



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

Application for prior approval of a proposed: Enlargement of a dwellinghouse by construction of additional storeys

Town and Country Planning (General Permitted Development) (England) Order 2015 (as amended) - Schedule 2, Part 1, Class AA

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	The Haystack
Address Line 1	Sea Lane
Address Line 2	
Address Line 3	West Sussex
Town/city	Ferring
Postcode	BN12 5EP

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

Easting (x)	Northing (y)
509892	102084

Description

Applicant Details

Name/Company

Title

Mr

First name

Michael

Surname

Knibbs

Company Name

Address

Address line 1

The Haystack Sea Lane

Address line 2

Address line 3

Town/City

Ferring

County

West Sussex

Country

Postcode

BN12 5EP

Are you an agent acting on behalf of the applicant?

☒ Yes

☐ No

Applicant Contact Details

Primary number

***** REDACTED *****

Secondary number

Fax number

Email address

***** REDACTED *****

Agent Details

Name/Company

Title

Mr

First name

Tony

Surname

Holt

Company Name

Tony Holt Design

Address

Address line 1

12 Station Road

Address line 2

Parkstone

Address line 3

Town/City

Poole

County

Country

Postcode

BH14 8UB

Contact Details

Primary number

***** REDACTED *****

Secondary number

Fax number

Email address

***** REDACTED *****

Eligibility

Permitted development rights are subject to conditions set by legislation to ensure that only appropriate proposals are eligible.

The need to apply to the Local Planning Authority to see if prior approval is required is one such condition.

The questions below will help determine if the proposals are eligible for this permitted development right.

The current building and site

Was the current use of the building as dwellinghouses only granted by virtue of permitted development rights under Schedule 1, Part 3, Class G, M, MA, N, O, P, PA or Q of the Town and Country Planning (General Permitted Development) (England) Order 2015 (as amended)?

- ☐ Yes
☒ No

Was the current building constructed between 1 July 1948 and 28 October 2018?

- ☒ Yes
☐ No

Have additional storeys already been added to the original building (as it stood on 1 July 1948, or as built after that date; or, if 'Crown land', as it stood on 7 June 2006, or as built after that date)?

- ☐ Yes
☒ No

Is any part of the land or site on which the building is located:

- in a conservation area;
- in an area of outstanding natural beauty;
- in an area specified by the Secretary of State for the purposes of enhancement and protection of the natural beauty and amenity of the countryside;
- in the Broads;
- in a National Park;
- in a World Heritage Site;
- in a site of special scientific interest

- ☐ Yes
☒ No

The proposed development

Will the proposed additional storeys only be constructed on the principal part of the building (i.e. the main part of the building excluding any front, side or rear extension of a lower height, whether this forms part of the original building or a subsequent addition)?

- ☒ Yes
☐ No

Would the floor to ceiling height, measured internally, of any proposed additional storey exceed:

- 3 metres; or
- the floor to ceiling height, measured internally, of any existing storey of the principal part of the existing building

- ☐ Yes
☒ No

Would the proposed extended building's:

- height exceed 18m (as measured from ground level to the highest part of the roof); or
- roof be:
 - more than 3.5 metres higher than the highest part of the existing roof, where the existing building consists of one storey above ground level; or
 - more than 7 metres higher than the highest part of the existing roof, where the existing building consists of more than one storey above ground level.

- ☐ Yes
☒ No

If the dwellinghouse is not detached, would the proposed extension result in the highest part of the roof exceeding 3.5 metres above either:

- the highest part of the roof of the building it is joined to (e.g. by party wall or adjoining main wall); or
- if in a terrace, the highest part of the roof of any building in the row it is situated

- ☐ Yes
☒ No/The dwellinghouse is detached

Will the development include a window in any wall or roof slope forming a side elevation of the building?

- ☐ Yes
☒ No

Will the roof pitch of the principal part of the proposed extended dwellinghouse be the same as the roof pitch of the existing dwellinghouse?

- ☒ Yes
☐ No

Will the materials used in any exterior work be of a similar appearance to those used in the construction of the exterior of the existing dwellinghouse?

- ☒ Yes
☐ No

Following the development, will the dwellinghouse remain in use within Use Class C3 and for no other purpose, unless that purpose is ancillary to the primary use as a dwellinghouse?

- ☒ Yes
☐ No

Related operations and works

Will any proposed engineering operations reasonably necessary to construct the additional storeys include:

- Provision of visible support structures on or attached to the exterior of the building upon completion of the development; or
- Anything other than works within the existing curtilage of the building to strengthen existing walls or foundations

- ☐ Yes
☒ No

Description of Proposed Works, Impacts and Risks

Proposed works

Please describe the proposed development including details of any works proposed

Removal of the existing roof, construction of new walls up above existing walls to form new first-floor walls. Erection of new roof.

Please describe the effects of the proposed development on the external appearance of the building including the design and architectural features of the principal elevation (and any side elevation that fronts a highway)

The proposed building will have the same character and appearance as the existing in terms of materials/windows etc.

In the case of upwards extensions consideration must be given to every face of the building

Measurements

What is the current height of the dwellinghouse (in metres, as measured from ground level to the highest part of the roof).

7.65

What will be the height of the dwellinghouse once the additional storeys are added (in metres, as measured from ground level to the highest part of the roof).

10.35

Impacts and risks

Please provide details of any air traffic and defence asset impacts and how these will be mitigated

Not applicable

Please provide details of the impacts of on the amenity of any adjoining premises including overlooking, privacy and the loss of light and how these will be mitigated

No side-facing windows on the first floor.

In the case of upwards extensions this includes neighbouring properties which are not contiguous with the proposed development site. Further details should be provided for these application types

Where relevant (due to the siting of the building), please provide details of the impact on any protected view.

Not applicable

These are identified in the Directions Relating to Protected Vistas dated 15 March 2012 issued by the Secretary of State.

Declaration

I/We hereby apply for Prior Approval: Additional storeys on a dwellinghouse 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

Tony Holt

Date

21/05/2026

