

**SCHEDULE 1  
FORM A**

**ST HELENA**

APPLICATION FOR DEVELOPMENT PERMISSION  
LAND PLANNING AND DEVELOPMENT CONTROL ORDINANCE 2013

*Please complete using block capitals and black ink. **Two** copies are required together with **three** copies of all plans and drawings.*

*Please read the accompanying guidance notes to avoid incorrect completion of the form which will delay your application.*

<b>1.</b>	<b>APPLICANT</b>	<b>AGENT</b>
	Name	Name
	Address	Address
	Telephone	Telephone
	Email Address	Email Address
<b>2.</b>	Address of the site to which the application relates: <div style="border: 1px solid black; height: 60px; width: 100%;"></div>	Please state: Land Registration Details Section: _____ Block No: _____ Parcel No: _____ Grid Ref: N _____ E _____
<b>3.</b>	Description of the Proposal <div style="border: 1px solid black; height: 30px; width: 100%;"></div>	
<b>4.</b>	This Application is for: <span style="float: right;">✓ <b>Please tick one box</b></span>	
	a) Full Development Permission <input type="checkbox"/>	Outline Development Permission <input type="checkbox"/>
<b>5.</b>	a) If the Proposal includes the construction of new buildings or change of use of an existing building, please state the floor area in square metres ( <i>See guidance notes on what to include</i> ).	
	b) If the proposal is for extension of an existing building please state the floor space of the extension in square metres ( <i>See guidance notes on what to include</i> ).	
	c) If this is an application for outline development permission please state the area of the site in square metre or hectares ( <i>See guidance notes on what to include</i> ).	
	d) <i>Is this application accompanied by an environmental impact assessment report?</i>	
	e) <i>Is this application accompanied by a written statement further explaining the proposal?</i>	
<b>6.</b>	Description of the existing use of the land/building. If vacant, please state the last use and when it ceased. <div style="border: 1px solid black; height: 60px; width: 100%;"></div>	

7. a) Does the site have existing vehicle access? YES  Tick NO  Tick
- b) Is a new or altered vehicle access proposed? YES  Tick NO  Tick
- c) Does a public right of way cross any part of the site? YES  Tick NO  Tick

8. What are the proposed arrangements for dealing with sewage?

If the arrangements include a **septic tank**:

- a) Is it existing?  Tick Or Proposed?  Tick
- b) State its internal dimensions Depth  Length  Width   
 Or state its capacity if prefabricated  m<sup>3</sup>
- c) Has a soil percolation test been done for the soakaway system? If yes, please attach the details. YES  Tick NO  Tick
- d) Is the soakaway area on land within your control? If no, please attach a statement of agreement from the owner. YES  Tick NO  Tick

9. What are the proposed arrangements for dealing with:

- a) Rainwater and surface water from the proposed development?

10. Is there an existing drinking water supply? YES  Tick NO  Tick

If no, state the proposed arrangement.

11. Have you consulted your neighbours or the local community about the proposal? YES  Tick NO  Tick

If Yes, please give details

12. Have you consulted any SHG Department or other relevant organisations about the proposal? YES  Tick NO  Tick

If Yes, please give details

13. If this application is for a new building or extension please state the materials and finish to be used:

a) External Walls

b) Roof Coverings

14. Please confirm the plans submitted with this application. As a minimum they must include **three** copies of the following with the scale and north-point marked on them:

✓ **Please tick**

- Location plan or satellite image at scale 1:5000 or larger. Showing accurately all surrounding development and roads with the application site edged in red.

**And unless this application is for outline development permission only:**

- Site plan at scale 1:250 or larger with the site boundaries, drainage layout (including any septic tank and soakaways, or the point of connection to the communal system, inspection chambers and vent pipes), vehicle access, parking and turning area, retaining walls and boundary treatments, with the application site edged in red.

- If the proposed development will involve excavating or building up ground levels, site section drawings at scale 1:250 or larger showing existing and proposed slopes and measures to retain them and for their drainage.

**And if the proposed developments includes building works:**

- Building plans at scale 1:100 or larger showing floor plans of each storey, all elevations and sections.

15. a) **I/We hereby apply for Development Permission as described in this application and accompanying plans.**

b) **I enclose** (Development Application fee):

SHG Receipt Number  In the sum of £

Cheque Number

Signed \_\_\_\_\_ Applicant  Tick

Agent  Tick

On behalf of \_\_\_\_\_ Date of Application \_\_\_\_\_

*(Insert applicant's name if signed by an agent)*