

Householder Application for Planning Permission for works or extension to a dwelling. 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 Planning 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. Any subsequent use of this form is solely of 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 their obligations in regards to the processing of your application. Please refer to their 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.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 require 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		2. Agent Name and Address	
Title:	Mr First name: DONALD	Title:	First name:
Last name:	BOTTING	Last name:	
Company (optional):		Company (optional):	
Unit:	House number: 11 House suffix:	Unit:	House number: House suffix:
House name:	SARW GARDENS	House name:	
Address 1:		Address 1:	
Address 2:		Address 2:	
Address 3:		Address 3:	
Town:	PILGRIM	Town:	
County:	WEST SUSSEX	County:	
Country:	GB	Country:	
Postcode:	BN12 5QB	Postcode:	

3. Description of Proposed Works

Please describe the proposed works:

Extension of single story extension to kitchen of rear

Has the work already started?

☐ Yes☒ No

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

Has the work already been completed?

☐ Yes☒ No

If Yes, please state when the work 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:

I

House number

II

House suffix

House name:

Address 1:

BARRE GARDENS

Address 2:

Address 3:

Town:

FERRING

County:

WEST SUSSEX

Postcode (optional):

BN13 5DB

5. 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, 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):

6. Pre-application Advice

Has assistance or other 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 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:

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:

ARUN DISTRICT COUNCIL FG/118/21/HH

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	Don't Know
Walls	Brick	Brick to match	☐	☐
Roof	Flat Timber & felt	Flat Timber & Felt	☐	☐
Windows		None	☐	☐
Doors	UPVC double	Bifold	☐	☐
Boundary treatments (e.g. fences, walls)	Flint	Flint	☐	☐

10. Materials

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

Vehicle access and hard-standing			☒	☐
Lighting	cutting down lights	cutting down lights	☐	☐
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:

Drawing NTS 01/1 01/2 01/3 01/4 01/5

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 Procedures) (England) Order 2015 Certificate under Article 14

I certify/We applicants certify that on the day 21 days before the date of this application (hereby assent/assent) 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 tenant" in section 85(8) of the Act.

For signed - Agent

Date (DD/MM/YYYY):

26/04/2027

CERTIFICATE OF OWNERSHIP - CERTIFICATE B

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

I certify/We applicants certify that on the day 21 days before the date of this application (hereby assent/assent) 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 tenant" in section 85(8) of the Act.

Signed - Applicant

Date (DD/MM/YYYY):

For signed - Agent

Date (DD/MM/YYYY):

ARUN DISTRICT COUNCIL FG/118/21/HH

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 the completed, dated Ownership Certificate (A, B, C or D - as applicable) and Article 14 Certificate (Agricultural Holdings).

2

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. LPA's 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.

I/we hereby apply for planning permission/consent as described in the form and the accompanying plans/drawings and additional information. I/we confirm that, in 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.

Sig	[REDACTED]	Original - Agent	Date (DD/MM/YYYY)
			(date cannot be pre-application)

Telephone numbers		Extension number
Country code:	Fax number (optional):	
E-mail address (optional):		

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

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 ☒ Appraiser ☐ User ID different from the agent/appraiser's details

If Other has been selected, please provide:

Contact name: Don Bortz

1. **የሰነድ አይነት:** የሰነድ አይነት ለመለየት የሚያገለግል ነው።

Small address: _____