



planning.general@gravesham.gov.uk / 01474 33 73 91  
Civic Centre, Windmill Street, Gravesend DA12 1AU

## Householder Application for Planning Permission for works or extension to a dwelling. Town and Country Planning Act 1990

You can complete and submit this form electronically via the Planning Portal by visiting [www.planningportal.gov.uk/apply](http://www.planningportal.gov.uk/apply)

### 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.

Please complete using block capitals and black ink.

It is important that you read the accompanying guidance notes as incorrect completion will delay the processing of your application.

### 1. Applicant Name and Address

Title:  First name:   
Last name:   
Company (optional):   
Unit:  House number:  House suffix:   
House name:   
Address 1:   
Address 2:   
Address 3:   
Town:   
County:   
Country:   
Postcode:

### 2. Agent Name and Address

Title:  First name:   
Last name:   
Company (optional):   
Unit:  House number:  House suffix:   
House name:   
Address 1:   
Address 2:   
Address 3:   
Town:   
County:   
Country:   
Postcode:

### 3. Description of Proposed Works

Please describe the proposed works:

GROUND FLOOR REAR EXTENSION, SIDE EXTENSION (INCLUDING DEMOLITION OF TIMBER GARAGE TO SIDE) & NEW FRONT PORCH & INTERNAL REMODELLING

If Yes, please state when the work was completed (DD/MM/YYYY):

(date must be pre-application submission)

(date must be pre-application submission)

Postcode (optional): PA12 3AS

If Yes to any questions, please show details on your plans or drawings and state the reference number(s) of the plan(s)/drawing(s):

Details of the pre-application advice received:

Sas Block Plan. (Existing)  
71 9 72

If Yes, please show on your plans which trees by giving them numbers e.g. T1, T2 etc, state the reference number of the plan(s)/drawing(s) and indicate the scale.

PARKING FOR 4 CARS OFF  
ROAD ON EXISTING GRAVEL  
DRIVE.

If Yes, please provide details of the name, relationship and role

MA

## 10. Materials

If applicable, please state what materials are to be used externally. Include type, colour and name for each material:

|                                             | Existing<br>(where applicable)                               | Proposed                  | Not<br>applicable        | Don't<br>Know            |
|---------------------------------------------|--------------------------------------------------------------|---------------------------|--------------------------|--------------------------|
| Walls                                       | FACE BRICK / RED                                             | TO MATCH                  | <input type="checkbox"/> | <input type="checkbox"/> |
| Roof                                        | SMALL CLAY TILES                                             | TO MATCH                  | <input type="checkbox"/> | <input type="checkbox"/> |
| Windows                                     | WHITE UPVC                                                   | TO MATCH                  | <input type="checkbox"/> | <input type="checkbox"/> |
| Doors                                       | WHITE UPVC                                                   | TO MATCH                  | <input type="checkbox"/> | <input type="checkbox"/> |
| Boundary treatments<br>(e.g. fences, walls) | 6 x 8 FOOT FENCES<br>TO REAR + DWARF<br>BRICK WALLS TO FRONT | NO CHANGE                 | <input type="checkbox"/> | <input type="checkbox"/> |
| Vehicle access and<br>hard-standing         | GRAVEL DRIVE                                                 | NO CHANGE                 | <input type="checkbox"/> | <input type="checkbox"/> |
| Lighting                                    | NONE                                                         | LOW INTENSITY TO<br>EXITS | <input type="checkbox"/> | <input type="checkbox"/> |
| Others<br>(please specify)                  | /                                                            | /                         | <input type="checkbox"/> | <input type="checkbox"/> |

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:

LOCATION PLAN  
BLOCK PLAN EXISTING  
BLOCK PLAN PROPOSED

EXISTING ELEVATIONS + GA'S  
PROPOSED ELEVATIONS + GA'S

## 11. Ownership Certificates and Agricultural Land Declaration

One Certificate A, B, C, or D, must be completed with this application form

### CERTIFICATE OF OWNERSHIP - CERTIFICATE A

#### Town and Country Planning (Development Management Procedure) (England) Order 2010 Certificate under Article 12

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\*\*

**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.**

\*"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.

Signed - Applicant:

Or signed - Agent:

Date (DD/MM/YYYY):

08/09/24

### CERTIFICATE OF OWNERSHIP - CERTIFICATE B

#### Town and Country Planning (Development Management Procedure) (England) Order 2010 Certificate under Article 12

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.

\*"owner" is a person with a freehold interest or leasehold interest with at least 7 years left to run.

\*\*"agricultural tenant" has the meaning given in section 65(8) of the Town and Country Planning Act 1990

| Name of Owner / Agricultural Tenant | Address | Date Notice Served |
|-------------------------------------|---------|--------------------|
|                                     |         |                    |
|                                     |         |                    |
|                                     |         |                    |
|                                     | NA      |                    |
|                                     |         |                    |
|                                     |         |                    |

Signed - Applicant:

Or signed - Agent:

Date (DD/MM/YYYY):

## 11. Ownership Certificates and Agricultural Land Declaration (continued)

### CERTIFICATE OF OWNERSHIP - CERTIFICATE C

**Town and Country Planning (Development Management Procedure) (England) Order 2010 Certificate under Article 12**

I certify/ The applicant certifies that:

- Neither Certificate A or B can be issued for this application
- All reasonable steps have been taken to find out the names and addresses of the other owners\* and/or agricultural tenants\*\* of the land or building, or of a part of it, but I have/ the applicant has been unable to do so.

\*"owner" is a person with a freehold interest or leasehold interest with at least 7 years left to run.

\*\*"agricultural tenant" has the meaning given in section 65(8) of the Town and Country Planning Act 1990

The steps taken were:

| Name of Owner / Agricultural Tenant | Address | Date Notice Served |
|-------------------------------------|---------|--------------------|
| N/A                                 |         |                    |
|                                     |         |                    |
|                                     |         |                    |
|                                     |         |                    |
|                                     |         |                    |
|                                     |         |                    |

Notice of the application has been published in the following newspaper (circulating in the area where the land is situated):

On the following date (which must not be earlier than 21 days before the date of the application):

Signed - Applicant:

Or signed - Agent:

Date (DD/MM/YYYY):

### CERTIFICATE OF OWNERSHIP - CERTIFICATE D

**Town and Country Planning (Development Management Procedure) (England) Order 2010 Certificate under Article 12**

I certify/ The applicant certifies that:

- Certificate A cannot be issued for this application
- All reasonable steps have been taken to find out the names and addresses of everyone else 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 to which this application relates, but I have/ the applicant has been unable to do so.

\*"owner" is a person with a freehold interest or leasehold interest with at least 7 years left to run.

\*\*"agricultural tenant" has the meaning given in section 65(8) of the Town and Country Planning Act 1990

The steps taken were:

|     |  |  |
|-----|--|--|
| N/A |  |  |
|-----|--|--|

Notice of the application has been published in the following newspaper (circulating in the area where the land is situated):

On the following date (which must not be earlier than 21 days before the date of the application):

Signed - Applicant:

Or signed - Agent:

Date (DD/MM/YYYY):

## 12. Planning Application Requirements - Checklist

Please read the following checklist to make sure you have sent all the information in support of your proposal. Failure to submit all information required will result in your application being deemed invalid. It will not be considered valid until all information required by the Local Planning Authority has been submitted.

The original and 3 copies of a completed and dated application form:

- ☒ The original and 3 copies of a design and access statement if proposed works fall within a conservation area or World Heritage Site, or relate to a Listed Building:

The original and 3 copies of a plan which identifies the land to which the application relates drawn to an identified scale and showing the direction of North:



The original and 3 copies of other plans and drawings or information necessary to describe the subject of the application:



The correct fee:

£206.00  
on line



The original and 3 copies of the completed, dated Ownership Certificate (A, B, C or D - as applicable) and Article 12 Certificate (Agricultural Holdings):



### 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.

Signed - Applicant:

Signed - Agent:

Date (DD/MM/YYYY):

08/09/2011

(date cannot be pre-application)

### 14. Applicant Contact Details

Telephone numbers

Country code:

National number:

Extension number:

Country code: Mobile number (optional):

Country code: Fax number (optional):

Email address (optional):

(AS PER AGENT)

### 15. Agent Contact Details

Telephone numbers

Country code:

National number:

Extension number:

Country code: Mobile number (optional):

Country code: Fax number (optional):

Email address (optional):

### 16. 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)

☐ Agent

☒ Applicant

☐ Other (if different from the agent/applicant's details)

If Other has been selected, please provide:

Contact name:

Telephone number:

Email address: