

Application for listed building consent for alterations, extension or demolition of a listed building.

Planning (Listed Buildings and Conservation Areas) Act 1990

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.

1. Site Address

Number	16
Suffix	
Property name	Flat 5
Address line 1	South Terrace
Address line 2	
Address line 3	
Town/city	Littlehampton
Postcode	BN17 5NZ
Description of site location must be completed if postcode is not known:	
Easting (x)	503572
Northing (y)	101518
Description	

2. Applicant Details

Title	Mr
First name	Richard
Surname	Monkcom
Company name	
Address line 1	Druces LLP
Address line 2	Salisbury House
Address line 3	London Wall
Town/city	London

2. Applicant Details

Country

Postcode

EC2M 5PS

Are you an agent acting on behalf of the applicant?

☒ Yes ☐ No

Primary number

Secondary number

Fax number

Email address

3. Agent Details

Title

Mrs

First name

Karen

Surname

Jenkins

Company name

Druces LLP

Address line 1

Druces LLP

Address line 2

Salisbury House

Address line 3

London Wall

Town/city

London

Country

Postcode

EC2M 5PS

Primary number

Secondary number

Fax number

Email

4. Description of Proposed Works

Please describe details of the proposed development or works including details of proposals to alter, extend or demolish the listed building(s):

Replacement of non compliant windows

Has the development or work already been started without consent?

☐ Yes ☒ No

5. Listed Building Grading

What is the grading of the listed building (as stated in the list of Buildings of Special Architectural or Historical Interest)?

☒ Don't know

☐ Grade I

☐ Grade II*

☐ Grade II

5. Listed Building Grading

Is it an ecclesiastical building?

☐ Don't know ☐ Yes ☐ No

6. Demolition of Listed Building

Does the proposal include the partial or total demolition of a listed building?

☐ Yes ☐ No

7. Related Proposals

Are there any current applications, previous proposals or demolitions for the site?

☐ Yes ☐ No

8. Immunity from Listing

Has a Certificate of Immunity from Listing been sought in respect of this building?

☐ Yes ☐ No

9. Listed Building Alterations

Do the proposed works include alterations to a listed building?

☐ Yes ☐ No

If Yes, do the proposed works include

a) works to the interior of the building?

☐ Yes ☐ No

b) works to the exterior of the building?

☐ Yes ☐ No

c) works to any structure or object fixed to the property (or buildings within its curtilage) internally or externally?

☐ Yes ☐ No

d) stripping out of any internal wall, ceiling or floor finishes (e.g. plaster, floorboards)?

☐ Yes ☐ No

If the answer to any of these questions is Yes, please provide plans, drawings and photographs sufficient to identify the location, extent and character of the items to be removed. Also include the proposal for their replacement, including any new means of structural support, and state references for the plan(s)/drawing(s).

Please see attached drawings

10. Materials

Does the proposed development require any materials to be used?

☐ Yes ☐ No

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

Please add materials by using the dropdown, clicking 'Add' and filling in all the fields in the popup box.

To correct existing entries, use the 'Edit' link to open the popup box and ensure that all fields are completed.

Windows

Please provide a description of existing materials and finishes:

uPVC frames

Please provide a description of proposed materials and finishes:

Wooden frames

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

☐ Yes ☐ No

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

Please see attached drawings

11. Neighbour and Community Consultation

Have you consulted your neighbours or the local community about the proposal?

☐ Yes ☐ No

12. 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

13. 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):

Officer name:

Title	Ms
First name	Tracy
Surname	Headley-Smith
Reference	

Date (Must be pre-application submission)

01/09/2019

Details of the pre-application advice received

In relation to a previous appeal and the type of windows which should be in place

14. 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.

☐ Yes ☐ No

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?

15. Certificates

CERTIFICATE OF OWNERSHIP - CERTIFICATE B - Certificate under Regulation 6 of the Planning (Listed Buildings and Conservation Areas) Regulations 1990

I certify/The applicant certifies that I have/the applicant has given the requisite notice to everyone else (as listed below) who, on the day 21 days before the date of this application, was the owner (owner is a person with a freehold interest or leasehold interest with at least 7 years left to run) of any part of the land or building to which this application relates.

Owner

15. Certificates

1	
Name of Owner	Richard Monkcom
Number	
Suffix	
House Name	
Address line 1	Druces LLP
Address line 2	Salisbury House
Town/city	London Wall
Postcode	EC2M 5PS
Date notice served	24/03/2020

2	
Name of Owner	Mr Howard Machin
Number	
Suffix	
House Name	
Address line 1	19 Seer Mead
Address line 2	Seer Green
Town/city	Beaconsfield
Postcode	HP9 2QL
Date notice served	24/03/2020

Person role

- ☐ The applicant
☐ The agent

Title	Mrs
First name	Karen
Surname	Jenkins
Declaration date (DD/MM/YYYY)	24/03/2020

☒ Declaration made

16. 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. ☒

Date (cannot be pre-application) 24/03/2020