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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

26

Suffix

Property Name

Address Line 1

Tiltwood Drive

Address Line 2

Address Line 3

West Sussex

Town/city

Crawley Down

Postcode

RH10 4PH

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

Easting (x)

535138

Northing (y)

138070

Description

Applicant Details

Name/Company

Title

Mrs

First name

Elizabeth

Surname

Duncan

Company Name

Address

Address line 1

26 Tiltwood Drive

Address line 2

Crawley Down

Address line 3

Town/City

Crawley

County

Country

United Kingdom

Postcode

RH10 4PH

Are you an agent acting on behalf of the applicant?

☐ Yes

☒ No

Contact Details

Primary number

***** REDACTED *****

Secondary number

Fax number

Email address

***** REDACTED *****

Description of Proposed Works

Please describe the proposed works

Description

Red brick dwarf wall to the front boundary in a red brick style to match house and other nearby walls. Wall length 632cm, height max. 91cm with 2 end pillars at 110cm and 125cm tall. Total boundary frontage 1,450 cm.

The wall was built in June 2024 and unfortunately we were unaware of any planning conditions in place.

Reasoning

We are applying for planning permission retrospectively and feel the following should be considered in the decision process.

- 1 - Number 30 Tiltwood Drive has a post and rail fence on the front boundary which has been in place for over 8 years, setting a precedent for our wall to be permitted
- 2 - The wall was deliberately designed to be low level and is sympathetic to the character of the area. It does not obstruct any views, affect highway access or safety.
- 3 - There is a neighbouring side wall boundary for number 28 which is 2 metres tall and within 2 metres of our wall, the red brick and grey top were chosen to be in keeping
- 4 - If the condition was designed to promote openness on the estate, other properties have tall hedges/walls/fencing fronting onto the pavement, which diminishes this aim. This wall does not impact openness on the estate. We have provided many photos to demonstrate this and our wall is much lower than many other boundaries. Our understanding is this condition is over 50 years old, with the other developments in Crawley Down changing the nature of the village and estate, is this condition still relevant?
- 5 - The wall was built after a previous hedge died, the soil is poor quality in this location making other plants likely to fail.
- 6 - The wall is less than half of the total boundary frontage
- 7 - The wall is a much more attractive feature than a dying hedge
- 8 - There are no railings or gates, just a simple wall design
- 9 - The wall does not adversely impact neighbouring properties through overshadowing, overbearing impact, or loss of outlook.
- 10 - The wall was constructed by a reputable local builder and is of sound construction

Conclusion

The dwarf wall is a modest, well-designed boundary treatment that enhances the frontage of the property, respects the character of the area, and does not result in harm to residential or visual amenity or highway safety. Accordingly, retrospective planning permission is sought for the retention of the wall.

Has the work already been started without consent?

- ☒ Yes
☐ No

If Yes, please state when the development or work was started (date must be pre-application submission)

17/06/2024

Has the work already been completed without consent?

- ☒ Yes
☐ No

If Yes, please state when the development or work was completed (date must be pre-application submission)

28/06/2024

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:

None

Proposed materials and finishes:

Red bricks with grey top bricks matching house and nearby wall

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

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
-
- First Name
- ***** REDACTED *****
- Surname
- ***** REDACTED *****
- Planning Portal Reference: PP-14281314

EF/24/0179

Date (must be pre-application submission)

20/08/2025

Details of the pre-application advice received

Recieved a letter regarding requirement for planning consent for our front wall. Discussed the letter with Tanya Leete who advised we needed to apply for retrospective planning permission.

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

Mrs

First Name

Elizabeth

Surname

Duncan

Declaration Date

26/08/2025

☒ 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

Elizabeth Duncan

Date

26/08/2025