



Application for Planning Permission and listed building consent for alterations,  
extension or demolition of a listed building.  
Town and Country Planning Act 1990  
Planning (Listed Buildings and Conservation Areas) 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

## 2. Applicant Details

Country	<input type="text"/>
Postcode	<input type="text" value="W1K 3JP"/>
Are you an agent acting on behalf of the applicant?	<input checked="" type="radio"/> Yes <input type="radio"/> No
Primary number	<input type="text"/>
Secondary number	<input type="text"/>
Fax number	<input type="text"/>
Email address	<input type="text"/>

## 3. Agent Details

Title	<input type="text"/>
First name	<input type="text" value="Christian"/>
Surname	<input type="text" value="Leigh"/>
Company name	<input type="text" value="Leigh &amp; Glennie Ltd"/>
Address line 1	<input type="text" value="6 All Souls Road"/>
Address line 2	<input type="text"/>
Address line 3	<input type="text"/>
Town/city	<input type="text" value="Ascot"/>
Country	<input type="text"/>
Postcode	<input type="text" value="SL5 9EA"/>
Primary number	<input type="text"/>
Secondary number	<input type="text"/>
Fax number	<input type="text"/>
Email	<input type="text"/>

## 4. Description of the Proposal

Please note in regard to:

- Fire Statements - From 1 August 2021, planning applications for buildings of over 18 metres (or 7 stories) tall containing more than one dwelling will require a 'Fire Statement' for the application to be considered valid. There are some exemptions. View government planning guidance on fire statements or access the fire statement template and guidance.
- Permission In Principle - If you are applying for Technical Details Consent on a site that has been granted Permission In Principle, please include the relevant details in the description below.
- Public Service Infrastructure - From 1 August 2021, applications for certain public service infrastructure developments will be eligible for faster determination timeframes. See help for further details or view government planning guidance on determination periods.

Description

Please describe details of the proposed development or works including details of proposals to alter, extend or demolish the listed building(s).

Has the development or work already been started without consent?  Yes  No

## 5. Site Information

### Title number(s)

Please add the title number(s) for the existing building(s) on the site. If the site has no title numbers, please enter "Unregistered"

Title Number	unknown
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### Energy Performance Certificate

Do any of the buildings on the application site have an Energy Performance Certificate (EPC)?  Yes  No

### Public/Private Ownership

What is the current ownership status of the site?  Public  Private  Mixed

## 6. Further information about the Proposed Development

Are the proposals eligible for the 'Fast Track Route' based on the affordable housing threshold and other criteria?  Yes  No

Do the proposals cover the whole existing building(s)?  Yes  No

Where proposals only affect part(s) of building(s), please provide details (e.g. 'Rear Ground Floor', 'Unit 1 - 1st-3rd Floor')

1st, 2nd, 3rd floors, and rear service yard

### Current lead Registered Social Landlord (RSL)

If the proposal includes affordable housing, has a Registered Social Landlord been confirmed?  Yes  No  
If the proposal does not include affordable housing, select 'No'.

### Details of building(s)

Please add details for each new separate building(s) being proposed (all fields must be completed). Please only include existing building(s) if they are increasing in height as part of the proposal.

Building reference	Existing buildings
Maximum height (Metres)	13
Number of storeys	4

### Loss of garden land

Will the proposal result in the loss of any residential garden land?  Yes  No

### Projected cost of works

Please provide the estimated total cost of the proposal

## 7. Vacant Building Credit

Does the proposed development qualify for the vacant building credit?  Yes  No

## 8. Superseded consents

Does this proposal supersede any existing consent(s)?  Yes  No

## 9. Development Dates

Please add the expected commencement and completion dates for all phases of the proposed development.  
If the entire development is to be completed in a single phase, state in the 'Phase Detail' that it covers the 'Entire Development'.

## 9. Development Dates

Phase Detail	Commencement Month	Commencement Year	Completion Month	Completion Year
Entire	March	2022	December	2022

## 10. Scheme and Developer Information

### Scheme Name

Does the scheme have a name?  Yes  No

### Developer Information

Has a lead developer been assigned?  Yes  No

## 11. Listed Building Grading

What is the grading of the listed building (as stated in the list of Buildings of Special Architectural or Historical Interest)?

- Don't know  
 Grade I  
 Grade II\*  
 Grade II

Is it an ecclesiastical building?  Don't know  Yes  No

## 12. Demolition of Listed Building

Does the proposal include the partial or total demolition of a listed building?  Yes  No

## 13. Immunity from Listing

Has a Certificate of Immunity from Listing been sought in respect of this building?  Yes  No

## 14. Listed Building Alterations

Do the proposed works include alterations to a listed building?  Yes  No

### If Yes, do the proposed works include

- a) works to the interior of the building?  Yes  No
- b) works to the exterior of the building?  Yes  No
- c) works to any structure or object fixed to the property (or buildings within its curtilage) internally or externally?  Yes  No
- d) stripping out of any internal wall, ceiling or floor finishes (e.g. plaster, floorboards)?  Yes  No

If the answer to any of these questions is Yes, please provide plans, drawings and photographs sufficient to identify the location, extent and character of the items to be removed. Also include the proposal for their replacement, including any new means of structural support, and state references for the plan(s)/drawing(s).

See drawings and photos

## 15. 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) demolition excluded**

## 15. Materials

Please add materials by using the dropdown list to select the type, clicking 'Add' and entering all the details in the popup box

Type	Existing materials and finishes	Proposed materials and finishes
Internal Walls	Stud partitions and block work	Stud partitions
Internal Doors	Timber	Timber
Windows	Metal and timber	Timber
Floors	Timber	Timber

Are you submitting 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

Please see drawing notations

## 16. Site Area

What is the measurement of the site area?  
(numeric characters only).

0.10

Unit

Hectares

## 17. Existing Use

Please describe the current use of the site

Office, Class E

Is the site currently vacant?  Yes  No

If Yes, please describe the last use of the site

Office

When did this use end  
(if known)?  
DD/MM/YYYY

**Does the proposal involve any of the following? If Yes, you will need to submit an appropriate contamination assessment with your application.**

Land which is known to be contaminated  Yes  No

Land where contamination is suspected for all or part of the site  Yes  No

A proposed use that would be particularly vulnerable to the presence of contamination  Yes  No

## 18. Existing and Proposed Uses

Please add details of the Gross Internal Area (GIA) for all current uses and how this will change based on the proposed development. Details of the floor area for any proposed new uses should also be added.

Following changes to Use Classes on 1 September 2020: The list includes the now revoked Use Classes A1-5, B1, and D1-2 that should not be used in most cases. Also, the list does not include the newly introduced Use Classes E and F1-2. To provide details in relation to these, select 'Other' and specify the use where prompted. View further information on Use Classes. Multiple 'Other' options can be added to cover each individual use. If the 'Other' option is not displayed, please contact our service desk to resolve this.

Use Class	Existing gross internal floor area (square metres)	Gross internal floor area lost (including by change of use) (square metres)	Gross internal floor area gained (including change of use) (square metres)
OTHER Class E	100	0	0
Total	100	0	0

## 19. Pedestrian and Vehicle Access, Roads and Rights of Way

- Is a new or altered vehicular 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
- Are there any new public roads to be provided within the site?  Yes  No
- Are there any new public rights of way to be provided within or adjacent to the site?  Yes  No
- Do the proposals require any diversions/extinguishments and/or creation of rights of way?  Yes  No

## 20. Vehicle Parking

- Does the site have any existing vehicle/cycle parking spaces or will the proposed development add/remove any parking spaces?  Yes  No

## 21. Electric vehicle charging points

- Do the proposals include electric vehicle charging points and/or hydrogen refuelling facilities?  Yes  No

## 22. Foul Sewage

Please state how foul sewage is to be disposed of:

- Mains Sewer  
 Septic Tank  
 Package Treatment plant  
 Cess Pit  
 Other  
 Unknown

- Are you proposing to connect to the existing drainage system?  Yes  No  Unknown

If Yes, please include the details of the existing system on the application drawings. Please state the plan(s)/drawing(s) references.

Existing system unchanged

## 23. Water Management

Please state the expected percentage reduction of surface water discharge (for a 1 in 100-year rainfall event) from the proposal

0

- Are Green Sustainable Drainage Systems (SuDS) incorporated into the drainage design for the proposal?  Yes  No

Please state the expected internal residential water usage of the proposal (litres per person per day)

0.00

- Does the proposal include the harvesting of rainfall?  Yes  No

- Does the proposal include re-use of grey water?  Yes  No

## 24. Assessment of Flood Risk

- Is the site within an area at risk of flooding? (Check the location on the Government's Flood map for planning. You should also refer to national standing advice and your local planning authority requirements for information as necessary.)  Yes  No

**If Yes, you will need to submit a Flood Risk Assessment to consider the risk to the proposed site.**

- Is your proposal within 20 metres of a watercourse (e.g. river, stream or beck)?  Yes  No

## 24. Assessment of Flood Risk

Will the proposal increase the flood risk elsewhere?

Yes  No

### How will surface water be disposed of?

Sustainable drainage system

Existing water course

Soakaway

Main sewer

Pond/lake

## 25. Trees and Hedges

Are there trees or hedges on the proposed development site?

Yes  No

And/or: Are there trees or hedges on land adjacent to the proposed development site that could influence the development or might be important as part of the local landscape character?

Yes  No

**If Yes to either or both of the above, you may need to provide a full tree survey, at the discretion of your local planning authority. If a tree survey is required, this and the accompanying plan should be submitted alongside your application. Your local planning authority should make clear on its website what the survey should contain, in accordance with the current 'BS5837: Trees in relation to design, demolition and construction - Recommendations'.**

## 26. Biodiversity and Geological Conservation

**Is there a reasonable likelihood of the following being affected adversely or conserved and enhanced within the application site, or on land adjacent to or near the application site?**

**To assist in answering this question correctly, please refer to the help text which provides guidance on determining if any important biodiversity or geological conservation features may be present or nearby; and whether they are likely to be affected by the proposals.**

a) Protected and priority species:

- Yes, on the development site  
 Yes, on land adjacent to or near the proposed development  
 No

b) Designated sites, important habitats or other biodiversity features:

- Yes, on the development site  
 Yes, on land adjacent to or near the proposed development  
 No

c) Features of geological conservation importance:

- Yes, on the development site  
 Yes, on land adjacent to or near the proposed development  
 No

## 27. Open and Protected Space

Will the proposed development result in the loss, gain or change of use of any open space?

Yes  No

Will the proposed development result in the loss, gain or change of use of a site protected with a nature designation?

Yes  No

## 28. Waste and recycling provision

Does every unit in this proposal (residential and non-residential) have dedicated internal and external storage space for dry recycling, food waste and residual waste?

Yes  No

### 29. Residential Units

Does this proposal involve the loss or replacement of any self-contained residential units or student accommodation (including those being rebuilt)?  Yes  No

Does this proposal involve the addition of any self-contained residential units or student accommodation (including those being rebuilt)?  Yes  No

### 30. Non-Permanent Dwellings

Please add details of any non-permanent dwellings (if used as main residence e.g. caravans, mobile homes, converted railway carriages, etc...), traveller pitches/plots or houseboat moorings that this proposal seeks to add or remove

### 31. Other Residential Accommodation

Please add details of any non self-contained accommodation, based on the categories in the drop down menu, that this proposal seeks to add, remove or rebuild.

Provision for older people

Please specify the number of proposed rooms, of the types listed below, to be specifically provided for older people

Older persons care home accommodation - Residential care homes (Use Class C2)

0

Older persons supported and specialised accommodation - Hostel (Sui Generis Use)

0

### 32. Utilities

#### Water and gas connections

Number of new water connections required

0

Number of new gas connections required

0

#### Fire safety

Is a fire suppression system proposed?

Yes  No

#### Internet connections

Number of residential units to be served by full fibre internet connections

0

Number of non-residential units to be served by full fibre internet connections

0

#### Mobile networks

Has consultation with mobile network operators been carried out?

Yes  No

### 33. Environmental Impacts

#### Community energy

Will the proposal provide any on-site community-owned energy generation?

Yes  No

#### Heat pumps

Will the proposal provide any heat pumps?

Yes  No

#### Solar energy

Does the proposal include solar energy of any kind?

Yes  No

#### Passive cooling units

Number of proposed residential units with passive cooling

0

#### Emissions



### 33. Environmental Impacts

NOx total annual emissions (Kilograms)

Particulate matter (PM) total annual emissions (Kilograms)

#### Greenhouse gas emission reductions

Are the on-site Greenhouse gas emission reductions at least 35% above those set out in Part L of Building Regulations 2013?  Yes  No

#### Green Roof

Proposed area of 'Green Roof' to be added (Square metres)

#### Urban Greening Factor

Please enter the Urban Greening Factor score

#### Residential units with electrical heating

Number of proposed residential units with electrical heating

#### Reused/Recycled materials

Percentage of demolition/construction material to be reused/recycled

### 34. Employment

Are there any existing employees on the site or will the proposed development increase or decrease the number of employees?  Yes  No

#### Existing Employees

Please complete the following information regarding existing employees:

Full-time

Part-time

Total full-time equivalent

#### Proposed Employees

If known, please complete the following information regarding proposed employees:

Full-time

Part-time

Total full-time equivalent

### 35. Hours of Opening

Are Hours of Opening relevant to this proposal?  Yes  No

### 36. Industrial or Commercial Processes and Machinery

Does this proposal involve the carrying out of industrial or commercial activities and processes?  Yes  No

Is the proposal for a waste management development?  Yes  No

**If this is a landfill application you will need to provide further information before your application can be determined. Your waste planning authority should make it clear what information it requires on its website**

### 37. Hazardous Substances

Does the proposal involve the use or storage of any hazardous substances?  Yes  No

### 38. Trade Effluent

Does the proposal involve the need to dispose of trade effluents or trade waste?

Yes  No

### 39. 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

### 40. Pre-application Advice

Has assistance or prior advice been sought from the local authority about this application?

Yes  No

### 41. 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?

### 42. Ownership Certificates and Agricultural Land Declaration

**Certificate Of Ownership - Certificate A Certificate under Article 14 - Town and Country Planning (Development Management Procedure) (England) Order 2015 & Regulation 6 of the Planning (Listed Buildings and Conservation Areas) Regulations 1990**

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

Declaration made

### 43. 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.

**43. Declaration**

Date (cannot be pre-application)

30/09/2021