

Householder Application for Planning Permission for works or extension to a dwelling.  
Town and Country Planning 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                                                                   | 101              |
| Suffix                                                                   |                  |
| Property name                                                            |                  |
| Address line 1                                                           | Griffin Crescent |
| Address line 2                                                           |                  |
| Address line 3                                                           |                  |
| Town/city                                                                | Littlehampton    |
| Postcode                                                                 | BN17 7LH         |
| Description of site location must be completed if postcode is not known: |                  |
| Easting (x)                                                              | 502781           |
| Northing (y)                                                             | 103706           |

|             |  |
|-------------|--|
| Description |  |
|-------------|--|

**2. Applicant Details**

|                |                       |
|----------------|-----------------------|
| Title          |                       |
| First name     | Tabitha               |
| Surname        | Whistler              |
| Company name   |                       |
| Address line 1 | 101, Griffin Crescent |
| Address line 2 |                       |
| Address line 3 |                       |
| Town/city      | Littlehampton         |
| Country        |                       |

2. Applicant Details

Postcode

BN17 7LH

Are you an agent acting on behalf of the applicant?

☐ Yes ☐ No

Primary number

Secondary number

Fax number

Email address

3. Agent Details

No Agent details were submitted for this application

4. Description of Proposed Works

Please describe the proposed works:

Erect a new garage as a continuation of the north eastern projection.  
Convert existing garage to a home office, utility and shower room.

Has the work already been started without consent?

☐ Yes ☐ No

5. 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):

|                                                            |                                   |
|------------------------------------------------------------|-----------------------------------|
| Walls                                                      |                                   |
| Description of existing materials and finishes (optional): | face brickwork                    |
| Description of proposed materials and finishes:            | face brick work to match existing |

  

|                                                            |                                       |
|------------------------------------------------------------|---------------------------------------|
| Roof                                                       |                                       |
| Description of existing materials and finishes (optional): | standard roof tiles                   |
| Description of proposed materials and finishes:            | standard roof tiles to match existing |

  

|                                                            |                                                                                                                                                                              |
|------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Windows                                                    |                                                                                                                                                                              |
| Description of existing materials and finishes (optional): | Currently a garage door is at the front of the proposed home office room.<br>Windows to the home are standard PVC double glazed.                                             |
| Description of proposed materials and finishes:            | The garage door will be reused for the new garage and a white PVC window will be installed in place of the existing to match the one to the right at the front of the house. |

Are you supplying additional information on submitted plans, drawings or a design and access statement? ☐ Yes ☐ No

6. 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

## 6. Trees and Hedges

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

☐ Yes ☐ No

## 7. 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

## 8. Parking

Will the proposed works affect existing car parking arrangements?

☐ Yes ☐ No

## 9. 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

## 10. 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      |             |
| First name | Zac         |
| Surname    | Denton      |
| Reference  | PAA/124/20/ |

Date (Must be pre-application submission)

18/11/2020

Details of the pre-application advice received

Quoted from the pre-application advice response: As far as can be ascertained from the submitted documents, the proposed development appears to be subservient to the host dwelling and well integrated with its built form. Furthermore, the extension leaves a distance of approximately 2.3m from the eastern site boundary which is considered to mitigate any potential harm upon the spatial pattern of the locality.

The proposal is not considered to result in any harmful overbearing or overshadowing impact upon occupiers of neighbouring dwellings. This is due to the scale of the proposal and the aspect in any harmful loss of privacy to neighbouring occupiers as a result of its single storey nature.

## 11. 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

## 11. Authority Employee/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?

If yes, please provide details of their name, role, and how they are related:

Mother works for Adult services as a residential placement finder

## 12. Ownership Certificates and Agricultural Land Declaration

**CERTIFICATE OF OWNERSHIP - CERTIFICATE A - Town and Country Planning (Development Management Procedure) (England) Order 2015 Certificate under Article 14**

**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

First name

Tabitha

Surname

Whistler

Declaration date  
(DD/MM/YYYY)

26/05/2021

☒ Declaration made

## 13. 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)

26/05/2021