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For Official use

App No:

Date Rec:

Fee:



Householder Application for Planning Permission for works or extension to a dwelling

Town and Country Planning Act 1990 (as amended)

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.

Site Location

Disclaimer: We can only make recommendations based on the answers given in the questions.

If you cannot provide a postcode, the description of site location must be completed. Please provide the most accurate site description you can, to help locate the site - for example "field to the North of the Post Office".

Number

Suffix

Property Name

Address Line 1

Address Line 2

Address Line 3

Town/city

Postcode

Description of site location must be completed if postcode is not known:

Easting (x) Northing (y)

Description

Applicant Details

Name/Company

Title

Mr

First name

James

Surname

Barron

Company Name

Address

Address line 1

21 Avenue De Warenne

Address line 2

Address line 3

Town/City

Hassocks

County

Country

United Kingdom

Postcode

BN6 8FP

Are you an agent acting on behalf of the applicant?

☐ Yes

☒ No

Applicant Contact Details

Primary number

***** REDACTED *****

Secondary number

Fax number

Email address

***** REDACTED *****

Description of Proposed Works

Please describe the proposed works

We wish to convert the existing detached single garage at the above address into a private gym and home office, for use ancillary to the main dwelling. The two uses will be separated by an internal non-load-bearing partition wall. No increase in the building footprint is proposed.

The proposal is a modest domestic conversion of an existing detached garage to a private gym and home office, ancillary to the main dwelling. No external alterations are made to the road-facing elevation. New openings are limited to the garden elevation and are not visible from any public vantage point.

The proposal is materially consistent with DM/23/2692 (9 Avenue De Warne, same street, same development, granted 14 December 2023 with zero objections). It accords with Policies DP21 and DP26 of the Mid Sussex District Plan 2014-2031 and Policies 5 and 9 of the Hassocks Neighbourhood Plan.

The existing sectional garage door, frame and surround will be fully retained in their current position. The door will be permanently fixed in the closed position. No external alteration whatsoever will be made to the road-facing (north) elevation. A new full-height timber stud wall (100mm CLS frame, 100mm Rockwool insulation, 18mm OSB external sheathing, 12.5mm MR plasterboard internal face) will be constructed immediately behind the door face to provide insulation and weatherproofing.

Formation of a new opening in the garden-facing elevation to accept a 2/3-panel thermally broken aluminium bifold door set finished in Grey, to match the dark grey UPVC window and door colour scheme of the main dwelling. Formation of a second opening in the same elevation to accept a casement window with trickle ventilation, positioned between existing pergola posts, finished to match the existing dwelling.

New floating floor system: 1200-gauge polythene DPM lapped 150mm up all walls, 70mm PIR rigid insulation boards (U-value 0.22 W/m²K), 22mm P5 moisture-resistant T&G chipboard. Gym zone finished with interlocking rubber tiles. Office zone finished with LVT. Total floor build-up 112mm, leaving 228mm clearance below external DPC.

A non-load-bearing 1,000mm long dividing wall stud frame with 12.5mm MR plasterboard each face, projecting from the party wall to separate the gym and home office zones. The office zone occupies the far end of the building (rear wall); the gym zone occupies the remaining and larger portion.

Internal dry-lining to all masonry walls: 47x75mm CLS stud frame, 75mm Rockwool RW3 mineral wool between studs, 12.5mm moisture-resistant plasterboard. Achieves Part L wall U-value of 0.28 W/m²K in combination with existing cavity wall insulation.

150mm mineral wool between existing truss bottom chords, 50mm PIR-backed plasterboard to underside, achieving Part L ceiling U-value 0.18 W/m²K. Finished ceiling height 2.360m. A 600x600mm insulated loft hatch unit (minimum 60mm insulated lid, draught sealed) will be fitted in the PIR-backed plasterboard ceiling within the office zone,

Has the work already been started without consent?

☐ Yes

☒ No

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)

Type: Doors Existing materials and finishes: The house has PVC Grey doors. Proposed materials and finishes: Aluminium Grey Doors
Type: Other Other (please specify): External Cladding Existing materials and finishes: Orange Brick Proposed materials and finishes: Composite Cladding, colour not yet confirmed.
Type: Windows Existing materials and finishes: UPVC Grey Windows Proposed materials and finishes: UPVC or Aluminium Grey Window

Are you supplying additional information on submitted plans, drawings or a design and access statement?

- ☐ Yes
- ☒ No

Trees and Hedges

Are there any trees or hedges on the property or on adjoining properties which are within falling distance of the proposed development?

- ☒ Yes
- ☐ No

If Yes, please mark their position on a scaled plan and state the reference number of any plans or drawings.

Small silver birch at the very back of the property. Young tree.
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Will any trees or hedges need to be removed or pruned in order to carry out your proposal?

- ☐ Yes
- ☒ No

Pedestrian and Vehicle Access. Roads and Riights of Wav

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

Parking

Will the proposed works affect existing car parking arrangements?

- ☒ Yes
☐ No

If Yes, please describe:

The garage will no longer be used "on paper" as a car garage. We have two on driveway parking spaces in front of the garage and the side of the house. our driveway is over 5m long

Biodiversity net gain

Paragraph 13 of Schedule 7A of the Town and Country Planning Act 1990 sets out that every planning permission granted for the development of land in England shall be deemed to have been granted subject to the 'biodiversity gain condition' requiring development to achieve a net gain of 10% of biodiversity value.

This is subject to exemptions, an exemption applies in relation to planning permission for a development which is the subject of a householder application, within the meaning of article 2(1) of the Town and Country Planning (Development Management Procedure) (England) Order (2015)*.

Applicants for planning permission are required to make a statement as to whether they believe the biodiversity gain condition will apply if permission is granted, please confirm:

- ☒ It is my belief that if permission is granted for the development to which this application relates the biodiversity gain condition would not apply

*A 'householder application' means an application for planning permission for development for an existing dwellinghouse, or development within the curtilage of such a dwellinghouse for any purpose incidental to the enjoyment of the dwellinghouse which is not an application for change of use or an application to change the number of dwellings in a building.

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

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

***** REDACTED *****

First Name

***** REDACTED *****

Surname

***** REDACTED *****

Reference

DM/24/1618 21

Date (must be pre-application submission)

24/07/2024

Details of the pre-application advice received

We asked if we needed planning permission to covert our garage into an office and gym, the plans have changes since this email but the change of building purpose remains the same

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.

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?

- ☐ Yes
- ☒ No

Ownership Certificates and Agricultural Land Declaration

Certificates under Article 14 - Town and Country Planning (Development Management Procedure) (England) Order 2015 (as amended)

Please answer the following questions to determine which Certificate of Ownership you need to complete: A, B, C or D.

Is the applicant the sole owner of all the land to which this application relates; and has the applicant been the sole owner for more than 21 days?

- ☒ Yes
☐ No

Is any of the land to which the application relates part of an Agricultural Holding?

- ☐ Yes
☒ No

Certificate Of Ownership - Certificate A

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

Mr

First Name

James

Surname

Barron

Declaration Date

25/05/2026

☒ Declaration made

Declaration

I/We hereby apply for Householder planning permission as described in the questions answered, details provided, 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.

I/We also accept that, in accordance with the Planning Portal's terms and conditions:

- Once submitted, this information will be made available to the Local Planning Authority and, once validated by them, be published as part of a public register and on the authority's website;
- Our system will automatically generate and send you emails in regard to the submission of this application.

☒ I / We agree to the outlined declaration

Signed

James Barron

Date

25/05/2026