

APPLICATION

For consent of extensions and alterations to residential property at Lightmoor Village, Telford.

Name of applicant and address of property

Telephone Number

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E-mail Address

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Name and address of agent (if applicable) or correspondence address (if different from above)

Telephone Number

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Contact Name/Reference and E-mail Address

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Details of Works

Brief description of the proposed extension, alteration or repair (e.g. single storey rear kitchen extension).

Is your application being made retrospectively? Yes No

Plans

I enclose the following plans relating to my application

	Please Tick
For Extensions or Other Built Structures	
Location Plan (at 1:1250 or 1:2500)	<input type="checkbox"/>
Site Plan (at 1:500 or 1:200)	<input type="checkbox"/>
Elevation drawings of existing building (at 1:100 or 1:50)	<input type="checkbox"/>
Elevation drawings of proposals (at 1:100 or 1:50)	<input type="checkbox"/>
Floor plans of existing building (at 1:100 or 1:50)	<input type="checkbox"/>
Floor plans of proposals (at 1:100 or 1:50)	<input type="checkbox"/>
For Minor Alterations	
Drawings and/or photos of existing feature to be altered	<input type="checkbox"/>
Drawings and/or details of proposed alterations	<input type="checkbox"/>

Please contact Bournville Stewardship Services if you are unsure which plans are required.

Brief details of reasons for proposal

Any other relevant information (Materials, Specification, Manufacturer details etc.)

Please use this space for any hand sketches you wish to use in illustrating your proposed alteration.

Letter(s) from immediate neighbour(s)

Please tick the box if you are attaching letters in support of your application

I request that this application for the above extension / alteration be considered.

I understand that Bournville Stewardship Services will consult with neighbours as appropriate, will notify any Residents Group(s) at Lightmoor Village, and that my application and the results of my application may be published on the BVT website.

I also understand that I am responsible for obtaining any Local Authority consents from the Borough of Telford and Wrekin which may be required and that "Permitted Development Rights" have been removed.

I further understand that no works should be carried out before a decision has been issued.

Signed

Date

Please send your completed form to the Estates Team by email or post.

Email Address: stewardship@bvt.org.uk

Postal Address: Cherry Tree House, 1 Lightmoor Way, Lightmoor Village, Telford, TF4 3TX

Fees for alterations or extensions to properties

A fee covering the administrative costs involved in considering your application is payable when you submit your application. The fee is calculated on a sliding fee scale depending on the proposals and is subject to VAT. A List of the current fees is explained below:

Type of alteration or extension	Fee (inc.VAT at 20%)
Two storey extension	£150.00
Single storey extension	£90.00
Conservatory	£60.00
Porch	£60.00
Loft Conversion	£36.00
Driveway alterations	£36.00
Door and window alterations	£30.00
Re-roofing (with matching tiles)	£18.00
Energy Saving Devices	£18.00
Garden Structures (shed / greenhouse / pergolas / garden buildings)	£18.00
Landscape alterations/trees & hedges	£18.00
Multiple applications (i.e more than one of the above items covered by a single application) *one fee, the higher of the relevant fees up to a maximum of £150.00.	One fee*

An additional charge of £60.00 (incl. VAT at 20%) should be added to the above fees if you are making a retrospective application for Trustees' consent where works have already commenced or completed for whatever reason.

The above fees are inclusive of VAT at the current standard rate at the time of application.

Bournville Village Trust reserves the right to review and amend these fees at anytime and will do so at least annually.

Please make cheques payable to Bournville Village Trust.



/BVT Lightmoor Village



@BVT_Lightmoor



Bournville Village Trust
Cherry Tree House
1 Lightmoor Way
Lightmoor Village
Telford TF4 3TX

Telephone 01952 898524
www.bvt.org.uk

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