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If you would rather make this application online, you can do so on our website:
<https://www.planningportal.co.uk/apply>

Application for Planning Permission

Town and Country Planning Act 1990 (as amended)

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:



London Borough of Hillingdon, Residents Services, 3N Civic Centre, High Street, Uxbridge, Middlesex UB8 1UW
Tel: 01895 250230 Web: www.hillingdon.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 Local Planning Authority directly.

1. Applicant Name and Address	
Title:	Mr
Last name:	CHARTO
Company (optional):	OSACON
Unit:	House number: 5
House name:	THE BRICKS
Address 1:	CATHERY TREE LANE
Address 2:	
Address 3:	
Town:	FULMER
County:	Bucks.
Country:	
Postcode:	523 6JE

2. Agent Name and Address	
Title:	
First name:	
Last name:	
Company (optional):	
Unit:	House number: House suffix:
House name:	
Address 1:	
Address 2:	
Address 3:	
Town:	
County:	
Country:	
Postcode:	

USE RESIDENCE AS AN H.M.O.

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

3. Description of the Proposal

Has the building, work or change of use already started?
If Yes, please state the date when building, work or use were started (DD/MM/YYYY):

Has the building, work or change of use been completed?

If Yes, please state the date when the building, work or change of use was completed (DD/MM/YYYY):

Reference number of permission in principle being relied on (technical details consent applications only):

Is the proposal for public service infrastructure development (within the meaning of article 2 of S.I. 2015/595 as amended by article 3 of S.I. 746/2021)?

☒ Yes ☐ No

(date must be pre-application submission)

☒ Yes ☐ No

(date must be pre-application submission)

☐ Yes ☒ No

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?

4. Site Address Details

Please provide the full postal address of the application site.

Unit:

House number:

9

House suffix:

House name:

Address 3:

Town:

County:

Postcode (optional):

UB8 2JW

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

Easting:

Northing:

Description:

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.

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:

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

If Yes, please provide details:

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)

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	3	3	0
Light goods vehicles/public carrier vehicles			
Motorcycles			
Disability spaces			
Cycle spaces			
Other (e.g. Bus)			
Other (e.g. Bus)			
Other (e.g. Bus)			

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		☒	☐
Roof		☒	☐
Windows		☒	☐
Doors		☒	☐
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:

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? ☐ Yes ☒ No

If Yes, please complete details of the changes in the tables below:

Proposed Housing

Market Housing	Number of Bedrooms					Not known	Totals (a + b + c + d + e + f) =				
	1	2	3	4+	Unknown						
Houses						☐					
Flats/maisonettes						☐					
Sheltered housing						☐					
Bedsit/studios						☐					
Cluster flats						☐					
Other						☐					
Totals (a + b + c + d + e + f) =											

Social, Affordable or Intermediate Rent	Number of Bedrooms					Not known	Totals (a + b + c + d + e + f) =				
	1	2	3	4+	Unknown						
Houses						☐					
Flats/maisonettes						☐					
Sheltered housing						☐					
Bedsit/studios						☐					
Cluster flats						☐					
Other						☐					
Totals (a + b + c + d + e + f) =											

Affordable Home Ownership	Number of Bedrooms					Not known	Totals (a + b + c + d + e + f) =				
	1	2	3	4+	Unknown						
Houses						☐					
Flats/maisonettes						☐					
Sheltered housing						☐					
Bedsit/studios						☐					
Cluster flats						☐					
Other						☐					
Totals (a + b + c + d + e + f) =											

Starter Homes	Number of Bedrooms					Not known	Totals (a + b + c + d) =				
	1	2	3	4+	Unknown						
Houses						☐					
Flats/maisonettes						☐					
Bedsit/studios						☐					
Other						☐					
Totals (a + b + c + d) =											

Self Build and Custom Build	Number of Bedrooms					Not known	Totals (a + b + c + d) =				
	1	2	3	4+	Unknown						
Houses						☐					
Flats/maisonettes						☐					
Bedsit/studios						☐					
Other						☐					
Totals (a + b + c + d) =											

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

Market Housing	Number of Bedrooms					Not known	Totals (a + b + c + d + e + f) =				
	1	2	3	4+	Unknown						
Houses						☐					
Flats/maisonettes						☐					
Sheltered housing						☐					
Bedsit/studios						☐					
Cluster flats						☐					
Other						☐					
Totals (a + b + c + d + e + f) =											

Existing Housing

Social, Affordable or Intermediate Rent	Number of Bedrooms					Not known	Totals (a + b + c + d + e + f) =				
	1	2	3	4+	Unknown						
Houses						☐					
Flats/maisonettes						☐					
Sheltered housing						☐					
Bedsit/studios						☐					
Cluster flats						☐					
Other						☐					
Totals (a + b + c + d + e + f) =											

Affordable Home Ownership	Number of Bedrooms					Not known	Totals (a + b + c + d + e + f) =				
	1	2	3	4+	Unknown						
Houses						☐					
Flats/maisonettes						☐					
Sheltered housing						☐					
Bedsit/studios						☐					
Cluster flats						☐					
Other						☐					
Totals (a + b + c + d + e + f) =											

Starter Homes	Number of Bedrooms					Not known	Totals (a + b + c + d) =				
	1	2	3	4+	Unknown						
Houses						☐					
Flats/maisonettes						☐					
Bedsit/studios						☐					
Other						☐					
Totals (a + b + c + d) =											

Self Build and Custom Build	Number of Bedrooms					Not known	Totals (a + b + c + d) =				
	1	2	3	4+	Unknown						
Houses						☐					
Flats/maisonettes						☐					
Bedsit/studios						☐					
Other						☐					
Totals (a + b + c + d) =											

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

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

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	Existing gross internal floorspace (square metres) (a)	Gross internal floorspace to be lost by change of use or demolition (square metres) (b)	Total gross internal floorspace proposed (including change of use) (square metres) (c)	Net additional gross internal floorspace following development (square metres) (d = c - a)
B2 General industrial	☐			
B8 Storage or distribution	☐			
C1 Hotels and halls of residence	☐			
C2 Residential institutions	☐			
C2A Secure Residential institutions	☐			
C4 Homes in Multiple Occupation	☐			
E(a) Display/Sale of goods other than hot food	☐			
E(b) Sale of food and drink for consumption mostly on the premises	☐			
E(c)(i) Financial services	☐			
E(c)(iii) Professional services	☐			
E(c)(iii) Other appropriate services in a commercial, business or service locality	☐			
E(d) Indoor sport, recreation, or fitness - Excluding motorised vehicles, firearms, swimming, and skating	☐			
E(e) Medical or health services - Except premises attached to the residence of the provider	☐			
E(f) Creche, day nursery or day centre - Except where including a residential use	☐			
E(g)(i) Offices - Except where not suitable in a residential area	☐			
E(g)(iii) Research and development - Except where not suitable in a residential area	☐			
E(g)(iiii) Industrial processes - Except where not suitable in a residential area	☐			
F1 Learning and non-residential institutions	☐			
F2 Local community uses (essential shops, meeting places, sport, and recreation)	☐			
OTHER	☐			
Please Specify	☐			
Total				

18. All Types of Development: Non-residential Floorspace

18. All Types of Development: Non-residential Floorspace (continued)

Does the proposal include use as a shop (e.g. For the display/sale of goods under Use Class E(a), the sale of essential goods under Use Class F2, or as part of any other use)

☐ 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 tradable floor area (square metres) (e)	Tradable floor area to be lost by change of use or demolition (square metres) (f)	Total tradable floor area proposed (including change of use) (square metres) (g)	Net additional tradable floor area following development (square metres) (h = g - e)
E(a) Display/Sale of goods other than hot food	☐				
F2 Local community uses (essential shops, meeting places, sport, and recreation)	☐				
OTHER	☐				
Please Specify	☐				
Total					

Does the proposal include loss or gain of rooms for hotels, residential institutions, or hostels?

☐ 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 rooms to be lost by change of use or demolition	Total rooms proposed (including changes of use)	Net additional rooms
C1	Hotels	☐			
C2	Residential Institutions	☐			
C2A	Secure Residential Institutions	☐			
OTHER		☐			
Please Specify		☐			

19. Employment

Please complete the following information regarding employees:

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

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:

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)	Not applicable	Inert landfill	☐
		Non-hazardous landfill	☐
Maximum annual operational throughput in tonnes (or litres if liquid waste)		Hazardous landfill	☐
		Energy from waste incineration	☐
		Other incineration	☐
		Landfill gas generation plant	☐
		Pyrolysis/gasification	☐
		Metal recycling site	☐
		Transfer stations	☐
		Material recovery/recycling facilities (MRFs)	☐
		Household civic amenity sites	☐
		Open windrow composting	☐
		In-vessel composting	☐
		Anaerobic digestion	☐
		Any combined mechanical, biological and/or thermal treatment (MBT)	☐
		Sewage treatment works	☐
		Other treatment	☐
		Recycling facilities construction, demolition and excavation waste	☐
		Storage of waste	☐
		Other waste management	☐
		Other developments	☐

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

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

Acrylonitrile (tonnes)		Ethylene oxide (tonnes)		Phosgene (tonnes)	
Ammonia (tonnes)		Hydrogen cyanide (tonnes)		Sulphur dioxide (tonnes)	
Bromine (tonnes)		Liquid oxygen (tonnes)		Flour (tonnes)	
Chlorine (tonnes)		Liquid petroleum gas (tonnes)		Refined white sugar (tonnes)	

Other:

Amount (tonnes):

Other:

24. Biodiversity Net Gain

Do you believe that, if the development is granted planning permission, the Biodiversity Gain Condition (as set out in Paragraph 13 of Schedule 7A of the Town and Country Planning Act 1990) would apply?

☐ Yes ☒ No

If No, please provide reasons, with reference to which exemptions or transitional arrangements you believe apply:

If Yes, please provide the information requested in all the questions below:

Please provide the date the pre-development biodiversity value of onsite habitat(s) have been calculated:
(this should be one of the following dates: the date of this application; or an earlier proposed date)

Please provide the pre-development biodiversity value of onsite habitats on this date:

If a date earlier than the date of the submission of the planning application has been specified above, please provide reasons why this date has been used:

Please state the publication date of the biodiversity metric tool(s) used to calculate the onsite biodiversity value(s) provided above.

Date (DD/MM/YYYY):

24. Biodiversity Net Gain (continued)

Has there been any loss (or degradation) of any onsite habitat(s), resulting from activities carried out before the date the pre-development biodiversity value of onsite habitat(s) was calculated and either:

- on or after 30 January 2020 which were not in accordance with a planning permission; or
- on or after 25 August 2023 which were in accordance with a planning permission?

☐ Yes ☒ No

If yes, please provide details including: the date immediately before this activity was carried out; the onsite biodiversity value on this date; and any supporting evidence (or reference to relevant document containing these details).

If yes, please state the publication date of the biodiversity metric tool(s) used to calculate any onsite biodiversity value(s) provided above.

Date (DD/MM/YYYY):

Does the application site have irreplaceable habitat(s) (corresponding to the descriptions in The Biodiversity Gain Requirements (Irreplaceable Habitat) Regulations 2024) which exist on land to which this application relates on the date the pre-development biodiversity value of onsite habitat(s) was calculated?

☐ Yes ☐ No

If yes, please provide a description of these and any further details (for example reference to relevant document):

I/We confirm this application is accompanied by the following:

- i. The completed biodiversity metric tool(s) showing the calculation of the pre-development biodiversity values, and on the dates, detailed above including, if applicable, those related to any loss (or degradation) of any onsite habitat(s)
- ☐ ii. Plan(s), showing onsite habitat(s) existing on the date the pre-development biodiversity value of onsite habitat(s) was calculated; and
- iii. If applicable, plan(s) showing onsite irreplaceable habitat(s) existing on the date the pre-development biodiversity value of onsite habitat(s) was calculated.

Please provide details (for example reference to relevant document):

Note: Plans must be drawn to an identified scale, and show the direction of North.

25. 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**

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.

Or signed - Agent:

Date (DD/MM/YYYY):

27-July-24

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

Or signed - Agent:

Date (DD/MM/YYYY):

26. 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:

*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. LPA's 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.

Plans can be bought from one of the Planning Portal's accredited suppliers: <https://www.planningportal.co.uk/buyaplanningmap>

27. 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.

Or signed - Agent:

Date (DD/MM/YYYY):

(date cannot be pre-application)

28. Applicant Contact Details

Telephone numbers

Country code:

National number:

Extension number:

Country code:

National number:

Extension number:

Telephone numbers

29. Agent Contact Details

Email address (optional):

Country code:

Fax number (optional):

Country code:

Mobile number (optional):

Country code:

National number:

Extension number:

30. 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: