

BR/6/14

Application for Planning Permission Town and Country Planning Act 1990

You can complete and submit this form electronically via the Planning Portal by visiting www.planningportal.gov.uk/apply

Publication of applications on planning authority websites

Please note that the information provided on this application form and in supporting documents may be published on the Authority's website. If you require any further clarification, please contact the Authority's planning department.

Please complete using block capitals and black ink

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

1. Applicant Name and Address

Title: MR First name: S
Last name: WRIGHT
Company (optional):
Unit: House number 103 House suffix:
House name:
Address 1: KINDERSLEY WAY
Address 2: ABBOTS LANGLEY
Address 3:
Town:
County:
Country:
Postcode:

2. Agent Name and Address

Title: First name:
Last name:
Company (optional):
Unit: Bryan Butcher
Rainbow Cottage
Nyetimber Lane
Bognor Regis PO21 3JX
House name:
Address 1:
Address 2:
Address 3:
Town:
County:
Country:
Postcode:

3. Description of the Proposal

Please describe the proposed development, including any change of use

RE-SUBMISSION OF BR/223/13 FOR CONVERSION OF EXISTING TWO STOREY HOUSE INCLUDING ROOF EXTENSION, RAISING OF FRONT ROOF HEIGHT, AND GROUND FLOOR INFILL EXTENSION TO CREATE GND SELF-CONTAINED UNITS

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)

(date must be pre-application submission)

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)

(date must be pre-application submission)

4. Site Address Details

Please provide the full postal address of the application site

Unit: _____ House number 112 House suffix _____

House name: ALLEN HOUSE

Address 1: ALDWICK ROAD

Address 2: ALDWICK

Address 3: _____

Town: _____

County: _____

Postcode (optional): PC21 2PD

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

Easting: _____ Northing _____

Description: _____

5. Pre-application Advice

Has assistance or prior advice been sought from the local authority about this 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 /extinguishments and/or creation 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 (s)/drawings(s)

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
Ground floor Plan (1:50) sheet 1 of 5

Have arrangements been made for the separate storage and collection of recyclable waste? ☒ Yes ☐ No

If Yes please provide details
Ground floor Plan (1:50) sheet 1 of 5

8. Authority Employee / Member

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

Do any of these statements apply to you? ☐ Yes ☒ No

If Yes, please provide details of the name, relationship and role

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	Not applicable	Don't Know
Walls	BRICKWORK	BRICKWORK + CEMENT BOARD WHITE CLADDING	☐	☐
Roof	SLATES	SLATES + FELT	☐	☐
Windows	SOFTWOOD	UPVC	☐	☐
Doors	SOFTWOOD	UPVC	☐	☐
Boundary treatments (e.g. fences, walls)			☒	☐
Vehicle access and hard-standing			☒	☐
Lighting			☒	☐
Others (please specify)			☐	☐

Are you supplying additional information on submitted plan(s)/drawing(s)/design and access statement?

☒ Yes

☐ No

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

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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 not shown)	Difference in spaces
Cars	0	0	0
Light goods vehicles/ public carrier vehicles	0	0	0
Motorcycles	0	0	0
Disability spaces	0	0	0
Cycle spaces	0	0	0
Other (e.g. Bus)			
Other (e.g. Bus)			

11. Foul Sewage

Please state how foul sewage is to be disposed of

- ☒ Mains 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 references for the plan(s)/drawing(s):

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.)

☐ Yes ☒ No

If Yes, you will need to submit a Flood Risk Assessment to consider the risk to the proposed site

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
- ☐ Sockaway Pond/lake
- ☒ Mains 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

14. Existing Use

Please describe the current use of the site

RESIDENTIAL

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 on all or part of the site? ☐ Yes ☒ No

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

15. Trees and Hedges

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

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

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

Nu

TOTAL NET GAIN or LOSS of RESIDENTIAL UNITS (Proposed Housing Grand Total - Existing Housing Grand Total):		5
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18. All Types of Development: Non-residential Floorspace

Does your proposal involve the loss, gain or change of use of non-residential floorspace?

Yes

☒ No

If you have answered Yes to the question above please add details in the following table

Use class/type of use	Not applicable	Existing gross internal floorspace (square metres)	Gross internal floorspace to be lost by change of use or demolition (square metres)	Total gross internal floorspace proposed (including change of use) (square metres)	Net additional gross internal floorspace 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					

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

Use class	Type of use	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

Please state the hours of opening for each non-residential use proposed

Use	Monday to Friday	Saturday	Sunday and Bank Holidays	Not known

21. Site Area

Please state the site area in hectares (ha)

0.029

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

	Not applicable	The total capacity of the void in cubic metres including engineering surcharge and making no allowance for cover or restoration material (or tonnes if solid waste or litres if 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 excavation 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: Amount (tonnes) Other: Amount (tonnes)

24. 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 2010 Certificate under Article 12

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, or 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 tenement" in section 65(8) of the Act

Signed - Applicant

Or signed

Date (DD/MM/YYYY):

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CERTIFICATE OF OWNERSHIP - CERTIFICATE B

Town and Country Planning (Development Management Procedure) (England) Order 2010 Certificate under Article 12

I certify/ The applicant certifies that I have/ the applicant has given notice to (as listed below) 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 or building to which this 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 Served

Signed - Applicant

Or signed - Agent

Date (DD/MM/YYYY):

24. Ownership Certificates and Agricultural Land Declaration (continued)

CERTIFICATE OF OWNERSHIP CERTIFICATE C

Town and Country Planning (Development Management Procedure) (England) Order 2010 Certificate under Article 12

I certify/ The applicant certifies that

- * "owner" is a person with a freehold interest or leasehold interest with at least 2 years left to run
 ** "agricultural tenant" has the meaning given in section 65(8) of the Town and Country Planning Act 1990

The steps taken were

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

U. 10100000 - Agent

Date (DD/MM/YYYY):

CERTIFICATE OF OWNERSHIP CERTIFICATE OF

Town and Country Planning (Development Management Procedure) (England) Order 2010 Certificate under Article 12

I certify/ The applicant certifies that

- All reasonable steps have been taken to notify the owner of the land on which this application relates, but I have/ the applicant has been unable to do so.
 * "owner" is a person with a freehold interest in the land.
 * "agricultural tenant" has the meaning given by section 105(1) of the Agricultural Tenancies Act 1995.

The steps taken were

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

Of Special Agent

Date (DD/MM/YYYY):

25. Planning Application Requirements - Checklist

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 has been submitted.

The original and 3 copies of a completed and dated application form

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

The correct fee

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the original and 3 copies of a design and access statement, if needed (see help text and guidance notes for details):

The original and 3 copies of the completed dated Ownership Certificate (A, B, C or D – as applicable) and Article 12 Certificate (Agricultural Holdings)

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:

Or signed

Date (DD/MM/YYYY):

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(date cannot be pre-application)

27. Applicant Contact Details

Telephone numbers

Country code:

National number

Extension number

Country code:

Mobile number (optional)

Country code:

Fax number (optional)

Email address (optional):

Country:

Bryan Butcher
Rainbow Cottage
Nyetimber Lane

Extension number:

Country:

Bognor Regis PO21 3JX

Country:

Email address (optional):

29. 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 from the agent/applicant's details)

If Other has been selected, please provide:

Contact name:

Telephone number:

Email address: