

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

Town and Country Planning Act 1990  
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. Applicant Name, Address and Contact Details**

|                                                                                                                   |                                                  |                   |                      |                      |                      |
|-------------------------------------------------------------------------------------------------------------------|--------------------------------------------------|-------------------|----------------------|----------------------|----------------------|
| Title:                                                                                                            | <input type="text" value="Mr"/>                  | First name:       | <input type="text"/> | Surname:             | <input type="text"/> |
| Company name                                                                                                      | <input type="text" value="HERONGATE HOMES LTD"/> |                   |                      |                      |                      |
| Street address:                                                                                                   | <input type="text" value="Hobbs Court"/>         | Telephone number: | Country Code         | National Number      | Extension Number     |
|                                                                                                                   | <input type="text" value="Bilsham Road"/>        |                   | <input type="text"/> | <input type="text"/> | <input type="text"/> |
|                                                                                                                   | <input type="text" value="Yapton"/>              |                   |                      |                      |                      |
| Town/City                                                                                                         | <input type="text" value="Arundel"/>             | Mobile number:    | <input type="text"/> | <input type="text"/> | <input type="text"/> |
| County:                                                                                                           | <input type="text" value="West Sussex"/>         | Fax number:       | <input type="text"/> | <input type="text"/> | <input type="text"/> |
| Country:                                                                                                          | <input type="text"/>                             | Email address:    | <input type="text"/> |                      |                      |
| Postcode:                                                                                                         | <input type="text" value="BN18 0JY"/>            |                   |                      |                      |                      |
| Are you an agent acting on behalf of the applicant? <input checked="" type="radio"/> Yes <input type="radio"/> No |                                                  |                   |                      |                      |                      |

**2. Agent Name, Address and Contact Details**

|                 |                                                              |             |                                     |           |                                     |
|-----------------|--------------------------------------------------------------|-------------|-------------------------------------|-----------|-------------------------------------|
| Title:          | <input type="text" value="Mr"/>                              | First Name: | <input type="text" value="Andrew"/> | Surname:  | <input type="text" value="Hinton"/> |
| Company name:   | <input type="text" value="Corinthian Architectural Design"/> |             |                                     |           |                                     |
| Street address: | <input type="text" value="8 Davys Court"/>                   | Country     | National                            | Extension |                                     |
|                 | <input type="text" value="Main Road"/>                       |             |                                     |           |                                     |
|                 | <input type="text" value="Funtington"/>                      |             |                                     |           |                                     |
| Town/City       | <input type="text" value="Chichester"/>                      |             |                                     |           |                                     |
| County:         | <input type="text" value="West Sussex"/>                     |             |                                     |           |                                     |
| Country:        | <input type="text" value="Great Britain"/>                   |             |                                     |           |                                     |
| Postcode:       | <input type="text" value="PO18 9LG"/>                        |             |                                     |           |                                     |

**3. 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):

|                                                                                                               |
|---------------------------------------------------------------------------------------------------------------|
| <input type="text" value="Proposed Conversion of Outbuilding to Single Dwelling"/>                            |
| Has the development or work(s) already started? <input type="radio"/> Yes <input checked="" type="radio"/> No |

#### 4. Site Address Details

Full postal address of the site (including full postcode where available)

|                 |                                           |         |                      |
|-----------------|-------------------------------------------|---------|----------------------|
| House:          | <input type="text"/>                      | Suffix: | <input type="text"/> |
| House name:     | <input type="text" value="Hobbs Court"/>  |         |                      |
| Street address: | <input type="text" value="Bilsham Road"/> |         |                      |
|                 | <input type="text" value="Yapton"/>       |         |                      |
| Town/City:      | <input type="text" value="Arundel"/>      |         |                      |
| County:         | <input type="text"/>                      |         |                      |
| Postcode:       | <input type="text" value="BN18 0JY"/>     |         |                      |

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

|           |                                     |
|-----------|-------------------------------------|
| Easting:  | <input type="text" value="497561"/> |
| Northing: | <input type="text" value="101978"/> |

Description:

#### 5. 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: <input type="text" value="Mrs"/> | First name: <input type="text" value="S"/> | Surname: <input type="text" value="Leeson"/> |
|-----------------------------------------|--------------------------------------------|----------------------------------------------|

Reference:

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

Details of the pre-application advice received:

|                                                                                                                                                      |
|------------------------------------------------------------------------------------------------------------------------------------------------------|
| <input type="text" value="Conversion / extension of to form detached dwelling acceptable in principle (subject to ADC agreeing a suitable design)"/> |
|------------------------------------------------------------------------------------------------------------------------------------------------------|

#### 6. 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

Are there any new public roads to be provided within the site? ☐ Yes ☒ No

Are there any new public rights of way to be provided within or adjacent to the site? ☐ Yes ☒ No

Do the proposals require any diversions/extinguishments and/or creation of rights of way? ☐ Yes ☒ No

#### 7. Waste Storage and Collection

Do the plans incorporate areas to store and aid the collection of waste? ☒ Yes ☐ No

If Yes, please provide details:

|                                                              |
|--------------------------------------------------------------|
| <input type="text" value="Refer to 1: 500 scale site plan"/> |
|--------------------------------------------------------------|

Have arrangements been made for the separate storage and collection of recyclable waste? ☒ Yes ☐ No

If Yes, please provide details:

|                                                              |
|--------------------------------------------------------------|
| <input type="text" value="Refer to 1: 500 scale site plan"/> |
|--------------------------------------------------------------|

#### 8. 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

#### 9. Demolition

Does the proposal include total or partial demolition of a listed building? ☐ Yes ☒ No

10. Listed building alterations

Do the proposed works include alterations to a listed building?

☒ Yes☐ No

If Yes, will there be works to the interior of the building?

☒ Yes☐ No

Will there be works to the exterior of the building?

☒ Yes☐ No

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

☐ Yes☒ No

Will there be 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, and the proposal for their replacement, including any new means of structural support, and state references for the plan(s)/drawing(s).

State references for these plan(s)/drawing(s):

Refer to covering letter / application drawings & documentation

11. Listed Building Grading

If known, 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

Is it an ecclesiastical building?

☒ Don't know☐ Yes☐ No

12. Immunity from Listing

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

☐ Yes☒ No

13. Vehicle Parking

Please provide information on the existing and proposed number of on-site parking spaces:

| Type of vehicle                              | Existing number of spaces | Total proposed (including spaces retained) | Difference in spaces |
|----------------------------------------------|---------------------------|--------------------------------------------|----------------------|
| Cars                                         | 0                         | 2                                          | 2                    |
| Light goods vehicles/public carrier vehicles | 0                         | 0                                          | 0                    |
| Motorcycles                                  | 0                         | 0                                          | 0                    |
| Disability spaces                            | 0                         | 0                                          | 0                    |
| Cycle spaces                                 | 0                         | 0                                          | 0                    |
| Other (e.g. Bus)                             | 0                         | 0                                          | 0                    |
| Short description of Other                   |                           |                                            |                      |

14. Materials

Please provide a description of existing and proposed materials and finishes to be used in the build (demolition excluded):

External walls - add description

Description of *existing* materials and finishes:

Face-brickwork

Description of *proposed* materials and finishes:

Face-brickwork

Roof covering- add description

Description of *existing* materials and finishes:

Sheet-material

Description of *proposed* materials and finishes:

Slate

Chimney - add description

Description of *existing* materials and finishes:

NA

Description of *proposed* materials and finishes:

Matt-black flue (Wood burning stove) to new section of building

Windows - add description

Description of *existing* materials and finishes:

Joinery-made painted-casement (single glazed)

Description of *proposed* materials and finishes:

Joinery-made painted-casement (double glazed)

14. Materials (continued)

External doors - add description

Description of *existing* materials and finishes:

Joinery-made painted

Description of *proposed* materials and finishes:

Joinery made (exposed timber) with Grey ALU powder-coated BI-FOLD doors

Ceilings - add description

Description of *existing* materials and finishes:

NA

Description of *proposed* materials and finishes:

12.5 / 15 mm plasterboard & skim coats

Internal walls - add description

Description of *existing* materials and finishes:

NA

Description of *proposed* materials and finishes:

100 mm block-work walls with 12.5 mm plasterboard & skim coats to either side

Floors - add description

Description of *existing* materials and finishes:

Concrete slab over ground

Description of *proposed* materials and finishes:

Suspended timber floor to existing part of building

Suspended beam and block concrete floor to proposed section of building

Internal doors - add description

Description of *existing* materials and finishes:

NA

Description of *proposed* materials and finishes:

Joinery made timber items

Rainwater goods - add description

Description of *existing* materials and finishes:

NA

Description of *proposed* materials and finishes:

Black cast (or cast effect) items

Boundary treatments - add description

Description of *existing* materials and finishes:

Refer to (master development) site plan

Description of *proposed* materials and finishes:

Refer to (master development) site plan

Vehicle access and hard standing - add description

Description of *existing* materials and finishes:

Refer to (master development) site plan

Description of *proposed* materials and finishes:

Refer to (master development) site plan

Lighting - add description

Description of *existing* materials and finishes:

NA

Description of *proposed* materials and finishes:

Discrete / modest external lighting only

Others - add description

Other

Description of *existing* materials and finishes:

Description of *proposed* materials and finishes:

Are you supplying additional information on submitted drawings or plans?

☒ Yes ☐ No

If Yes, please state plan(s)/drawing(s) references:

Refer to covering letter / email

## 15. Foul Sewage

Please state how foul sewage is to be disposed of:

|             |                          |                         |                          |         |                                     |
|-------------|--------------------------|-------------------------|--------------------------|---------|-------------------------------------|
| Mains sewer | <input type="checkbox"/> | Package treatment plant | <input type="checkbox"/> | Unknown | <input checked="" type="checkbox"/> |
| Septic tank | <input type="checkbox"/> | Cess pit                | <input type="checkbox"/> |         |                                     |
| Other       | <input type="text"/>     |                         |                          |         |                                     |

Are you proposing to connect to the existing drainage system? ☒ Yes ☐ No ☐ Unknown

If Yes, please include the details of the existing system on the application drawings and state references for the plan(s)/drawing(s):

Refer to civil engineer's drainage design (copy available upon request)

## 16. Assessment of Flood Risk

Is the site within an area at risk of flooding? (Refer to the Environment Agency's Flood Map showing flood zones 2 and 3 and consult Environment Agency standing advice and your local planning authority requirements for information as necessary.) ☐ Yes ☒ No

If Yes, you will need to submit an appropriate flood risk assessment to consider the risk to the proposed site.

Is your proposal within 20 metres of a watercourse (e.g. river, stream or beck)? ☐ Yes ☒ No

Will the proposal increase the flood risk elsewhere? ☐ Yes ☒ No

How will surface water be disposed of?

|                                                      |                                               |                                               |
|------------------------------------------------------|-----------------------------------------------|-----------------------------------------------|
| <input type="checkbox"/> Sustainable drainage system | <input type="checkbox"/> Main sewer           | <input checked="" type="checkbox"/> Pond/lake |
| <input checked="" type="checkbox"/> Soakaway         | <input type="checkbox"/> Existing watercourse |                                               |

## 17. Biodiversity and Geological Conservation

To assist in answering the following questions refer to the guidance notes for further information on when there is a reasonable likelihood that any important biodiversity or geological conservation features may be present or nearby and whether they are likely to be affected by your proposals.

Having referred to the guidance notes, is there a reasonable likelihood of the following being affected adversely or conserved and enhanced within the application site, OR on land adjacent to or near the application site:

a) Protected and priority species

☐ Yes, on the development site ☐ Yes, on land adjacent to or near the proposed development ☒ No

b) Designated sites, important habitats or other biodiversity features

☐ Yes, on the development site ☐ Yes, on land adjacent to or near the proposed development ☒ No

c) Features of geological conservation importance

☐ Yes, on the development site ☐ Yes, on land adjacent to or near the proposed development ☒ No

## 18. Existing Use

Please describe the current use of the site:

Outbuilding

Is the site currently vacant? ☐ Yes ☒ No

Does the proposal involve any of the following?

If yes, you will need to submit an appropriate contamination assessment with your application.

Land which is known to be contaminated? ☐ Yes ☒ No

Land where contamination is suspected for all or part of the site? ☐ Yes ☒ No

A proposed use that would be particularly vulnerable to the presence of contamination? ☐ Yes ☒ No

## 19. Trees and Hedges

Are there trees or hedges on the proposed development site? ☒ Yes ☐ No

And/or: Are there trees or hedges on land adjacent to the proposed development site that could influence the development or might be important as part of the local landscape character? ☒ Yes ☐ No

If Yes to either or both of the above, you may need to provide a full Tree Survey, at the discretion of your local planning authority. If a Tree Survey is required, this and the accompanying plan should be submitted alongside your application. Your local planning authority should make clear on its website what the survey should contain, in accordance with the current 'BS5837: Trees in relation to design, demolition and construction - Recommendations'.

## 20. Trade Effluent

Does the proposal involve the need to dispose of trade effluents or waste? ☐ Yes ☒ No

21. Residential Units

Does your proposal include the gain or loss of residential units? ☒ Yes ☐ No

Market Housing - Proposed

|                   | Number of bedrooms |   |   |    |         |
|-------------------|--------------------|---|---|----|---------|
|                   | 1                  | 2 | 3 | 4+ | Unknown |
| Houses            |                    | 1 |   |    |         |
| Flats/Maisonettes |                    |   |   |    |         |
| Live-Work units   |                    |   |   |    |         |
| Cluster flats     |                    |   |   |    |         |
| Sheltered housing |                    |   |   |    |         |
| Bedsit/Studios    |                    |   |   |    |         |
| Unknown           |                    |   |   |    |         |

Proposed Market Housing Total 1

Market Housing - Existing

|                   | Number of bedrooms |   |   |    |         |
|-------------------|--------------------|---|---|----|---------|
|                   | 1                  | 2 | 3 | 4+ | Unknown |
| Houses            |                    |   |   |    |         |
| Flats/Maisonettes |                    |   |   |    |         |
| Live-Work units   |                    |   |   |    |         |
| Cluster flats     |                    |   |   |    |         |
| Sheltered housing |                    |   |   |    |         |
| Bedsit/Studios    |                    |   |   |    |         |
| Unknown           |                    |   |   |    |         |

Existing Market Housing Total 0

Overall Residential Unit Totals

|                                  |   |
|----------------------------------|---|
| Total proposed residential units | 1 |
| Total existing residential units | 0 |

22. All Types of Development: Non-residential Floorspace

Does your proposal involve the loss, gain or change of use of non-residential floorspace? ☐ Yes ☒ No

23. Employment

If known, please complete the following information regarding employees:

|                    | Full-time | Part-time | Equivalent number of full-time |
|--------------------|-----------|-----------|--------------------------------|
| Existing employees | 0         | 0         | 0                              |
| Proposed employees | 0         | 0         | 0                              |

24. Hours of Opening

If known, please state the hours of opening for each non-residential use proposed:

| Use | Monday to Friday |          | Saturday   |          | Sunday and Bank Holidays |          | Not Known |
|-----|------------------|----------|------------|----------|--------------------------|----------|-----------|
|     | Start Time       | End Time | Start Time | End Time | Start Time               | End Time |           |
|     |                  |          |            |          |                          |          |           |

25. Site Area

What is the site area? 506 sq.metres

26. Industrial or Commercial Processes and Machinery

Please describe the activities and processes which would be carried out on the site and the end products including plant, ventilation or air conditioning. Please include the type of machinery which may be installed on site:

NA

Is the proposal for a waste management development? ☐ Yes ☒ No

27. Hazardous Substances

Is any hazardous waste involved in the proposal? ☐ Yes ☒ No

28. 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? (Please select only one)

☒ The agent ☐ The applicant ☐ Other person

29. Certificates (Certificate A)

Certificate Of Ownership - Certificate A  
Certificate under Article 12 – Town and Country Planning (Development Management Procedure) (England)

I declare that the information provided in this form and the accompanying plans/drawings and additional information is true and accurate and any opinions given are the genuine opinions of the person(s) giving them.

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

30. 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

27/10/2013