



## AVDC Home Extensions Fast-track Local Development Order (LDO)

### Application form

Before completing this application form please refer to [The LDO design code](#) to ensure your plans comply. Reading the [application form guidance notes](#) may help when completing the form.

**Please note:** Documents relating to all valid applications are published on our website. However, any personal contact details and the signature of the applicant are removed or obscured.

Please submit your completed application form and supporting documents by email to: [devcon@aylesburyvaledc.gov.uk](mailto:devcon@aylesburyvaledc.gov.uk)

Reference number	
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#### 1. Contact details - applicant

Title:	<input type="checkbox"/>	First name:	<input type="text"/>
Last name:	<input type="text"/>		
Address:	<input type="text"/>		
	<input type="text"/>		
	<input type="text"/>		
Postcode:	<input type="text"/>		
Email:	<input type="text"/>		
Phone:	<input type="text"/>		

#### 2. Contact details - agent (if applicable)

Title:	<input type="checkbox"/>	First name:	<input type="text"/>
Last name:	<input type="text"/>		
Address:	<input type="text"/>		
	<input type="text"/>		
	<input type="text"/>		
Postcode:	<input type="text"/>		
Email:	<input type="text"/>		
Phone:	<input type="text"/>		

#### 3. Full address of the application site, inc postcode

<input type="text"/>
<input type="text"/>

#### 4. Brief description of the proposal (eg single storey rear extension)

<input type="text"/>
<input type="text"/>

<b>5. LDO checklist</b>		<b>Yes</b>	<b>No</b>	<b>Office use only</b>
5.1	Has the work already started?			
5.2	Is the application property .....			
	a. A terraced dwelling (including end of terrace)?			
	b. On a corner plot or with a side elevation facing the highway?			
	c. A flat or house in multiple occupation?			
	d. A listed building?			
	e. In a conservation area?			
	f. Within the Metropolitan Green Belt?			
	g. Within the Chiltern's Area of Outstanding Natural Beauty?			
	h. A dwelling formed from a converted agricultural building?			
	i. Subject to agricultural / equestrian occupancy conditions?			
	j. Subject to a Section 106 legal agreement restricting occupancy?			
<p><i>If you answered 'yes' to <u>any</u> of the above questions, you cannot submit an LDO application and must apply for planning permission instead.</i></p>				

<b>6. Your proposals - All applicants must complete section 6.1 and section 6.2 or 6.3 (or both depending on your extension proposals)</b>				
<b>6.1 All applicants must complete this section, 6.1</b>		<b>Confirm</b>	<b>Office use only</b>	
6.1.a	No part of the extension will extend beyond the front wall of the original dwelling house.			
6.1.b	No balconies, verandas or raised platforms are proposed.			
6.1.c	The height of any chimney, flue or soil pipe installed will not exceed the highest part of the roof of the dwelling house to which it is attached by 1 metre or more.			
6.1.d	No part of the proposed building encroaches onto or overhangs the neighbouring boundary.			
6.1.e	The extension will use materials and brick bonding to match the original dwelling house, except where the proposal relates to the construction of a conservatory.			
6.1.f	The extension will not increase the number of bedrooms, or where there is an increase in the number of bedrooms or the extension results in the loss of garage or parking area, parking will be provided in accordance with AVDC's <a href="#">Supplementary Planning Guidance "Parking Guidelines"</a> .			
6.1.g	Any additional hard surface parking area provided will be porous, or provision is made to direct run off standing from the hard surface to a permeable or porous area or surface within the curtilage of the dwelling.			

<b>6.2. Complete section 6.2 only if your plans include two storey extensions and /or first floor extensions above an existing single storey.</b>		<b>Confirm</b>	<b>Office use only</b>	
6.2.a	The depth of the extension will not exceed 50% of the depth of the original dwelling.			

6.2b	The extension will not project beyond a 45° line from the neighbouring properties, as described in the guidance notes.		
6.2c	The extension will not encroach within 7m of the rear boundary.		
6.2d	As a result of the works, the total area of ground covered by extensions (including previous extensions) and other buildings within the curtilage of the dwelling house will not exceed 50% of the total area of the curtilage (excluding the ground area of the original dwelling house).		
6.2e	The ridge height will not exceed the ridge height of the highest part of the roof of the part of the dwelling house to which it is attached.		
6.2f	The roof pitch will match that of the main roof of the part of the dwelling house to which it is attached.		
6.2g	The eaves height will not exceed the eaves on the highest part of the dwelling house to which it is attached.		
6.2h	Any first floor side windows will be high level, with a minimum sill height of 1.7m above finished floor level <b>or</b> will be obscure glazed and fixed shut. This also applies to any new windows to be inserted in the original dwelling house to facilitate the proposed extension.		

<b>6.3 Complete section 6.3 only if your plans include single storey rear and / or side extension/s.</b>		<b>Confirm</b>	<b>Office use only</b>
6.3a	No part of the side or rear extension will extend more than 4m beyond the original rear wall of the original dwelling house.		
6.3b	The extension will not extend beyond the side wall of the dwelling house by more than half the width of the original dwelling house.		
6.3c	The eaves height will not exceed 3m in height within 2m of any boundary.		

<b>7. Supporting information</b>		<b>Yes</b>	<b>No</b>	<b>Office use only</b>
I enclose the following supporting information with this application form:				
7.1	Site location plan at 1:1250 with application site edged in red			
7.2	Block plan at 1:500			
7.3	Plans showing existing elevations			
7.4	Plans showing proposed elevations			
7.5	Existing floor plans			
7.6	Proposed floor plans			
7.7	Existing and proposed finished floor and site levels			
7.8	Would your proposal create additional bedrooms at first floor level and/ or the loss of a garage/parking area? If yes, please provide Block plan at 1:200 showing parking arrangements (see separate guidance notes).			
7.9	Copy of the written notice provided to neighbours (see section 8)			

## 8. Certificates and declaration

In accordance with data protection legislation, the personal data provided in the following sections will not be published online.

### 8.1 Notification to neighbours

Office  
use only

I certify that notice has been served on all adjoining properties in writing, with scaled drawings of this proposal 14 days or more before submitting it.

Date notice served:

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Names and addresses of neighbours / properties notified.

I certify (*tick as appropriate*)

there are no material differences between the plans provided to neighbouring properties and those submitted with this application.

or

plans were subsequently amended\* and an amended copy was provided to all those previously notified.

\* Please provide details of those amendments:

Name:

Agent name if applicable:

Dated:

### 8.2 Certificate of ownership

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.

\* the "owner" is a person with a freehold interest or leasehold interest with at least 7 years left to run.

### 8.3 Declaration

I hereby apply for a certificate granting consent to erect an extension under AVDC's Fast Track Home Extensions Local Development Order (LDO).

I confirm that all of the information provided above is, to the best of my knowledge correct. I understand that:

- If the information provided is subsequently found to be incorrect, the certificate will be null and void.
- Any breaches of the LDO would require a full retrospective planning application to be submitted, with the appropriate fee.
- Consent under the building regulations must, if required, be obtained before works commence.
- Works shall be substantially completed within 3 years of the date the LDO came into effect.

Name:

Agent name if applicable:

Dated:

## 9. Payment

The fee for this application is £200. We cannot accept payment by cash or cheque. Please make your payment online at <http://www.aylesburyvaldc.gov.uk/paying-planning-services-online>

Payment reference (to help match your application and payment): \_\_\_\_\_

We cannot process your enquiry until we have received the correct fee.

**Please note:** In the event that an LDO application is withdrawn, the fee are non-refundable.

In the event that the application cannot be validated within 28 days, we will return the application and refund the balance of the fee, after retaining a £26 administration fee.

## 10. OFFICE USE ONLY

Recommendation (*tick as appropriate*)

The proposal complies with the terms and conditions of the AVDC Householder Local Development Order and **the Recommendation is to GRANT a certificate of compliance with the LDO**

Or

The proposal does not comply with the terms and conditions of AVDC's Fast track Home Extensions Householder Local Development Order (LDO) and **the Recommendation is to REFUSE a certificate of compliance with the LDO** for the following reasons:

Checked by:		Date:	
Authorised by:		Date:	