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Form for Self-Build or Custom Build Schemes

Please fill this form out in detail if your scheme is self/custom build and you are seeking an exemption from Biodiversity Net Gain

Please ensure you fill out all the sections and provide as much detail as possible.

The information from this form will be used for monitoring of self or custom building in North Herts.

* All starred questions will have answers redacted when uploaded to the planning website.

Section 1 - about you and the scheme:

1. Name of person filling out form

Philip Jarvis and Helen Jarvis

2. Email address*

[REDACTED]

3. Phone number*

[REDACTED]

4. What is your interest in the scheme? Are you the landowner, agent or developer?

Land Owners

5. Scheme address

Annexe at Mill Corner, 22 Charlton Road, Hitchin, Hertfordshire, SG5 2AE

6. Summary of scheme proposal

Change of use for detached annexe, to detached independent dwelling house - 25/02181/PRE

7. Is the future occupant(s) registered on North Herts Self/ Custom Build register? If so please provide details.

Philip Jarvis and Helen Jarvis, the occupants of the self-built Annexe, are on the North Herts Self/ Custom Build register.

The Annexe has been occupied by Philip and Helen Jarvis since it's completion; Council Tax has been paid for the Annexe since 24 June 2022.

Section 2 - How does your scheme meet the definition of self/custom build?

[The Self-build and Custom Housebuilding Act 2015 \(as amended by the Housing and Planning Act 2016\)](#) defines what self-build and custom house building is as follows:

(A1) In this Act “self-build and custom housebuilding” means the building or completion by –
(a) Individuals
(b) Associations of individuals or
(c) Persons working with or for individuals or associations of individuals, of houses to be occupied as homes by those individuals.
(A2) But it does not include the building of a house on a plot acquired from a person who builds the house wholly or mainly to plans or specifications decided or offered by that person.

The Right to Build Task Forces says;

In simple terms, this form of housebuilding can be described as a process where “a home is built to the plans or specifications decided by the occupant”. When considering whether a home is a self-build or custom build home, relevant authorities must be satisfied that the initial owner of the home will have primary input into its final design and layout.

Self-build typically involves the construction of single [usually detached] homes, including conversion projects and extensive renovations [usually demolition or re build]. Where individuals work as a group or association, it can also include the construction of higher density homes in the form of terraced housing or apartments if those homes are commissioned or built by those individuals.

Custom build involves the construction of homes, of all types and sizes, on serviced multiplot sites. With custom build, an enabling developer, which can be a local authority, community group, housing association or commercial developer works with individuals or groups to specify the details of appearance and internal layouts of their homes. This may involve an element of DIY build or self-finish or can be full construction and finish of the home as specified by the home buyer.

A self build home is built to the plans or specifications of the occupant on a single plot.

A custom built home is built to the plans or specifications of the occupant on a multi plot site which is actively managed by a third party enabler.

8. How does your scheme proposal meet the definition of self-build/custom build that is set out in the 2015 Act (as amended by the Housing and Planning Act 2016)?

In answering this question, you may want to address the various parts of the definition and explain who will live in the dwelling and their involvement in the scheme. You may also want to address the various aspects of how the Right to Build Taskforce define this house building type.

The detached Annexe was designed by the applicants and constructed to their requirements. The bulk of the building work was undertaken by the land owner/applicant and his Brother-in-Law alongside specialist local sub-contractors for regulated works. All aspects of the project management was undertaken by the landowners/applicants.

The Annexe was built for the land owners' own occupation, on a single, sustainable plot already belonging to them in accordance with the their design, plans and specification, following pre-application consultation with Andrew Hunter. It can be evidenced that a single residence was present on the site from 1787 until 1966. Following changes to National Planning Policy, the plot is now considered previously developed residential grey belt land.

The applicants took an active role in the project on an almost daily basis, from design through to completion, comprising personal contact/liaison/engagement of professionals in terms of structural engineer calculations/requirements, energy/sustainability professionals, roof truss designers. All liaison with building control, including arranging and attending site inspections, was through the applicants. All materials for the project were sourced and paid for by the applicants.

9. As you have filled out this form saying that your scheme is self/ custom build, we will need to amend the description of the planning application relevant to this form to say that it is for self/custom build. Please tick this box to acknowledge this.

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Section 3 - Signature and date

Signed*



Dated

16 November 2025