

# Development Management

Welwyn Hatfield Borough Council

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**WELWYN  
HATFIELD**

## 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="48"/>
Suffix	<input type="text"/>
Property name	<input type="text"/>
Address line 1	<input type="text" value="Theobalds Road"/>
Address line 2	<input type="text" value="Cuffley"/>
Address line 3	<input type="text"/>
Town/city	<input type="text" value="Potters Bar"/>
Postcode	<input type="text" value="EN6 4HL"/>

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

Easting (x)	<input type="text" value="530481"/>
Northing (y)	<input type="text" value="202384"/>

Description

### 2. Applicant Details

Title	<input type="text" value="mrs"/>
First name	<input type="text" value="Dani"/>
Surname	<input type="text" value="Martin"/>
Company name	<input type="text"/>
Address line 1	<input type="text" value="48, Theobalds Road"/>
Address line 2	<input type="text" value="Cuffley"/>
Address line 3	<input type="text"/>
Town/city	<input type="text" value="Potters Bar"/>
Country	<input type="text"/>

## 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. Description of Proposed Works

Please describe the proposed works:

Ground floor, single storey, rear extension to bring the back wall in line, instead of stepped. Remove the dummy pitched roof from the rear and construct a flat roof with a skylight fitted. The floor area of the extension is 4.5 square metres. Remove the old, damaged sliding doors and fit a set of bi folding doors. Internally, move the kitchen area into the rear section of the house and turn the old kitchen into a bedroom. Add an en suite to the bedroom to make the property a 3 bedroom house. Remove an interior wall to make the kitchen / diner open planned and make the garage into a study to enable the client to work from home. The garage at the moment is used as storage but there is ample space in the loft (which will remain untouched) for further storage. A structural engineer will be used to carry out the calculations for any structural work, and will carry out building regulations, prior to submitting an application to building control .

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):

## 5. Materials

Walls	
Description of existing materials and finishes (optional):	existing; solid brick 225mm wall with sand and cement render
Description of proposed materials and finishes:	cavity wall using 100mm 7n agilite blocks externally and 100mm celcon blocks 7n internally. 100mm cavity with white K rend externally

Roof	
Description of existing materials and finishes (optional):	main roof will remain as a pitched roof with tiled finish. remove small dummy pitch to rear elevation
Description of proposed materials and finishes:	main roof to remain, dummy pitch removed and flat roof constructed over kitchen/diner.(warm roof to be finished in GRP) The GRP will be grey in colour

Windows	
Description of existing materials and finishes (optional):	old upvc windows
Description of proposed materials and finishes:	new anthracite aluminium windows

Doors	
Description of existing materials and finishes (optional):	old aluminium sliding doors
Description of proposed materials and finishes:	new anthracite aluminium bi folding doors and single rear door

Boundary treatments (e.g. fences, walls)	
Description of existing materials and finishes (optional):	remaining/ no change
Description of proposed materials and finishes:	remaining/no change

Vehicle access and hard standing	
Description of existing materials and finishes (optional):	remaining/no change
Description of proposed materials and finishes:	remaining / no change

Lighting	
Description of existing materials and finishes (optional):	single pendants on old wiring
Description of proposed materials and finishes:	new fire rated spotlights on new wiring with new consumer unit

Other Insulation	
Description of existing materials and finishes (optional):	No roof insulation in current dummy pitch
Description of proposed materials and finishes:	125mm kingspan solid insulation in the flat roof

Other skylight	
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## 5. Materials

Description of existing materials and finishes (optional):	none currently fitted
Description of proposed materials and finishes:	UPVC pitched roof skylight with low e glass

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**

## 12. Ownership Certificates and Agricultural Land Declaration

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)