



Arun District Council  
Maltravers Road  
Littlehampton  
West Sussex BN17 5LF  
Tel: 01903 737756  
[www.arun.gov.uk](http://www.arun.gov.uk)

## Householder Application for Planning Permission for works or extension to a dwelling

### Town and Country Planning Act 1990 (as amended)

#### 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.

## Site Location

**Disclaimer:** We can only make recommendations based on the answers given in the questions.

If you cannot provide a postcode, the description of site location must be completed. Please provide the most accurate site description you can, to help locate the site - for example "field to the North of the Post Office".

Number

Suffix

Property Name

Mead Cottage

Address Line 1

Climping Street

Address Line 2

Address Line 3

West Sussex

Town/city

Climping

Postcode

BN17 5RQ

Description of site location must be completed if postcode is not known:

Easting (x)

500133

Northing (y)

101437

Description

## Applicant Details

### Name/Company

Title

Mr

First name

Surname

Whyte

Company Name

### Address

Address line 1

Mead Cottage Climping Street

Address line 2

Address line 3

Town/City

Climping

County

West Sussex

Country

Postcode

BN17 5RQ

Are you an agent acting on behalf of the applicant?

Yes  
 No

### Contact Details

Primary number

Secondary number

Fax number

Email address

## Agent Details

Name/Company

Title

Mr

First name

Jimmy

Surname

Bessant

Company Name

JB Architecture Design

## Address

Address line 1

533 Southleigh Road

Address line 2

Emsworth

Address line 3

Town/City

Emsworth

County

Country

United Kingdom

Postcode

PO10 7TF

## Contact Details

Primary number

\*\*\*\*\* REDACTED \*\*\*\*\*

Secondary number

Fax number

Email address

\*\*\*\*\* REDACTED \*\*\*\*\*

## Description of Proposed Works

Please describe the proposed works

Proposals include:

- 1) To construct a single storey rear extension.
- 2) To replace existing (poor condition) balcony.
- 3) Rear elevation - to remove existing window and replace with French doors.
- 4) Front elevation - To remove existing bedroom window and replace with new window to match style/size of master bedroom.

Has the work already been started without consent?

Yes  
 No

## Materials

Does the proposed development require any materials to be used externally?

Yes  
 No

Please provide a description of existing and proposed materials and finishes to be used externally (including type, colour and name for each material)

**Type:**

Roof

**Existing materials and finishes:**

Clay roof tiles.

**Proposed materials and finishes:**

To match existing.

**Type:**

Windows

**Existing materials and finishes:**

Mixture of UpVC, timber and aluminium windows.

**Proposed materials and finishes:**

To match existing (please refer to application drawings for further reference).

**Type:**

Walls

**Existing materials and finishes:**

Render and timber cladding.

**Proposed materials and finishes:**

Render to match existing.

**Type:**

Doors

**Existing materials and finishes:**

Mixture of UpVC and aluminium windows.

**Proposed materials and finishes:**

To match existing (please refer to application drawings for further reference).

Are you supplying additional information on submitted plans, drawings or a design and access statement?

Yes  
 No

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

Please refer to the following drawings submitted as part of the application:

JB Architecture drawings PL.957.25.01 & 02C.

Existing floor plans, elevations and topo survey as produced by 3DMap Surveys Ltd.

## Trees and Hedges

Are there any trees or hedges on the property or on adjoining properties which are within falling distance of the proposed development?

Yes  
 No

Will any trees or hedges need to be removed or pruned in order to carry out your proposal?

Yes  
 No

## 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

Do the proposals require any diversions, extinguishment and/or creation of public rights of way?

Yes  
 No

## Parking

Will the proposed works affect existing car parking arrangements?

Yes  
 No

## Biodiversity net gain

Paragraph 13 of Schedule 7A of the Town and Country Planning Act 1990 sets out that every planning permission granted for the development of land in England shall be deemed to have been granted subject to the 'biodiversity gain condition' requiring development to achieve a net gain of 10% of biodiversity value.

This is subject to exemptions, an exemption applies in relation to planning permission for a development which is the subject of a householder application, within the meaning of article 2(1) of the Town and Country Planning (Development Management Procedure) (England) Order (2015)\*.

Applicants for planning permission are required to make a statement as to whether they believe the biodiversity gain condition will apply if permission is granted, please confirm:

It is my belief that if permission is granted for the development to which this application relates the biodiversity gain condition would not apply

\*A 'householder application' means an application for planning permission for development for an existing dwellinghouse, or development within the curtilage of such a dwellinghouse for any purpose incidental to the enjoyment of the dwellinghouse which is not an application for change of use or an application to change the number of dwellings in a building.

## 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?

The agent  
 The applicant  
 Other person

## Pre-application Advice

Has assistance or prior advice been sought from the local authority about this application?

Yes  
 No

## Authority Employee/Member

With respect to the Authority, is the applicant and/or agent one of the following:

(a) a member of staff  
(b) an elected member  
(c) related to a member of staff  
(d) related to an elected 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 above statements apply?

Yes  
 No

## Ownership Certificates and Agricultural Land Declaration

Certificates under Article 14 - Town and Country Planning (Development Management Procedure) (England) Order 2015 (as amended)

Please answer the following questions to determine which Certificate of Ownership you need to complete: A, B, C or D.

Is the applicant the sole owner of all the land to which this application relates; and has the applicant been the sole owner for more than 21 days?

Yes  
 No

Is any of the land to which the application relates part of an Agricultural Holding?

Yes  
 No

### Certificate Of Ownership - Certificate A

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\*\*

\* "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.

**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.**

Person Role

The Applicant  
 The Agent

Title

Mr

First Name

Jimmy

Surname

Bessant

Declaration Date

11/11/2025

Declaration made

## Declaration

I/We hereby apply for Householder planning permission as described in the questions answered, details provided, 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.

I/We also accept that, in accordance with the Planning Portal's terms and conditions:

- Once submitted, this information will be made available to the Local Planning Authority and, once validated by them, be published as part of a public register and on the authority's website;
- Our system will automatically generate and send you emails in regard to the submission of this application.

I / We agree to the outlined declaration

Signed

Jimmy Bessant

Date

11/11/2025