

# Development Management

Welwyn Hatfield Borough Council

The Campus, Welwyn Garden City, Herts AL8 6AE

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**WELWYN  
HATFIELD**

## Application for Planning Permission. 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

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

Country

## 2. Applicant Details

Postcode

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

Primary number

Secondary number

Fax number

Email address

## 3. Agent Details

Title

First name

Surname

Company name

Address line 1

Address line 2

Address line 3

Town/city

Country

Postcode

Primary number

Secondary number

Fax number

Email

## 4. Site Area

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

Unit

## 5. Description of the Proposal

Please describe details of the proposed development or works including any change of use.

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 work or change of use already started?  Yes  No

## 6. Existing Use

Please describe the current use of the site

A1 on the ground floor and C3 on the upper two floors

Is the site currently vacant?

Yes  No

**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

## 7. 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):**

Roof	
Description of existing materials and finishes (optional):	flat roof
Description of proposed materials and finishes:	grey slate tiles

Walls	
Description of existing materials and finishes (optional):	red brick
Description of proposed materials and finishes:	red brick to match existing

Windows	
Description of existing materials and finishes (optional):	white framed windows
Description of proposed materials and finishes:	Grey dormer windows with white frames

Boundary treatments (e.g. fences, walls)	
Description of existing materials and finishes (optional):	
Description of proposed materials and finishes:	New 1.8m gate for access

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

1254.01 - Design & Access Statement  
1254.01.001 - 300

## 8. 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

## 8. Pedestrian and Vehicle Access, Roads and Rights of Way

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

## 9. Vehicle Parking

Does the site have any existing vehicle/cycle parking spaces or will the proposed development add/remove any parking spaces?  Yes  No

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

Type of vehicle	Existing number of spaces	Total proposed (including spaces retained)	Difference in spaces
Cars	22	21	-1

## 10. 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 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'.**

## 11. Assessment of Flood Risk

Is the site within an area at risk of flooding? (Check the location on the Government's Flood map for planning. You should also refer to national 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

## 12. 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?**

**To assist in answering this question correctly, please refer to the help text which provides guidance on determining if any important biodiversity or geological conservation features may be present or nearby; and whether they are likely to be affected by the proposals.**

a) Protected and priority species:

## 12. Biodiversity and Geological Conservation

- 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

## 13. 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

## 14. Waste Storage and Collection

Do the plans incorporate areas to store and aid the collection of waste?

Yes  No

If Yes, please provide details:

Shown on drawing 1254.100

Have arrangements been made for the separate storage and collection of recyclable waste?

Yes  No

If Yes, please provide details:

Shown on drawing 1254.100

## 15. Trade Effluent

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

Yes  No

## 16. Residential/Dwelling Units

**Please note: This question has been updated to include the latest information requirements specified by government. Applications created before 23 May 2020 will not have been updated, please read the 'Help' to see details of how to workaround this issue.**

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 Housing  
 Social, Affordable or Intermediate Rent  
 Affordable Home Ownership  
 Starter Homes  
 Self-build and Custom Build

Add 'Market Housing - Proposed' residential units

## 16. Residential/Dwelling Units

### Market Housing - Proposed

	Number of bedrooms					Total
	1	2	3	4+	Unknown	
Flats/Maisonettes	3	3	0	0	0	6
Total	3	3	0	0	0	6

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

- Market Housing  
 Social, Affordable or Intermediate Rent  
 Affordable Home Ownership  
 Starter Homes  
 Self-build and Custom Build

Total proposed residential units

6

Total existing residential units

0

Total net gain or loss of residential units

6

## 17. All Types of Development: Non-Residential Floorspace

Does your proposal involve the loss, gain or change of use of non-residential floorspace?  
Note that 'non-residential' covers ALL uses except Use Class C3 Dwellinghouses

Yes  No

## 18. Employment

Are there any existing employees on the site or will the proposed development increase or decrease the number of employees?

Yes  No

## 19. Hours of Opening

Are Hours of Opening relevant to this proposal?

Yes  No

## 20. Industrial or Commercial Processes and Machinery

Does this proposal involve the carrying out of industrial or commercial activities and processes?

Yes  No

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**

## 21. Hazardous Substances

Does the proposal involve the use or storage of any hazardous substances?

Yes  No

## 22. 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?

## 22. Site Visit

- The agent
- The applicant
- Other person

## 23. 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

First name

Surname

Reference

Date (Must be pre-application submission)

Details of the pre-application advice received

## 24. 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?

## 25. Ownership Certificates and Agricultural Land Declaration

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

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\* and/or agricultural tenant\*\* of any part of the land or building to which this application relates; or
- The applicant is the sole owner of all the land or buildings to which this application relates and there are no other owners\* and/or agricultural tenants\*\*.

\* 'owner' is a person with a freehold interest or leasehold interest with at least 7 years to run. \*\* 'agricultural tenant' has the meaning given in section 65(8) of the Town and Country Planning Act 1990.

Owner/Agricultural Tenant

**25. Ownership Certificates and Agricultural Land Declaration**

Name of Owner/Agricultural Tenant	
Number	8
Suffix	
House Name	
Address line 1	Baytree Close
Address line 2	Cheshunt
Town/city	Waltham Cross
Postcode	EN7 6BN
Date notice served (DD/MM/YYYY)	17/06/2020

Name of Owner/Agricultural Tenant	
Number	2
Suffix	
House Name	
Address line 1	Valley View
Address line 2	Goffs Oak
Town/city	Herts
Postcode	EN7 5HL
Date notice served (DD/MM/YYYY)	17/06/2020

Name of Owner/Agricultural Tenant	
Number	145
Suffix	
House Name	
Address line 1	Hertford Road
Address line 2	Edmonton
Town/city	London
Postcode	N9 7EL
Date notice served (DD/MM/YYYY)	17/06/2020



## 25. Ownership Certificates and Agricultural Land Declaration

Name of Owner/Agricultural Tenant	
Number	13
Suffix	
House Name	
Address line 1	The Gardens
Address line 2	Brookmans Park
Town/city	Hertsmere
Postcode	AL9 7UL
Date notice served (DD/MM/YYYY)	17/06/2020

Name of Owner/Agricultural Tenant	
Number	17
Suffix	
House Name	
Address line 1	The Elms
Address line 2	Hertford
Town/city	Hertfordshire
Postcode	SG13 7UY
Date notice served (DD/MM/YYYY)	17/06/2020

Name of Owner/Agricultural Tenant	
Number	6
Suffix	
House Name	
Address line 1	Maynard Place
Address line 2	Station Road
Town/city	Cuffley
Postcode	EN6 4JA
Date notice served (DD/MM/YYYY)	17/06/2020

## 25. Ownership Certificates and Agricultural Land Declaration

Name of Owner/Agricultural Tenant	
Number	7
Suffix	
House Name	
Address line 1	Maynard Place
Address line 2	Station Road
Town/city	Cuffley
Postcode	EN6 4JA
Date notice served (DD/MM/YYYY)	17/06/2020

Name of Owner/Agricultural Tenant	
Number	8
Suffix	
House Name	
Address line 1	Maynard Place
Address line 2	Station Road
Town/city	Cuffley
Postcode	EN6 4JA
Date notice served (DD/MM/YYYY)	17/06/2020

Name of Owner/Agricultural Tenant	
Number	9
Suffix	
House Name	
Address line 1	Maynard Place
Address line 2	Station Road
Town/city	Cuffley
Postcode	EN6 4JA
Date notice served (DD/MM/YYYY)	17/06/2020

## 25. Ownership Certificates and Agricultural Land Declaration

Name of Owner/Agricultural Tenant	
Number	5
Suffix	
House Name	
Address line 1	Bittern Close
Address line 2	Cheshunt
Town/city	Hertfordshire
Postcode	EN7 6WF
Date notice served (DD/MM/YYYY)	17/06/2020

Name of Owner/Agricultural Tenant	
Number	8
Suffix	
House Name	
Address line 1	Ploug Hill
Address line 2	
Town/city	Cuffley
Postcode	EN6 4DR
Date notice served (DD/MM/YYYY)	17/06/2020

Name of Owner/Agricultural Tenant	
Number	14
Suffix	
House Name	
Address line 1	Maynard Place
Address line 2	Station Road
Town/city	Cuffley
Postcode	EN6 4JA
Date notice served (DD/MM/YYYY)	17/06/2020

## 25. Ownership Certificates and Agricultural Land Declaration

Name of Owner/Agricultural Tenant	
Number	26
Suffix	
House Name	
Address line 1	Station Road
Address line 2	
Town/city	Cuffley
Postcode	EN6 4HT
Date notice served (DD/MM/YYYY)	17/06/2020

Name of Owner/Agricultural Tenant	
Number	175
Suffix	
House Name	
Address line 1	Willow Road
Address line 2	Enfield
Town/city	Middlesex
Postcode	EN1 3BT
Date notice served (DD/MM/YYYY)	17/06/2020

Name of Owner/Agricultural Tenant	
Number	17
Suffix	
House Name	
Address line 1	Maynard Place
Address line 2	Station Road
Town/city	Cuffley
Postcode	EN6 4JA
Date notice served (DD/MM/YYYY)	17/06/2020

**25. Ownership Certificates and Agricultural Land Declaration**

Name of Owner/Agricultural Tenant	
Number	
Suffix	
House Name	TSG House
Address line 1	Cranborne Road
Address line 2	
Town/city	Potters Bars
Postcode	EN6 3JN
Date notice served (DD/MM/YYYY)	17/06/2020

Name of Owner/Agricultural Tenant	
Number	24
Suffix	
House Name	
Address line 1	Station Road
Address line 2	
Town/city	Cuffley
Postcode	EN6 4HT
Date notice served (DD/MM/YYYY)	17/06/2020

Name of Owner/Agricultural Tenant	
Number	51
Suffix	
House Name	
Address line 1	Theobalds Road
Address line 2	
Town/city	Cuffley
Postcode	EN6 4HL
Date notice served (DD/MM/YYYY)	17/06/2020

## 25. Ownership Certificates and Agricultural Land Declaration

Name of Owner/Agricultural Tenant	
Number	21
Suffix	
House Name	
Address line 1	Maynard Place
Address line 2	Station Road
Town/city	Cuffley
Postcode	EN6 4JA
Date notice served (DD/MM/YYYY)	17/06/2020

Person role

- The applicant  
 The agent

Title

First name

Surname

Declaration date (DD/MM/YYYY)

Declaration made

## 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.

Date (cannot be pre-application)