

# 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:



London Borough of Hillingdon, Residents Services, 3N Civic Centre, High Street, Uxbridge, Middlesex UB8 1UW  
Tel: 01895 250230 Web: [www.hillingdon.gov.uk](http://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 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" value="Mrs."/>	First name:	<input type="text" value="CARA"/>
Last name:	<input type="text" value="PAYNE"/>		
Company (optional):	<input type="text" value=""/>		
Unit:	<input type="text" value=""/>	House number:	<input type="text" value="35"/>
		House suffix:	<input type="text" value=""/>
House name:	<input type="text" value=""/>		
Address 1:	<input type="text" value="ASPEN GROVE"/>		
Address 2:	<input type="text" value="EASTCOTE"/>		
Address 3:	<input type="text" value=""/>		
Town:	<input type="text" value="PINNER"/>		
County:	<input type="text" value="HARROW"/>		
Country:	<input type="text" value="ENGLAND"/>		
Postcode:	<input type="text" value="HA8 2NL"/>		

### 2. Agent Name and Address

Title:	<input type="text" value="Mr."/>	First name:	<input type="text" value="RAYMOND"/>
Last name:	<input type="text" value="YORK"/>		
Company (optional):	<input type="text" value="R. YORK &amp; SON DESIGN LTD."/>		
Unit:	<input type="text" value=""/>	House number:	<input type="text" value="46"/>
		House suffix:	<input type="text" value=""/>
House name:	<input type="text" value=""/>		
Address 1:	<input type="text" value="ORCHARD AVENUE"/>		
Address 2:	<input type="text" value="GARSTON"/>		
Address 3:	<input type="text" value=""/>		
Town:	<input type="text" value="WATFORD"/>		
County:	<input type="text" value="HERTFORDSHIRE"/>		
Country:	<input type="text" value="ENGLAND"/>		
Postcode:	<input type="text" value="WD25 7JG"/>		

### 3. Description of Proposed Works

Please describe the proposed works:

PROPOSED REMOVAL OF CONSERVATORY  
& NEW SINGLE STOREY SIDE EXTENSION  
& INTERNAL ALTERATIONS.

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: 35 House suffix:

House name:

Address 1: ASPEN GROVE

Address 2: EASTGATE

Address 3:

Town: PINNER

County: HARROW

Postcode (optional): HAS 2NL

### 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):

No

### 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:

No

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.

No

## 8. Parking

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

If Yes, please describe:

No

## 9. 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.

No

## 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	FACE BRICKWORK	FACE BRICKWORK WALLS TO MATCH EXISTING	<input type="checkbox"/>	<input type="checkbox"/>
Roof	CONCRETE ROOF TILES	CONCRETE ROOF TILES TO MATCH EXISTING	<input type="checkbox"/>	<input type="checkbox"/>
Windows	DOUBLE GLAZED P.V.C. UNITS	DOUBLE GLAZED P.V.C. UNITS TO MATCH.	<input type="checkbox"/>	<input type="checkbox"/>
Doors	DOUBLE GLAZED P.V.C. & ALUMINIUM UNITS	DOUBLE GLAZED ALUMINIUM UNITS TO MATCH.	<input type="checkbox"/>	<input type="checkbox"/>
Boundary treatments (e.g. fences, walls)	1.8M HIGH TIMBER FENCE.	TIMBER FENCE TO BE RETAINED	<input checked="" type="checkbox"/>	<input type="checkbox"/>

## 10. Materials

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

Vehicle access and hard-standing	Tarmac Drive Parking.	To Be Retained All As Existing.	<input checked="" type="checkbox"/>	<input 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:

No

## 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:

Date (DD/MM/YYYY):

14/04/2023

### 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):

--

### 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):

--

## 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 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:

*Paid Direct.*



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 the completed, dated Ownership Certificate (A, B, C or D – as applicable) and Article 14 Certificate (Agricultural Holdings):



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. 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:

Date (DD/MM/YYYY):

*10/04/2023*

(date cannot be pre-application)

## 14. Applicant Contact Details

Telephone numbers

Country code:

National number:

Extension number:

*/*

*/*

*/*

*[Redacted]*

*/*

*/*

*[Redacted]*

*[Redacted]*

*[Redacted]*

*[Redacted]*

*[Redacted]*

*[Redacted]*

*[Redacted]*

*[Redacted]*

*[Redacted]*

*[Redacted]*

*[Redacted]*

*[Redacted]*

*[Redacted]*

*[Redacted]*

## 15. Agent Contact Details

Telephone numbers

Extension number:

*[Redacted]*

*[Redacted]*

*[Redacted]*

*[Redacted]*

*[Redacted]*

*[Redacted]*

*[Redacted]*

*[Redacted]*

*[Redacted]*

*[Redacted]*

*[Redacted]*

*[Redacted]*

*[Redacted]*

*[Redacted]*

*[Redacted]*

*[Redacted]*

*[Redacted]*

*[Redacted]*

*[Redacted]*

## 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:

*[Redacted]*

Telephone number:

*[Redacted]*

Email address:

*[Redacted]*



## Community Infrastructure Levy (CIL) - Form 1: CIL Additional Information

Determining whether a Development may be CIL Liab - For submission with Planning Application

**Please note:** This version of the form should only be used for submissions relating to planning applications in England.

There is a legacy version of the form for use in Wales: [Download the legacy version of this form](#)

Following the introduction of the Community Infrastructure Levy (CIL) all applicants for full planning permission, including householder applications and reserved matters following an outline planning permission, and applicants for lawful development certificates are required to provide the following information.

Please read the associated **Guidance Note** before you complete the form. This and additional per-question help can be viewed at: [https://ecab.planningportal.co.uk/uploads/1app/cil\\_guidance.pdf](https://ecab.planningportal.co.uk/uploads/1app/cil_guidance.pdf)

Please complete the form using block capitals and black ink and send to the Collecting Authority.

See [Planning Practice Guidance for CIL](#) for guidance on CIL generally, including exemption or relief.

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### 1. Application Details

Applicant or Agent Name:

MR. RAYMOND YORK (AGENT)

Planning Portal Reference (if applicable):

Local authority planning application number (if allocated):

Site Address:

35 ASPEN GROVE  
EASTCOTE  
PUNER  
HARROW  
HAS ZNL.

Description of development:

PROPOSED REMOVAL OF CONSERVATORY &  
NEW SINGLE STOREY SIDE EXTENSION  
& INTERNAL ALTERATIONS.



## 2. Applications to Remove or Vary Conditions on an Existing Planning Permission

a) Does the application seek to remove or vary conditions on an existing planning permission (i.e. Is it a Section 73 application)?

Yes

If 'Yes', please complete the rest of this question ☐

No

If 'No', you can skip to **Question 3** ☒

b) Please enter the application reference number

c) Does the application involve a change in the amount or use of new build development, where the total (including that previously granted planning permission) is over 100 square metres gross internal area?

Yes ☐

No ☒

d) Does the application involve a change in the amount of gross internal area where one or more new dwellings (including residential annexes) are to be created, either through new build or conversion (except the conversion of a single dwelling house into two or more separate dwellings with no additional gross internal area created)?

Yes ☐

No ☒

If you answered 'Yes' to either c) or d), please go to **Question 5**

If you answered 'No' to both c) and d), you can skip to **Question 8**

## 3. Reserved Matters Applications

a) Does the application relate to details or reserved matters on an existing permission that was granted prior to the introduction of the CIL charge in the relevant local authority area?

Yes

If 'Yes', please complete the rest of this question ☐

No

If 'No', you can skip to **Question 4** ☒

b) Please enter the application reference number

If you answered 'Yes' to a), you can skip to **Question 8**

If you answered 'No' to a), please go to **Question 4**

## 4. Liability for CIL

a) Does the application include new build development (including extensions and replacement) of 100 square metres gross internal area or above?

Yes ☐

No ☒

b) Does the application include creation of one or more new dwellings (including residential annexes) either through new build or conversion (except the conversion of a single dwelling house into two or more separate dwellings with no additional gross internal area created)?

Yes ☐

No ☒

If you answered 'Yes' to either a) or b), please go to **Question 5**

If you answered 'No' to both a) and b), you can skip to **Question 8**

## 5. Exemption or Relief

a) Is the site owned by a charity where the development will be wholly or mainly for charitable purposes, and the development will be either occupied by or under the control of a charitable institution?

Yes ☐ No ☒

b) Does the proposed development include affordable housing which qualifies for mandatory or discretionary Social Housing relief?

Yes ☐ No ☒

If you answered 'Yes' to either a) or b), please note that you will need to complete 'CIL Form 10: Charitable and/or Social Housing Relief Claim'. The form must be submitted to the Collecting Authority, **and** any relief must be granted by them, prior to the commencement of the development. Otherwise the full CIL charge will be payable.

A Commencement (of development) Notice (CIL Form 6) must also be received by the Collecting Authority prior to the commencement of the development otherwise:

- *If your CIL Liability Notice was issued on or after 1 September 2019*  
A surcharge equal to 20% of the notional CIL chargeable amount or £2,500, whichever is the lower amount, will be incurred; **or**
- *If your CIL Liability Notice was issued prior to 1 September 2019*  
The relief previously granted will be rescinded and the full levy charge will be payable.

You will also need to complete 'CIL Form 10: Charitable and/or Social Housing Relief Claim' if you think you are eligible for discretionary charitable relief, or discretionary social housing relief (if this is available in your area).

If you wish to claim exceptional circumstances relief, and if the charging authority have made exceptional circumstances relief available in their area (please check their website for details), you will need to complete 'CIL Form 11: Exceptional Circumstances Relief Claim'. The form must be submitted to the Collecting Authority, **AND** any relief must be granted by them, prior to the commencement of the development. Otherwise the full CIL charge will be payable.

All CIL Forms are available from: [www.planningportal.co.uk/cil](http://www.planningportal.co.uk/cil)

c) Do you wish to claim a self build exemption for a whole new home?

Yes ☐ No ☐

If you have answered 'Yes' to c), please note that you will need to complete 'CIL Form 7: Self Build Exemption Claim - Part 1'. This form must be submitted to the Collecting Authority, **and** any exemption must be granted by them, prior to the commencement of the development. Otherwise the full CIL charge will be payable.

A Commencement (of development) Notice (CIL Form 6) must also be received by the Collecting Authority prior to the commencement of the development otherwise:

- *If your CIL Liability Notice was issued on or after 1 September 2019*  
A surcharge equal to 20% of the notional CIL chargeable amount or £2,500, whichever is the lower amount, will be incurred; **or**
- *If your CIL Liability Notice was issued prior to 1 September 2019*  
The exemption previously granted will be rescinded and the full levy charge will be payable.

All CIL Forms are available from: [www.planningportal.co.uk/cil](http://www.planningportal.co.uk/cil)

d) Do you wish to claim an exemption for a residential annex or extension?

Yes ☐ No ☐

If you have answered 'Yes' to d), please note that you will need to complete either 'CIL Form 8: Residential Annex Exemption Claim' or 'CIL Form 9: Residential Extension Exemption Claim'. The relevant form must be submitted to the Collecting Authority, **and** any exemption must be granted by them, prior to the commencement of the development. Otherwise the full CIL charge will be payable.

In respect of a residential annex, a Commencement (of development) Notice (CIL Form 6) must also be received by the Collecting Authority prior to the commencement of the development otherwise:

- *If your CIL Liability Notice was issued on or after 1 September 2019*  
A surcharge equal to 20% of the notional CIL chargeable amount or £2,500, whichever is the lower amount, will be incurred; **or**
- *If your CIL Liability Notice was issued prior to 1 September 2019*  
The exemption previously granted will be rescinded and the full levy charge will be payable.

All CIL Forms are available from: [www.planningportal.co.uk/cil](http://www.planningportal.co.uk/cil)

## 6. Proposed New Gross Internal Area

a) Does the application involve new **residential development** (including new dwellings, extensions, conversions/changes of use, garages, basements or any other buildings ancillary to residential use)?

Please note, conversion of a single dwelling house into two or more separate dwellings (without extending them) is **not** liable for CIL. If this is the sole purpose of your development proposal, you should answer 'No' to Question 4b above.

Yes ☐ No ☐

If yes, please complete the table in section 6c below, providing the requested information, including the gross internal area relating to new dwellings, extensions, conversions, garages or any other buildings ancillary to residential use.

b) Does the application involve new **non-residential development**?

Yes ☐ No ☐

If yes, please complete the table in section 6c below, using the information from your planning application.

c) Proposed gross internal area:

Development type	(i) Existing gross internal area (square metres)	(ii) Gross internal area to be lost by change of use or demolition (square metres)	(iii) Total gross internal area proposed (including change of use, basements, and ancillary buildings) (square metres)	(iv) Net additional gross internal area following development (square metres) (iv) = (iii) - (ii)
Market Housing (if known)				
Social Housing, including shared ownership housing (if known)				
Total residential				
Total non-residential				
Grand total				

## 7. Existing Buildings

a) How many existing buildings on the site will be retained, demolished or partially demolished as part of the development proposed?

Number of buildings:

b) Please state for each existing building/part of an existing building that is to be retained or demolished, the gross internal area that is to be retained and/or demolished and whether all or part of each building has been in use for a continuous period of at least six months within the past thirty six months. Any existing buildings into which people do not usually go or only go into intermittently for the purposes of inspecting or maintaining plant or machinery, or which were granted temporary planning permission should not be included here, but should be included in the table in section 7c.

	Brief description of existing building/part of existing building to be retained or demolished.	Gross internal area (sqm) to be retained.	Proposed use of retained gross internal area.	Gross internal area (sqm) to be demolished.	Was the building or part of the building occupied for its lawful use for 6 continuous months of the 36 previous months (excluding temporary permissions)?	When was the building last occupied for its lawful use? Please enter the date (dd/mm/yyyy) or tick still in use.
1					Yes <input type="checkbox"/> No <input type="checkbox"/>	Date: <input type="text"/> or Still in use: <input type="checkbox"/>
2					Yes <input type="checkbox"/> No <input type="checkbox"/>	Date: <input type="text"/> or Still in use: <input type="checkbox"/>
3					Yes <input type="checkbox"/> No <input type="checkbox"/>	Date: <input type="text"/> or Still in use: <input type="checkbox"/>
4					Yes <input type="checkbox"/> No <input type="checkbox"/>	Date: <input type="text"/> or Still in use: <input type="checkbox"/>
Total floorspace						

## 7. Existing Buildings (continued)

c) Does the development proposal include the retention, demolition or partial demolition of any whole buildings which people do not usually go into or only go into intermittently for the purposes of inspecting or maintaining plant or machinery, or which were granted planning permission for a temporary period?

Yes ☐ No ☐

If yes, please complete the following table:

	Brief description of existing building (as per above description) to be retained or demolished.	Gross internal area (sqm) to be retained	Proposed use of retained gross internal area	Gross internal area (sqm) to be demolished
1				
2				
3				
4				
Total of which people do not normally go into, only go intermittently to inspect or maintain plant or machinery, or which was granted temporary planning permission				

d) If the development proposal involves the conversion of an existing building, will it be creating a new mezzanine floor within the existing building?

Yes ☐ No ☐

If Yes, how much of the gross internal area proposed will be created by the mezzanine floor?

Use	Mezzanine gross internal area (sqm)



## 8. Declaration

I/we confirm that the details given are correct.

Name:

Date (DD/MM/YYYY). Date cannot be pre-application:

It is an offence for a person to knowingly or recklessly supply information which is false or misleading in a material respect to a collecting or charging authority in response to a requirement under the Community Infrastructure Levy Regulations (2010) as amended (regulation 110, SI 2010/948). A person guilty of an offence under this regulation may face unlimited fines, two years imprisonment, or both.

### For local authority use only

Application reference:



## Community Infrastructure Levy (CIL) - Form 2: Assumption of Liability

This form should be used to assume liability prior to commencement of development.

**Please note:** This version of the form should only be used for submissions relating to planning applications in England. There is a legacy version of the form for use in Wales: [Download the legacy version of this form](#)

Please complete the form using block capitals and black ink and send to the Collecting Authority

See [Planning Practice Guidance for CIL](#) for guidance on CIL generally, including assuming liability.

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### Description of Development

Planning Permission / Notice of Chargeable Development Reference:

Site address:

35 ASPEN GROVE  
EASTCOTE  
PINNER  
HARROW  
HAS 2 NL.

Description of development:

PROPOSED DEMOLITION OF CONSERVATORY  
& NEW SINGLE STOREY SIDE EXTENSION  
& INTERNAL ALTERATIONS.

## Section A: Assumption of Liability

If the liable party is a company, you must fill in the company name

### Party A Assuming Liability

Title:  First name:   
Last name:   
Company:   
Position:   
Company registration no:   
(where applicable)  
Unit:  House number:  House suffix:   
House name:   
Address 1:   
Address 2:   
Address 3:   
Town:   
County:   
Country:   
Postcode:

Telephone number (mandatory)  
Country code:  National number:   
Extension number:

Email address (optional):

### Party B Assuming Liability

Title:  First name:   
Last name:   
Company:   
Position:   
Company registration no:   
(where applicable)  
Unit:  House number:  House suffix:   
House name:   
Address 1:   
Address 2:   
Address 3:   
Town:   
County:   
Country:   
Postcode:

Telephone number (mandatory)  
Country code:  National number:   
Extension number:

Email address (optional):

**Party C Assuming Liability**

Title:  First name:

Last name:

Company:

Position:

Company registration no: (where applicable)

Unit:  House number:  House suffix:

House name:

Address 1:

Address 2:

Address 3:

Town:

County:

Country:

Postcode:

Telephone number (mandatory)

Country code:  National number:  Extension number:

Email address (optional):

**Party D Assuming Liability**

Title:  First name:

Last name:

Company:

Position:

Company registration no: (where applicable)

Unit:  House number:  House suffix:

House name:

Address 1:

Address 2:

Address 3:

Town:

County:

Country:

Postcode:

Telephone number (mandatory)

Country code:  National number:  Extension number:

Email address (optional):

**Agent Name and Address**

Title:  First name:

Last name:

Company:

Telephone number (mandatory)

Country code:  National number:  Extension number:

Email address (optional):

Unit:  House number:  House suffix:

House name:

Address 1:

Address 2:

Address 3:

Town:

County:

Country:

Postcode:

## Declaration

I/we hereby assume liability for the Community Infrastructure Levy Charge for the above development. Where assuming liability on behalf of a company, I confirm that I am authorised to do so. I/we understand that I/we must submit a commencement notice in order to secure the 60 day payment window or such time as the charging authority has allowed in its current payment instalments policy, as per the requirements of the Community Infrastructure Levy Regulations (2010) as amended. I/we am/are aware of the surcharges I/we will incur if I/we do not follow the correct procedures for paying the CIL charge. I/we understand any communication and actions by the collecting authority to pursue me/us for the assumed liability will be copied to the site land owners (as defined in CIL regulations)

Name - A Party Assuming Liability:

Date (DD/MM/YYYY):

Name - B Party Assuming Liability:

Date (DD/MM/YYYY):

[Redacted]

14/04/2023

—

—

Name - C Party Assuming Liability:

Date (DD/MM/YYYY):

Name - D Party Assuming Liability:

Date (DD/MM/YYYY):

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—

—

Or Name - Agent:

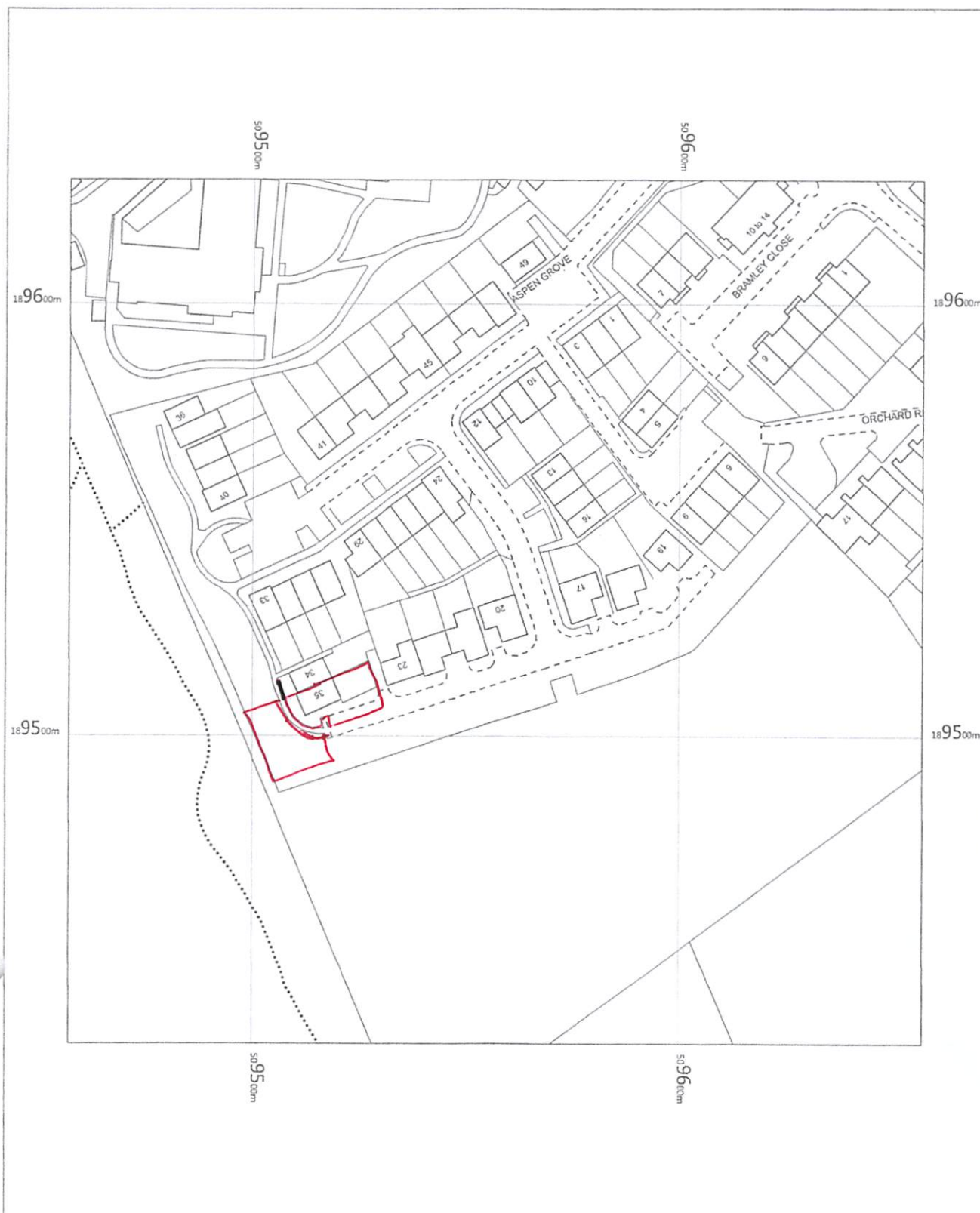
Date (DD/MM/YYYY):

[Redacted]

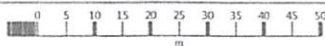
14/04/2023

Under regulation 37(2) of the Community Infrastructure Levy Regulations (2010) as amended, where two or more persons have assumed liability to pay CIL in respect of a chargeable development they shall each be jointly and severally liable to pay any CIL payable in respect of that chargeable development.

It is an offence for a person to knowingly or recklessly supply information which is false or misleading in a material respect to a charging or collecting authority in response to a requirement under the Community Infrastructure Levy Regulations (2010) as amended (regulation 110, SI 2010/ 948). A person guilty of an offence under this regulation may face unlimited fines, two years imprisonment, or both.



SCALE  
1:1250

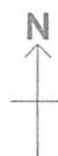


35 Aspen Grove  
Eastcote  
Pinner  
Harrow  
HA5 2NL

OS MasterMap 1250/2500/10000 scale  
Friday, August 25, 2017, ID: CM-00650275  
[www.centremapslive.co.uk](http://www.centremapslive.co.uk)

1:1250 scale print at A4, Centre: 509557 E, 189529 N

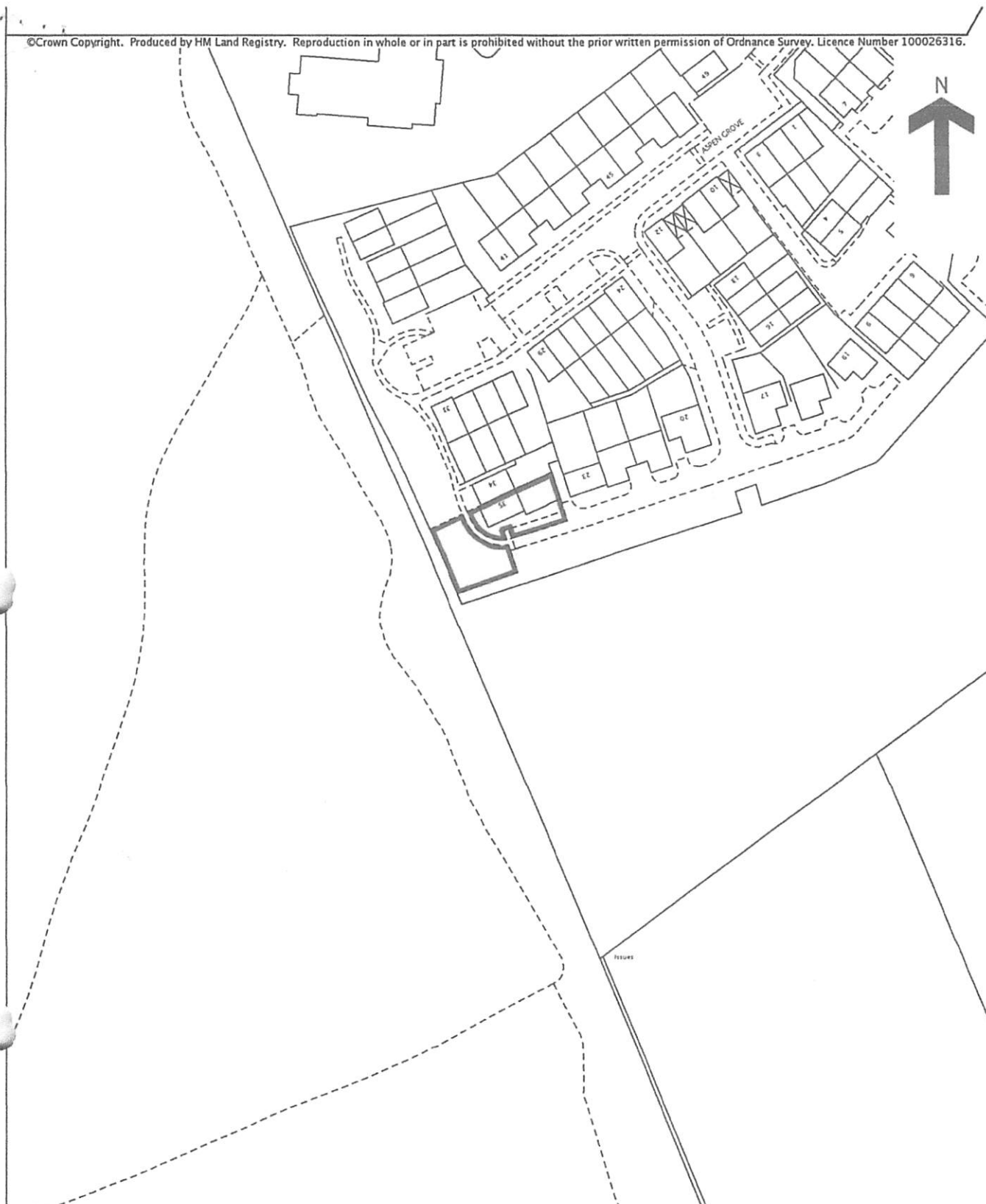
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CENTRE  
MAPS  
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LAND REGISTRY SCALE: 1:1250

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