



HOUSEHOLDER PLANNING APPEAL FORM

WARNING: The appeal and essential supporting documents **must** reach the Inspectorate within the appeal period. **If your appeal and essential supporting documents are not received in time we will not accept the appeal.**

PLEASE PRINT CLEARLY IN CAPITALS USING **BLACK** INK

A. APPELLANT DETAILS

*Email address craigtimbrell2@hotmail.co.uk

B. AGENT DETAILS (IF ANY) FOR THE APPEAL

*Email address STEVEANDCHRISINGRAM@GOOGLEMAIL.COM

C. LOCAL PLANNING AUTHORITY (LPA) DETAILS

Date of the LPA's decision notice

0	9
---	---

1	0
---	---

2	0	2	3
---	---	---	---

D. APPEAL SITE ADDRESS

See section D of the guidance leaflet.

Address

4	6		O	A	K		L	A	N	E		W	H	I	T	E	F	I	E	L	D									
M	A	N	C	H	E	S	T	E	R																					

Postcode

M	4	5		
---	---	---	--	--

8 E T

Note: Failure to provide the full postcode may delay the processing of your appeal

Please answer the questions below:

1 Is the appeal site within a Green Belt?

Yes

☐

No

☒

2 Are there any health and safety issues at, or near, the site which the Inspector would need to take into account when visiting the site? If yes, please describe them on a separate sheet.

Yes

☐

No

☒

E. DESCRIPTION OF THE DEVELOPMENT

See section E of the guidance leaflet.

Has the description of the development changed from that on the application form?

Yes

☒

No

☐

H	I	P		T	O		G	A	B	L	E		R	O	O	F		E	X	T	E	N	S	I	O	N		A	T
S	I	D	E		A	N	D		L	O	F	T		C	O	N	V	E	R	S	I	O	N		W	I	T	H	
R	E	A	R		D	O	R	M	E	R																			

Area of floor space of proposed development in square metres

2	5		m	²		
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F. REASON FOR THE APPEAL

See section F of the guidance leaflet.

The reason for this appeal is that the LPA has (please tick which applies):

1 Refused planning permission for the development

1 ☒

2 Refused planning permission to vary or remove a condition(s)

2 ☐

3 Refused prior approval of permitted development rights

3 ☐

G. CHOICE OF PROCEDURE

It is important that you read carefully section G of the guidance leaflet before you complete this section.

There are 3 possible procedures:- written representations, hearings and inquiries. You should consider carefully which procedure suits your circumstances before selecting your preferred option by ticking the box.

1 THE WRITTEN REPRESENTATIONS PROCEDURE

W ☒

This is normally the quickest and most straightforward way of making an appeal. The 'Householder Appeals Service' written procedure is particularly suited to small - scale developments.

a) Could the Inspector see the relevant parts of the appeal site sufficiently to judge the proposal from public land?

Yes

☐

No

☒

G. CHOICE OF PROCEDURE

It is important that you read carefully section G of the guidance leaflet before you complete this section.

2 THE HEARING PROCEDURE

H ☐

This procedure is likely to be suited to more complicated cases which require detailed discussion about the merits of a proposal. Although you may indicate a preference for a hearing, the Inspectorate must also consider that your appeal is suitable for this procedure. You must give detailed reasons below or on a separate sheet why you think a hearing is necessary.

3 THE INQUIRY PROCEDURE

I ☐

This is the most formal of procedures. Although you may indicate a preference for an inquiry the Inspectorate must also consider that your appeal is suitable for this procedure. You must give detailed reasons below or on a separate sheet why you think an inquiry is necessary.

H. GROUNDS OF APPEAL

See section H of the guidance leaflet to help you decide what to include in your appeal

Have you made a costs application with this appeal?

Yes ☐ No ☒

We need the extra room as we are a family of 5. We have a daughter at 15 who suffers with ADHD and needs her own space. We have a 12 year old boy and a 3 year old girl so it is not possible for them to share by law. At the moment our 3 year old shares a bedroom with us (mum + Dad) which is just not ideal, we are over crowded and need the extra space. I myself suffer with a brain tumour and need my own room to rest.

The proposed extension would not be detrimental to the street scene

Please continue on a separate sheet if necessary

I. (part one) SITE OWNERSHIP CERTIFICATES This must be completed for all appeals. See section I of the guidance leaflet.

We need to know who owns the appeal site. If you do not own the appeal site or if you own only a part of it, we need to know the name(s) of the owner(s) or part owner(s) and be sure that you have told them that you have made an appeal.

You must tick below which of the "certificates" applies.

'Please tick **ONE** box only' ✓

If you are the **sole** owner of the **whole** appeal site, certificate A will apply:

CERTIFICATE A

A ☒

I certify that, on the day 21 days before the date of this appeal, nobody except the appellant, was the owner of any part of the land to which the appeal relates:

OR

CERTIFICATE B

B ☐

I certify that the appellant (or the agent) has given the requisite notice to everyone else who, on the day 21 days before the date of this appeal, was the owner of any part of the land to which the appeal relates, as listed below:

Owner's name

Address at which the notice was served

Date the notice was served (this must be within the last 21 days)

OR

CERTIFICATES C & D

C/D ☐

If you do not know who owns all or part of the appeal site, complete either Certificate C or Certificate D in the guidance leaflet and attach it to the appeal form.

I. (part two) AGRICULTURAL HOLDINGS CERTIFICATE

This must be completed for all appeals. See section I of the guidance leaflet.

We need to know whether the appeal site forms part of an agricultural holding.

Please tick either (a) or (b).

'Please tick **ONE** box only' ✓

a) None of the land to which the appeal relates is, or is part of, an agricultural holding:

A ☒

OR

b) The appeal site is, or is part of, an agricultural holding and the appellant (or the agent) has given the requisite notice to every person (other than the appellant) who, on the day 21 days before the date of the appeal, was a tenant of an agricultural holding on all or part of the land to which the appeal relates as listed below:

B ☐

Please note: If the appellant is the sole agricultural tenant, (b) should be ticked and 'not applicable' should be written under "Tenant's name".

Tenant's name

Address at which the notice was served

Date the notice was served (this must be within the last 21 days)

J. ESSENTIAL SUPPORTING DOCUMENTS

See section J of the guidance leaflet.

If we do not receive both your appeal documents by the end of the appeal period we will not accept your appeal.

You must send the documents listed below with your appeal form. Please tick the boxes to confirm the documents are enclosed.

1 A copy of the **planning application form** sent to the LPA.



2 A copy of the **LPA's decision notice**.



K. OTHER APPEALS

See section K of the guidance leaflet.

If you have sent other appeals for this or nearby sites to us and these have not been decided, please give details and our reference numbers.

L. CHECK SIGN AND DATE

See section L of the guidance leaflet.

Please tick the boxes to confirm that the following actions have been carried out.

1 I have completed all sections of the form and the details of the ownership (sections I, parts one and two) are correct to the best of my knowledge.



2 I have enclosed **both** the essential supporting documents listed in section J.



3 I have enclosed my grounds of appeal (if not given in section H).



4 I have sent a copy of this appeal form and relevant documents to the LPA (if you do not we will not normally accept your appeal).



5 I have signed and dated the form (unsigned forms will be returned to you).



Signature Steve Ingram Date. 15th NOV 2023

Name (in capitals) STEVE INGRAM On behalf of (if applicable) CRAIG TIMBRELL



The gathering and subsequent processing of the personal data supplied by you in this form, is in accordance with the terms of our registration under the Data Protection Act 2018. Further information about our Data Protection policy can be found in the guidance leaflet.

M. NOW SEND

See section M of the guidance leaflet.

Send **THIS** form (not a photocopy of it) to us at:

Initial Appeals
Temple Quay House
2 The Square
BRISTOL
BS1 6PN

Helpline: 0303 444 5000

Send a copy to the LPA

You may wish to keep a copy of the completed form for your records

When we receive your appeal form, we will write to you letting you know if your appeal is valid, who is dealing with it and what happens next.

PLANNING, DESIGN & ACCESS STATEMENT FOR PROPOSED DORMER BEDROOMS AT 46, OAK, LANE, WHITEFIELD BURY M45 8ET

1. PROPERTY DESCRIPTION

THE PROPERTY IS A SEMI-DETACHED HOUSE OF TRADITIONAL DESIGN & CONSTRUCTION BUILT IN BRICK WITH A TILED HIPPED ROOF.

2. PLANNING HISTORY

I AM NOT AWARE OF ANY RECENT PLANNING HISTORY

3. PROPOSALS

IT IS PROPOSED TO BUILD UP A GABLE PIKE & CONSTRUCT REAR DORMER.

4. DESIGN

THE DESIGN PRINCIPLE IS TO CREATE IMPROVED LIVING SPACE BY CONVERTING THE ROOF SPACE & THE ADDITION OF A REAR DORMER. THE MATERIALS TO BE USED TO MATCH EXT'G IN KEEPING WITH THE EXT'G & SURROUNDING PROPERTIES

5. ACCESS

REMAINS AS EXISTING.

6. CONCLUSIONS

THE PROPOSED WORK COMPLIES WITH LOCAL, REGIONAL & NATIONAL PLANNING POLICY GUIDE LINES

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

Privacy Notice

This form is provided by Planning Portal and based on the requirements provided by Government for the sole purpose of submitting information to the Local Planning Authority in accordance with the legislation detailed on this form and 'The Town and Country Planning (Development Management Procedure) (England) Order 2015 (as amended)'.

Please be aware that once you have downloaded this form, Planning Portal will have no access to the form or the data you enter into it. Any subsequent use of this form is solely at your discretion, including the choice to complete and submit it to the Local Planning Authority in agreement with the declaration section.

Upon receipt of this form and any supporting information, it is the responsibility of the Local Planning Authority to inform you of their obligations in regards to the processing of your application. Please refer to their website for further information on any legal, regulatory and commercial requirements relating to information security and data protection of the information you have provided.

Local Planning Authority details:

For assistance with completing this form contact:



The Planning Service
3 Knowsley Place, Duke Street, Bury BL9 0EJ

Phone: 0161 253 5432 Email: development.control@bury.gov.uk

Publication on Local Planning Authority websites

Information provided on this form and in supporting documents may be published on the authority's planning register and website.

Please ensure that the information you submit is accurate and correct and does not include personal or sensitive information. If you require any further clarification, please contact the authority directly.

If printed, please complete using block capitals and black ink.

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

1. Applicant Name and Address

Title:	MR	First name:	CRAIG
Last name:	TIMBELL		
Company (optional):			
Unit:		House number:	46
		House suffix:	
House name:			
Address 1:	OAK LANE		
Address 2:	WHITEFIELD		
Address 3:			
Town:	BURY		
County:	LANCS		
Country:	ENGLAND		
Postcode:	M45 8ET		

2. Agent Name and Address

Title:	MR	First name:	STEVE
Last name:	INGRAM		
Company (optional):	S. INGRAM & ASSOCIATES		
Unit:		House number:	
		House suffix:	
House name:	DESIGN STUDIO		
Address 1:	HEIGHTS LANE		
Address 2:	HEIGHTS		
Address 3:	DELPH		
Town:	OLDHAM		
County:	LANCS		
Country:	ENGLAND		
Postcode:	OL3 5TU		

3. Description of Proposed Works

Please describe the proposed works:

ROOF ALTERATIONS & DORMER BEDROOMS

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: 46 House suffix:

House name:

Address 1: OAK LANE

Address 2: WHITEFIELD

Address 3:

Town: BURY

County: LANCs

Postcode (optional): M45 8ET

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 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

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. 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

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

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
Walls	BRICK	TO MATCH EXT'G BRICK	☐	☐
Roof	TILES	TO MATCH EXT'G	☐	☐
Windows	UPVC	UPVC	☐	☐
Doors	UPVC	UPVC	☐	☐
Boundary treatments (e.g. fences, walls)			☒	☐
Vehicle access and hard-standing			☒	☐

10. Materials

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

Lighting			☐	☐
Others (please specify)		FLAT ROOF DORMER WITH BOARDED FRAME SEE 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:

ATTACHED

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 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**

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):

CERTIFICATE OF OWNERSHIP - CERTIFICATE B

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

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

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 2015 Certificate under Article 14

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

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):

--

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CERTIFICATE OF OWNERSHIP - CERTIFICATE D

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

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:

--

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):

--

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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 (LPA) has been submitted.

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

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 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 correct fee: TO FOLLOW ☒

☒ The original and 3 copies* of the completed, dated Ownership Certificate (A, B, C or D – as applicable) and Article 14 Certificate (Agricultural Holdings): ☒

*National legislation specifies that the applicant must provide the original plus three copies of the form and supporting documents (a total of four copies), unless the application is submitted electronically or, the LPA indicate that a smaller number of copies is required. LPAs may also accept supporting documents in electronic format by post (for example, on a CD, DVD or USB memory stick). You can check your LPA's website for information or contact their planning department to discuss these options.

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:

Or signed - Agent:

Date (DD/MM/YYYY):

(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):

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

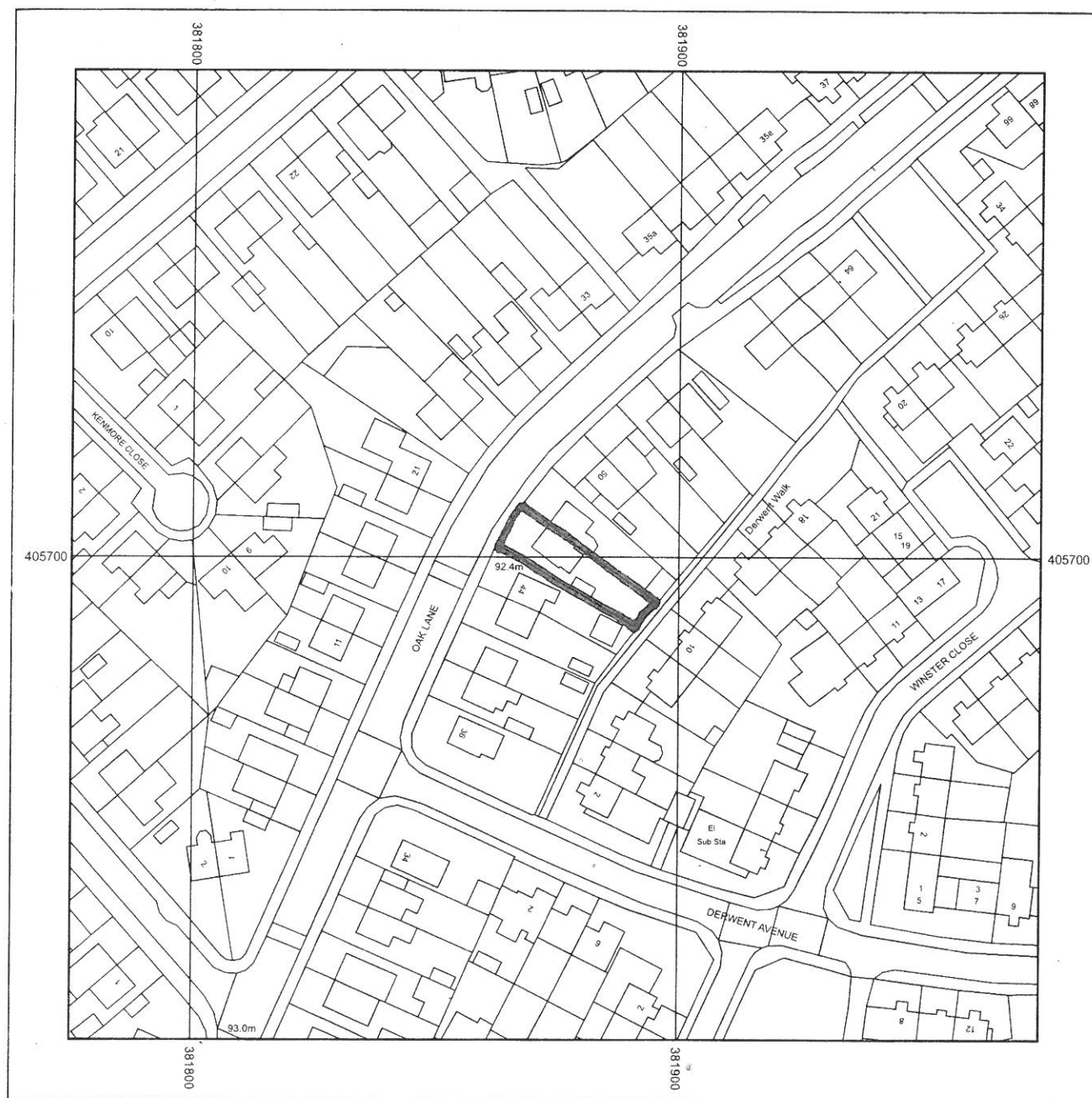
☐ Other (if different from the agent/applicant's details)

If Other has been selected, please provide:

Contact name:

Telephone number:

Email address:



Metres
0 5 10 20 30 40 50

Scale: 1: 1250



Supplied by: National Map Centre
License number: 100031961
Produced: 16/11/2022
Serial number: 192609

46 OAK LANE
WHITEFIELD
MANCHESTER
M45 8ET

Plot centre co-ordinates: 381875,405700
Download file:
Project name: 46 OAK LANE - M45
8ET