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For Official use

App No:

Date Rec:

Fee:



Application for a Lawful Development Certificate for a Proposed Use or Development

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

9

Suffix

Property Name

Address Line 1

Newlands

Address Line 2

Address Line 3

West Sussex

Town/city

Balcombe

Postcode

RH17 6HX

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

Easting (x)

530745

Northing (y)

130077

Description

Applicant Details

Name/Company

Title

South Chailey

First name

BuchanRumArchitects

Surname

Tierney and Jones

Company Name

Buchan Rum Architects Ltd

Address

Address line 1

9 Newlands

Address line 2

Address line 3

Town/City

Balcombe

County

West Sussex

Country

United Kingdom

Postcode

RH17 6HX

Are you an agent acting on behalf of the applicant?

☒ Yes

☐ No

Applicant 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 Proposal

Does the proposal consist of, or include, the carrying out of building or other operations?

- ☒ Yes
- ☐ No

If Yes, please give detailed description of all such operations (includes the need to describe any proposal to alter or create a new access, layout any new street, construct any associated hard-standings, means of enclosure or means of draining the land/buildings) and indicate on your plans (in the case of a proposed building the plan should indicate the precise siting and exact dimensions)

proposed single storey rear extension and loft conversion

Does the proposal consist of, or include, a change of use of the land or building(s)?

- ☐ Yes
- ☒ No

Has the proposal been started?

- ☐ Yes
- ☒ No

Grounds for Application

Information about the existing use(s)

Please explain why you consider the existing or last use of the land is lawful, or why you consider that any existing buildings, which it is proposed to alter or extend are lawful

The proposed development has been carefully designed to respond positively to the character and appearance of the existing dwelling and its surrounding context. The proposals are of an appropriate scale and design, utilise matching materials, and are not considered to give rise to harm to the amenity of neighbouring residential properties or to the character of the High Weald National Landscape.

The development accords with the relevant policies of the Mid Sussex District Plan 2014–2031, the principles of the Mid Sussex Residential Design Guide, and the objectives of the National Planning Policy Framework. It is respectfully requested that the Local Planning Authority resolve to grant planning permission for the proposed development accordingly.

Please list the supporting documentary evidence (such as a planning permission) which accompanies this application

26_003_PL_103_00 Existing Elevations
26_003_PL_102_00 Existing Plans
26_003_PL_110_01 Proposed Elevations
26_003_PL_115_01 Proposed Plans
Planning Statement

Select the use class that relates to the existing or last use.

C3 - Dwellinghouses

Information about the proposed use(s)

Select the use class that relates to the proposed use.

C3 - Dwellinghouses

Is the proposed operation or use

- ☒ Permanent
☐ Temporary

Why do you consider that a Lawful Development Certificate should be granted for this proposal?

The proposed development has been carefully designed to respond positively to the character and appearance of the existing dwelling and its surrounding context. The proposals are of an appropriate scale and design, utilise matching materials, and are not considered to give rise to harm to the amenity of neighbouring residential properties or to the character of the High Weald National Landscape.

The development accords with the relevant policies of the Mid Sussex District Plan 2014–2031, the principles of the Mid Sussex Residential Design Guide, and the objectives of the National Planning Policy Framework. It is respectfully requested that the Local Planning Authority resolve to grant planning permission for the proposed development accordingly.

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

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

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

***** REDACTED *****

Interest in the Land

Please state the applicant's interest in the land

- ☒ Owner
☐ Lessee
☐ Occupier
☐ Other

Declaration

I/We hereby apply for Lawful development: Proposed use 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

- BuchanRumArchitects

Date

16/06/2026