

Application for Planning Approval

Please complete in BLOCK CAPITALS and in black ink.

The person here below named as the applicant is responsible for payment of the appropriate fee.

All relevant questions on this form must be answered.

Guidance notes are available on request.

For office use only
Date:
Receipt number:

1. Please state the type of application (*choosing **one** box as appropriate*):

- a) Full approval for development involving building or engineering works.
- b) Change of use of land or buildings **not** involving building or engineering works.
- c) Approval in principle - please specify below which matters are to be determined **now**:
- | | | | | |
|---------------------|--------------------------|-----------------|--------------------------|--------------------------|
| Siting | <input type="checkbox"/> | Internal layout | <input type="checkbox"/> | <input type="checkbox"/> |
| Design | <input type="checkbox"/> | Means of Access | <input type="checkbox"/> | <input type="checkbox"/> |
| External Appearance | <input type="checkbox"/> | Landscaping | <input type="checkbox"/> | <input type="checkbox"/> |

Please ensure that details of the matters selected above are provided.

- d) Approval of reserved matters relating to a previous approval in principle.
- Please provide the reference number of the approval in principle application*
- Please specify below which matters are to be determined **now**:
- | | | | | |
|---------------------|--------------------------|-----------------|--------------------------|--------------------------|
| Siting | <input type="checkbox"/> | Internal layout | <input type="checkbox"/> | <input type="checkbox"/> |
| Design | <input type="checkbox"/> | Means of Access | <input type="checkbox"/> | <input type="checkbox"/> |
| External Appearance | <input type="checkbox"/> | Landscaping | <input type="checkbox"/> | <input type="checkbox"/> |

Ref. No.

Please ensure that details of the matters selected above are provided.

- e) Variation of a condition.
- Please specify the reference number of the relevant planning application and indicate if the proposal is for a condition variation or removal.*
- Ref. No.
-

2. a) Development within a Conservation Area. **Yes** **No**
- If **yes**, please include details of any demolition involved on a separate sheet.*

- b) Works proposed to a Registered Building. **Yes** **No**
- If **yes**, please quote the RB number and complete an application for Registered Building Consent to accompany this form (form RBAP).*
- RB No.

3. Are the activities Retrospective **or** as a result of an Enforcement Enquiry? **Yes** **No**
- If as a result of an enforcement enquiry please quote reference and the date that the building work or use was started/completed.*

Enf No. Started Completed

4. If the proposed development would create additional industrial, residential, retail or office floor space, please specify the floor area in square metres.



5. Relevant Fee Enclosed (where required) **Please note the application will remain invalid until the application fee is paid in full.** Where a site or floor area has been used to establish the fee, please note the area measured in your calculation. Where the application is exempt from a fee under the current fees order, please state the registered charity number.
Cheques should be made payable to **IOM Government.**

£

Area

6. a) Please state the existing use of the site (e.g. residential, office, retail etc.)

b) Please state the proposed use of the site.

7. a) Full name of applicant

Please include **all** first names and surname or **full** details where an applicant is 'trading as' or a limited company.

b) Address of applicant

 Postcode

Telephone number

 Home

 Work

Applicant's e-mail address

8. a) Full name of Agent

b) Address of Agent

 Postcode

Telephone number

Agent's e-mail address

Please note correspondence is preferred and may be more expeditious via email

c) If you are using an Agent, please specify whether the acknowledgement letter and Site Notice should be sent to the Agent or Applicant, who will be responsible for affixing the Site Notice at the site.

Agent

Applicant

9. Applicant's interest in the site (e.g. owner, tenant, potential purchaser)

Please ensure that the following information (question 10) corresponds with the details included on the accompanying and compulsory certificate of ownership (Certificate O1).

10. Name and Address of:

a) The site owner, if different from the applicant. Please state all names, including first names in full.

 Postcode

b) The name of occupier or tenant of the site if different from above.

c) Does the applicant own or control any **additional** land within the vicinity of the application.

Yes

No

If **yes**, you must outline the additional land in blue on the site plan.

11. Site address details (including a post code where applicable).

12. Description of the proposed development. *Please state clearly what you propose to do. Where the application is for a change of use please state the hours of use, where appropriate/applicable.*

13. Local Authority District.

--

14. Would the proposed development involve the creation of, or alteration to, a vehicular or pedestrian access to any public highway (this includes footpaths)? If **yes**, please provide details.

Yes No

Have you consulted with Highway Services?

Yes No

Please confirm the number of parking spaces within the site.

existing

--

proposed

--

15. Does your proposal involve a change in site levels?

If **yes**, please provide drawings showing the change in site levels (e.g. spot levels or site sections). Please also include a method statement detailing the proposed means of importing fill and/or the means of exporting the fill, including details of the expected quantities involved.

Yes

No

16. Please specify below whether the proposal requires new or amended services:

a) Gas

Yes

No

c) Water

Yes

No

b) Electricity

Yes

No

d) Telecommunications

Yes

No

The applicant should consult the service providers separately in order to establish the location of existing services and the impact of the proposed works on existing services. See guidance notes.

17. a) How will rainwater run-off from roofs and paved surfaces be disposed of?

--

b) How will foul sewage from the proposed development be disposed of?

--

c) If a septic tank/Biodisc system is proposed, please provide details demonstrating that the septic tank/Biodisc would be acceptable under Building Regulations — *See guidance notes.*

18. a) Are there trees or hedges on the proposed development site that might be affected by the proposal?

Yes

No

b) Are there any trees or hedges on adjacent land that might be affected by the proposal?

Yes

No

If you answered **Yes** to either of the above, then your application will need to include an accurate survey drawing showing the position of the trees and hedges and their canopy spread in relation to the proposed works. You must provide details of any trees which are to be 'lopped' or 'felled' as a result of the proposal.

The above works must be discussed with the Department of Environment, Food and Agriculture – Forestry, Amenity & Lands Directorate before the application is submitted.

The Planning Authority may also require you to submit a Tree Survey.

19. Are the proposed works within 8 metres of any watercourse (river, ditch or otherwise)? *If so, you are advised to contact DEFA for further guidance in respect of this application.*

Yes

No

20. Have you received pre-application advice from a Planning Officer?

Yes

No

If yes, please state the Officer's name and the date of their response.

--

Date

--

21. Please provide details of any supporting information or other details that you would like the Planning Authority to take into account. *Please note that you may use a separate sheet to complete this section.*

Building Regulations

22. a) Are you making a concurrent application for Building Regulations Approval? Yes No

b) If **yes**, please indicate to which Authority your application has been submitted.

DOI Douglas Corporation Onchan District Commissioners

c) The date of submission. / /

d) Building Regulations reference number (if known)

23. Schedule of Drawings

Please detail the drawings or reference number and/or date of all plans submitted in support of this application.

Should any plans be missing, the application will be considered incomplete and returned with a request for missing plans to be submitted.

Please continue on a separate sheet if necessary.

Plan	Dated	Ref No
Site Plan		
Locations Plan		

24. Statement - I hereby enclose four copies of the following:

- this application form
- all **supporting plans and documentation** which must include a **site location and site plan**

A copy of this application will be forwarded to the Local Authority in which the site is situated and, where not an application relating to windows, the Network Planning Officer, DOI Highway Services.

PLEASE ALSO ENCLOSE one copy of

- **A Certificate of Land Ownership (Certificate O1), and**
- **An Application Check List (Form PL.6)**

To the best of my knowledge and belief, all the information given in this application is true, and the documents provided herewith are accurate.

Signature of Applicant or Agent

Dated / /

If signing on behalf of a company, please clearly state relationship.

Should this application be unsupported by adequate and clear site maps and plans outlining all the works proposed, the Department retains the right to refuse acceptance and return the application.

Note: no works may be commenced until such time as:

- a) on receipt of the planning Decision Notice the time period for requesting an appeal has expired and no such appeal has been requested, or**
- b) any Appeal has been completed.**