

Covenant Application Form

If your home was built by the Harlow Development Corporation or the Council or is on land that was previously owned by the Corporation or Council and was later developed for private housing, certain restrictive covenants will apply to your home.

It is possible that these works may also require Planning Approval and/or Building Regulations Approval. For further information telephone Covenant Control on 446837. (9.30am -1.00pm only)

Separate approval is required for access/use of Council land.

This form should be completed and submitted with 1 copy of your application drawings (including sections, elevations and location plan) together with the appropriate fee and sent to the Covenant Officer, Harlow Civic Centre, College Square, The Water Gardens, Harlow, Essex, CM20 1WG (Please note drawings and details submitted will not be returned)

1. Applicant Details

Name of Applicant:

Address of Applicant:

Postcode:

Home Telephone N^o:

Work Telephone N^o:

2. Agent Details (If Applicable)

Name of Agent:

Address of Agent

Postcode:

Telephone N^o:

Fax N^o:

3. Address of Application Site and Description of Dwelling (i.e. flat, terrace, semi, etc)

4. Description of Proposed Development

5. External Finishes

Please state the type, colour and finish of any materials to be used externally for walls, roofing, cladding etc.

6. Consultation with Neighbours

You should ensure that your neighbours fully understand your proposals by showing them your detailed plan/s.

Information for Neighbours

As a neighbour you should only sign this form if you fully understand and have no objections to the proposed development. Please note if you have any objections, could you detail them in writing and send them to the Covenant Officer at the address shown overleaf.

This section may be left blank for applications for replacement windows and doors.

Name: _____

Address: _____

Date: _____

Signature: _____

Name: _____

Address: _____

Date: _____

Signature: _____

7. Registration fees

Proposed alterations

Window replacement, minor alterations, sheds and trees	£ 43.00
Extensions (including front porch) Where Planning permission is not required	£ 85.00
Where Planning permission is required	£110.00

Retrospective decisions

It should be noted that Retrospective Approval might not be granted.

Window replacement, minor alterations, sheds and trees	£ 80.00
Extensions (including front porch) where Planning permission would not have been required	£115.00
Where Planning permission would have been required	£175.00

Cheques (which are preferable) should be made payable to Harlow Council

Refunds will not be given for refusals

Amount Enclosed £.....

Declaration:

I hereby apply for Covenant Approval to carry out the development described in this application and on the enclosed plans and drawings. I have consulted my neighbours as listed above and there are no objections / there are objections / to my proposals. (Tick box as appropriate)

Signed: _____

Date: _____

On behalf of: _____

If you have any questions please telephone Covenant Control on 01279 446837 (9.30am -1.00pm only)

Note: Privacy Notice

Harlow Council understands that your privacy is important to you. The information you provide on this form will be kept private and confidential and used for the purpose of processing your application.

Your personal data will be shared with other Council departments for the purpose of processing your application if required.