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<https://www.planningportal.co.uk/apply>

Application for Planning Permission. Town and Country Planning Act 1990

Privacy Notice

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Please be aware that once you have downloaded this form, Planning Portal will have no access to the form or the data you enter into it. Any subsequent use of this form is solely at your discretion, including the choice to complete and submit it to the Local Planning Authority in agreement with the declaration section.

Upon receipt of this form and any supporting information, it is the responsibility of the Local Planning Authority to inform you of its obligations in regards to the processing of your application. Please refer to its website for further information on any legal, regulatory and commercial requirements relating to information security and data protection of the information you have provided.

Local Planning Authority details:



Arun District Council
Maltravers Road
Littlehampton
West Sussex BN17 5LF
Tel: 01903 737756
www.arundistrict.gov.uk

Publication of applications on planning authority websites

Information provided on this form and in supporting documents may be published on the authority's planning register and website.

Please ensure that the information you submit is accurate and correct and does not include personal or sensitive information. If you require any further clarification, please contact the Local Planning Authority directly.

If printed, please complete using block capitals and black ink.

It is important that you read the accompanying guidance notes and help text as incorrect completion will delay the processing of your application.

1. Applicant Name and Address		2. Agent Name and Address	
Title:	Mr First name: B	Title:	Mr First name: Keith
Last name:	Cradock	Last name:	Potts
Company (optional):		Company (optional):	
Unit:	House number: House suffix:	Unit:	House number: 50 House suffix:
House name:		House name:	
Address 1:		Address 1:	Springfield Road
Address 2:		Address 2:	
Address 3:		Address 3:	
Town:		Town:	Horsham
County:		County:	West Sussex
Country:		Country:	
Postcode:		Postcode:	RH12 2PD

10/04/2018

3. Description of the Proposal

Please describe the proposed development, including any change of use:

Demolition of existing property and erection of new four bedroom dwelling house with ancillary parking.

Has the building, work or change of use already started? ☐ Yes ☒ No

If Yes, please state the date when building, work or use were started (DD/MM/YYYY):

Has the building, work or change of use been completed? ☐ Yes ☒ No

If Yes, please state the date when the building, work or change of use was completed (DD/MM/YYYY):

Reference no. of permission in principle being relied on (technical details consent applications only):

(date must be pre-application submission)

(date must be pre-application submission)

(date must be pre-application submission)

4. Site Address Details

Please provide the full postal address of the application site.

Unit: House number: House suffix:

House name:

Address 1:

Address 2:

Address 3:

Town:

County:

Postcode (optional):

Description of location in a grid reference (must be completed if postcode is not known):

Easting: Northing:

Description:

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5. Pre-application Advice

Has assistance or prior advice been sought from the local authority about the application? ☐ Yes ☒ No

If Yes, please complete the following information about the advice you were given. (This will help the authority to deal with this application more efficiently).

Please tick if the full contact details are not known, and then complete as much as possible ☐

Officer name:

Reference:

Date (DD/MM/YYYY):

(must be pre-application submission)

Details of pre-application advice received?

6. Pedestrian and Vehicle Access, Roads and Rights of Way Is a new or altered vehicle access proposed to or from the public highway? ☐ Yes ☒ No Is a new or altered pedestrian access proposed to or from the public highway? ☐ Yes ☒ No Are there any new public roads to be provided within the site? ☐ Yes ☒ No Are there any new public rights of way to be provided within or adjacent to the site? ☐ Yes ☒ No Do the proposals require any diversions of rights of way? ☐ Yes ☒ No If you answered Yes to any of the above questions, please show details on your plans/drawings and state the reference of the plan (and any/ies)	7. Waste Storage and Collection Do the plans incorporate areas to store and aid the collection of waste? ☐ Yes ☒ No If Yes, please provide details: Have arrangements been made for the separate storage and collection of recyclable waste? ☐ Yes ☒ No If Yes, please provide details:
8. Authority Employee / Member It is an important principle of decision-making that the process is open and transparent. For the purposes of this question, 'related to' means related by birth or otherwise, closely enough that a fair-minded and informed observer, having considered the facts, would conclude that there was bias on the part of the decision-maker in the local planning authority. Do any of the following statements apply to you and/or agent? ☐ Yes ☒ No With respect to the authority, I am: (a) a member of staff (b) an elected member (c) related to a member of staff (d) related to an elected member If Yes, please provide details of their name, role and how you are related to them.	

9. Materials
If applicable, please state what materials are to be used externally. Include type, colour and name for each material.

Existing (where applicable)	Proposed	Do not apply if known
Walls	BRICKWORK WITH RENDER FACIA WORK	☐
Roof	PLAIN TILES	☐
Windows	PVCU	☐
Doors	PVCU	☐
Boundary treatments (e.g. fences, walls)		☐
Vehicle access and hard-standings		☒
Lighting		☒
Others (please specify)		☒

Are you supplying additional information on submitted plans/drawings/design and access statement? ☐ Yes ☒ No

If Yes, please state references for the plans/drawings/design and access statement:

Plan KP1: Location Plan/Block Plan scale 1:2500/1:500
Elevational Floor Plan details KP2 scale 1:100

10. Vehicle Parking
Please provide information on the existing and proposed number of on-site parking spaces

Type of Vehicle	Total Existing	Total proposed (including spaces retained)	Difference in spaces
Cars	2	2	0
Light goods vehicles/ public carrier vehicles			
Motorcycles			
Disability spaces			
Cycle spaces			
Other (e.g. Bus)			
Other (e.g. Bus)			

11. Foul Sewage

Please state how foul sewage is to be disposed of:

- ☒ Main sewer ☐ Cess pit
☐ Septic tank ☐ Other
☐ Package treatment plant

Are you proposing to connect to the existing drainage system? ☐ Yes ☐ No

If Yes, please include the details of the existing system on the application drawings and state reference for the plans/drawings:

12. Assessment of Flood Risk

Is the site within an area at risk of flooding? (Refer to the Environment Agency's Flood Map showing flood zones 2 and 3 and consult Environment Agency standing advice and your local planning authority requirements for information as necessary.)

If Yes, you will need to submit a Flood Risk Assessment to consider the risk to the proposed site.
☐ Yes ☒ No

Is your proposal within 20 metres of a watercourse (e.g. river, stream or beck)? ☐ Yes ☒ No

Will the proposal increase the flood risk elsewhere? ☐ Yes ☒ No

How will surface water be disposed of?

- ☐ Sustainable drainage system ☐ Existing watercourse
☐ soakaway ☐ Pond/lake
☒ Main sewer

13. Biodiversity and Geological Conservation

To assist in answering the following questions refer to the guidance notes for further information on when there is a reasonable likelihood that any important biodiversity or geological conservation features may be present or nearby and whether they are likely to be affected by your proposals.

Having referred to the guidance notes, is there a reasonable likelihood of the following being affected adversely or conserved and enhanced within the application site, or on land adjacent to or near the application site?

- a) Protected and priority species:
☐ Yes, on the development site
☐ Yes, on land adjacent to or near the proposed development
☒ No

b) Designated sites, important habitats or other biodiversity features:
☐ Yes, on the development site
☐ Yes, on land adjacent to or near the proposed development
☒ No

c) Features of geological conservation importance:
☐ Yes, on the development site
☐ Yes, on land adjacent to or near the proposed development
☒ No

15. Trees and Hedger

Are there trees or hedges on the proposed development site? ☐ Yes ☒ No

And/or: Are there trees or hedges on land adjacent to the proposed development site that could influence the development or might be important as part of the local landscape character? ☐ Yes ☒ No

If Yes to either or both of the above, you may need to provide a full Tree Survey, at the discretion of your local planning authority. If a Tree Survey is required, this and the accompanying plan should be submitted alongside your application. Your local planning authority should make clear on its website what the survey should contain, in accordance with the current BS5837. Trees in relation to design, demolition and construction. Recommendations:

14. Existing Use

Please describe the current use of the site.

Is the site currently vacant? ☐ Yes ☒ No

If Yes, please describe the last use of the site:

When did this use end (if known)?
 DD/MM/YYYY
 (date where known may be approximate)

Does the proposal involve any of the following?
 If Yes, you will need to submit an appropriate contamination assessment with your application.

Land which is known to be contaminated? ☐ Yes ☒ No

Land where contamination is suspected for all or part of the site? ☐ Yes ☒ No

A proposed use that would be particularly vulnerable to the presence of contamination? ☐ Yes ☒ No

16. Trade Effluent

Does the proposal involve the need to dispose of trade effluents or waste? ☐ Yes ☒ No

If Yes, please describe the nature, volume and means of disposal of trade effluents or waste.

17. Residential Units (Including Conversion)

Does your proposal include the gain, loss or change of use of residential units?
If Yes, please complete details of the changes in the tables below:

Yes ☐ No ☐

Proposed Housing					Existing Housing						
Market Housing	Not known	Number of Bedrooms			Total	Market Housing	Not known	Number of Bedrooms			Total
		1	2	3				4+	1	2	
Houses	☐			1		Houses	☐			1	
Flats/maisonettes	☐					Flats/maisonettes	☐				
Sheltered housing	☐					Sheltered housing	☐				
Bedsit/studios	☐					Bedsit/studios	☐				
Cluster flats	☐					Cluster flats	☐				
Other	☐					Other	☐				
Totals (a + b + c + d + e + f) =					1	Totals (a + b + c + d + e + f) =					1
Social, Affordable or Intermediate Rent						Social, Affordable or Intermediate Rent					
Houses	Not known	Number of Bedrooms			Total <td rowspan="2">Houses</td> <td rowspan="2">Not known</td> <th colspan="3">Number of Bedrooms</th> <th rowspan="2">Total </th>	Houses	Not known	Number of Bedrooms			Total
		1	2	3				4+			
Flats/maisonettes	☐					Flats/maisonettes	☐				
Sheltered housing	☐					Sheltered housing	☐				
Bedsit/studios	☐					Bedsit/studios	☐				
Cluster flats	☐					Cluster flats	☐				
Other	☐					Other	☐				
Totals (a + b + c + d + e + f) =						Totals (a + b + c + d + e + f) =					
Affordable Home Ownership						Affordable Home Ownership					
Houses	Not known	Number of Bedrooms			Total <td rowspan="2">Houses</td> <td rowspan="2">Not known</td> <th colspan="3">Number of Bedrooms</th> <th rowspan="2">Total </th>	Houses	Not known	Number of Bedrooms			Total
		1	2	3				4+			
Flats/maisonettes	☐					Flats/maisonettes	☐				
Sheltered housing	☐					Sheltered housing	☐				
Bedsit/studios	☐					Bedsit/studios	☐				
Cluster flats	☐					Cluster flats	☐				
Other	☐					Other	☐				
Totals (a + b + c + d + e + f) =						Totals (a + b + c + d + e + f) =					
Starter Homes						Starter Homes					
Houses	Not known	Number of Bedrooms			Total <td rowspan="2">Houses</td> <td rowspan="2">Not known</td> <th colspan="3">Number of Bedrooms</th> <th rowspan="2">Total </th>	Houses	Not known	Number of Bedrooms			Total
		1	2	3				4+			
Flats/maisonettes	☐					Flats/maisonettes	☐				
Bedsit/studios	☐					Bedsit/studios	☐				
Other	☐					Other	☐				
Totals (a + b + c + d + e + f) =						Totals (a + b + c + d + e + f) =					
Self Build and Custom Build						Self Build and Custom Build					
Houses	Not known	Number of Bedrooms			Total <td rowspan="2">Houses</td> <td rowspan="2">Not known</td> <th colspan="3">Number of Bedrooms</th> <th rowspan="2">Total </th>	Houses	Not known	Number of Bedrooms			Total
		1	2	3				4+			
Flats/maisonettes	☐					Flats/maisonettes	☐				
Bedsit/studios	☐					Bedsit/studios	☐				
Other	☐					Other	☐				
Totals (a + b + c + d + e + f) =						Totals (a + b + c + d + e + f) =					
Total proposed residential units (a + b + c + d + e + f) =						Total existing residential units (g + h + i + j + k + l) =					
TOTAL NET GAIN OR LOSS OF RESIDENTIAL UNITS (Proposed Housing Grand Total) - Existing Housing Grand Total:						TOTAL NET GAIN OR LOSS OF RESIDENTIAL UNITS (Proposed Housing Grand Total) - Existing Housing Grand Total:					

18. All Types of Development: Non-Residential Floor-space

Does your proposal involve the loss, gain or change of use of non-residential floor-space? ☐ Yes ☒ No

If you have answered 'yes' to the question above please add details in the following table.

Use class/type of use	Existing gross internal floor-space (square metres)	Gross internal floor-space to be lost by change of use or demolition (square metres)	Total gross internal floor-space proposed (including change of use) (square metres)	Net additional gross internal floor-space following development (square metres)
A1 Shops	☐			
Net tradeable area:	☐			
A2 Financial and professional services	☐			
A3 Restaurants and cafes	☐			
A4 Drinking establishments	☐			
A5 Hot food takeaways	☐			
B1 (a) Office (other than A2)	☐			
B1 (b) Research and development	☐			
B1 (c) Light industrial	☐			
B2 General industrial	☐			
B8 Storage or distribution	☐			
C1 Hotels and halls of residence	☐			
C2 Residential institutions	☐			
D1 Non-residential institutions	☐			
D2 Assembly and leisure	☐			
OTHER	☐			
Please Specify:	☐			
Total				

In addition, for hotels, residential institutions and hostels, please additionally indicate the loss or gain of rooms

Use class	Not applicable	Existing rooms to be lost by change of use or demolition	Total rooms proposed (including changes of use)	Net additional rooms
C1 Hotels	☐			
C2 Residential institutions	☐			
OTHER	☐			
Please Specify:	☐			

19. Employment

Please complete the following information regarding employees.

	Full-time	Part-time	Total full-time equivalent
Existing employees			
Proposed employees			

20. Hours of Opening

If known, please state the hours of opening (a.p. 15.30) for each non-residential use proposed:

the	Monday to Friday	Saturday	Sunday and Bank Holidays	Not known

21. Site Area

Please state the site area in hectares (ha) 556 square m/s

22. Industrial or Commercial Processes and Machinery

Please describe the activities and processes which would be carried out on the site and the end products including plant, ventilation or air conditioning. Please include the type of machinery which may be installed on site.

Is the proposal a waste management development? ☐ Yes ☒ No
If the answer is Yes, please complete the following table:

	The total capacity of the void in cubic metres, including engineering surplus and making an allowance for cover or saturation material for tonnes of solid waste or litres of liquid waste	Maximum annual operational throughput in tonnes (or litres if liquid waste)
Inert landfill	☐	
Non-hazardous landfill	☐	
Hazardous landfill	☐	
Energy from waste incineration	☐	
Other incineration	☐	
Landfill gas generation plant	☐	
Pyrolysis/gasification	☐	
Metal recycling site	☐	
Transfer stations	☐	
Material recovery/recycling facilities (MRFs)	☐	
Household civic amenity sites	☐	
Open windrow composting	☐	
In-vessel composting	☐	
Anaerobic digestion	☐	
Any combined mechanical, biological and/or thermal treatment (MBT)	☐	
Sewage treatment works	☐	
Other treatment	☐	
Recycling facilities construction, demolition and operation waste	☐	
Storage of waste	☐	
Other waste management	☐	
Other developments	☐	
Please provide the maximum annual operational throughput of the following waste streams:		
Municipal		
Construction, demolition and excavation		
Commercial and industrial		
Hazardous		

If this is a landfill application you will need to provide further information before your application can be determined. Your waste planning authority should make clear what information it requires on its website.

23. Hazardous Substances

Does the proposal involve the use or storage of any of the following materials in the quantities stated below? ☐ Yes ☒ No ☐ Not applicable
If Yes, please provide the amount of each substance that is involved:

Acrylonitrile (tonnes)		Ethylene oxide (tonnes)		Phosgene (tonnes)	
Ammonia (tonnes)		Hydrogen cyanide (tonnes)		Sulphur dioxide (tonnes)	
Bromine (tonnes)		Liquid oxygen (tonnes)		Flour (tonnes)	
Chlorine (tonnes)		Liquid petroleum gas (tonnes)		Refined white sugar (tonnes)	
Other:		Other:			
Amount (tonnes):		Amount (tonnes):			

2.4. Ownership Certificates and Agricultural Land Declaration (continued)

Town and Country Planning (Development Management Procedure) (England) Order 2015 Certificate under Article 14

CERTIFICATE OF OWNERSHIP - CERTIFICATE C

The applicant certifies that:

- * Retained Certificate A or B can be issued for this application
- * All reasonable steps have been taken to find out the names and addresses of the other owners' and/or agricultural tenants' of the land or building, or of a part of it, but I have the applicant has been unable to do so
- * "owner" is a person with a freehold interest or leasehold interest with at least 7 years left to run
- * "agricultural tenant" has the meaning given in section 65(2) of the Town and Country Planning Act 1990

The steps taken were:

Name of Owner / Agricultural Tenant	Address	Date Notice Served

Notice of the application has been published in the following newspaper (circulating in the area where the land is situated): On the following date (which must not be earlier than 21 days before the date of the application):

Signed - Applicant:

Or signed - Agent:

Date (DD/MM/YYYY):

Date (DD/MM/YYYY):

Town and Country Planning (Development Management Procedure) (England) Order 2015 Certificate under Article 14

CERTIFICATE OF OWNERSHIP - CERTIFICATE D

The applicant certifies that:

- * Certificate A cannot be issued for this application
- * All reasonable steps have been taken to find out the names and addresses of everyone else who, on the day 21 days before the date of this application, was the owner' and/or agricultural tenant' of any part of the land to which this application relates, but I have the applicant has been unable to do so
- * "owner" is a person with a freehold interest or leasehold interest with at least 7 years left to run
- * "agricultural tenant" has the meaning given in section 65(2) of the Town and Country Planning Act 1990

The steps taken were:

Notice of the application has been published in the following newspaper (circulating in the area where the land is situated):

On the following date (which must not be earlier than 21 days before the date of the application):

Signed - Applicant:

Or signed - Agent:

Date (DD/MM/YYYY):

Date (DD/MM/YYYY):

25. Planning Application Requirements - Checklist

Please read the following checklist to make sure you have sent all the information in support of your proposal. Failure to submit all information required will result in your application being deemed invalid. It will not be considered valid until all information required by the Local Planning Authority (LPA) has been submitted.

- The original and 3 copies of a completed and dated application form: ☐ The correct fee: ☐
- The original and 3 copies of the plan which identifies the land to which the application relates drawn to an identified scale and showing the direction of North: ☐ The original and 3 copies of other plans and drawings or information necessary to describe the subject of the application: ☐
- *National legislation specifies that the applicant must provide the original plus three copies of the form and supporting documents (a total of four copies), unless the application is submitted electronically or the LPA indicate that a smaller number of copies is required. LPAs may also accept supporting documents in electronic format by post (for example, on a CD, DVD or USB memory stick). You can check your LPA's website for information or contact their planning department to discuss these options.

26. Declaration

I/we hereby apply for planning permission/consent as described in this form and the accompanying plans/drawings and additional information. I/we confirm that, to the best of my/our knowledge, any facts stated are true and accurate and any opinions given are the genuine opinions of the person(s) giving them.

Signed: Applicant: On signed: Agent: Date (DD/MM/YYYY): 15/12/2011 (date cannot be pre-application)

27. Applicant Contact Details

Telephone numbers	
Country code:	National number:
Country code:	Mobile number (optional):
Country code:	Fax number (optional):
Email address (optional):	

28. Agent Contact Details

Telephone numbers	
Country code:	National number:
Country code:	Mobile number (optional):
Country code:	Fax number (optional):
Email address (optional):	

29. Site Visit

Can the site be seen from a public road, public footpath, driveway or other public land? ☐ No ☒ Yes

If the planning authority needs to make an appointment to carry out a site visit, whom should they contact (please select only one)? ☒ Agent ☐ Applicant ☐ Other (if different from the agent/applicant's details)

If Other has been selected, please provide:
Contact name:

Contact name:

Email address: