

# 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

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

No Agent details were submitted for this application

## 4. Description of Proposed Works

Please describe the proposed works:

Garage conversion to a habitable room  
The removal of the single garage door. Will be replaced with cavity matching brickwork and double UPVC double glazed glass window. Neighboring properties have already converted garage.  
Will use matching color with neighbors same type of window. (white)  
Garage not in use for parking and owning just 1 car with 1 parking place . This will not change in future.

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):

Walls	
Description of existing materials and finishes (optional):	Brick cavity wall.
Description of proposed materials and finishes:	Only part of the front wall i.e. garage door will require altering. Proposed materials will be the same as existing 90 cm high brick from floor with same facing brick and same mortal/joint color

Windows	
Description of existing materials and finishes (optional):	Existing white fascia double window with UPVC double glazing, containing privacy glass is to remain at back of the garage.
Description of proposed materials and finishes:	garage door replacing with a UPVC window , matching color with other windows on house and matching color with neighbors on 71,73 . Window size will be aprox 220x120 cm

Doors	
Description of existing materials and finishes (optional):	Aluminium up-and-over garage door

## 5. Materials

Description of proposed materials and finishes:	Aluminium up-and-over garage door will be replaced with double UPVC double glazed window, described in detail previously in Window section. Window is on grand floor and reflection of light will not effect opposite building as fence in front with a parking car. House face North , usually no direct sunlight on front.
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Vehicle access and hard standing	
Description of existing materials and finishes (optional):	Currently the garage has a concrete floor and the driveway is tarmacadam.
Description of proposed materials and finishes:	Since the hard standing in the garage will be lost in the garage conversion no description of the proposed materials is provided. The driveway will not be altered in this proposal.

Lighting	
Description of existing materials and finishes (optional):	Currently there is a light bulb in middle of garage.
Description of proposed materials and finishes:	Proposed lighting fixings will be consistent with the rest of the property, i.e. modern lights with a chrome ceiling rose.

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

See attached drawing in metric about proposed plan.  
Room will be used as guest room. Flooring will made with PVA/ isolation foil, C16 framing with Polystyrene and MDF hardbord top with laminate matching with house on first floor. This will elevate floor 8 cm.  
Ceiling and internal walls will be covered with plasterboard.

## 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?

## 9. Site Visit

- 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 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

Name of Owner/Agricultural Tenant	
Number	77
Suffix	
House Name	Tiger Moth Way
Address line 1	Tiger Moth Way
Address line 2	
Town/city	Hatfield
Postcode	AL10 9LT
Date notice served (DD/MM/YYYY)	14/09/2020

## 12. Ownership Certificates and Agricultural Land Declaration

Name of Owner/Agricultural Tenant	
Number	77
Suffix	
House Name	77 Tiger Moth Way
Address line 1	77 Tiger Moth Way
Address line 2	
Town/city	Hatfield
Postcode	AL10 9LT
Date notice served (DD/MM/YYYY)	14/09/2020

### 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)