



**Please send to :**  
The Planning Service, Howden House  
1 Union St  
Sheffield  
S1 2SH

Planning Helpline : 0114 203 9183  
E-mail : [planningdc@sheffield.gov.uk](mailto:planningdc@sheffield.gov.uk)

Sheffield Guidance at :  
[www.sheffield.gov.uk/planning](http://www.sheffield.gov.uk/planning)

## 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. Applicant Name, Address and Contact Details

|   |   |             |                                |          |  |
|---|---|-------------|--------------------------------|----------|--|
| Title:  | <input type="text" value="Mrs"/>                              | First Name: | <input type="text" value="S"/> | Surname: | <input type="text" value="Griffiths"/> |
| Company name:                                       | <input type="text"/>  |             |                                |          |  |
| Street address:                                     | <input type="text" value="c/o agent"/>                        |             |                                |          |  |
|   | <input type="text"/>  |             |                                |          |  |
|   | <input type="text"/>  |             |                                |          |  |
| Telephone number:                                   | <input type="text"/>  |             |                                |          |  |
| Mobile number:                                      | <input type="text"/>  |             |                                |          |  |
| Town/City:  | <input type="text"/>  |             |                                |          |  |
| Fax number:   | <input type="text"/>  |             |                                |          |  |
| Country:  | <input type="text"/>  |             |                                |          |  |
| Email address:                                      | <input type="text"/>  |             |                                |          |  |
| Postcode:   | <input type="text"/>  |             |                                |          |  |
| Are you an agent acting on behalf of the applicant? | <input checked="" type="radio"/> Yes <input type="radio"/> No |             |                                |          |  |

### 2. Agent Name, Address and Contact Details

|                   |   |             |                                    |          |                                      |
|-------------------|---|-------------|------------------------------------|----------|--------------------------------------|
| Title:            | <input type="text" value="Mr"/>                     | First Name: | <input type="text" value="James"/> | Surname: | <input type="text" value="Roberts"/> |
| Company name:     | <input type="text" value="JR Planning"/>            |             |                                    |          |                                      |
| Street address:   | <input type="text" value="34 The Quadrant"/>        |             |                                    |          |                                      |
|                   | <input type="text" value="Totley"/>                 |             |                                    |          |                                      |
|                   | <input type="text"/>                                |             |                                    |          |                                      |
| Telephone number: | <input type="text" value="07736459320"/>            |             |                                    |          |                                      |
| Mobile number:    | <input type="text"/>                                |             |                                    |          |                                      |
| Town/City:        | <input type="text" value="Sheffield"/>              |             |                                    |          |                                      |
| Fax number:       | <input type="text"/>                                |             |                                    |          |                                      |
| Country:          | <input type="text"/>                                |             |                                    |          |                                      |
| Email address:    | <input type="text"/>                                |             |                                    |          |                                      |
| Postcode:         | <input type="text" value="s17 4db"/>                |             |                                    |          |                                      |
|                   | <input type="text" value="james@jrplanning.co.uk"/> |             |                                    |          |                                      |

### 3. Description of Proposed Works

Please describe the proposed works:

Has the work already been started without planning permission?  Yes  No

#### 4. Site Address Details

Full postal address of the site (including full postcode where available)

Description:

House:  Suffix:

House name:

Street address:

Town/City:

Postcode:

Description of location or a grid reference  
(must be completed if postcode is not known):

Easting:

Northing:

#### 5. 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

If Yes to any questions, please show details on your plans or drawings and state their reference number(s):

#### 6. 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 (DD/MM/YYYY):  (Must be pre-application submission)

Details of the pre-application advice received:

#### 7. 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

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

Will any trees or hedges need to be removed or pruned in order to carry out your proposal?

Yes  No

## 8. Parking

Will the proposed works affect existing car parking arrangements?

Yes  No

If Yes, please describe:

Please see submitted plans

## 9. Authority Employee/Member

With respect to the Authority, I am:

- (a) a member of staff
- (b) an elected member
- (c) related to a member of staff
- (d) related to an elected member

Do any of these statements apply to you?

Yes  No

## 10. 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

## 11. Materials

Please state what materials (including type, colour and name) are to be used externally (if applicable):

### Boundary Treatments - description:

Description of *existing* materials and finishes:

Description of *proposed* materials and finishes:

Please see submitted plans

### Doors - description:

Description of *existing* materials and finishes:

Description of *proposed* materials and finishes:

Please see submitted plans

### Roof - description:

Description of *existing* materials and finishes:

Description of *proposed* materials and finishes:

Please see submitted plans

### Walls - description:

Description of *existing* materials and finishes:

Description of *proposed* materials and finishes:

Please see submitted plans

### Windows - description:

Description of *existing* materials and finishes:

Description of *proposed* materials and finishes:

Please see submitted plans

Are you supplying additional information on submitted plan(s)/drawing(s)/design and access statement?

Yes  No

If Yes, please state references for the plan(s)/drawing(s)/design and access statement:

## 11. Materials

Please see submitted plans

## 12. Certificates (Certificate A)

### Certificate of Ownership - Certificate A

#### Town and Country Planning (Development Management Procedure) (England) Order 2015 Certificate under Article 14

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 (*owner is a person with a freehold interest or leasehold interest with at least 7 years left to run*) of any part of the land to which the application relates, and that none of the land to which the application relates is, or is part of, an agricultural holding ("*agricultural holding*" has the meaning given by reference to the definition of "*agricultural tenant*" in section 65(8) of the Act).

Title:  First name:  Surname:

Person role:  Declaration date:   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