ARUN DISTRICT COUNCIL

R/223/11/

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

ouseholder Application for Planning Permission for works or extension to a dwelling. Town and Country Planning Act 1990

You can complete and submit this form electronically via the Planning Portal by visiting www.planningportal.gov.uk/apply

blication of applications on planning authority websites

ase note that the information provided on this application form and in supporting documents may be published on the thority's website. If you require any further clarification, please contact the Authority's planning department.

ase complete using block capitals and black ink.
important that you read the accompanying guidance notes as incorrect completion will delay the processing of your application.

Applicant Name and Address

e:	MR
First name:	JOHN
t name:	LAWLEE
npany tional):	
t:	
House number:	
House suffix:	
use ne:	34 SUTTON AVENUE
dress 1:	RUSTINGTON
dress 2:	WEST SUSSEX
dress 3:	
vn:	
nty:	
ntry:	
tcode:	BN16 2ES

2. Agent Name and Address

Title:	
First name:	
Last name:	MICHAEL PEARCE & ASSOCIATES LTD.
Company (optional):	
Unit:	
House number:	
House suffix:	
House name:	3 WEST RIDINGS
Address 1:	EAST PRESTON
Address 2:	LITTLEHAMPTON
Address 3:	WEST SUSSEX
Town:	
County:	
Country:	
Postcode:	BN16 2TD.

Description of Proposed Works

ase describe the proposed works:

To remve existing conservatory on back of house and replace with a single storey extension

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

s the work already been completed? ☐ Yes ☑ No

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

Site Address Details

ase provide the full postal address of the application site.

it: House number: House suffix:

use me: 34 JUTTON AVENUE

dress 1: RUSTINGTON.

dress 2: WEST SUSSEX.

dress 3:

vn:

unty:

tcode tional): BN16 2ES

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):

Pre-application Advice

assistance or prior advice been sought from the local hority about this application? ☐ Yes ☑ No

es, please complete the following information about the advice were given. (This will help the authority to deal with this lication more efficiently).

ase tick if the full contact details are not wn, and then complete as much possible: ☐

icer name:

erence:

Date (DD MM YYYY): ist be pre-application submission)

tails 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.

Parking

l the proposed works affect sting car parking arrangements? ☐ Yes ☑ No

es, please describe:

9. Authority Employee / Member

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

Do any of these statements apply to you? ☑ Yes ☐ No

If Yes, please provide details of the name, relationship and role

AGENT RELATED TO MEMBER OF STAFF

pplicable, 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
alls	BRICK	RENDERED.	☐	☐
ıof	PITCHED + TILED	PITCHED + TILED.	☐	☐
ndows	UPVC	UPVC.	☐	☐
ıors	UPVC	UPVC	☐	☐
undary treatments g. fences, walls)			☑	☐
hicle access and rd-standing			☑	☐
ıhting			☑	☐
hers ease specify)			☐	☑

you supplying additional information on submitted plan(s)/drawing(s)/design and access statement? ☐ Yes ☑ No

es, please state references for the plan(s)/drawing(s)/design and access statement:

CERTIFICATE OF OWNERSHIP - CERTIFICATE A

Town and Country Planning (Development Management Procedure) (England) Order 2010 Certificate under Article 12

ertify/The applicant certifies that on the day 21 days before the date of this application nobody except myself/ the applicant was the ner *(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 ich the application relates.

ined - Applicant: [redacted] Date (DD/MM/YYYY): 5/10/11

CERTIFICAT[redacted]

Town and Country Planning (Development Man[redacted]r 2010 Certificate under Article 12

ertify/ The applicant certifies that I have/the applicant has given the requisite notice to everyone else (as listed below) who, on the day 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 to run)* of any part of the land or building to which this application relates.

Name of Owner	Address	Date Notice Served

ned - Applicant: Or signed - Agent: Date (DD/MM/YYYY):

CERTIFICATE OF OWNERSHIP - CERTIFICATE C

Town and Country Planning (Development Management Procedure) (England) Order 2010 Certificate under Article 12

rtify/ The applicant certifies that:

Neither Certificate A or B can be issued for this application

All reasonable steps have been taken to find out the names and addresses of the other owners *(owner is a person with a freehold interest or leasehold interest with at least 7 years left to run)* of the land or building, or of a part of it , but I have/ the applicant has been unable to do so.

e steps taken were:

Name of Owner	Address	Date Notice Served

tice of the application has been published in the following newspaper culating in the area where the land is situated):

On the following date (which must not be earlier than 21 days before the date of the application):

ned - Applicant: Or signed - Agent: Date (DD/MM/YYYY):

CERTIFICATE OF OWNERSHIP - CERTIFICATE D

Town and Country Planning (Development Management Procedure) (England) Order 2010 Certificate under Article 12

certify/ The applicant certifies that:

Certificate A cannot be issued for this application

All reasonable steps have been taken to find out the names and addresses of everyone else 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 to which this application relates, but I have/ the applicant has been unable to do so.

ne steps taken were:

otice of the application has been published in the following newspaper irculating in the area where the land is situated):

On the following date (which must not be earlier than 21 days before the date of the application):

gned - Applicant:

Or signed - Agent:

Date (DD/MM/YYYY)

. Agricultural Land Declaration

AGRICULTURAL LAND DECLARATION

Town and Country Planning (Development Management Procedure) (England) Order 2010 Certificate under Article 12

Agricultural Land Declaration - You Must Complete Either A or B

) None of the land to which the application relates is, o

igned - Applicant:

Date (DD/MM/YYYY)

5/10/11

) I have/ The applicant has given the requisite notice to pplicant who, on the day 21 days efore the date of this application, was a tenant of an agricultural holding on all or part of the land to which this application relates, listed below:

Name of Tenant	Address	Date Notice Served

igned - Applicant:

Or signed - Agent:

Date (DD/MM/YYYY)

. Planning Application Requirements - Checklist

ase read the following checklist to make sure you have sent all the information in support of your proposal. Failure to submit all ormation required will result in your application being deemed invalid. It will not be considered valid until all information required by e Local Planning Authority has been submitted.

e original and 3 copies of a mpleted and dated application form: ☑

The original and 3 copies of a design and access statement if proposed works fall within a conservation area or World Heritage Site, or relate to a Listed Building: ☐

The correct fee: ☑

e original and 3 copies of a plan which ntifies the land to which the application ates drawn to an identified scale d showing the direction of North: ☑

The original and 3 copies of the completed, dated Ownership Certificate (A, B, C or D - as applicable): ☑

e original and 3 copies of other plans d drawings or information necessary to scribe the subject of the application: ☑

The original and 3 copies of the completed, dated Article 12 Certificate (Agricultural Holdings): ☑

e hereby apply for planning permission/consent as described in this form and the accompanying plans/drawings and additional ormation.

ined - Applicant: [redacted] Date (DD/MM/YYYY): 5/12/11 (date cannot be pre-application

. Applicant Contact Details

ephone numbers

untry code: National number: Extension number:

[redacted]

ail address (optional):

16. Agent Contact Details

Telephone numbers

Extension

[redacted]

. Site Visit

. the site be seen from a public road, public footpath, bridleway or other public land? ☐ Yes ☑ No

ıe planning authority needs to make an appointment to carry a site visit, whom should they contact? *(Please select only one)* ☐ Agent ☑ Applicant ☐ Other (if different from the agent/applicant's details)

ther has been selected, please provide:

ntact name: Telephone number:

ail address: