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PLANNING APPEAL

If you need this document in large print, on audio tape, in Braille or in another language, please contact our Helpline on 02920 823866. **To help you fill in this form correctly please refer to guidance leaflet "How to complete your planning appeal form".**

Please use a separate form for each appeal

Before completing this form, please read our leaflet 'Making your appeal: How to complete your planning appeal form' which was sent to you with this form.

WARNING:

Your appeal must reach The Planning Inspectorate within 6 months of the date shown on the Local Planning Authority's decision notice, or within 6 months of the date by which they should have decided the application. (NOTE: If any of the "Essential supporting documents" listed in Section K are not received by us within the 6 month period, the appeal will not be accepted)

PLEASE PRINT CLEARLY IN CAPITALS USING BLACK INK

A. Appellant – The name of the person(s) making the appeal **must** appear as an applicant on the application form. **If this is not the case the appeal cannot be registered.**

Name	Mr Steven Webster
Organisation Name (if applicable)	Betsi Cadwaladr Health Board

B. Agent (if any) for the appeal

Name	Mrs Jenny Coxon
Organisation Name (if applicable)	Caulmert Ltd.
Reference	APP/H6955/A/17/3176350

C. Local planning authority (LPA)

Name of the LPA	Wrexham County Borough Council
LPA's application reference number	P/2016/1111
Planning Application form dated	25/11/2016
Date of LPA's Decision notice (if issued)	06/02/2017

D. Appeal site address

Address	The Elms Rhosddu Road Wrexham
Postcode	LL11 1EB

	YES*	NO
Are there any health and safety issues at, or near the site which the Inspector would need to take into account when visiting the site? <i>*If yes, please explain in your grounds of appeal(section H)</i>		✓

E. Description of the development

Please enter details of the proposed development. This should normally be taken from the planning application form, but if the application was revised while it was with the local planning authority for consideration, you may enter a description of the revised scheme. Please enclose a copy of the LPA's agreement to the change.

Description of Development on Application Form:
Extension on ground floor to the existing building to accommodate the existing staff and service user numbers that currently occupy/use the Elms and Hafod buildings.

Description of Development on LPA Decision Notice:
Ground Floor Extension and Internal and External Alterations.

E. Description of the development (continued)

Size of the whole appeal site (in hectares)	0.09
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Area of floor space of proposed development (in square metres)	100
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	YES	NO
Has the description of the development changed from that entered on the application form?	✓	
Is flooding an issue?		✓
Does the development affect the setting of a listed building?		✓
Is the appeal site within an Area of Outstanding Natural Beauty?		✓
Does the site lie within a conservation area?	✓	
Does the site lie within a green belt/green wedge?		✓

F. Reasons for the appeal

This appeal is against the decision of the LPA to:

Please tick **ONE** box only



1.	Refuse planning permission for the development described in Section E.	✓
2.	Grant planning permission for the development subject to conditions to which you object.	
3.	Refuse approval of the matters reserved under an outline planning permission.	
4.	Grant approval of the matters reserved under an outline planning permission subject to conditions to which you object.	
5.	Refuse to approve any matter required by a condition on a previous planning permission (other than those in 3 or 4 above).	
6.	<i>The failure of the LPA to give its decision within the appropriate period (usually 8 weeks) on an application for permission or approval.</i>	

G. Preferred Procedure (PLEASE CHOOSE ONE PROCEDURE ONLY)

You should start by reading our guidance leaflet "How to complete your planning appeal" which explains the different procedures used to determine appeals.

There are 3 possible choices- written representations, hearings and inquiries. You should consider carefully which method suits your circumstances before selecting you preferred option.

Please note that when we decide how the appeal will proceed we will take into account the LPA's views.



1.	WRITTEN REPRESENTATIONS	YES	NO
	This is normally the simplest, quickest and most straightforward way of making an appeal. Three out of every four people making an appeal choose this method. The written procedure is particularly suited to small-scale developments)e.g. extensions of buildings, individual houses or small groups of houses, appeals against conditions and change of use). It is also very popular with people making their own appeal without professional help. The process involves the submission of written 'grounds of appeal' followed by a written statement and any supporting documents. It also provides an opportunity to comment in writing on the Local Planning Authority's reasons for refusing permission (or failing to determine the application). An Inspector will study all of the documents before visiting the appeal site/area and issuing a written decision.		
a	If the written procedure is agreed, can the relevant part of the appeal site be seen from a road, public footpath, bridleway or other public land?	✓	
b	Is it essential for the Inspector to enter the site to check measurements or other relevant facts? * <i>If the answer is 'YES' please explain below</i>		✓

NOTE: The Inspector will visit the site unaccompanied by either party unless the relevant part of the site cannot be seen from a road or other public land, or it is essential for the Inspector to enter the site to check measurements or other relevant facts.

G. Preferred procedure (continued)



2 HEARING

This process is likely to be suited to slightly more complicated cases which require detailed discussion about the merits of a proposal.

Although you may prefer a hearing the Inspectorate must consider your appeal suitable for this procedure.

You must give detailed reasons below or in a separate document why you think a hearing is necessary.

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	YES	NO
Is there any further information relevant to the hearing which you need to tell us about? If so, please explain below		

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NOTE: If you are proposing that this appeal follows the hearing procedure; you may wish to consider submitting a draft statement of common ground

G. Preferred procedure (continued)



3 INQUIRY

This is the most formal of procedures. Although it is not a court of law the proceedings will often seem to be quite similar as the parties to the appeal will usually be legally represented and expert witnesses will be called to give evidence

Although you may prefer an Inquiry the Inspectorate must consider your appeal suitable for this procedure.

You must give detailed reasons below or in a separate document why you think an Inquiry is necessary.

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NOTE: If you are proposing that this appeal follows the Inquiry procedure; you may wish to consider submitting a draft statement of common ground

a	How long do you estimate the inquiry will last? Note: We will take this into consideration, but please note that our estimate will also be informed by other's advice and our own assessment	No. of days
b	How many witnesses would you intend to call?	No. of witnesses
c	How long would they need to give their evidence?	No. of days
d	If there is any further information relevant to the inquiry which you need to tell us about please do so below	

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H. Grounds of appeal

If you have requested the written procedure, please provide your **FULL** grounds of appeal.

If you have requested a hearing or an inquiry, you do not have to provide your full grounds of appeal. You can provide only a brief outline of your grounds, but it must be sufficiently detailed and comprehensive to enable to LPA to prepare their case. Refer to our guidance leaflet 'How to complete your planning appeal form' for help.

Please continue on a separate sheet if necessary.

	YES	NO
Do you intend to submit a planning obligation (a section 106 agreement or a unilateral undertaking) with this appeal?		✓

Please continue on a separate sheet if necessary

I. COSTS (Hearing and Inquiry cases – see guidance leaflet for further information)

	YES	NO
Do you intend to submit a costs application with this appeal? <i>If yes, please provide your case below</i>		✓

Please continue on a separate sheet if necessary

J. Appeal Site Ownership Details (Part 1)

We need to know who owns the appeal site. If you do not own the appeal site or if you own only a part of it, we need to know the name(s) of the owner(s) or part owner(s). We also need to be sure that any other owner knows that you have made an appeal.

YOU MUST TICK WHICH OF THE CERTIFICATES APPLIES.

Please read the guidance leaflet 'How to complete your planning appeal form' if in doubt.

Please tick **ONE** box only

☒	CERTIFICATE A (If you are the sole owner of the whole appeal site, certificate A will apply)	☒
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I certify that, on the day 21 days before the date of this appeal, nobody except the appellant, was the owner (see the guidance leaflet for a definition) of any part of the land to which the appeal relates

OR

CERTIFICATE B	
I certify that the appellant (or the agent) has given the requisite notice (see the guidance leaflet) to everyone else who, on the day 21 days before the date of this appeal, was the owner (see the guidance leaflet for a definition) of any part of the land to which the appeal relates, as listed below:	

Owner's Name	Date the notice was served

Please supply owner's address(es) on personal details page

☒	CERTIFICATES C and D	
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If you do not know who owns all or part of the appeal site, complete either Certificate C or Certificate D at Annexes 3 & 4 of our guidance leaflet 'How to complete your planning appeal form' and attach it to the appeal form.

J. Appeal Site Ownership Details (Part 2) - AGRICULTURAL HOLDINGS CERTIFICATE
(this must be completed for all appeals)

We also need to know either the appeal site forms part of an agricultural holding.

Please tick either (a) or (b).

a	None of the land to which the appeal relates is, or is part of, an agricultural holding	☒
		☒

bi	The appeal site is, or is part of an agricultural holding, and the appellant is the sole agricultural tenant	
bii	The appeal site is, or is part of, an agricultural holding and the appellant (or the agent) has given the requisite notice to every person (other than the appellant) who, on the day 21 days before the date of the appeal, was a tenant of an agricultural holding on all or part of the land to which the appeal relates as listed below:	

Tenant's Name	Date the notice was served

Please supply Tenant's address(es) on personal details page

K. Essential supporting documents

The documents listed in 1–6 below, must be sent with your appeal form; 7–12 must also be sent if appropriate. If we do not receive all your appeal documents by the end of the 6 month appeal period, we will not deal with it.

Please tick the boxes to show which documents you are enclosing.

1	A copy of the original planning application sent to the LPA	☒
2	A copy of the site ownership certificate and ownership details submitted to the LPA at application stage (this is usually part of the LPA's planning application form).	☒
3	A copy of the LPA's decision notice (if issued).	☒
4	A site plan (preferably on a copy of an Ordnance Survey map at not less than 10,000 scale) showing the general location of the proposed development and its boundary. This plan should show two named roads so as to assist the location of the appeal site or premises. The application site should be edged or shaded in red and any other adjoining land owned or controlled by the appellant (if any) edged or shaded in blue.	☒
5	A list (stating drawing numbers) and copies of all plans, drawings and documents sent to the LPA as part of the application. The plans and drawings should show all boundaries and coloured markings given on those sent to the LPA.	☒
6	A list (stating drawing numbers) and copies of any additional plans, drawings and documents sent to the LPA but which did not form part of the original application (e.g. drawings for illustrative purposes).	☒

K. Essential supporting documents (continued)

Copies of the following must also be sent, if appropriate: ☒

7	A copy of the design and Access Statement (if required).	☒
8	Additional plans, drawings or documents relating to the application but not previously seen by the LPA. Please number them clearly and list the numbers below:	☒
9	Any relevant correspondence with the LPA.	☒
10	If the appeal is against the LPA's refusal or failure to approve the matters resolved under an outline permission, please enclose:	
a	the relevant outline application;	
b	all plans sent at outline application stage	
c	the original outline planning permission	
11	The appeal is against the LPA's refusal or failure to decide an application which relates to a condition , we must have a copy of the original permission with the condition attached.	
12	If the appeal is against the LPA's failure to decide an application please supply a copy of the LPA's letter registering your application.	
13	If a copy of any Environmental Statement plus certificates and notices relating to publicity (if one was sent with the application, or required by the LPA).	

L. Other Appeals

If you sent other appeals for this or nearby sites to us and these have not been decided, please give details and our reference numbers.

Personal Details (these will not be made publicly available)

1. Appellant personal details

Address	MR STEVEN WEBSTER BETSI CADWALADR UNIVERSITY HEALTH BOARD ESTATES DEPARTMENT WREXHAM MAELOR HOSPITAL CROESNEWYDD ROAD, WREXHAM
Postcode	LL13 7TD
Daytime Telephone	01978 725461
Fax	
E-mail	Steven.webster@wales.nhs.uk

	E-mail	x	Post
I prefer to be contacted by			

2. AGENT PERSONAL DETAILS (if any)

Address	8 ST GEORGES COURT ALTRINCHAM BUSINESS PARK DAIRY HOUSE LANE ALTRINCHAM CHESHIRE
Postcode	WA14 5UA
Daytime Telephone	0161 928 6886
Fax	
E-mail	jennycoxon@caulmert.com

	E-mail	x	Post
I prefer to be contacted by			

Personal Details (continued) (these will not be made publicly available)

3a. APPEAL SITE OWNERSHIP DETAILS

Tenant's Name	Address at which Notice was served

3b. AGRICULTURAL HOLDINGS CERTIFICATE (TENANT DETAILS)

Tenant's Name	Address at which Notice was served



The gathering and subsequent processing of the personal data supplied by you in this form, is in accordance with the terms of our registration under the Data Protection Act 1998. Further information about our Data Protection Policy can be found on our website under "Privacy Policy" (http://planninginspectorate.wales.gov.uk/privacy_policy)

Please sign the form on Page 14

Please sign below (Signed forms together with all supporting documents must be received by us within the 6 months time limit)

I confirm that I have sent a copy of this appeal form and all relevant documents to the LPA (if you do no your Appeal will not normally be accepted)

I confirm that all sections have been fully completed and that the details of the ownership are correct to the best of my knowledge.

I understand that you may use the information I have given for official purposes in connection with the Town and Country Planning Act 1990 and details including my name, the site description and my grounds of appeal will appear on the Planning Portal. By submitting this form I am agreeing to the use of the information I provide in this way.

Signature: J.Coxon

Name (in capitals) JENNY COXON

Date 20.06.2017

On behalf of (if applicable)

MR STEVEN WEBSTER, BETSI CADWALADR UNIVERSITY HEALTH BOARD

1 COPY to us at:

The Planning Inspectorate
Crown Buildings
Cathays Park
CARDIFF
CF10 3NQ

E-mail: wales@pins.gsi.gov.uk

Helpline: 02920 823866

Please keep a copy for your records

1 COPY to the LPA

Send a copy of the appeal form to the address from which the decision notice was sent (or to the address shown on any letters received from the LPA).

There is no need to send them all the supporting documents again, send them any supporting documents not previously sent as part of the application.

When we receive your appeal form, we will write to you letting you know if your appeal is valid, who is dealing with it and what happens next.

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