



**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. Site Address**

Number	<input type="text" value="6"/>
Suffix	<input type="text"/>
Property name	<input type="text"/>
Address line 1	<input type="text" value="Priory Close"/>
Address line 2	<input type="text"/>
Address line 3	<input type="text"/>
Town/city	<input type="text" value="Sheffield"/>
Postcode	<input type="text" value="S35 9TS"/>

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

Easting (x)	<input type="text" value="435237"/>
Northing (y)	<input type="text" value="394286"/>

Description

**2. Applicant Details**

Title	<input type="text" value="Other"/>
Other	<input type="text" value="Dr"/>
First name	<input type="text" value="Julie"/>
Surname	<input type="text" value="Banham"/>
Company name	<input type="text"/>
Address line 1	<input type="text" value="6, Priory Close"/>
Address line 2	<input type="text"/>
Address line 3	<input type="text"/>
Town/city	<input type="text" value="Sheffield"/>

## 2. Applicant Details

Country	<input type="text"/>
Postcode	<input type="text" value="S35 9TS"/>
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" value="Mr"/>
First name	<input type="text" value="Gerry"/>
Surname	<input type="text" value="Smith"/>
Company name	<input type="text" value="Smith and Roper"/>
Address line 1	<input type="text" value="Smith and Roper"/>
Address line 2	<input type="text" value="Buxton Road"/>
Address line 3	<input type="text"/>
Town/city	<input type="text" value="Bakewell"/>
Country	<input type="text" value="United Kingdom"/>
Postcode	<input type="text" value="DE45 1BZ"/>
Primary number	<input type="text" value="01629812722"/>
Secondary number	<input type="text"/>
Fax number	<input type="text"/>
Email	<input type="text" value="contact@smithandroper.com"/>

## 4. Description of Proposed Works

Please describe the proposed works:

Has the work already been started without consent?

Yes  No

## 5. Materials

Does the proposed development require any materials to be used?

Yes  No

Please provide a description of existing and proposed materials and finishes to be used (including type, colour and name for each material):

## 5. Materials

Windows

Description of proposed materials and finishes:

Aluminium clear glazed rooflight  
Aluminium obscure glazed rooflight

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

1158-R2-2019\_02\_12-001-PlansAsExisting  
1158-R2-2019\_02\_12-002-PlansAsProposed  
1158-R2-2019\_02\_12-003-SiteLocationPlan

## 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

**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)

## 10. Pre-application Advice

18/02/2019

Details of the pre-application advice received

Hi Gerry

Thank you for sending over amended drawings for consideration.

This option seems to suitably address the issues highlighted in pre application advice. I can therefore advise that planning permission is likely to be forthcoming. I can however confirm that it would not be permitted development. I refer to conditions from the General Permitted Development Order which specify any such window in the roof slope (side elevation) would need to obscure glazed. Unfortunately there isn't flexibility in the regs for partial obscurity.

Conditions

A.3 Development is permitted by Class A subject to the following conditions—

- (a) the materials used in any exterior work (other than materials used in the construction of a conservatory) must be of a similar appearance to those used in the construction of the exterior of the existing dwellinghouse;
- (b) any upper-floor window located in a wall or roof slope forming a side elevation of the dwellinghouse must be—
  - (i) obscure-glazed, and
  - (ii) non-opening unless the parts of the window which can be opened are more than 1.7 metres above the floor of the room in which the window is installed;

The proposed development would require a full planning application with a fee of £206.

The above is officer level opinion given without prejudice to the final determination of the application once received.

Kind regards

Megan Hinchliff  
Assistant Planning Officer  
Planning Service  
City Growth  
Sheffield City Council  
Telephone: (0114) 2734854  
Email: Megan.Hinchliff@sheffield.gov.uk

## 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**

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)

## 12. Ownership Certificates and Agricultural Land Declaration

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)

01/04/2019