If you would rather make this application online, you can do so on our website:
https://www.planningportal.co.uk/apply

PLANNING PORTAL

Householder Application for Planning Permission for works or extension to a dwelli
Town and Country Planning Act 1990

Privacy Notice

This form is provided by Planning Portal and based on the requirements provided by Government for the sole purpose of submitting information to the Local Planning Authority in accordance with the legislation detailed on this form and 'The Town and Country Planni Development Management Procedure) (England) Order 2015 (as amended)'.

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. Subsequent use of this form is solely at your discretion, including the choice to complete and submit it to the Local Planning Authority i 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 their obligations in regards to the processing of your application. Please refer to their website for further information on any legal, regulator commercial requirements relating to information security and data protection of the information you have provided.

Local Planning Authority details:

ARUN DISTRICT COUNCIL

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

Publication on Local 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 rec any further clarification, please contact the 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

Title:	MR
First name:	ANDREW
Last name:	HOLMES
Company (optional):	
Unit:	
House number:	23
House suffix:	
House name:	
Address 1:	REGENTS WAY
Address 2:	
Address 3:	
Town:	BOGNOR REGIS
County:	WEST SUSSEX
Country:	ENGLAND
Postcode:	PO21 5QW

2. Agent Name and Address

Title:	MR
First name:	ROY
Last name:	SARTIN
Company (optional):	
Unit:	
House number:	4
House suffix:	
House name:	
Address 1:	WHEELWRIGHTS CLOSE
Address 2:	
Address 3:	
Town:	ARUNDEL
County:	WEST SUSSEX
Country:	ENGLAND
Postcode:	BN18 9TA

ease describe the proposed works:

PROPOSED 2 STOREY EXTENSION AND SINGLE STOREY REAR EXTENSION AND FRONT PORCH & GARAGE EXTENSION

s the work already started? ☐ Yes ☑ No

Yes, please state when the work was started (DD/MM/YYYY): (date must be pre-application submissio

s the work already been completed? ☐ Yes ☑ No

Yes, please state when the work was completed (DD/MM/YYYY): (date must be pre-application submissio

Site Address Details

ease provide the full postal address of the application site.

nit: House number: 23 House suffix:

ouse ame:

ddress 1: REGENTS WAY

ddress 2:

ddress 3:

own: BOGNOR REGIS

ounty: WEST SUSSEX

ostcode ptional): PO21 5QW

5. Pedestrian and Vehicle Access, Roads and Rights of Wa

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

Do the proposals require any diversions, extinguishments and/or creation of public rights of way? ☐ Yes ☑ No

If Yes to any questions, please show details on your plans or drawings and state the reference number(s) of the plan(s)/ drawing(s):

. Pre-application Advice

as assistance or prior advice been sought from the local uthority about this application? ☐ Yes ☑ No

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

lease tick if the full contact details are not nown, and then complete as much possible: ☐

Officer name:

Reference:

Date (DD MM YYYY): nust be pre-application submission)

Details of the pre-application advice received:

7. Trees and Hedges

Are there any trees or hedges on your own property or on adjoining properties which are within falling distance of your proposed development? ☑ Yes ☐ No

If Yes, please mark their position on a scaled plan and state the reference number of any plans or drawings:

DRG. Nº 22/10/105/02

Will any trees or hedges need to be removed or pruned in order to carry out your proposal? ☑ Yes ☑ No

If Yes, please show on your plans which trees by giving them numbers e.g. T1, T2 etc, state the reference number of the plan(s drawing(s) and indicate the scale.

T1, T2, T3
DRG. Nº 22/10/105/02

8. Parking

Will the proposed works affect existing car parking arrangements? ☐ Yes ☑ No

If Yes, please describe:

9. 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.

10. Materials

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

	Existing (where applicable)	Proposed	Not applicable	D K
Walls	FACING BRICK & VERTICAL CONCRETE TILING	FACING BRICK & VERTICAL CONCRETE TILES.	☐	
Roof	CONCRETE INTERLOCKING TILES	CONCRETE INTERLOCKING TILES	☐	
Windows	WHITE UPVC	WHITE UPVC	☐	
Doors	WHITE UPVC	WHITE UPVC	☐	
Boundary treatments (e.g. fences, walls)	BRICK WALLS & TIMBER FENCING	TIMBER FENCING	☐	

pplicable, please state what materials are to be used externally. Include type, colour and name for each material:

hicle access and rd-standing	BRICK PAVIORS	BRICK PAVIORS MADE GOOD	☐	☐
ghting			☑	☐
thers lease specify)			☑	☐

re you supplying additional information on submitted plan(s)/drawing(s)/design and access statement? ☑ Yes ☐ No

Yes, please state references for the plan(s)/drawing(s)/design and access statement:

DRG. NO'S CHECKLIST, INCLUDES — ORDNANCE SURVEY EXTRACT, VALIDATION, ECOLOGY & TREES CHECKLIST AND BIODIVERSITY CHECKLIST, AND CIL FORM
• DRG, N°'s 22/10/105/01, 02, 03 & 04

CERTIFICATE OF OWNERSHIP - CERTIFICATE C

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

ertify/ The applicant certifies that:

Neither 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(8) of the Town and Country Planning Act 1990

he 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/YY)

CERTIFICATE OF OWNERSHIP - CERTIFICATE D

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

certify/ 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, bu 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(8) of the Town and Country Planning Act 1990

he 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/YYY

11. Ownership Certificates and Agricultural Land Declaration

One Certificate A, B, C, or D, must be completed with this application form

CERTIFICATE OF OWNERSHIP - CERTIFICATE A

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

I certify/The applicant certifies that on the day 21 days before the date of this application nobody except myself/ the applicant was the owner* of any part of the land or building to which the application relates, and that none of the land to which the application relates is part of, an agricultural holding**

NOTE: You should sign Certificate B, C or D, as appropriate, if you are the sole owner of the land or building to which the application relates but the land is, or is part of, an agricultural holding.

** "owner" is a person with a freehold interest or leasehold interest with at least 7 years left to run.*
*** "agricultural holding" has the meaning given by reference to the definition of "agricultural tenant" in section 65(8) of the Act.*

Signed - Applicant:	Or signed - Agent:	Date (DD/MM/YY
	[redacted]	22/03/2023

CERTIFICATE OF OWNERSHIP - CERTIFICATE B

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

I certify/ The applicant certifies that I have/the applicant has given the requisite notice to everyone else (as listed below) who, on the 21 days before the date of this application, was the owner* and/or agricultural tenant** of any part of the land or building to which application relates.

** "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(8) of the Town and Country Planning Act 1990*

Name of Owner / Agricultural Tenant	Address	Date Notice Serve

Signed - Applicant:	Or signed - Agent:	Date (DD/MM/YY

12. 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 b the Local Planning Authority (LPA) has been submitted.

The original and 3 copies* of a completed and dated application form: ☑

The original and 3 copies* of a 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: ☑

The original and 3 copies* of a design and access statement if proposed works fall within a conservation area or World Heritage Site, or relate to a Listed Building:

The correct fee: ✓

The original and 3 copies* of the completed, dated Ownership Certificate (A, B, C or D – as applicable) and Article 14 Certificate (Agricultural Holdings): ☑

*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.

13. 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: Or [redacted]

Date (DD/MM/YYYY): 20/03/2023 (date cann pre-applica

14. Applicant Contact Details

Telephone numbers

Country code: National number: Extension number:

Country code: Mobile number (optional): [redacted]

Country code: Fax number (optional):

Email address (optional):

15. Agent Contact Details

Telephone numbers

Country code: National number: [redacted] Exten numb

Country code:

Country code: Fax number (optional):

Email address (optional): [redacted]

16. Site Visit

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

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 fro agent/applicant's det

If Other has been selected, please provide:

Contact name: ANTONY HOLMES

Telephone number: [redacted]

Email address: