

NEW STREET NAMES, NEW AND CHANGED PROPERTY AND COMPLEX ADDRESSES

Please fill in all sections of this form, with reference to notes 1-4 over.

APPLICANT'S DETAILS	APPLICATION SITE
Name: A N Other	Site Name: Land Rear of Depot
Address: A Developer Ltd	Site Address:
House Name/No: Town House	Building Name:
Street: Cannards Grave Road	Street: Cannards Grave Road
Post Town: Shepton Mallet	Post Town: Shepton Mallet
Postcode: BA4 5BT	Postcode: BA4 5BT
E-mail: snn@mendip.gov.uk	
Tel: 01749 648999	

Please confirm the number and type of properties/ units to which this application relates (*access points to each unit should be clearly marked on the site plan [NOTE 1] also*):

NUMBER	TYPE
2	Houses
	Flats
1	Commercial Units Shop
	Other (please provide detail)

Please provide detail of:

Related Building Regulations Application No(s):- [12345/000](#)
 Related Planning Application Reference No(s):- [FB/1234/56](#)

Please provide details of your suggested property, complex and/or street names:-

Individual Property - Suggested House / Main Property Name [NOTE 2] :	
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Multiple Properties - Suggested House / Main Property Names [NOTE 2]			
PLOT No	Suggested Name	PLOT No	Suggested Name
1	5 Street Road		
2	3 Street Road		
3	Village Store, 1 Street Road		

Suggested Complex Name [NOTE 3]:	
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Suggested New Street Name/s [NOTE 4]	
Road no/name on plan	Suggested Name
Street Road	

Change /Addition of Street Name [NOTE 4]:	
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NOTES

NOTE 1: A4 or A3 Site Plan

Please enclose a site plan with your application form that clearly shows:-

- The names of any existing adjacent road(s).
- The extents of and proposed names for any new streets.
- The exact boundaries of relevant property/properties.
- The principle point of access / entrance doors (where deliveries will be made) for each unit.
- In the case of multiple occupancy buildings, please provide floor layout plans, showing the principle means of access to each unit.

NOTE 2: Suggested house/property name(s)

If the application is for a large development, please list property names against the appropriate plot numbers in spaces provided or on separate document and ensure that plot numbers are clearly legible on the plan. If a new property is an infill plot on an already numbered road, the Council will generally assign it the lower of the adjoining numbers with an 'A' suffix to enable delivery and emergency services personnel to easily locate it – applicants may request a property name to be included in addition to the number.

NOTE 3: Suggested complex name(s) (if applicable)

If the application is for a large development, e.g. trading estate or block of flats, the complex name should refer to the proposed name for the estate or block name – within which each unit will have an individual name or number.

NOTE 4: Suggested names for any new thoroughfares (streets) (if applicable)

In this case the local Parish/Town Council will be consulted and asked for their comments. If the application relates to a large development and you would like specific names assigned to particular streets please ensure this is clearly marked in your list and illustrated on or cross referenced to the site plan.

Change /Addition of Street Name (if applicable) – If you require to amend the street of the primary access point of your property or think you require a street name in your address which is not currently included please comment here

Any additional Information [for changes of address please indicate the reason for the requested change and, if applicable, the suggested new name(s) for the relevant property/properties]

Two plot on new street, further development of 6 plots planned for next year

Name chosen relate to historic use of site.

(Please attach another sheet if necessary)

Please ensure that you have enclosed:-

- Site Plan clearly marking access points from existing or new streets
- Cheque for appropriate fee made payable to 'Mendip District Council'
- Application form fully completed.
- A Email Address

Signed *AN Other* Date .01/11/2011.....

(Owner / Developer) Please delete as appropriate - applications can only be accepted from these persons

Data Protection Act 1998

The information you have provided will be held for the purposes of considering the application for Street Naming and Numbering and may be disclosed to statutory and non statutory consultee as well as any member of the general public who wishes to view the information.

Please return completed application form to: Street Naming & Numbering, Access to Services - ICT, Mendip District Council, Cannards Grave Road, Shepton Mallet, Somerset, BA4 5BT

E-mail: SNN@mendip.gov.uk Tel: (01749) 648999

Website: further advice and information is available at www.mendip.gov.uk

Fax: (01749) 341542

APPLICANT'S DETAILS

Name and Address at which the applicant can be contacted – A property owner or their appointed representative should submit a written request for a change of an address, to the SNN Officer. Mendip District Council (MDC) can not accept requests from the tenants of a property

- An email address (if available) is required as MDC will communicate by e-mail if an e-mail address is provided.
- Please supply a contact number that may be used during office hours

APPLICATION SITE and Address Details

Please supply the location details of the site and proposed new address. The Street is the thoroughfares the property access, locality is the town, village or parish property is in and Royal Mail will supply the Post Town and Post Code elements of the address.

Site Plan

Please enclose a site plan with your application form that clearly shows:-

- The names of any existing adjacent road(s)
- The extents of and proposed names for any new streets
- The exact boundaries of relevant property/properties
- The principle point of access / entrance doors (where deliveries will be made) for each unit.
- In the case of multiple occupancy buildings, please provide floor layout plans, showing the principle means of access to each unit.

The number and type of properties

Please supply details of all plots requiring an address including plot numbers

Please provide detail

The following details are required to expedite the application;

- Related Street Naming & Numbering Application No's (if part of a development scheme).
- Related Building Regulations Application No's
- Related Planning Application Reference No's

Details of your suggested property, street names, Property Names

If the application is for a large development, please list property names against the appropriate plot numbers in spaces provided or on separate document and ensure that plot numbers are clearly legible on the plan.

Complex Name

If the application is for a large development, e.g. trading estate or block of flats, the complex name should refer to the proposed name for the estate or block name – within which each unit will have an individual name or number.

New Street Name

All new street names will end with a terminal word such as:

Road, Street, Avenue, Drive, Lane, Place, Gardens, Way

The following names will be used only as indicated:

- Crescent - for a crescent shaped road only
- Close - for a cul-de-sac only
- Square - for a square only
- Hill - for a hill only
- Terrace - for a terrace of houses but not a subsidiary name within another road
- Mews - officially a term for converted stables in a courtyard or lane but would be considered acceptable for most small terraced developments

All new pedestrian ways will be named as follows. Walk, Path, Way

Suggested names for any new thoroughfares (streets) (if applicable)

If the application relates to a large development and you would like specific names assigned to particular streets please ensure this is clearly marked in your list and illustrated on or cross referenced to the site plan.