



SIERRA LEONE GOVERNMENT

MINISTRY OF LANDS, HOUSING AND COUNTRY PLANNING

DIRECTORATE OF COUNTRY PLANNING

Application for Planning Permission (Town and Country Planning Act

1. Applicant Name and Address					2. Agent Name and Address					
Title	Dr.	Mr.	Mrs.	Miss	Title	Dr.	Mr.	Mrs.	Miss	
First Name					First Name					
Surname					Surname					
Address:					Address:					
Description of proposed development										
Please describe the proposed development including any change of use:										
<p>Has the building, work or change of use already started? Yes <input type="checkbox"/> No <input type="checkbox"/></p> <p>If yes, please state the date when the building, work or use were started: (DD/MM/YYYY) (date must be pre-application submission)</p> <p>Has the building, work or change of use been completed? Yes <input type="checkbox"/> No <input type="checkbox"/></p> <p>If yes, please state the date when the building, work or change of use was completed: (DD/MM/YYYY) (date must be pre-application submission)</p>										
3. Site Address Details					4. Pre-application Advice					
House No. if known					Has assistance or prior advice been sought from the CPD?	Yes				
Street Name						No				
Area					If yes, please give details of advice given to in dealing with this application more efficiently:					
Town/city										
Description of location or a grid reference.										
Easting:			Northing:							
Description:					5. Employer/Relation					
					Are you a member of staff of the MLHCP?			Yes	No	
					Are you related to a member of staff of the Ministry?			Yes	No	

6. Pedestrian and Vehicle Access, Roads/Rights of Way			7. Waste Storage and Collection			
Is a new or altered vehicle access proposed to or from a public highway?	Yes	No	Do the plans incorporate areas to store and aid the collection of waste	Yes	No	
Is a new pedestrian access proposed to or from a public highway?	Yes	No	If Yes, please provide details:			
Are there any new public roads to be provided within the site?	Yes	No				
Are there any new public rights of way to be provided within or adjacent to the site?	Yes	No				
Do the proposals require any diversions and/or creation of rights of way	Yes	No				
If you answered Yes to any of the above questions, please show on your plans/drawings and state the reference of the plan(s)/drawings(s):			8. Foul Sewage			
			Please state how foul sewage is to be disposed of:			
			Main sewer		Septic tank	
			Cess pit (Pit latrine)		Other	
9. Vehicle Parking						
Please provide information on the existing and proposed number of on-site parking spaces:						
Type of Vehicle	Total existing	Total proposed (including spaces retained)	Difference in spaces			
Cars						
Light goods/ public carrier vehicles						
Motorcycles						
Disability spaces						
Cycle spaces						
Other (e.g. Bus)						
10. Existing Use						
Please describe the current use of the site:			When did this use end? DD/MM/YYYY			
			Does the proposal involve any of the following? If Yes, you will need to submit an appropriate contamination assessment with your application			
			Land which is known to be contaminated		Yes	No
			Land where contamination is suspected for all or part of the site?		Yes	No
Is the site currently vacant?	Yes	No	A proposed use that would be particularly vulnerable to the presence of contamination?		Yes	No
If Yes, please describe the last use of the site:					Disputed land	Yes

11. Assessment of Flood Risk				12. Trade Effluent			
Is the site within an area at risk of flooding?	Yes	No		Does the proposal involve the need to dispose of trade effluent or waste	Yes	No	
If Yes, you will need to submit a Flood Risk Assessment to consider the risk to the proposed site.				If Yes, please describe the nature, volume and means of disposal of trade effluent or waste:			
Is your proposal within 20 metres of a water course (e.g. river, stream or brook)?	Yes	No					
Will the proposal increase the flood risk elsewhere?	Yes	No					
How will surface water be disposed of?							
Public drainage system		Existing water course					
Soakaway		Pond/lake					

13. Trees and Hedges				14. Unstable soils and steep slopes			
Are there trees and hedges on the proposed development site?	Yes	No		Is the proposed development on a steep slope or unstable soil	Yes	No	
Are there trees or hedges on land adjacent to the proposed development site that could influence the development or might be important as part of the local landscape?	Yes	No		If your answer to the above question is Yes, please answer the following:			
If Yes to either or both of the above, you <u>may</u> need to provide a full Tree Survey, at the discretion of the planning authority. If a Tree Survey is required, this and the accompanying plan should be submitted alongside your application.				Unconsolidated land?		Yes	No
				Will the development require high foundation constraints?		Yes	No
				Is the site situated beyond the 500 feet green belt in the western area?		Yes	No

15. Biodiversity and Geological Conservation			
To assist in answering the following questions refer to the guideline information available from the Department of Forestry in the Ministry of Agriculture and Forestry on whether there is a reasonable likelihood that any important biodiversity or geological conservation features may be present or nearby and whether they are likely to be affected by your proposals.			
Having referred to the guideline information, is there any reasonable likelihood of the following being affected adversely or conserved and enhanced within the application site, or on land adjacent to or near the application site?			
a) Protected and priority species:	Yes, on the development site	Yes, on land adjacent to or near the proposed development	No
b) Designated sites, important habitats or other important biodiversity features:	Yes, on the development site	Yes, on land adjacent to or near the proposed development	No
c) Features of geological importance:	Yes, on the development site	Yes, on land adjacent to or near the proposed development	No

16. Hazardous Waste					
Does the proposal involve the use or storage of any of the following materials		Yes	No	Not applicable	
If Yes, please provide the amount of each substance that is involved in tonnes:					
Acrylonitrile		Ammonia		Bromine	
Chlorine		Ethylene Oxide		Hydrogen cyanide	
Liquid oxygen		Liquid petroleum gas		Phosgene	
Sulphur dioxide		Flour		Refine white sugar	
Other:		Other:		Other:	

17. All Types of Development: Non-residential Floor space						
Site Area						
Please state the site area in acres: <input type="text"/>						
Does your proposal involve the loss, gain or change of use of non-residential? Yes <input type="checkbox"/> No <input type="checkbox"/>						
If your answer is Yes to the question above please add details in the following table:						
	Use class/type of use	Not applicable	Existing gross internal floorspace (square feet)	Gross internal floorspace to be lost by change of use or demolition (Square feet)	Total gross internal floorspace proposed (including change of use square feet)	Net additional gross internal floorspace following development (square feet)
A1	Shops					
	Net tradable area:					
A2	Financial and professional Services					
A3	Drinking establishments					
A4	Hot food takeaways					
B1(a)	Office (other than A2)					
B1(b)	Research & development					
B1(c)	Light industrial					
B2	General industrial					
B3	Storage or distribution					
C1	Hotels and hall of residence					
C2	Residential institutions					
D1	Non-residential institutions					
D2	Assembly and leisure					
OTHER						
	Total					