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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 & Mrs

First name

Surname

Drake

Company Name

Address

Address line 1

Red House

Address line 2

Cuckfield Road

Address line 3

Town/City

Staplefield

County

West Sussex

Country

United Kingdom

Postcode

RH17 6ET

Are you an agent acting on behalf of the applicant?

☒ Yes

☐ No

Contact Details

Primary number

Secondary number

Fax number

Email address

Agent Details

Name/Company

Title

First name

Surname

Company Name

Address

Address line 1

Address line 2

Address line 3

Town/City

County

Country

Postcode

Contact Details

Primary number

***** REDACTED *****

Secondary number

Fax number

Email address

***** REDACTED *****

Description of Proposed Works

Please describe the proposed works

Loft conversion and two-storey and single-storey rear extensions to the existing detached house with a garden room extension to the existing garage; associated landscape and drainage alterations to incorporate a new outdoor pool.

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:

Walls

Existing materials and finishes:

White painted bricks at ground floor with plain clay tile hung at first floor. Garage has brick facing external walls at ground floor and plain clay tile hanging at first floor.

Proposed materials and finishes:

Existing house will maintain its existing brick plinth, but have white painted render finish at ground floor and plain clay tile hung walls at first floor. House extension will have brick plinth to match existing and vertical charred timber cladding above, flat roof dormer will have standing seam zinc cladding. Timber framing for proposed front porch on existing house. Garage extension will have brick plinth and charred timber cladding to match house extension.

Type:

Roof

Existing materials and finishes:

Plain clay tiles.

Proposed materials and finishes:

Plain clay tiles on main roof of house extension, proposed front porch and garage extension, standing seam zinc cladding on flat roof dormer and ground floor extension.

Type:

Windows

Existing materials and finishes:

White painted timber framed sliding sash & casement windows on existing house. Timber framed casement windows on existing garage.

Proposed materials and finishes:

New / replacement glazing within existing garage and existing house to match existing timber framed sliding sash or timber casement windows to reflect existing style. Glazing within proposed extensions to be contemporary-style aluminium framed glazing.

Type:

Doors

Existing materials and finishes:

White painted timber framed / timber faced external doors in existing house. Timber doors in existing garage.

Proposed materials and finishes:

New external doors in existing walls of garage and house to be timber framed & timber faced doors, to match existing style. New doors in garage and house extensions, to have aluminium glazing and be of a contemporary style.

Type:

Boundary treatments (e.g. fences, walls)

Existing materials and finishes:

Existing hedges and planting.

Proposed materials and finishes:

As existing.

Type:

Vehicle access and hard standing

Existing materials and finishes:

Gravel finish drive and parking area, paved garden paths & patio.

Proposed materials and finishes:

As existing

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

☒ Yes

☐ No

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

2025 0501 775 Design and Access Statement

775_01B Site Location Block

775_05 Existing Garage Elevations

775_06B Proposed Site Layout

775_07B Proposed Ground Floor

775_08B Proposed Plans

775_09B Proposed Elevations

775_10B Proposed Elevations

775_11B Proposed Garage

CIL Form

Red House PEA_issue 1

Red House Bat report_issue 1

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

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 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

Parking

Will the proposed works affect existing car parking arrangements?

☐ Yes

☒ No

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/24/1319

Date (must be pre-application submission)

22/05/2024

Details of the pre-application advice received

House extension - Concerns were raised at pre-application stage regarding the scale, size and bulk of proposed extensions to the house and garage outbuilding. We have addressed these concerns by reducing the size and scale of the extensions. The rear extension to the house has been set back therefore appear subservient to the original dwelling. The ground floor single storey extension has been adjusted to have a contemporary pitched roof rather than a parapet flat roof.

A historic planning application for a two-storey extension on the house was granted permission but never implemented. There are precedents with other properties having significant extensions locally within the Conservation Area.

Garage Outbuilding - A bigger extension to the existing garage outbuilding was suggested at pre-application. The planning officers did not support a proposal which had such a large footprint and high ridge height. Using the arrangement of existing levels we have reduced the size and scale of the garage extension to help decrease the proposed ridge height of the extension.

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

David

Surname

Jenkins

Declaration Date

30/05/2025

☒ 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

David Jenkins

Date

30/05/2025