

Planning and Building (Jersey) Law 2002

**P2 Application to develop land - Householder**

This application form should be used when applying for planning permission to carry out work to any domestic property, or within the garden of a house or a flat, including:

- |                            |  |                 |
|----------------------------|--|-----------------|
| >Extensions                | >Garden Fences and Walls                   | >Swimming Pools |
| >New or altered access     | >Other alterations, including Solar Panels | >Outbuildings   |
| >Works to Listed buildings | >Replacement Windows and doors             |                 |

1. If this is a revision to a previous decision, please state the reference number

2. Have you received any pre-application advice in relation to this project?

Yes      No

If 'Yes' please state the reference number and the name of the officer you dealt with

PA/.....

Officer.....

3. Address of land or property:

  
  

4. Applicant name and address:

<input type="text"/>	Contact:	<input type="text"/>
<input type="text"/>	Telephone:	<input type="text"/>
<input type="text"/>	Mobile:	<input type="text"/>
<input type="text"/> Post Code:	E:mail:	<input type="text"/>

5. Agent name and address:

<input type="text"/>	Contact:	<input type="text"/>
<input type="text"/>	Telephone:	<input type="text"/>
<input type="text"/>	Mobile:	<input type="text"/>
<input type="text"/> Post Code:	E:mail:	<input type="text"/>

6. Property or land owner name and address:

<input type="text"/>	Contact:	<input type="text"/>
<input type="text"/>	Telephone:	<input type="text"/>
<input type="text"/>	Mobile:	<input type="text"/>
<input type="text"/> Post Code:	E:mail:	<input type="text"/>

7. Description of the proposal:

Give a clear and concise description of the proposed work, itemising any revisions to a previous application

## GENERAL INFORMATION

*To be completed for all applications*

### 8. How will foul sewage be disposed of?

Public  
main  
sewer

Septic  
tank

Cess pit /  
Tight tank

Packaged  
treatment  
plant

Other

If disposal is not via public main sewer, you may need to submit a foul sewer assessment

### 9. How will surface water be disposed of?

Sustainable  
drainage  
system

Public  
main  
sewer

Existing  
watercourse

Pond /  
lake

Soakaway

All on-site private drainage is required to conform to the requirements of the Drainage (Jersey) Law 2005

## REPLACEMENT WINDOWS AND DOORS

*Only complete this section if your proposal relates to or includes replacement windows and doors in Listed or potentially Listed Buildings*

### 10. Replacement windows and doors

How many replacement windows and doors are you applying for?

Windows

Doors

### 11. Details of Replacement Windows and Door

	Existing Windows and Doors	Proposed Replacement
<b>Type</b> eg: vertical, sliding sash, casement, top hung, tilt and turn		
<b>Design</b> eg: 12 pane, 4 pane		
<b>Glazing</b> eg: single or double glazed		
<b>Material and Finish</b> eg: stained or painted timber, aluminium, PVC		
<b>Features</b> eg decorative horns, coloured glass		

# FEES & DECLARATIONS

## 12. Fees

Please indicate how you have calculated the fee (referring to the Fee Schedule)

Category	Number of (or Area)	Fee per item £	Total £
		<b>Total Fee £</b>	

Please indicate how you would like to make payment:

Cheque

Card

## 13. Declarations

**This application form must be signed by the applicant and, if applicable, agent**

APPLICANT/AGENT DECLARATION: I am aware that it is an offence to submit false or misleading information with an application. This application is made with my authority. I am aware and agree that any of the information supplied in this application may be disclosed to relevant States Departments, other relevant authorities, made accessible to members of the public and published in the local media and on our website. However my personal data will not be published in accordance with Jersey's Data Protection Law.

**Applicant** Signature..... Date.....

FULL NAME IN BLOCK LETTERS.....

**Agent** Signature .....Date.....

FULL NAME IN BLOCK LETTERS.....

**This application form must be signed by the owner(s) of the land or property as being submitted with their knowledge and agreement.**

OWNER'S DECLARATION: This application is made with my / our authority.

I am / we are aware and agree that any of the information supplied in this application may be disclosed to other States Departments, other relevant authorities, made accessible to members of the public and published in the local media and on the States of Jersey website. I / we also understand that the site will need to be visited by an officer of the Department and that notes / photographs may be taken to assist in the determination of the application. However my personal data will not be published in accordance with Jersey's Data Protection Law.

**Owner(s)** Signature(s).....Date.....

FULL NAME IN BLOCK LETTERS.....

## Checklist for use in conjunction with P2 Householder form

This checklist is to assist you in identifying all the relevant information that needs to be submitted with your application. Information required by the policies of the Revised Island Plan 2014 are indicated in brackets.

<b>A</b>	<b>Minimum Information Required</b>	<b>Yes</b>	<b>No</b>	<b>Office</b>
	Application Fee			
	Location Plan			
	Existing and Proposed Site Plan			
	Existing and Proposed Floor Plans			
	Existing Elevations or photographs			
	Proposed Elevations or photomontages			
<b>B</b>	<b>Additional Information that may be required</b>	<b>Yes</b>	<b>No</b>	<b>Office</b>
	Biodiversity Survey and Report [Policy NE1]			
	Contaminated Land Survey [Policy GD6]			
	Design Statement [Policy SP7]			
	Foul Sewer Assessment [Policy LWM2]			
	Landscaping Details [Policy GD1]			
	Listed Building Assessment [Policy HE1]			
	Previous Decision Notice [Revised Plans, Vary Condition & Reserved Matters]			
	Structural Engineer's Report [for replacement buildings and conversions]			
	Trees and Hedgerows Survey / Arboriculture Implications [Policy NE4]			
	Ventilation / Extraction Statement [Policy GD1]			
	Wildlife Checklist [NE1/ NE2/ NE4]			
<b>C</b>	<b>Minimum Information Required for Replacement Windows and Doors</b>	<b>Yes</b>	<b>No</b>	<b>Office</b>
	All information required in part A above			
	Photographs clearly showing all windows subject to the application			
	Photographs showing all the windows in the whole façade of the building			
	Close up photographs of the windows with a ruler or tape measure in focus to assist in judging the size and profile of the window features			
	Drawings showing the existing windows to scale			
	A justification setting out why the windows cannot be repaired			
	Drawings of the new windows— elevations, cross section both vertically and horizontally which show the heads, cills, casements or sashes, box or solid frame and glazing. Elevations are required at a scale of 1:20, joinery details at 1:5, and glazing bar cross sections at 1:2. The manner in which the window opens should be indicated.			