



Application for approval of details reserved by condition,
Town and Country Planning Act 1990
Planning (Listed Buildings and Conservation Areas) 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 black 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		2. Agent Name and Address	
Title:	First name:	Title:	First name:
Last name:		Last name:	
Company (optional):		Company (optional):	
Unit:	House number:	Unit:	House number:
House name:	House suffix:	House name:	House suffix:
Address 1:		Address 1:	
Address 2:		Address 2:	
Address 3:		Address 3:	
Town:		Town:	
County:		County:	
Country:		Country:	
Postcode:		Postcode:	

3. Site Address Details
Please provide the full postal address of the application site.

Unit: House number: **21** House suffix:

House name:

Address 1: **South Terrace**

Address 2:

Address 3:

Town: **Littlehampton**

County:

Postcode (optional):

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

Existing: Nothing:

Description: **4 storey grade II listed building**

4. 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 your 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:

5. Description Of Your Proposal
Please provide a description of the proposed development as shown on the decision letter, including the application reference number, and date of decision in the sections below:

Removal of unsafe external staircase restoring building to original appearance

Reference number: **LU/46/12/6** Date of Decision: (Date must be pre-application submission) (DD/MM/YYYY)

Please state the condition number(s) to which this application relates:

1.		6.	
2.		7.	
3.	please see pictures	8.	
4.	original window frames	9.	
5.	weatherboard roof repair/replace	10.	

Has the development already started? ☒ Yes ☐ No

If Yes, please state when the development started (DD/MM/YYYY): **7/07/2013** (Date must be pre-application submission)

Has the development been completed? ☒ Yes ☐ No

If Yes, please state when the development was completed (DD/MM/YYYY): **20/2/2013** (Date must be pre-application submission)

6. Discharge Of Condition
Please provide a full description and/or list of the materials/details that are being submitted for approval.

Method statement attached. Pictures also removal materials - render - Dulux Weathershield White Paint

7. Part Discharge Of Condition(s)
Are you seeking to discharge only part of a condition? ☐ Yes ☒ No

If Yes, please indicate which part of the condition your application relates to:

8. 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 (LPA) has been submitted.

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

☐

The original and 3 copies of other plans and drawings, or information necessary to describe the subject of the application.

☒

The correct fee.

☐

National legislation specifies that the applicant must provide the original plus three copies of the forms and supporting documents in total or four copies, unless the application is submitted electronically or, the LPA indicates 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.

9. Declaration

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

[Redacted Signature]

Or signed - Agent

[Redacted Signature]

Date (DD/MM/YYYY)

02/05/2019

(Date cannot be pre-application)

10. Applicant Contact Details

Telephone numbers

Country code

[Redacted]

National number

[Redacted]

Extension number

[Redacted]

Country code

[Redacted]

Mobile number (optional)

[Redacted]

Country code

[Redacted]

At home or workplace

[Redacted]

Email address (optional)

[Redacted]

11. Agent Contact Details

Telephone numbers

Country code

[Redacted]

National number

[Redacted]

Extension number

[Redacted]

Country code

[Redacted]

Mobile number (optional)

[Redacted]

Country code

[Redacted]

Fax number (optional)

[Redacted]

Email address (optional)

[Redacted]

12. Site Visit

Can the site be seen from a public road, public footpath, highway 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

[Redacted]

Telephone number

[Redacted]

Email address

[Redacted]

