

Allotment Structure Application Form

Site

Plot

Name

Address

I wish to apply for permission to erect the following structure on the above mentioned plot and agree to abide by all terms, conditions and to maintain it in good repair. On the termination of my tenancy I will remove the structure, or transfer the ownership and responsibility to the next tenant.

I agree to pay a deposit of £30 - This will be returned on termination of my tenancy, if I have complied with all the terms and conditions of the Structures Agreement for construction of a structure.

Description

Please select or circle the relevant information

Shed

Greenhouse

Poly tunnel

GLASS IS STRICTLY FORBIDDEN ON ANY STRUCTURE

Age of structure

New

years old

The materials it is made from

Walls

Roof

Floor

Signed

Day

Month

Year

Sketch of Proposed Structure

Dimensions

Length

Width

Overall height

Details

Doors

Windows

Roof height

Colour

Structures shall not exceed:

Structures shall not take up more than 30% of the total area of your plot.

	Length	Width
Shed	1.8m (6ft)	1.2m (4ft)
Greenhouse	2.4m (8ft)	1.8m (6ft)
Poly tunnel	6m (20ft)	3m (10ft)

Please provide as much detail as possible including orientation.

Rainwater collection

All sheds and greenhouses are required to make provision for the collection of rainwater.

I understand that my Shed / Greenhouse will need to have a rainwater collection device and I may be asked to remove my structure or lose my deposit if I do not provide this.

Initials:

Position of Proposed Structure

Please show the proposed position of the structure within your plot, and in relation to the adjacent plots

Please return completed forms to:

Allotments
Stevenage Borough Council
Cavendish Road
Stevenage
SG1 2ET

email: allotments@stevenage.gov.uk

Plot

My plot

Plot

(please add plot numbers)

If your proposal is accepted you will be sent two copies of the Structures Agreement and an invoice for the deposit. Please read the Agreement thoroughly, sign and return both copies, together with your deposit to the Council at the address above. If your proposal is rejected we will write to you with required amendments and the reasons for rejection.

You must wait for the return of your Agreement before erecting any Structure