the Gross Internal Area to be added to the development?

square metres

Number of additional bedrooms proposed

Number of additional bathrooms proposed

Development Dates

Please note: This question is specific to applications within the Greater London area.

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[View more information on the collection of this additional data and assistance with providing an accurate response.](#)

When are the building works expected to commence?

When are the building works expected to be complete?

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)

Type:

Walls

Existing materials and finishes:

Brick

Proposed materials and finishes:

Brick

Type:

Roof

Existing materials and finishes:

Main roof comprises pitched roof of concrete tiles and parapet gutter. The existing single storey element to the rear of the property is of flat felt roof construction.

Proposed materials and finishes:

New single storey rear extension to comprise flat roof with rooflight. Membrane roof.

Type:

Windows

Existing materials and finishes:

Multi paned white upvc windows to main house.

Proposed materials and finishes:

Side clerestory - multi paned white aluminium glazing. Module to tie in with the front elevation glazing. Rear glazing to be sage coloured aluminium multi paneled glazing.

Type:

Doors

Existing materials and finishes:

Doors to rear are large timber sliding folding doors.

Proposed materials and finishes:

Sage aluminium multi paned doors

Are you supplying additional information on submitted plans, drawings or a design and access statement?

Yes

No

If Yes, please state references for the plans, drawings and/or design and access statement

Design and Access Statement.
Existing Elevations and Sections
Existing Floor and Roof Plans
Proposed Elevations and Sections
Proposed Floor and Roof Plans

Trees and Hedges

Are there any trees or hedges on the property or on adjoining properties which are within falling distance of the proposed development?

Yes

No

If Yes, please mark their position on a scaled plan and state the reference number of any plans or drawings.

Existing Floor and Roof Plan
Proposed Floor and Roof Plan

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 the 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

Proposed Floor and Roof Plan

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

Vehicle Parking

Please note: This question contains additional requirements specific to applications within Greater London.

The Mayor can request relevant information about spatial planning in Greater London under [Section 346 of the Greater London Authority Act 1999](#).

[View more information on the collection of this additional data and assistance with providing an accurate response.](#)

Does the site have any existing vehicle/cycle parking spaces or will the proposed development add/remove any parking spaces?

- Yes
 No

Biodiversity net gain

Paragraph 13 of Schedule 7A of the Town and Country Planning Act 1990 sets out that every planning permission granted for the development of land in England shall be deemed to have been granted subject to the 'biodiversity gain condition' requiring development to achieve a net gain of 10% of biodiversity value.

This is subject to exemptions, an exemption applies in relation to planning permission for a development which is the subject of a householder application, within the meaning of article 2(1) of the Town and Country Planning (Development Management Procedure) (England) Order (2015)*.

Applicants for planning permission are required to make a statement as to whether they believe the biodiversity gain condition will apply if permission is granted, please confirm:

- It is my belief that if permission is granted for the development to which this application relates the biodiversity gain condition would not apply

*A 'householder application' means an application for planning permission for development for an existing dwellinghouse, or development within the curtilage of such a dwellinghouse for any purpose incidental to the enjoyment of the dwellinghouse which is not an application for change of use or an application to change the number of dwellings in a building.

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

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

***** REDACTED *****

First Name

***** REDACTED *****

Surname

***** REDACTED *****

Reference

24/P0318/PREAPP

Date (must be pre-application submission)

02/12/2024

Details of the pre-application advice received

No objections to the principle of a rear extension which appears to be proportionate to the host dwelling and follows established buildings line created by other extensions within the same group. No objection to contemporary approach / materials to glazing as helps with legibility of later addition. As proposed, the materials for the extension itself should be exactly matching brick and mortar, particularly as the extension would be visible from the public realm at the return elevation.

The proposed clerestory type window is less supported - although it would be well set back from the road, the window would be visible from the public realm and would be to the side elevation of the main house, not the extension where this type of contemporary element would be better suited. Although the host building is a 1960s infill, the group has a purposefully traditional appearance which is very well maintained across the entire terrace. This type of window would, therefore, read as uncharacteristic and inauthentic. A more traditional window type and placement may be more appropriate subject to design, scale etc.

Overall, the extension looks like it will align with the scale and form of extensions on adjacent properties however the applicant should take into consideration the heritage consultee comments stated above. A suitable amount of outdoor amenity space will be maintained by the proposal.

The proposed extension will be approximately 3m in height, 3m in depth and the width of the original dwelling, and will be bookended by parapet walls on each side 3.35m in height and 3.7m in depth. While the larger walls will be what is presented to the neighbours to the south and north, the provided plans show that the wall will be abutting the neighbouring rear extension and will not protrude beyond its façade. To the north, the parapet wall will be adjacent to a right of way and will therefore be separated from neighbouring sensitive space. The proposed extension appears to be acceptable in principle from an amenity standpoint.

Further to the comments made by the conservation officer around the clerestory window, privacy on the adjacent neighbour needs to be considered for any window design put forward within the side elevation. In saying that, from a brief look at aerial imagery, there may be provision for a more traditional design window given the separation distance provided by the driveway and being adjacent to a garage. If a larger window is put forward that allows views out of it, an accompanying assessment should be provided as to potential privacy impacts.

Trees - An arboricultural method statement should be provided with the application showing how the vegetation will be protected.

Biodiversity Net Gain - demonstrate that the exemption applies.

Flood risk - An Environmental Agency flood risk assessment should be provided with the application to show how risk from flooding will be mitigated

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.

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?

Yes

No

Ownership Certificates and Agricultural Land Declaration

Certificates under Article 14 - Town and Country Planning (Development Management Procedure) (England) Order 2015 (as amended)

Please answer the following questions to determine which Certificate of Ownership you need to complete: A, B, C or D.

Is the applicant the sole owner of all the land to which this application relates; and has the applicant been the sole owner for more than 21 days?

Yes

No

Is any of the land to which the application relates part of an Agricultural Holding?

Yes

No

Certificate Of Ownership - Certificate A

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

Ms

First Name

jane

Surname

oconnor

Declaration Date

07/01/2025

Declaration made

Declaration

I/We hereby apply for Householder planning permission as described in the questions answered, details provided, 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.

I/We also accept that, in accordance with the Planning Portal's terms and conditions:

- Once submitted, this information will be made available to the Local Planning Authority and, once validated by them, be published as part of a public register and on the authority's website;
- Our system will automatically generate and send you emails in regard to the submission of this application.

I / We agree to the outlined declaration

Signed

jane oconnor

Date

07/01/2025