

Planning and Building (Jersey) Law 2002
Apply for changes to your home (P2)

Complete this form to apply for planning permission, site of special interest consent, or works to protected trees

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

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

Yes No

If 'yes' state the reference number and the officer you dealt with

PA/.....

Officer.....

3. Address of land or property

Post Code:

4. Applicant name and address

Contact:

Telephone:

Mobile:

Post Code:

E:mail:

5. Agent name and address

Contact:

Telephone:

Mobile:

Post Code:

E:mail:

6. Property or land owner name and address

Contact:

Telephone:

Mobile:

Post Code:

E:mail:

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'll 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 doors

	Existing windows and doors	Proposed replacement
Type eg: vertical, sliding sash, casement, top hung, tilt and turn		
Design eg: 12 pane, 4 pane		
Glazing eg: single or double glazed		
Material and finish eg: stained or painted timber, aluminium, PVC		
Features eg decorative horns, coloured glass		

FEES & DECLARATIONS

12. Fees

Indicate how you have calculated the fee (referring to the fee schedule)

Category	Number of (or area)	Fee per item £	Total £
		Total fee £	

Indicate payment method

Cheque

Card

13. Declarations

This application form must be signed by the applicant and owner

I declare that this application is made with my authority. I'm aware that it's an offence to submit false or misleading information with an application.

I'm aware and agree that the details of my application may be:

- disclosed to States departments and other relevant authorities
- made accessible to members of the public
- published in the local media and on your website

This includes my name, copies of any accompanying drawings, plans and supporting letters and documents. I understand that any personal sensitive information about me may be published or disclosed if it is imperative to the consideration of the application and in the public interest. I understand that all of the information I supply will be processed in accordance with Jersey's Data Protection Law.

Agent (where applicable) Signature..... Date.....

FULL NAME IN BLOCK LETTERS.....

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

FULL NAME IN BLOCK LETTERS.....

Owner SignatureDate.....

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.

A	Minimum Information Required	Yes	No	Office
	Application Fee			
	Location Plan			
	Existing and Proposed Site Plan			
	Existing and Proposed Floor Plans			
	Existing Elevations or photographs			
	Proposed Elevations or photomontages			
B	Additional Information that may be required	Yes	No	Office
	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]			
C	Minimum Information Required for Replacement Windows and Doors	Yes	No	Office
	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.			