



**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)

## Application for Planning Permission. 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="344"/>
Suffix	<input type="text"/>
Property name	<input type="text" value="Wheel Cottage"/>
Address line 1	<input type="text" value="The Wheel"/>
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 9ZB"/>

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

Easting (x)	<input type="text" value="434417"/>
Northing (y)	<input type="text" value="393937"/>

Description

### 2. Applicant Details

Title	<input type="text" value="Other"/>
Other	<input type="text" value="Mr T Maton and Ms S Holmes"/>
First name	<input type="text"/>
Surname	<input type="text" value="Maton and Holmes"/>
Company name	<input type="text"/>
Address line 1	<input type="text" value="30"/>
Address line 2	<input type="text" value="Downside Road"/>
Address line 3	<input type="text"/>
Town/city	<input type="text" value="Oxford"/>

## 2. Applicant Details

Country	<input type="text"/>
Postcode	<input type="text" value="OX3 8HP"/>
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

No Agent details were submitted for this application

## 4. Site Area

What is the measurement of the site area? (numeric characters only).	<input type="text" value="500"/>
Unit	<input type="text" value="sq.metres"/>

## 5. Description of the Proposal

Please describe details of the proposed development or works including any change of use.

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.

Has the work or change of use already started?  Yes  No

## 6. Existing Use

Please describe the current use of the site

Is the site currently vacant?  Yes  No

**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

## 7. Materials

Does the proposed development require any materials to be used in the build?  Yes  No

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

<input type="text" value="Walls"/>	
Description of existing materials and finishes (optional):	<input type="text" value="Stone"/>

## 7. Materials

Walls	
Description of proposed materials and finishes:	Approved high density blocks to infill existing openings in what will be the party wall.

Windows	
Description of existing materials and finishes (optional):	Wood and uPVC
Description of proposed materials and finishes:	uPVC to match adjacent cottage

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

P1 - Location Plan  
P2 - Land Title 344 The Wheel  
P3 - Land Title 342 The Wheel  
P4 - Existing Ground Floor Plan  
P5 - Proposed Ground Floor Plan  
P6 - Existing First Floor Plan  
P7 - Proposed First Floor Plan  
P8 - Existing Front Elevation  
P9 - Proposed Front Elevation  
P10 - Existing Rear Elevation  
P11 - Proposed Rear Elevation  
P12 - Photo of Front showing gate location for 342

## 8. 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

## 9. Vehicle Parking

Is vehicle parking relevant to this proposal?  Yes  No

## 10. 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'.**

## 11. Assessment of Flood Risk

Is the site within an area at risk of flooding? (Refer to the Environment Agency's Flood Map showing flood zones 2 and 3 and consult Environment Agency 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.**

## 11. Assessment of Flood Risk

Is your proposal within 20 metres of a watercourse (e.g. river, stream or beck)?

Yes  No

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

## 12. 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

## 13. 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

## 14. Waste Storage and Collection

Do the plans incorporate areas to store and aid the collection of waste?

Yes  No

Have arrangements been made for the separate storage and collection of recyclable waste?

Yes  No

## 15. Trade Effluent

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

Yes  No

## 16. Residential/Dwelling Units

Due to changes in the information requirements for this question that are not currently available on the system, if you need to supply details of Residential/Dwelling Units for your application please follow these steps:

1. Answer 'No' to the question below;
2. Download and complete this supplementary information template (PDF);
3. Upload it as a supporting document on this application, using the 'Supplementary information template' document type.

This will provide the local authority with the required information to validate and determine your application.

Does your proposal include the gain, loss or change of use of residential units?

Yes  No

Please select the proposed housing categories that are relevant to your proposal.

- Market  
 Social  
 Intermediate  
 Key Worker

Add 'Market' residential units

Market: Proposed Housing						
	Number of bedrooms					Total
	1	2	3	4+	Unknown	
Houses	0	2	0	0	0	2
Total	0	2	0	0	0	2

Please select the existing housing categories that are relevant to your proposal.

- Market  
 Social  
 Intermediate  
 Key Worker

Add 'Market' residential units

Market: Existing Housing						
	Number of bedrooms					Total
	1	2	3	4+	Unknown	
Houses	0	0	0	1	0	1
Total	0	0	0	1	0	1

Total proposed residential units

2

Total existing residential units

1

## 17. All Types of Development: Non-Residential Floorspace

Does your proposal involve the loss, gain or change of use of non-residential floorspace?

Yes  No

## 18. Employment

Will the proposed development require the employment of any staff?

Yes  No

## 19. Hours of Opening

Are Hours of Opening relevant to this proposal?

Yes  No

## 20. Industrial or Commercial Processes and Machinery

Please describe the activities and processes which would be carried out on the site and the end products including plant, ventilation or air conditioning. Please include the type of machinery which may be installed on site:

Not applicable

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**

## 21. Hazardous Substances

Does the proposal involve the use or storage of any hazardous substances?

Yes  No

## 22. 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)

- The agent  
 The applicant  
 Other person

## 23. 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)

Details of the pre-application advice received

## 24. 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

## 24. Authority Employee/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?

## 25. 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

Other

First name

Surname

Declaration date (DD/MM/YYYY)

Declaration made

## 26. 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)