

## Application for Planning Permission. 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 its obligations in regards to the processing of your application. Please refer to its 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:



Listening Learning Leading

**135 Eastern Avenue  
Milton Park  
Milton  
OX14 4SB  
01235 422600  
[planning@southoxon.gov.uk](mailto:planning@southoxon.gov.uk)**

### Publication of applications on 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 Local Planning 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:	<input type="text"/>	First name:	<input type="text" value="Gillian"/>		
Last name:	<input type="text" value="Probets"/>				
Company (optional):	<input type="text"/>				
Unit:	<input type="text"/>	House number:	<input type="text"/>	House suffix:	<input type="text"/>
House name:	<input type="text" value="Riverside Cottage"/>				
Address 1:	<input type="text" value="Bridge Road"/>				
Address 2:	<input type="text"/>				
Address 3:	<input type="text"/>				
Town:	<input type="text" value="Ickford"/>				
County:	<input type="text" value="Bucks"/>				
Country:	<input type="text"/>				
Postcode:	<input type="text" value="HP18 9HU"/>				

#### 2. Agent Name and Address

Title:	<input type="text"/>	First name:	<input type="text" value="Nathanael"/>		
Last name:	<input type="text" value="Hill"/>				
Company (optional):	<input type="text" value="Benjamin Hill Designs"/>				
Unit:	<input type="text"/>	House number:	<input type="text"/>	House suffix:	<input type="text"/>
House name:	<input type="text" value="Orchard Cottage"/>				
Address 1:	<input type="text" value="Aston Park Stud"/>				
Address 2:	<input type="text"/>				
Address 3:	<input type="text"/>				
Town:	<input type="text" value="Aston Rowant"/>				
County:	<input type="text" value="Oxfordshire"/>				
Country:	<input type="text"/>				
Postcode:	<input type="text" value="OX49 5SR"/>				

### 3. Description of the Proposal

Please describe the proposed development, including any change of use:

Conversion of existing barns and stables into 1 bedroom dwelling to provide permanent residence and security on site

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

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

Has the building, work or change of use been completed?  Yes  No

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

Reference no. of permission in principle being relied on (technical details consent applications only):

### 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):

Description of location or a grid reference. (must be completed if postcode is not known):

Easting:  Northing:

Description:

### 5. 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 as possible:

Officer name:

Reference:

Date (DD/MM/YYYY):   
(must be pre-application submission)

Details of pre-application advice received?

### 6. 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

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

If you answered Yes to any of the above questions, please show details on your plans/drawings and state the reference of the plan (s)/drawings(s)

### 7. Waste Storage and Collection

Do the plans incorporate areas to store and aid the collection of waste?  Yes  No

If Yes, please provide details:

Refer to DAS: To avoid refuse trucks turning onto the site, the proposal looks to provide a bin collection point which can be easily accessed by the bin handlers from the main road.

Have arrangements been made for the separate storage and collection of recyclable waste?  Yes  No

If Yes, please provide details:

### 8. Authority Employee / Member

It is an important principle of decision-making that the process is open and transparent. 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 following statements apply to you and/or agent?  Yes  No 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

If Yes, please provide details of their name, role and how you are related to them.

## 9. 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			<input checked="" type="checkbox"/>	<input type="checkbox"/>
Roof			<input checked="" type="checkbox"/>	<input type="checkbox"/>
Windows		Timber frame windows	<input type="checkbox"/>	<input type="checkbox"/>
Doors		Stable style door	<input type="checkbox"/>	<input type="checkbox"/>
Boundary treatments (e.g. fences, walls)			<input checked="" type="checkbox"/>	<input type="checkbox"/>
Vehicle access and hard-standing			<input type="checkbox"/>	<input checked="" type="checkbox"/>
Lighting			<input checked="" type="checkbox"/>	<input type="checkbox"/>
Others (please specify)			<input checked="" 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:

BHD-0055-E1 - Existing Site and Location Plans, BHD-0055-E2 - Existing Plans Elevations and Photos,  
BHD-0055-P1 - Proposed Site and Location Plans, BHD-0055-P2 - Proposed Plans and Elevations,  
BHD-0055-DAS - Design and Access Statement, BHD-0055-PFI - Planning Further Information

## 10. Vehicle Parking

Please provide information on the existing and proposed number of on-site parking spaces:

Type of Vehicle	Total Existing	Total proposed (including spaces retained)	Difference in spaces
Cars	0	3	3
Light goods vehicles/ public carrier vehicles			
Motorcycles			
Disability spaces			
Cycle spaces			
Other (e.g. Bus)			
Other (e.g. Bus)			

### 11. Foul Sewage

Please state how foul sewage is to be disposed of:

- Mains sewer
- Cess pit
- Septic tank
- Other
- Package treatment plant

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

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

### 12. 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.

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 watercourse
- Soakaway
- Pond/lake
- Main sewer

### 13. Biodiversity and Geological Conservation

To assist in answering the following questions refer to the guidance notes for further information on when there is a reasonable likelihood that any important biodiversity or geological conservation features may be present or nearby and whether they are likely to be affected by your proposals.

Having referred to the guidance notes, 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?

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

### 14. Existing Use

Please describe the current use of the site:

Refer to BHD-0055-PFI - Planning Further Information Site is currently vacant but has been used for a cattle, horses, pigs, sheep, chickens over the years

Is the site currently vacant?  Yes  No

If Yes, please describe the last use of the site:

2015 - sheep

When did this use end (if known)? DD/MM/YYYY   
(date where known may be approximate)

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

### 15. 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'.

### 16. Trade Effluent

Does the proposal involve the need to dispose of trade effluents or waste?  Yes  No

If Yes, please describe the nature, volume and means of disposal of trade effluents or waste

### 17. Residential Units (Including Conversion)

Does your proposal include the gain, loss or change of use of residential units?  
 If Yes, please complete details of the changes in the tables below:

Yes

No

#### Proposed Housing

Market Housing	Not known	Number of Bedrooms					Total
		1	2	3	4+	Unknown	
Houses	<input type="checkbox"/>						<i>a</i>
Flats/maisonettes	<input type="checkbox"/>						<i>b</i>
Sheltered housing	<input type="checkbox"/>						<i>c</i>
Bedsit/studios	<input type="checkbox"/>						<i>d</i>
Cluster flats	<input type="checkbox"/>						<i>e</i>
Other	<input type="checkbox"/>						<i>f</i>
<b>Totals (a + b + c + d + e + f) =</b>							<i>A</i>

#### Social, Affordable or Intermediate Rent

Market Housing	Not known	Number of Bedrooms					Total
		1	2	3	4+	Unknown	
Houses	<input type="checkbox"/>						<i>a</i>
Flats/maisonettes	<input type="checkbox"/>						<i>b</i>
Sheltered housing	<input type="checkbox"/>						<i>c</i>
Bedsit/studios	<input type="checkbox"/>						<i>d</i>
Cluster flats	<input type="checkbox"/>						<i>e</i>
Other	<input type="checkbox"/>						<i>f</i>
<b>Totals (a + b + c + d + e + f) =</b>							<i>B</i>

#### Affordable Home Ownership

Market Housing	Not known	Number of Bedrooms					Total
		1	2	3	4+	Unknown	
Houses	<input type="checkbox"/>						<i>a</i>
Flats/maisonettes	<input type="checkbox"/>						<i>b</i>
Sheltered housing	<input type="checkbox"/>						<i>c</i>
Bedsit/studios	<input type="checkbox"/>						<i>d</i>
Cluster flats	<input type="checkbox"/>						<i>e</i>
Other	<input type="checkbox"/>						<i>f</i>
<b>Totals (a + b + c + d + e + f) =</b>							<i>C</i>

#### Starter Homes

Market Housing	Not known	Number of Bedrooms					Total
		1	2	3	4+	Unknown	
Houses	<input type="checkbox"/>						<i>a</i>
Flats/maisonettes	<input type="checkbox"/>						<i>b</i>
Bedsit/studios	<input type="checkbox"/>						<i>c</i>
Other	<input type="checkbox"/>						<i>d</i>
<b>Totals (a + b + c + d) =</b>							<i>D</i>

#### Self Build and Custom Build

Market Housing	Not known	Number of Bedrooms					Total
		1	2	3	4+	Unknown	
Houses	<input type="checkbox"/>						<i>a</i>
Flats/maisonettes	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>					<i>1 b</i>
Bedsit/studios	<input type="checkbox"/>						<i>c</i>
Other	<input type="checkbox"/>						<i>d</i>
<b>Totals (a + b + c + d) =</b>							<i>1 E</i>

**Total proposed residential units (A + B + C + D + E) = 1**

#### Existing Housing

Market Housing	Not known	Number of Bedrooms					Total
		1	2	3	4+	Unknown	
Houses	<input type="checkbox"/>						<i>a</i>
Flats/maisonettes	<input type="checkbox"/>						<i>b</i>
Sheltered housing	<input type="checkbox"/>						<i>c</i>
Bedsit/studios	<input type="checkbox"/>						<i>d</i>
Cluster flats	<input type="checkbox"/>						<i>e</i>
Other	<input type="checkbox"/>						<i>f</i>
<b>Totals (a + b + c + d + e + f) =</b>							<i>F</i>

Market Housing	Not known	Number of Bedrooms					Total
		1	2	3	4+	Unknown	
Houses	<input type="checkbox"/>						<i>a</i>
Flats/maisonettes	<input type="checkbox"/>						<i>b</i>
Sheltered housing	<input type="checkbox"/>						<i>c</i>
Bedsit/studios	<input type="checkbox"/>						<i>d</i>
Cluster flats	<input type="checkbox"/>						<i>e</i>
Other	<input type="checkbox"/>						<i>f</i>
<b>Totals (a + b + c + d + e + f) =</b>							<i>G</i>

Market Housing	Not known	Number of Bedrooms					Total
		1	2	3	4+	Unknown	
Houses	<input type="checkbox"/>						<i>a</i>
Flats/maisonettes	<input type="checkbox"/>						<i>b</i>
Sheltered housing	<input type="checkbox"/>						<i>c</i>
Bedsit/studios	<input type="checkbox"/>						<i>d</i>
Cluster flats	<input type="checkbox"/>						<i>e</i>
Other	<input type="checkbox"/>						<i>f</i>
<b>Totals (a + b + c + d + e + f) =</b>							<i>H</i>

Market Housing	Not known	Number of Bedrooms					Total
		1	2	3	4+	Unknown	
Houses	<input type="checkbox"/>						<i>a</i>
Flats/maisonettes	<input type="checkbox"/>						<i>b</i>
Bedsit/studios	<input type="checkbox"/>						<i>c</i>
Other	<input type="checkbox"/>						<i>d</i>
<b>Totals (a + b + c + d) =</b>							<i>I</i>

Market Housing	Not known	Number of Bedrooms					Total
		1	2	3	4+	Unknown	
Houses	<input type="checkbox"/>						<i>a</i>
Flats/maisonettes	<input type="checkbox"/>						<i>b</i>
Bedsit/studios	<input type="checkbox"/>						<i>c</i>
Other	<input type="checkbox"/>						<i>d</i>
<b>Totals (a + b + c + d) =</b>							<i>J</i>

**Total existing residential units (F + G + H + I + J) = 0**

**TOTAL NET GAIN or LOSS of RESIDENTIAL UNITS (Proposed Housing Grand Total - Existing Housing Grand Total): 1**

### 18. All Types of Development: Non-residential Floorspace

Does your proposal involve the loss, gain or change of use of non-residential floorspace?  Yes  No

If you have answered Yes to the question above please add details in the following table:

Use class/type of use		Not applicable	Existing gross internal floorspace (square metres)	Gross internal floorspace to be lost by change of use or demolition (square metres)	Total gross internal floorspace proposed (including change of use)(square metres)	Net additional gross internal floorspace following development (square metres)
A1	Shops	<input type="checkbox"/>				
	Net tradable area:	<input type="checkbox"/>				
A2	Financial and professional services	<input type="checkbox"/>				
A3	Restaurants and cafes	<input type="checkbox"/>				
A4	Drinking establishments	<input type="checkbox"/>				
A5	Hot food takeaways	<input type="checkbox"/>				
B1 (a)	Office (other than A2)	<input type="checkbox"/>				
B1 (b)	Research and development	<input type="checkbox"/>				
B1 (c)	Light industrial	<input type="checkbox"/>				
B2	General industrial	<input type="checkbox"/>				
B8	Storage or distribution	<input type="checkbox"/>				
C1	Hotels and halls of residence	<input type="checkbox"/>				
C2	Residential institutions	<input type="checkbox"/>				
D1	Non-residential institutions	<input type="checkbox"/>				
D2	Assembly and leisure	<input type="checkbox"/>				
OTHER		<input type="checkbox"/>				
Please Specify	Stables/Barn	<input type="checkbox"/>	122	57.3	59.9	2.6
	Total					

In addition, for hotels, residential institutions and hostels, please additionally indicate the loss or gain of rooms

Use class	Type of use	Not applicable	Existing rooms to be lost by change of use or demolition	Total rooms proposed (including changes of use)	Net additional rooms
C1	Hotels	<input type="checkbox"/>			
C2	Residential Institutions	<input type="checkbox"/>			
OTHER		<input type="checkbox"/>			
Please Specify		<input type="checkbox"/>			

### 19. Employment

Please complete the following information regarding employees:

	Full-time	Part-time	Total full-time equivalent
Existing employees			0
Proposed employees			0

### 20. Hours of Opening

If known, please state the hours of opening (e.g. 15:30) for each non-residential use proposed:

Use	Monday to Friday	Saturday	Sunday and Bank Holidays	Not known

### 21. Site Area

Please state the site area in hectares (ha)

## 22. 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:

Is the proposal a waste management development?  Yes  No

If the answer is Yes, please complete the following table:

	Not applicable	The total capacity of the void in cubic metres, including engineering surcharge and making no allowance for cover or restoration material (or tonnes if solid waste or litres if liquid waste)	Maximum annual operational throughput in tonnes (or litres if liquid waste)
Inert landfill	<input type="checkbox"/>		
Non-hazardous landfill	<input type="checkbox"/>		
Hazardous landfill	<input type="checkbox"/>		
Energy from waste incineration	<input type="checkbox"/>		
Other incineration	<input type="checkbox"/>		
Landfill gas generation plant	<input type="checkbox"/>		
Pyrolysis/gasification	<input type="checkbox"/>		
Metal recycling site	<input type="checkbox"/>		
Transfer stations	<input type="checkbox"/>		
Material recovery/recycling facilities (MRFs)	<input type="checkbox"/>		
Household civic amenity sites	<input type="checkbox"/>		
Open windrow composting	<input type="checkbox"/>		
In-vessel composting	<input type="checkbox"/>		
Anaerobic digestion	<input type="checkbox"/>		
Any combined mechanical, biological and/or thermal treatment (MBT)	<input type="checkbox"/>		
Sewage treatment works	<input type="checkbox"/>		
Other treatment	<input type="checkbox"/>		
Recycling facilities construction, demolition and excavation waste	<input type="checkbox"/>		
Storage of waste	<input type="checkbox"/>		
Other waste management	<input type="checkbox"/>		
Other developments	<input type="checkbox"/>		

Please provide the maximum annual operational throughput of the following waste streams:

Municipal	
Construction, demolition and excavation	
Commercial and industrial	
Hazardous	

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 clear what information it requires on its website.

## 23. Hazardous Substances

Does the proposal involve the use or storage of any of the following materials in the quantities stated below?  Yes  No  Not applicable

If Yes, please provide the amount of each substance that is involved:

Acrylonitrile (tonnes) <input type="text"/>	Ethylene oxide (tonnes) <input type="text"/>	Phosgene (tonnes) <input type="text"/>
Ammonia (tonnes) <input type="text"/>	Hydrogen cyanide (tonnes) <input type="text"/>	Sulphur dioxide (tonnes) <input type="text"/>
Bromine (tonnes) <input type="text"/>	Liquid oxygen (tonnes) <input type="text"/>	Flour (tonnes) <input type="text"/>
Chlorine (tonnes) <input type="text"/>	Liquid petroleum gas (tonnes) <input type="text"/>	Refined white sugar (tonnes) <input type="text"/>

Other:

Other:

Amount (tonnes):

Amount (tonnes):



## 24. 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):

*Nathanael Hill*

26/02/2019

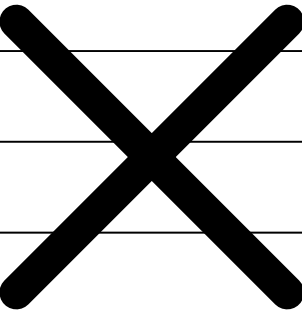
### CERTIFICATE OF OWNERSHIP - CERTIFICATE B

#### 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):

## 24. 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):

### 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):

## 25. 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 the 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:

The original and 3 copies\* of a design and access statement, if required (see help text and guidance notes for details):

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.

## 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.

Signed - Applicant:

Or signed - Agent:

*Nathanael Hill*

Date (DD/MM/YYYY):

26/02/2019

(date cannot be pre-application)

## 27. Applicant Contact Details

Telephone numbers

Country code: National number: Extension number:

Country code: Mobile number (optional):

Country code: Fax number (optional):

Email address (optional):

## 28. Agent Contact Details

Telephone numbers

Country code: National number: Extension number:

Country code: Mobile number (optional):

Country code: Fax number (optional):

Email address (optional):  
 benjaminhilldesigns@gmail.com

## 29. 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)

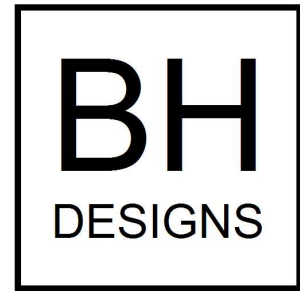
If Other has been selected, please provide:

Contact name:

Telephone number:

Email address:

Planning and Development Department  
South Oxfordshire District Council  
135 Eastern Avenue  
Milton Park  
Milton  
OX14 4SB



Date: 20/002/2019  
BDH Ref: BDH-0055-PCL

To Planning Department

**RE: BHD-0055 – Windmill Meadow, Windmill Road, Towersey, OX9 3QQ**

Further to confirmation from the LPA confirming that the attached proposal requires planning permission please find attached application form for full planning permission to convert existing barn and stables at the above site. (note to the LPA – extra fee difference to be paid by client once application submitted online)

The site was previously used on a daily basis as stables for horses and livestock but due to lack of a constant presence, the site has been trespassed on many times with items stolen or vandalised. The heavy metal gates have been added to the secure the entrance but the problem has persisted and this has led to the site not being used for a period of time.

The purpose of obtaining planning permission will allow the owner to secure the site with a residential presence, so that the stables can be put back into operation and for the site to be brought back to life again as it should be.

We trust that the information provided is sufficient to allow the local planning authority and local parish to consider the application positively but if further information is required or you would like to discuss the application please do not hesitate to get in contact.

Yours Sincerely

*Nathanael Hill*

Nathanael Hill *MCIAT*



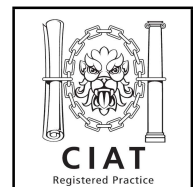
**Benjamin Hill Designs Ltd**

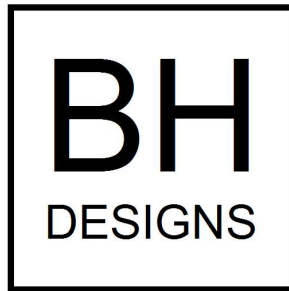
Tel: 07734 907765

E-mail: [benjaminhilldesigns@gmail.com](mailto:benjaminhilldesigns@gmail.com)

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Address: Orchard Cottage, Aston Park Stud, Aston Rowant, OX49 5SR

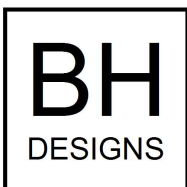




DESIGN AND ACCESS STATEMENT

Windmill Meadow,  
Windmill Road,  
Towersey,  
OX9 3QQ

February 2019



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Address: Orchard Cottage, Aston Park Stud, Aston Rowant, OX49 5SR



## Contents

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- 1.2. Site Surroundings
- 1.3. Site Boundaries
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- 4.2. Parking
- 4.3. Access
- 4.4. Fire Appliance Access
- 4.5. Refuse Collection
- 4.6. Drainage

### Summary and Conclusion.



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## Introduction

This statement has been prepared by Benjamin Hill Designs to accompany an application for full planning permission to convert existing barn and part of the stables into a 1 bedroom residential dwelling with remaining stables and fields retained.

The site currently consists of existing paddocks with stables, stores, barn and yard. The buildings are in good condition.

This statement will analyse each element outlined in the contents to show that full planning can be approved by the local planning authority.

This statement should be read in conjunction with all other correspondence submitted with the application.

## 1. The Site and Surrounding Area

### 1.1. The Site

Refer to the location plan. The site is situated and accessed from Windmill Road, Towersey.

It must be noted at the outset of this document that the site and proposed dwelling is not on any designated land, such Green Belt, Conservation Area or Area of Outstanding Natural Beauty.

The site area (red line on location plan) including track leading to the buildings is 0.11 ha.

### 1.2. Site Surroundings

- To the immediate west is the Windmill Road, with fields beyond.
- Surrounding the site is fields with the sewage works and solar farm to the immediate north east
- To the south approximately 230m is the main village of Towersey.

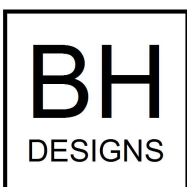
### 1.3. Site Boundaries

- The north boundary with neighbouring field is post and rail fencing
- The east, south and west boundaries are made up of mature high hedging and trees.

### 1.4. Trees

There are no known TPO's on or close to the site.

There is a number of existing shrubs and bushes along the boundary within the curtilage of the site which will all be retained.



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## 2. Site History

The below table shows the relevant planning history

Case no.	Date	Description
P86/N0765	21/01/87	Erection of two stables and feed store
P92/N0151	11/06/92	Extension to existing building for storage of hay and straw
P04/E0383/RET	17/05/04	Erection of a pole barn (retrospective)

As it can be seen stables and barns have been built on site since 1987, with the site in constant use for the purpose of stabling horses and storing associated feed and equipment.

Due to the rise in crime on the site, including trespassing, burglary, theft and vandalism the site has not been used recently. Security measures have been taken, including the installation of large metal gates to the site entrance, but this has not been an effective deterrent.

## 3. Pre-application Advice Comments

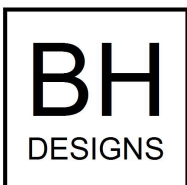
A pre-application was submitted with the aim of receiving positive feedback on the proposal to build a single storey dwelling. Whilst the proposal was not supportable, the planning officer did provide a possible suitable alternative avenue of consideration. As it can be seen the proposed conversion meets the requirements set out below.

The following is an extract from the pre-application advice response (P18/S3504/PEM)

Proposals for the re-use of rural buildings will be permitted provided that:

- (i) they are of permanent and substantial construction and are capable of conversion without major or complete reconstruction;
- (ii) their form, bulk and general design are in keeping with their surroundings;
- (iii) the fabric and essential character of the buildings are maintained;
- (iv) if the buildings are in the Green Belt, the proposed use does not have a materially greater impact than the present use on the openness of the Green Belt and the purposes of including land in it;
- (v) there are no overriding amenity, environmental or highway objections;
- (vi) in the case of proposals for B1 or B2 uses the floorspace in the building or in the complex of buildings does not exceed 500 square metres; and
- (vii) in the case of proposals for residential use, other uses have been explored and found to be unacceptable in planning terms.

As discussed on site you could possibly explore the possibility of converting the existing structure at the back of the stables for residential use



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(i) they are of permanent and substantial construction and are capable of conversion without major or complete reconstruction;

As can be seen in the photos on drawing BHD-0055-E1001 the buildings are permanent and have been for many years. They would not need reconstruction or enlarged.

(ii) their form, bulk and general design are in keeping with their surroundings;

The existing buildings all have approved planning permission and the planning proposal would not change the design or size of the existing buildings.

(iii) the fabric and essential character of the buildings are maintained;

The existing external materials would be maintained.

(iv) if the buildings are in the Green Belt, the proposed use does not have a materially greater impact than the present use on the openness of the Green Belt and the purposes of including land in it;

While not in a Green Belt the change of use not affect the openness and beauty of the land and its current use.

(v) there are no overriding amenity, environmental or highway objections;

The location is in a sustainable location being only 2 miles from Thame. The existing site gates are already set back 4.5m from the road which allows cars to enter and exit the site safely.

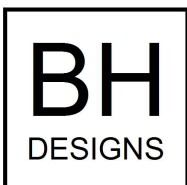
(vi) in the case of proposals for B1 or B2 uses the floorspace in the building or in the complex of buildings does not exceed 500 square metres;

N/A

(vii) in the case of proposals for residential use, other uses have been explored and found to be unacceptable in planning terms.

As it can be seen on the site plan the use of the site as a whole would remain as existing, with the stable and paddocks beings used to look after horses. The change of use of part of the buildings would allow for this continued use and most importantly secure the site.

Cont.



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## 4. The Proposal

With the above points in mind the proposal looks to convert some of the stables and barn into residential use, providing a 1 bedroom dwelling. This would provide a much needed presence and would deter crime and trespassing to the site.

The existing buildings are in good condition, and converting would be a straight forward process of insulating and ensuring the buildings are weathertight. The attached site plan shows the which buildings would be converted. As it can be seen there would be no visual impact on the street scene and with Thame only 2 miles away, the site is in a sustainable location.

The proposal is for the use of the landowner, who would take up residency and allow them to keep the site safe and secure and to continue using the land as it has been used for decades.

### 4.1. Private Amenity Space

As shown on the site plan there is ample of outdoor space to be used by the residence.

### 4.2. Parking

Refer to the site plan. The house will be allocated with 3no. parking spaces.

Car parking spaces have been designed in accordance with the latest size standards of 5m long and 2.8m wide.

### 4.3. Access

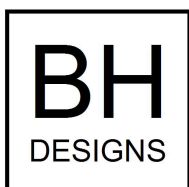
The site is safely accessed off Windmill Road. The existing gated entrance is currently set back over 4.5m from the road allowing drivers to pull off the road completely.

### 4.4. Fire Appliance Access

The existing track is approximately 6m wide which is more than adequate to accommodate any fire truck. As you can see from the site plan, the yard is a suitable size to allow suitable turning for a fire truck.

### 4.5. Waste Collection

To avoid refuse trucks turning onto the site, the proposal looks to provide a bin collection point which can be easily accessed by the bin handlers from the main road.



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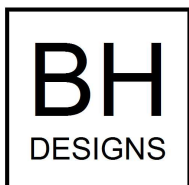
#### 4.6. Drainage

The possible solution would be to provide a Klargester domestic sewage treatment system. Alternatively a new septic tank could be installed. The proposal would look to provide a suitable solution within the clearance of planning conditions.

#### Summary and Conclusions

The change of use should and can be supported for the following reasons:

- The conversion of the existing buildings into residential meets the requirements set out by the LPA pre-application comments.
- The conversion of the existing buildings into residential would provide much needed security to the site and allow the land owner to successfully use the land for stables and looking after horses.
- The proposal allows the owner to use the site fully for its existing purpose but does not take away from the existing open area or detract from the existing beauty of the site.
- The proposal looks to provide suitable and sustainable housing in Towersey.



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## Windmill Meadow - Planning Further Information

- Biodiversity survey and report – To be provided if required to clear future planning condition
- Flood risk assessment – To be provided if required to clear future planning condition
- Foul sewage and utilities assessment – To be provided if required to clear future planning condition
- Site waste management plan – To be provided if required to clear future planning condition
- Transport assessment – To be provided if required to clear future planning condition

Further to the planning application being submitted the client has provided further information to be submitted with regards to land use prior to this submission.

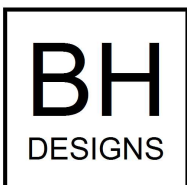
Here is a list of the animals that have been kept on site over the years;

- Cattle - 2004, 2005 and 2006,
- Sheep - 2007-2008-2009,
- Pigs - 2006
- Sheep - 2010, 2011, 2012, 2013, 2014 and 2015
- Chickens have always been present at the property
- Turkeys/Capons - every Autumn/Winter for Christmas kill.

Please refer to photos of the cattle that was kept at site.



As the list and photos show the buildings have been used for a variety of uses over the years.



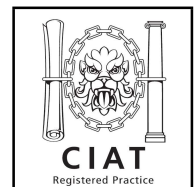
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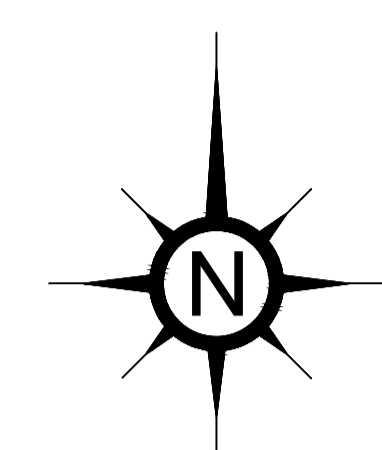
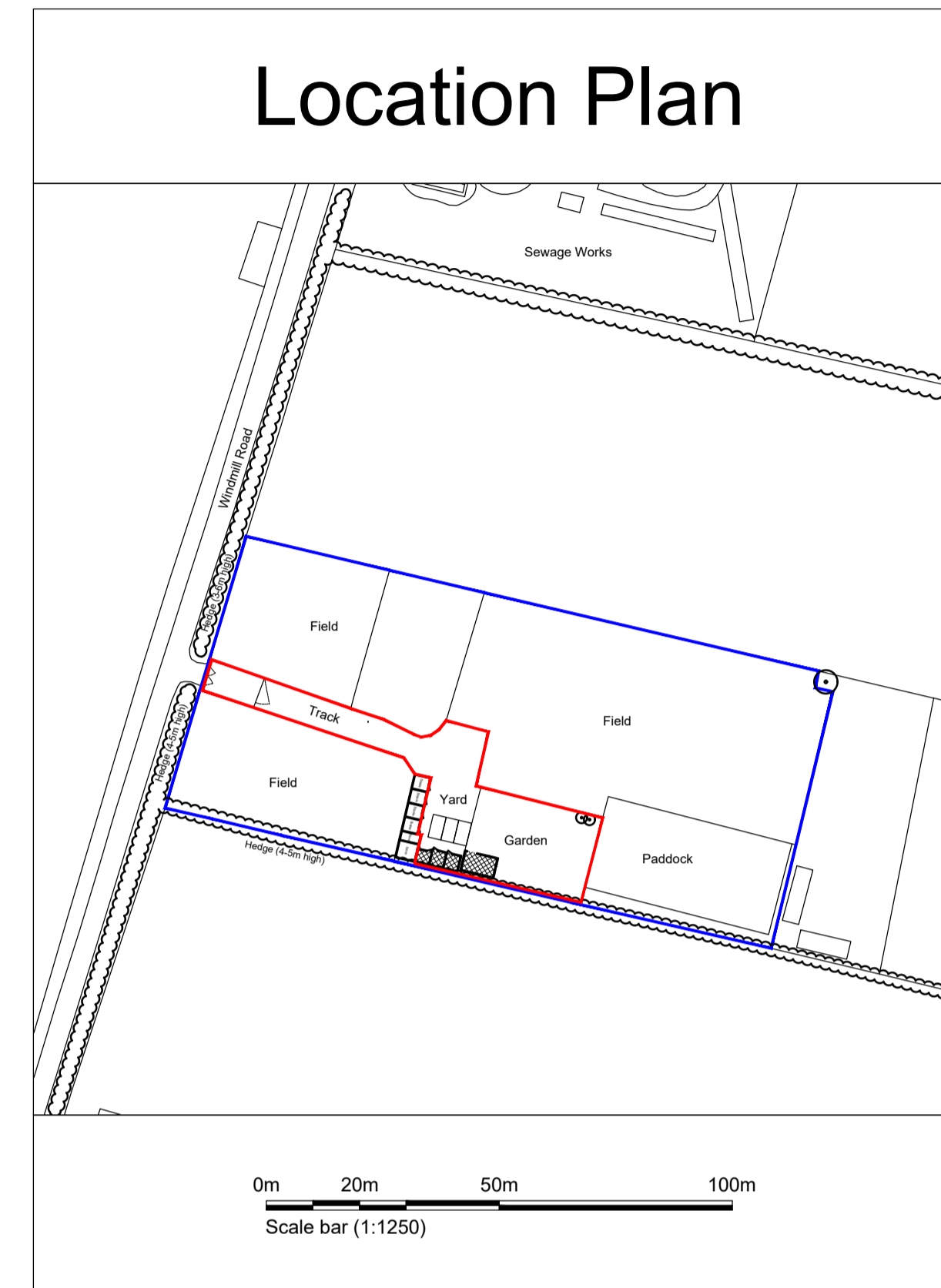
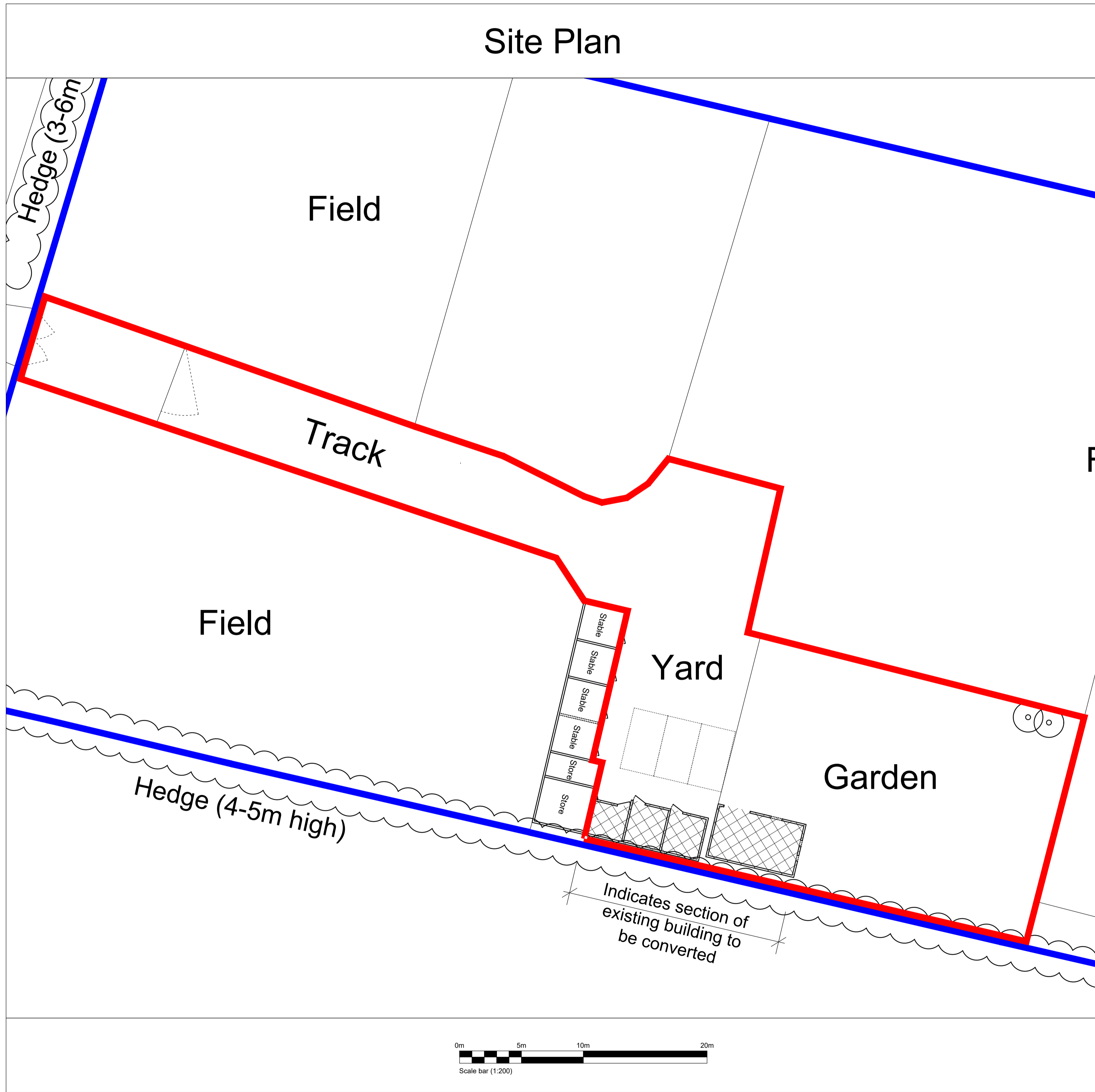
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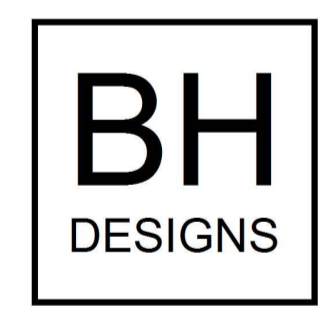
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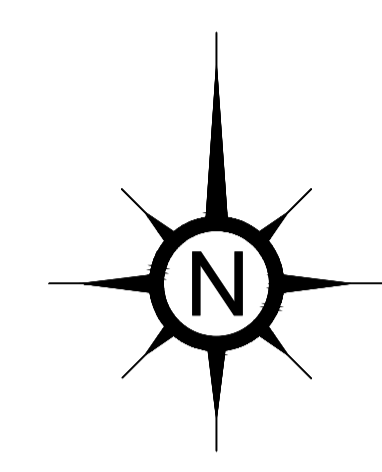
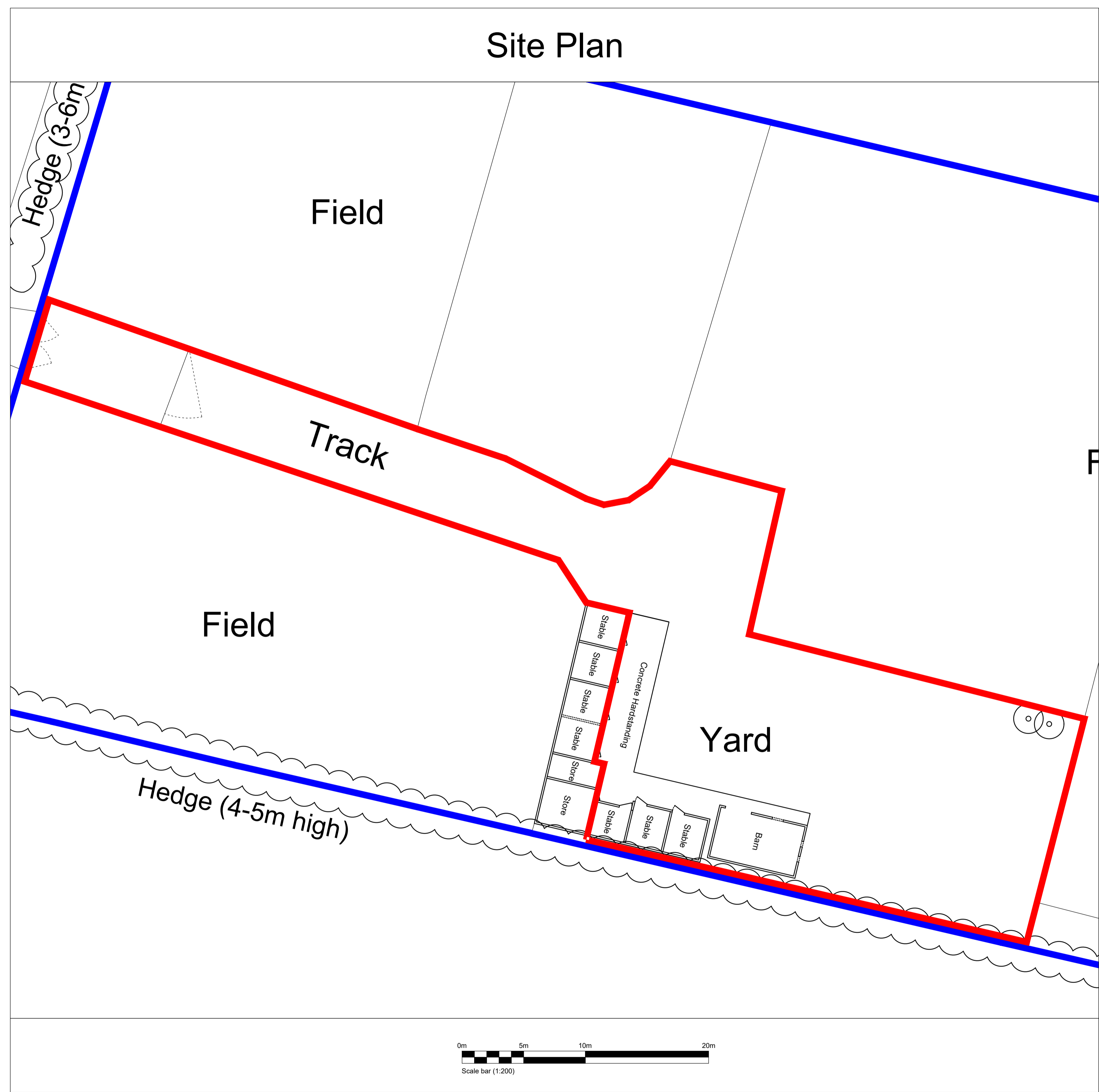
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 Windmill Road,  
 Towersey,  
 Oxfordshire,  
 OX9 3QQ

TITLE: PROPOSED - Location and Site Plan

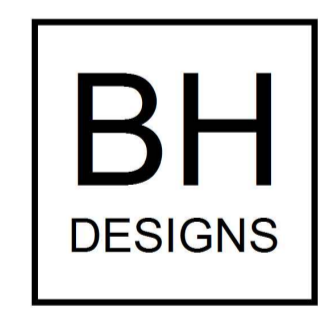
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STATUS: DRN	Planning	SCALE: 1:200
N.H. CHK: --	DATE: Feb 2019	1:1250

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CLIENT:  
 Mrs Gillian Proberts

PROJECT:  
 Windmill Meadow,  
 Windmill Road,  
 Towersey,  
 Oxfordshire,  
 OX9 3QQ

TITLE:  
 EXISTING - Location and Site Plan

PROJECT No: BHD-0055	DRAWING No: E1	ISSUE: -
STATUS: Planning	SCALE: 1:200	1:1250
DRN: N.H. CHK: --	DATE: Feb 2019	

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PHOTO 1



PHOTO 2



PHOTO 3



PHOTO 4



PHOTO 5



PHOTO 6

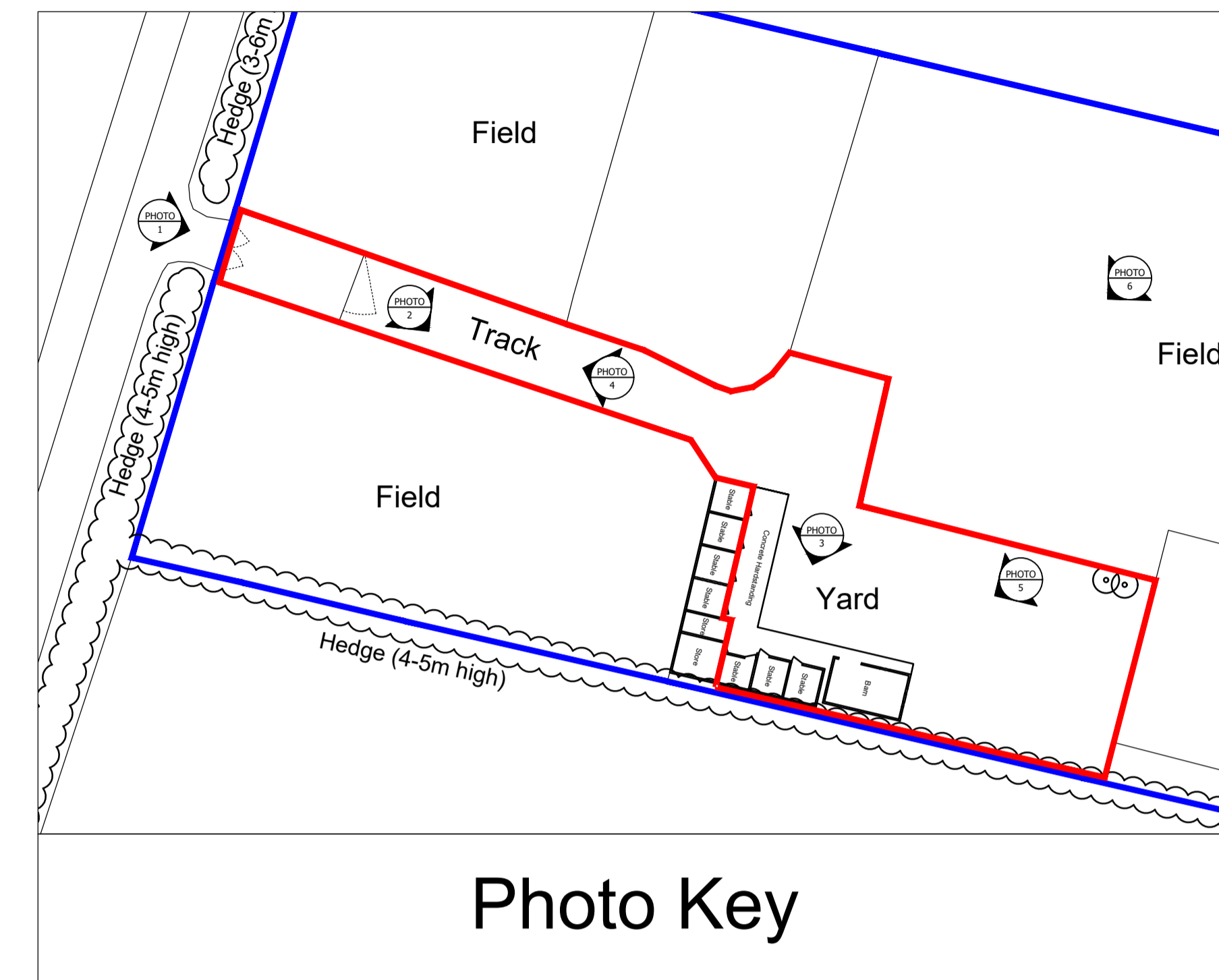
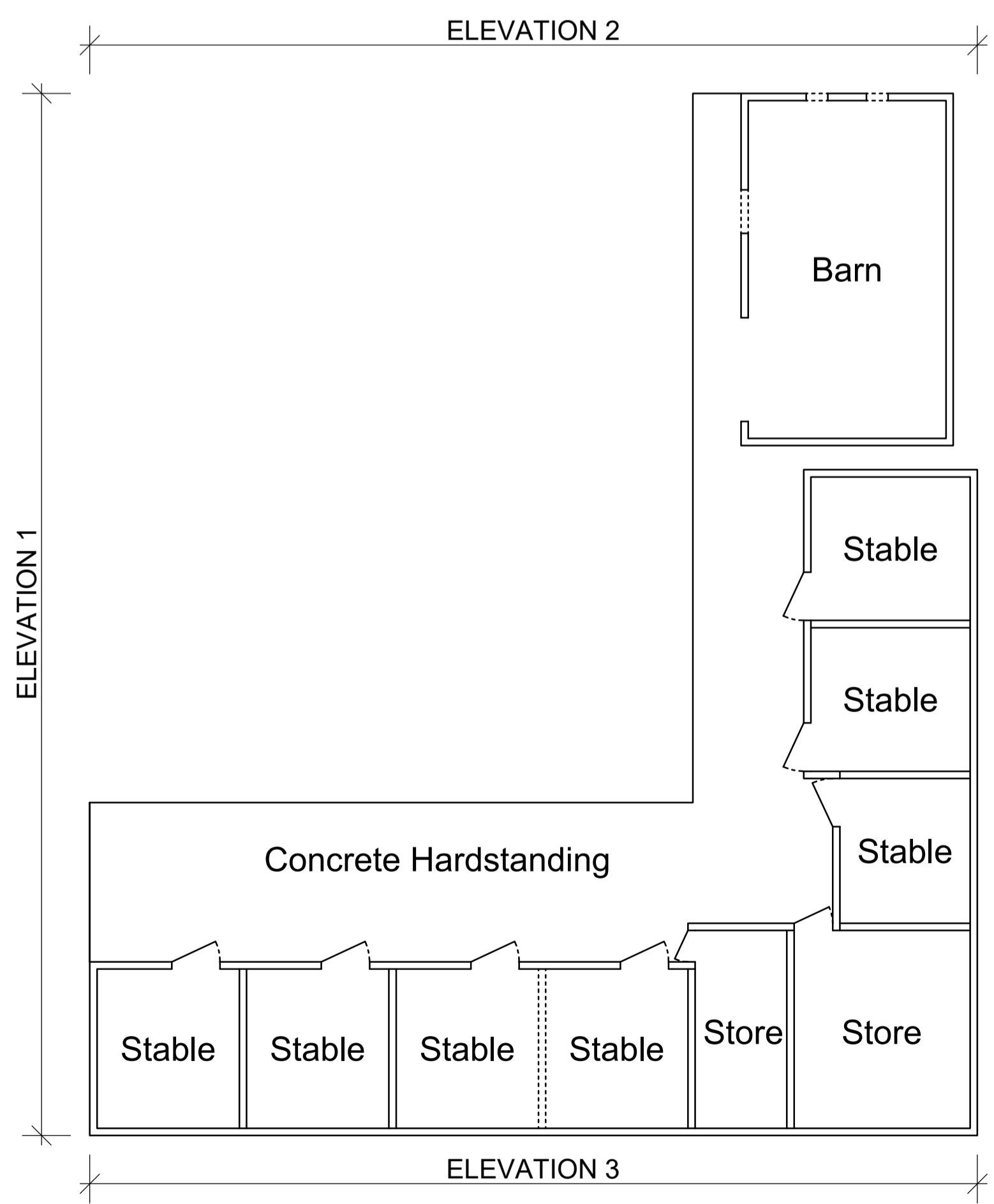
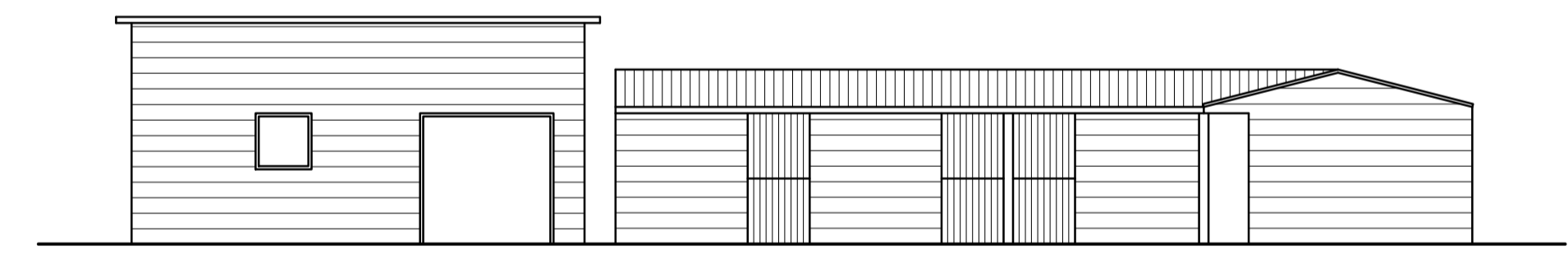


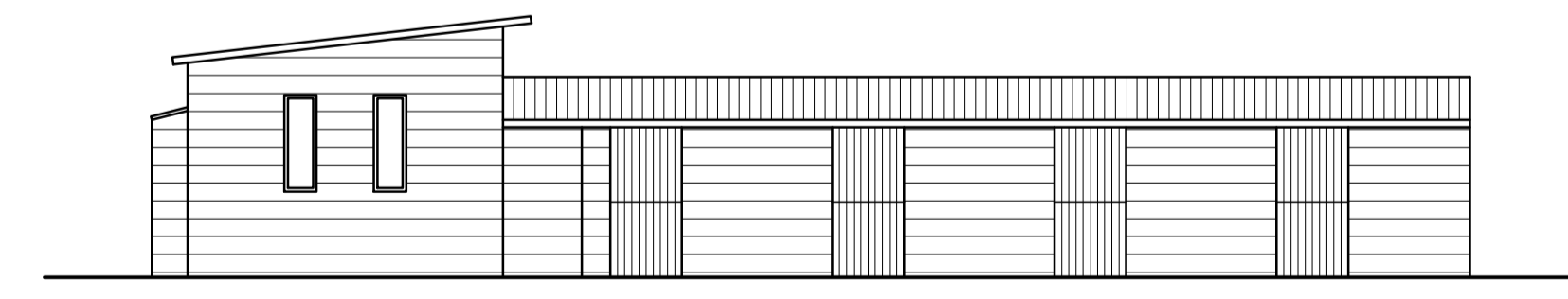
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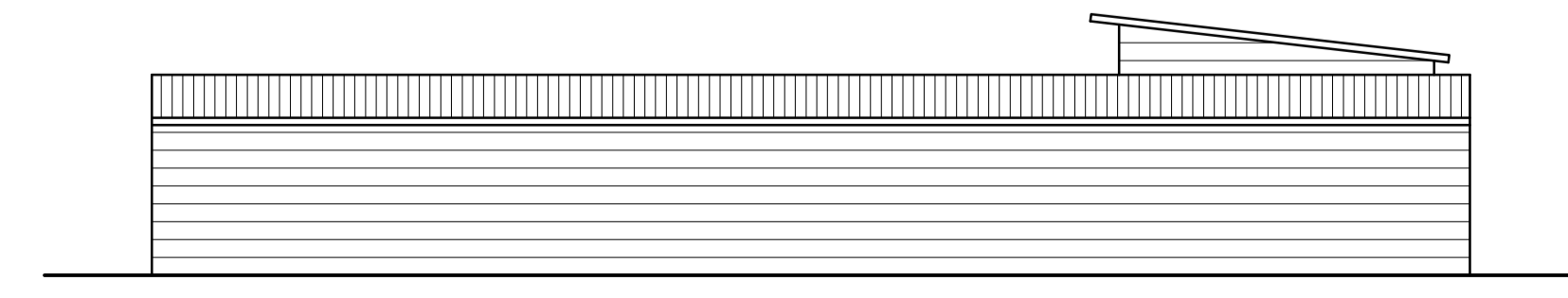
Existing Stables Floor Plan



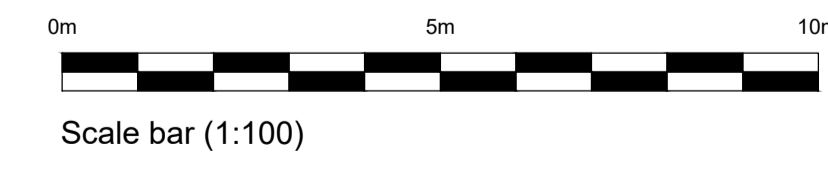
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Elevation 2



Elevation 3



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A	28-02-19	Drawing scale corrected



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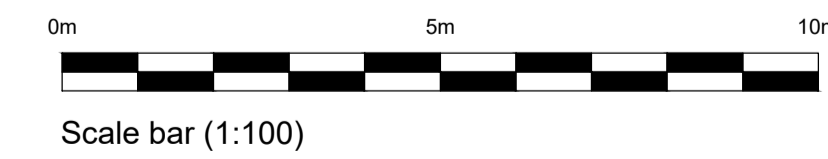
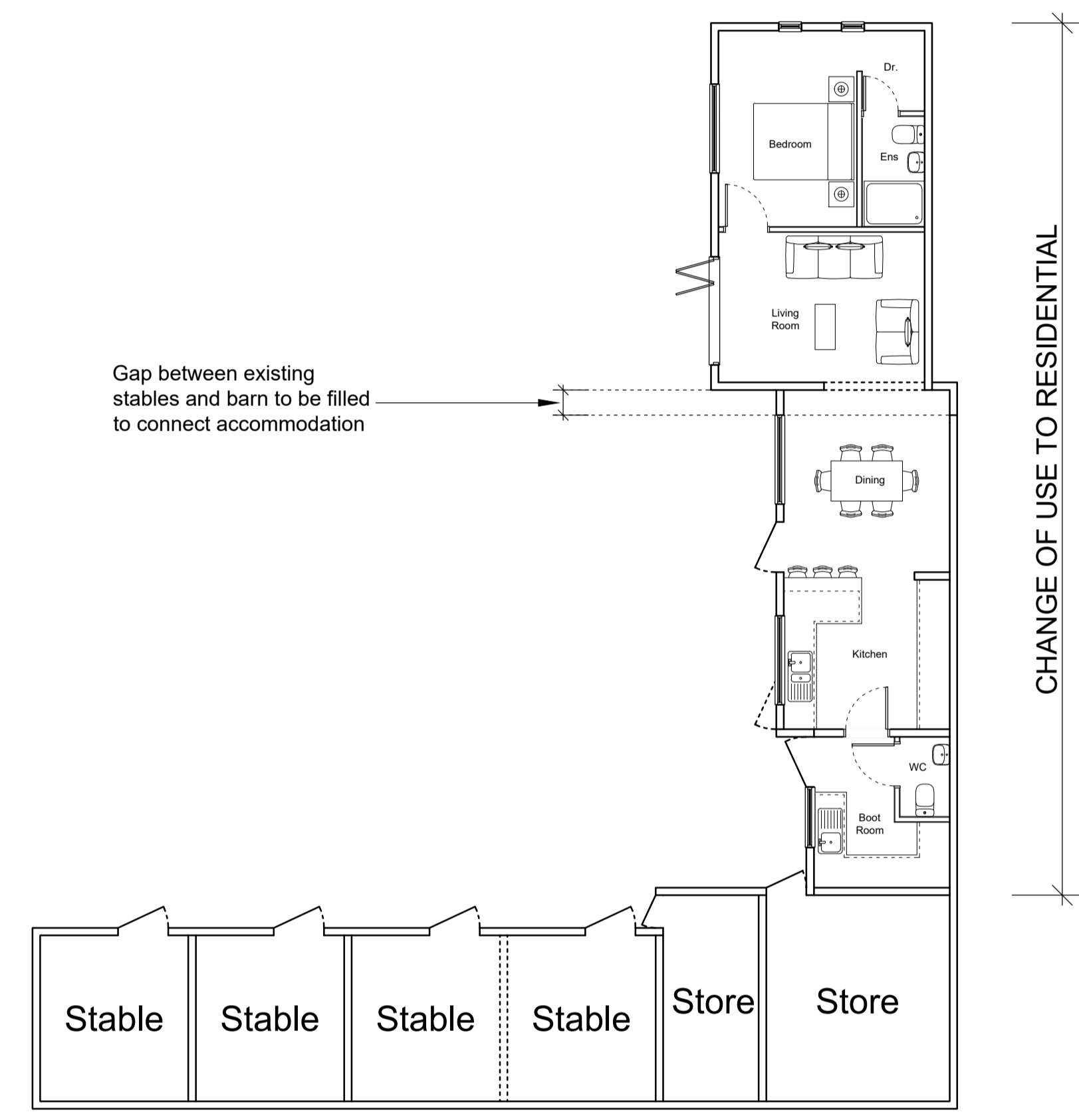
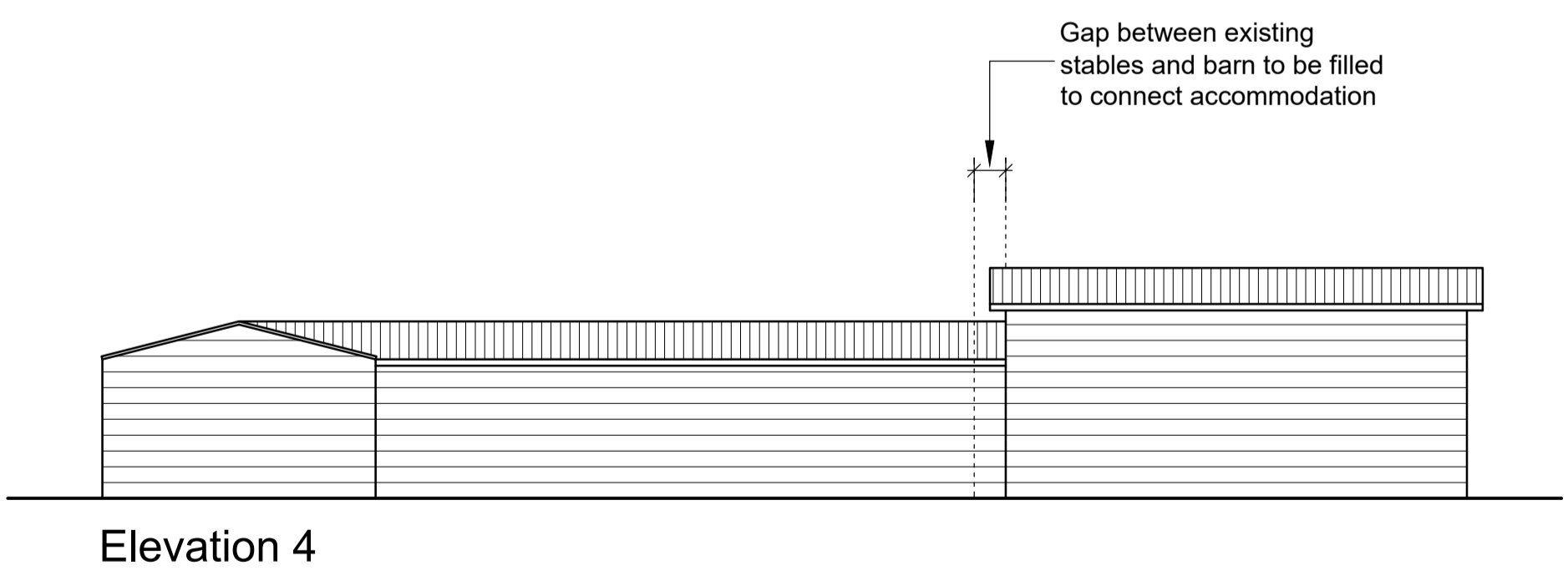
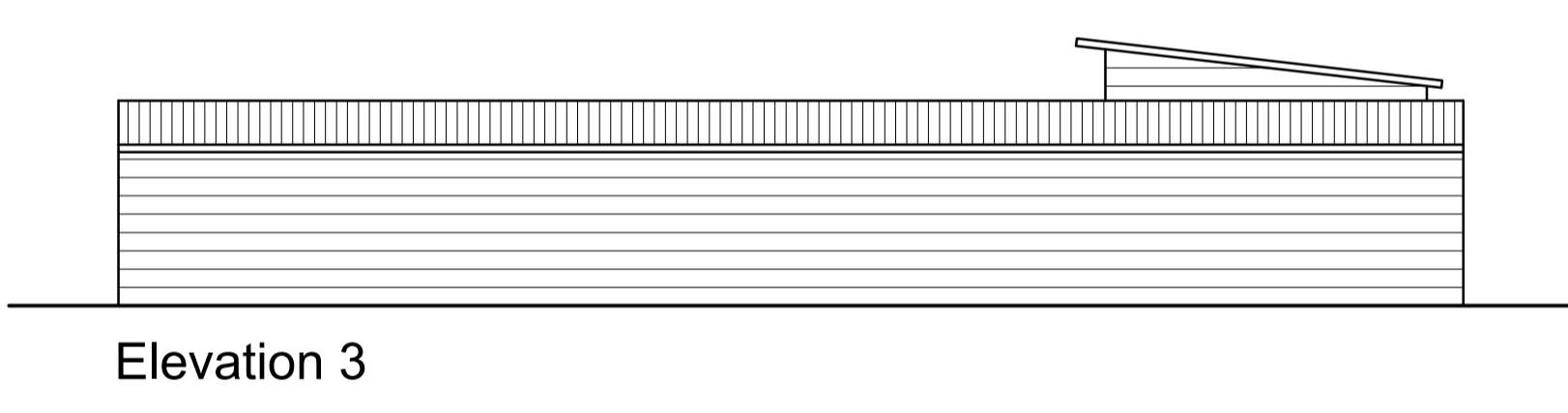
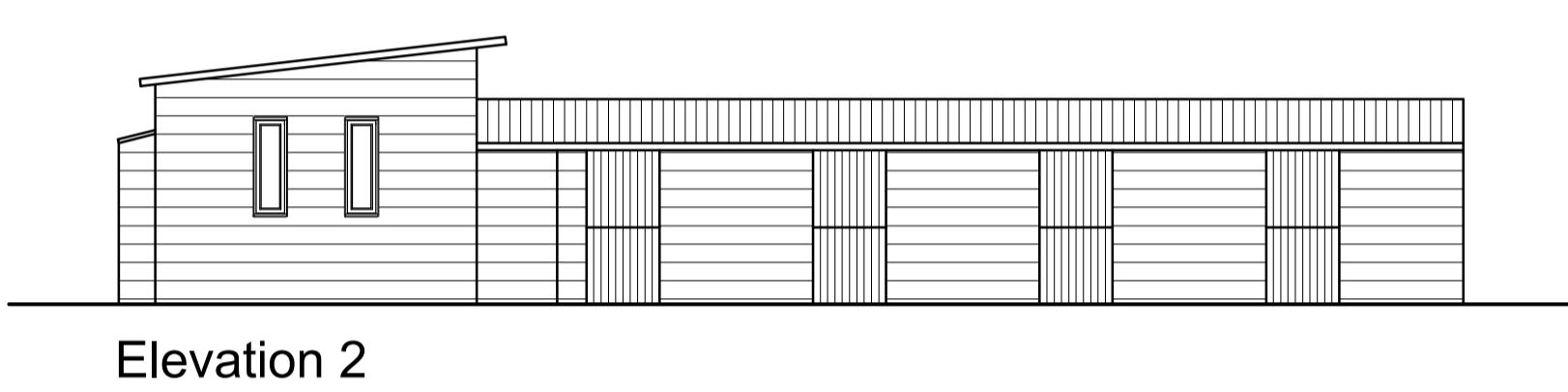
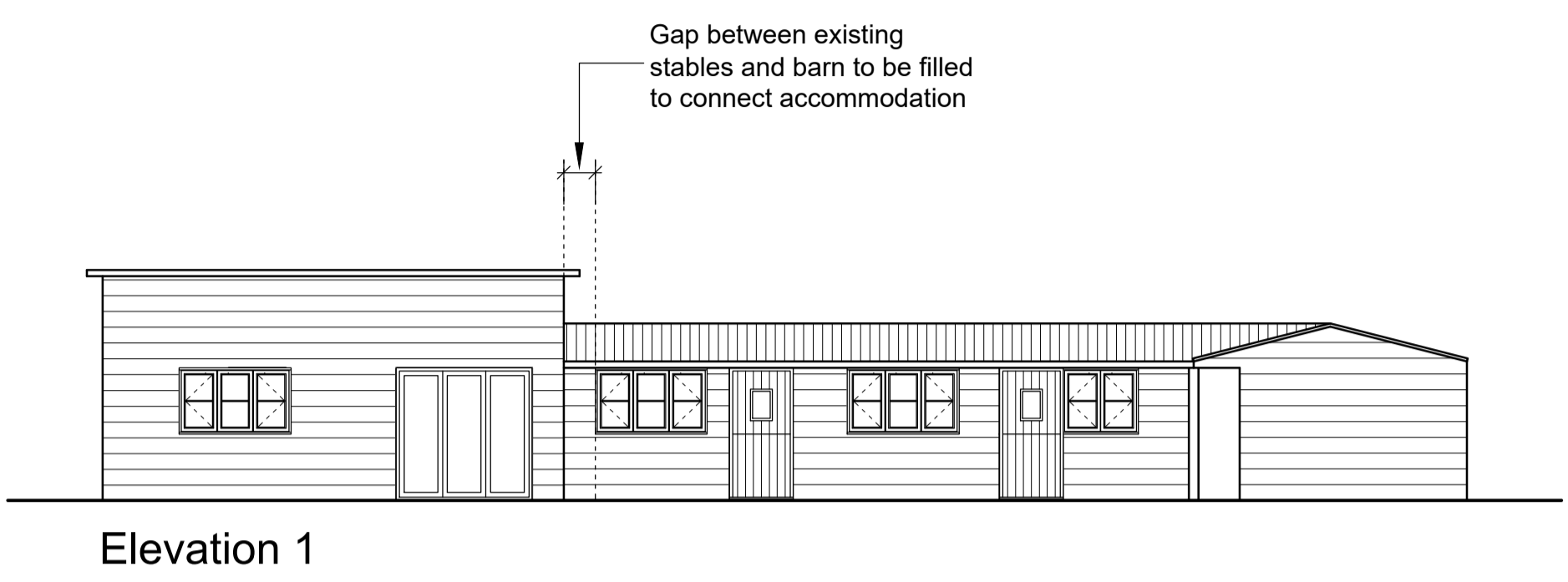
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 Towersey,  
 Oxfordshire,  
 OX9 3QQ

TITLE: EXISTING - Plans and Elevations  
 and Site Photos

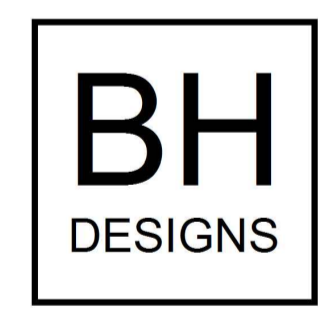
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CLIENT:  
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PROJECT:  
 Windmill Meadow,  
 Windmill Road,  
 Towersey,  
 Oxfordshire,  
 OX9 3QQ

TITLE:  
 PROPOSED - Plans and Elevations

PROJECT No: BHD-0055	DRAWING No: P2	ISSUE --
STATUS: Planning		SCALE: 1:100
DRN:	N.H. CHK: --	DATE: Feb 2019

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