BARNSLEY
Metropolitan Borough Council

Planning and Transportation Service
Assistant Director: Stephen Moralee BA (Hons) MBA
Development Control Section
PO Box 604, Barnsley, S70 9FE
Tel: (01226) 770770 Fax: (01226) 772591 E-mail: developmentcontrol@barnsley.gov.uk
The website address for all Council services is www.barnsley.gov.uk

Date: 13 May 2009 Enquiries to: Kay Fothergill Dial Direct (01226) 772053

19/05
MAGNUS.

Dear Sirs

DESCRIPTION: Erection of a conservatory extension to front of dwelling.
LOCATION: 15 Bluebell Avenue, Penistone, Sheffield
APPLICATION NO: 2009/0615/INVALID

Thank you for your planning application in respect of the above. Unfortunately, your application is invalid and cannot be processed because:-

The Agricultural Holdings Certificate is not signed or dated.

The application has been submitted on the wrong forms. Please fill out the enclosed forms to validate your application.

Please attach these documents to this letter and return to the above address as soon as possible, to enable us to process your application. If you require assistance or have any queries please telephone the officer named above.

Yours faithfully

[redacted]

NO CHQ
Barnsley Metropolitan Borough Council
21 MAY 2009

Stephen Moralee
Assistant Director, Planning and Transportation

Mr John Crosby
Pennine Conservatories
Bridge End
Penistone
Sheffield
S36 7AH

Please address all correspondence to the Development Control Manager

Awarded for excellence

Contact Details

If you need to contact us please do so by one of the following methods:-

Telephone: (01226) 772595 General Enquires

E-mail: developmentcontrol@barnsley.gov.uk

In Writing: Planning and Transportation, PO Box 604, Barnsley, S70 9FE

If you would like to view a current planning application or make an enquiry in person please visit Barnsley Connects, The Civic, Eldon Street, Barnsley, S70 2JL during office hours Monday – Thursday 9.00 am – 5.00 pm and Friday 9.00 am to 4.30 pm.

Disruption to service will be kept to a minimum however, there may be a delay in the availability of information from historic planning applications which will now need to be requested from the off site archive storage building.

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List of Planning Requirements
HOUSEHOLDER PLANNING APPLICATION

Application No .....

National Requirements-:

Three copies of the completed planning application forms, signed and dated. (Unless application is submitted electronically where only one form is required)	✓
Article 7 Certificate (Agricultural Holdings), signed and dated.	✓
Completed, Ownership Certificate (A, B, C or D), signed and dated.	✓
The location plan (Ordnance Survey based), at a scale of 1:2500 or 1:1250. The plan should show at least three main roads and surrounding buildings and should show the direction of North. The application site should be edged clearly with a red line and a blue line must be drawn around any other land owned by the applicant.	✓
Existing and proposed site layout at a scale of not less than 1:500. This should include all buildings and structures, gardens, open spaces and car parking in the context of adjacent buildings including the location of any window.	✓
Full existing and proposed elevations to a scale of 1:50 or 1:100.	✓
Full existing and proposed floor plans at a scale of 1:50 or 1:100	✓
Design and Access Statement where required, (e.g. if the dwelling is in a Conservation Area)	✓
The correct fee	✓

BARNSLEY
Metropolitan Borough Council

FOR OFFICE USE

Application No. .....

Date Received .....

Fee Paid .....

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

Publication of planning applications on council websites

Please note that with the exception of applicant contact details and Certificates of Ownership, the information provided on this application form and in supporting documents may be published on the council's website.

If you have provided any other information as part of your application which falls within the definition of personal data under the Data Protection Act which you do not wish to be published on the council's website, please contact the council'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:	MR	First name:	ERIC		
Last name:	BOOTH.				
Company (optional):					
Unit:		House number:	15	House suffix:	
House name:					
Address 1:	BLUEBELL AVENUE				
Address 2:					
Address 3:					
Town:	PENISTONE.				
County:	SOUTH YORKSHIRE				
Country:	ENGLAND				
Postcode:	S36 6AF.				

2. Agent Name and Address

Title:		First name:	JOHN		
Last name:	CROSBY.				
Company (optional):	PENNINE CONSERVATORIES.				
Unit:		House number:		House suffix:	
House name:					
Address 1:	BRIDGE END.				
Address 2:					
Address 3:					
Town:	PENISTONE.				
County:	SOUTH YORKSHIRE.				
Country:	ENGLAND				
Postcode:	S36 7AH.				

3. Description of Proposed Works

Please describe the proposed works:

CONSERVATORY TO FRONT ELEVATION

3. Description of Proposed Works (continued)

Has the work already started? ☐ Yes ☑ No

If Yes, please state when the work was started (DD/MM/YYYY): (date must be pre-application submission)

Has the work already been completed? ☐ Yes ☑ No

If Yes, please state when the work was completed (DD/MM/YYYY): (date must be pre-application submission)

4. Site Address Details

Please provide the full postal address of the application site.

Unit: House number: House suffix:

House name:

Address 1:

Address 2:

Address 3:

Town:

County:

Postcode (optional):

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, extinguishments 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 the reference number(s) of the plan(s)/ drawing(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).

Please tick if the full contact details are not known, and then complete as much possible: ☐

Officer name:

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 boundary? ☐ 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

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.

8. Parking

Will the proposed works affect existing car parking arrangements? ☐ Yes ☑ No

If Yes, please describe:

9. Council Employee / Member

Is the applicant or agent related to any member of staff or elected member of the council? ☐ Yes ☑ No

If Yes, please provide details:

10. Materials

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

	Existing (where applicable)	Proposed	Not applicable	Don't Know	Drawing references if applicable
Walls		BRICK TO MATCH	☐	☐	
Roof		STRUCTURAL ALUMINIUM WITH 35MM POLYCARBONATE ROOF SHEETS. CLAD IN WHITE UPVC.	☐	☐	
Windows		UPVC	☐	☐	
Doors		UPVC.	☐	☐	
Boundary treatments (e.g. fences, walls)			☑	☐	
Vehicle access and hard-standing			☑	☐	
Lighting			☑	☐	
Others (please specify)			☑	☐	

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. Certificates

One Certificate A, B, C, or D, must be completed, together with the Agricultural Holdings Certificate with this application form

CERTIFICATE OF OWNERSHIP - CERTIFICATE A

Town and Country Planning (General Development Procedure) Order 1995 Certificate under Article 7

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 or building to which the application relates.

Signed - Applicant:	Or signed - Agent:	Date (DD/MM/YYYY):
	[redacted]	19/05/09

CERTIFICATE OF OWNERSHIP - CERTIFICATE B

Town and Country Planning (General Development Procedure) Order 1995 Certificate under Article 7

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 *(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 or building to which this application relates.

Name of Owner	Address	Date Notice Served

Signed - Applicant:	Or signed - Agent:	Date (DD/MM/YYYY):

CERTIFICATE OF OWNERSHIP - CERTIFICATE C

Town and Country Planning (General Development Procedure) Order 1995 Certificate under Article 7

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 *(owner is a person with a freehold interest or leasehold interest with at least 7 years left to run)* of the land or building, or of a part of it , but I have/ the applicant has been unable to do so.

The steps taken were:

Name of Owner	Address	Date Notice Served

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):

11. Certificates (continued)

CERTIFICATE OF OWNERSHIP - CERTIFICATE D

Town and Country Planning (General Development Procedure) Order 1995 Certificate under Article 7

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 *(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 this application relates, but I have/ the applicant has been unable to do so.

The steps taken were:

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):

AGRICULTURAL HOLDINGS CERTIFICATE

Town and Country Planning (General Development Procedure)Order 1995 Certificate under Article 7

Agricultural Land Declaration - You Must Complete Either A or B

(A) None of the land to which the application relates is, or is part of, an agricultural holding.

Signed - Applicant:

Or signed - Agent: [redacted]

Date (DD/MM/YYYY): 19-05-09

B) I have/ The applicant has given the requisite notice to every person other than myself/ the applicant who, on the day21 days before the date of this application, was a tenant of an agricultural holding on all or part of the land to which this application relates, as listed below:

Name of Tenant	Address	Date Notice Served

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.

3 copies of a completed and dated application form: ☐

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: ☐

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

3 copies of a design and access statement where proposed works fall within one of the following designated areas: ☐

- National Park
- Site of special scientific interest
- Conservation area
- Area of outstanding natural beauty
- World Heritage Site
- The Broads

The correct fee: ☐

3 copies of the completed, dated Article 7 Certificate (Agricultural Holdings): ☐

3 copies of the completed, dated Ownership Certificate (A, B, C or D - as applicable): ☐

13. Declaration

I/we hereby apply for planning permission/consent as described in this form and the accompanying plans/drawings and additional information.

Signed - Applicant:

Or signed - Agent: [redacted]

Date (DD/MM/YYYY): 19/05/09 (date cannot be pre-application)