

Development Management

Welwyn Hatfield Borough Council

The Campus, Welwyn Garden City, Herts AL8 6AE

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**WELWYN
HATFIELD**

Application for Planning Permission and listed building consent for alterations,
extension or demolition of a listed building.
Town and Country Planning Act 1990
Planning (Listed Buildings and Conservation Areas) 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

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

2. Applicant Details

Title

First name

Surname

Company name

Address line 1

Address line 2

Address line 3

Town/city

2. Applicant Details

Country	<input type="text"/>
Postcode	<input type="text" value="HP4 2QF"/>
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

Title	<input type="text"/>
First name	<input type="text" value="Andrew"/>
Surname	<input type="text" value="Goodman"/>
Company name	<input type="text" value="Good Architecture"/>
Address line 1	<input type="text" value="5 Parliament Square"/>
Address line 2	<input type="text"/>
Address line 3	<input type="text"/>
Town/city	<input type="text" value="Hertford"/>
Country	<input type="text" value="United Kingdom"/>
Postcode	<input type="text" value="SG14 1EX"/>
Primary number	<input type="text" value="01992501073"/>
Secondary number	<input type="text"/>
Fax number	<input type="text"/>
Email	<input type="text" value="contact@goodarchitecture.co.uk"/>

4. Description of the Proposal

Please describe details of the proposed development or works including details of proposals to alter, extend or demolish the listed building(s).

If you are applying for Technical Details Consent on a site that has been granted Permission In Principle, please include the relevant details in the description below.

Has the development or work already been started without planning permission?

Yes No

5. Listed Building Grading

What is the grading of the listed building (as stated in the list of Buildings of Special Architectural or Historical Interest)?

5. Listed Building Grading

- Don't know
 Grade I
 Grade II*
 Grade II

Is it an ecclesiastical building?

Don't know Yes No

6. Demolition of Listed Building

Does the proposal include the partial or total demolition of a listed building?

Yes No

7. Immunity from Listing

Has a Certificate of Immunity from Listing been sought in respect of this building?

Yes No

8. Listed Building Alterations

Do the proposed works include alterations to a listed building?

Yes No

If Yes, do the proposed works include

a) works to the interior of the building?

Yes No

b) works to the exterior of the building?

Yes No

c) works to any structure or object fixed to the property (or buildings within its curtilage) internally or externally?

Yes No

d) 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 and photographs sufficient to identify the location, extent and character of the items to be removed. Also include the proposal for their replacement, including any new means of structural support, and state references for the plan(s)/drawing(s).

See Design and Access Statement and Planning Statement and Heritage Report.

9. Materials

Does the proposed development require any materials to be used in the build?

Yes No

Please provide a description of existing and proposed materials and finishes to be used in the build (including type, colour and name for each material) demolition excluded

Please add materials by using the dropdown, clicking 'Add' and filling in all the fields in the popup box.

To correct existing entries, use the 'Edit' link to open the popup box and ensure that all fields are completed.

External Walls

Please provide a description of existing materials and finishes:

Face brick and painted render

Please provide a description of proposed materials and finishes:

Retained face brick; painted render to match existing

Roof covering

Please provide a description of existing materials and finishes:

Plain tiling

Please provide a description of proposed materials and finishes:

Retained/ no alterations

9. Materials

Chimney	
Please provide a description of existing materials and finishes:	Face brick
Please provide a description of proposed materials and finishes:	Retained/ no alterations

Windows	
Please provide a description of existing materials and finishes:	Painted timber
Please provide a description of proposed materials and finishes:	Retained and overhauled painted timber; replacement painted timber casement

External Doors	
Please provide a description of existing materials and finishes:	Painted timber and varnished timber
Please provide a description of proposed materials and finishes:	Painted timber

Ceilings	
Please provide a description of existing materials and finishes:	Lath and plaster; gypsum plasterboard with gypsum plaster skim
Please provide a description of proposed materials and finishes:	Retained lath and plaster and gypsum plasterboard with gypsum plaster skim

Internal Walls	
Please provide a description of existing materials and finishes:	Brick; timber stud work with lath and plaster linings; painted timber panelled partitions; softwood stud work partitions with gypsum plasterboard and gypsum plaster linings
Please provide a description of proposed materials and finishes:	Retained brick, timber stud work with lath and plaster linings and painted timber panelled partitions; softwood stud work partitions removed; new softwood stud work with wood wool board and lime-based render linings

Floors	
Please provide a description of existing materials and finishes:	Ground floors: Timber joists and boarding on earth subfloor; sawn softwood joists and T&G boarding; solid concrete and screed. First floor: Timber longitudinal beams, joists and boarding.
Please provide a description of proposed materials and finishes:	Ground floors: Timber joists and boarding on earth subfloor replaced by insulated concrete slab; sawn softwood joists and T&G boarding partly retained and partly replaced by insulated concrete slab; solid concrete and screed replaced by insulated concrete slab. First floor: Timber longitudinal beams, joists and boarding.

Internal Doors	
Please provide a description of existing materials and finishes:	Painted solid timber 4 panel doors; modern painted 6 panel 'georgian' moulded doors
Please provide a description of proposed materials and finishes:	Painted solid timber 4 panel doors retained; modern painted 6 panel 'georgian' moulded doors removed; new painted solid timber 4 panel doors (fire resistant as necessary)

9. Materials

Rainwater goods	
Please provide a description of existing materials and finishes:	Black plastic
Please provide a description of proposed materials and finishes:	Replacement black cast metal

Boundary treatments (e.g. fences, walls)	
Please provide a description of existing materials and finishes:	Brick boundary wall
Please provide a description of proposed materials and finishes:	Brick boundary wall retained

Vehicle access and hard standing	
Please provide a description of existing materials and finishes:	N/A
Please provide a description of proposed materials and finishes:	N/A

Lighting	
Please provide a description of existing materials and finishes:	None
Please provide a description of proposed materials and finishes:	Recessed downlighters in soffit to Flat 1 entrance door

Are you supplying additional information on submitted plan(s)/design and access statement: Yes No

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

See Design and Access Statement and Planning and Heritage Report; drawing nos. 16_372 L 114_B Proposed elevations 1+2; L 115_A Proposed elevations 3+4+5; L 116_A Proposed elevations 6+7

10. Site Area

What is the measurement of the site area? (numeric characters only).

Unit

11. Existing Use

Please describe the current use of the site

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

Does the proposal involve any of the following? If Yes, you will need to submit an appropriate contamination assessment with your application.

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

12. Pedestrian and Vehicle Access, Roads and Rights of Way

- Is a new or altered vehicular 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/extinguishments and/or creation of rights of way? Yes No

13. Vehicle Parking

- Is vehicle parking relevant to this proposal? Yes No

14. Foul Sewage

Please state how foul sewage is to be disposed of:

- Mains Sewer
- Septic Tank
- Package Treatment plant
- Cess Pit
- Other
- Unknown

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

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

16_372 L 102_A Proposed site plan

15. 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 water course
- Soakaway
- Main sewer
- Pond/lake

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 may need to provide a full tree survey, at the discretion of your local planning authority. If a tree survey is

16. Trees and Hedges

required, this and the accompanying plan should be submitted alongside your application. 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 design, demolition and construction - Recommendations'.

17. Biodiversity and Geological Conservation

To assist in answering the following questions refer to the guidance notes for further information on when there is a reasonable likelihood that any important biodiversity or geological conservation features may be present or nearby and whether they are likely to be affected by your proposals. Having referred to the guidance notes, 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 (see guidance note):

- 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 (see guidance note):

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

c) Features of geological conservation importance (see guidance note):

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

18. Waste Storage and Collection

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

If Yes, please provide details:

2 no. 240 litre rubbish bins and 2 no. 240 litre recycling bins with 40 litre boxes for paper recycling

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

If Yes, please provide details:

2 no. 240 litre recycling bins with 40 litre boxes for paper recycling

19. Residential/Dwelling Units

Due to changes in the information requirements for this question that are not currently available on the system, if you need to supply details of Residential/Dwelling Units for your application please follow these steps:

1. Answer 'No' to the question below;
2. Download and complete this supplementary information template (PDF);
3. Upload it as a supporting document on this application, using the 'Supplementary information template' document type.

This will provide the local authority with the required information to validate and determine your application.

Does your proposal include the gain, loss or change of use of residential units? Yes No

Please select the proposed housing categories that are relevant to your proposal.

- Market
 Social
 Intermediate
 Key Worker

Add 'Market' residential units

19. Residential/Dwelling Units

Market: Proposed Housing

	Number of bedrooms					Total
	1	2	3	4+	Unknown	
Houses	0	4	0	0	0	4
Total	0	4	0	0	0	4

Please select the existing housing categories that are relevant to your proposal.

- Market
 Social
 Intermediate
 Key Worker

Total proposed residential units

4

Total existing residential units

0

20. 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	Existing gross internal floorspace (square metres)	Gross internal floorspace to be lost by change of use or demolition (square metres)	Total gross new internal floorspace proposed (including changes of use) (square metres)	Net additional gross internal floorspace following development (square metres)
B1 (a) - Office (other than A2)	257.9	257.9	257.9	0
Total	257.9	257.9	257.9	0

For hotels, residential institutions and hostels please additionally indicate the loss or gain of rooms:

21. Employment

Will the proposed development require the employment of any staff?

Yes No

22. Hours of Opening

Are Hours of Opening relevant to this proposal?

Yes No

23. 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 for a waste management development?

Yes No

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 it clear what information it requires on its website

24. Hazardous Substances

Is any hazardous waste involved in the proposal?

Yes No

25. Trade Effluent

Does the proposal involve the need to dispose of trade effluents or trade waste?

Yes No

26. 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

27. 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	<input type="text"/>
First name	<input type="text" value="Sarah"/>
Surname	<input type="text" value="Madyausiku"/>
Reference	<input type="text" value="6/2018/0955/PA"/>

Date (Must be pre-application submission)

Details of the pre-application advice received

28. 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?

29. Ownership Certificates and Agricultural Land Declaration

Certificate Of Ownership - Certificate A Certificate under Article 14 - Town and Country Planning (Development Management Procedure) (England) Order 2015 & 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**

* '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

29. Ownership Certificates and Agricultural Land Declaration

land is, or is part of, an agricultural holding.

Person role

- The applicant
 The agent

Title

First name

Surname

Declaration date

Declaration made

30. 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)