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For Official use

App No:

Date Rec:

Fee:

Householder Application for Planning Permission for works or extension to a dwelling; Listed Building Consent for alterations, extension or demolition of a listed building

Town and Country Planning Act 1990 (as amended); Planning (Listed Buildings and Conservation Areas 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

Daniel

Surname

Lovell

Company Name

Address

Address line 1

Broad Street House

Address line 2

Broad Street

Address line 3

Cuckfield

Town/City

Cuckfield, Haywards Heath

County

Country

United Kingdom

Postcode

RH17 5LW

Are you an agent acting on behalf of the applicant?

- ☐ Yes
- ☒ No

Contact Details

Primary number

***** REDACTED *****

Secondary number

***** REDACTED *****

Fax number

Email address

***** REDACTED *****

Description of Proposed Works

Please describe the proposed works

Various internal and external works, comprising alterations to the plan form at ground and first floors, new and replacement windows and secondary glazing, a new dummy pitched roof to an existing flat roofed addition with a new skylight; reroofing of other existing pitched roofs, with a new rooflight; new chimney cowl and pot, enlargement of an existing area of tile hanging with dentil corbel brickwork detail.

Has the work already been started without consent?

- ☐ Yes
- ☒ No

Listed Building Grading

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

Immunity from Listing

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

- ☐ Yes
- ☒ No

Demolition of Listed Building

Does the proposal include the partial or total demolition of a listed building?

- ☐ Yes
☒ No

Listed Building Alterations

Do the proposed works include alterations to a listed building?

- ☒ Yes
☐ No

If Yes, do the proposed works include

a) works to the interior of the building?

- ☒ Yes
☐ No

b) works to the exterior of the building?

- ☒ Yes
☐ No

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

- ☐ Yes
☒ No

d) 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. Also include the proposal for their replacement, including any new means of structural support, and state references for the plan(s)/drawing(s).

Site Location and Block Plan, Existing and Proposed Roof Plan 001A
Existing Floor Plan and Elevations 002A
Demolition Plan 003A
Proposed Floor Plan and Elevations 004A
Section Details 005A
Heritage, Design and Access Statement

Materials

Does the proposed development require any materials to be used?

- ☒ Yes
☐ No

Type:

External walls

Existing materials and finishes:

The external wall consists of a cavity wall system with a brick outer leaf, 70mm cavity and a blockwork inner leaf at ground floor level. Above the wall transitions to mainly vertical tile cladding fixed onto battens, which are secured to a blockwork substrate. There is a small section that has a Tyrolean render finish applied directly to the blockwork.

Proposed materials and finishes:

The proposed external wall alterations include extending the vertical tile cladding over the area currently finished with tyrolean render creating a more uniform facade. The brick dentil course will be extended to match the existing design. Additionally, the existing tile hanging will be reclad using existing and matching clay tiles over external wall insulation, enhancing thermal performance while maintaining the buildings character.

Type:

Roof covering

Existing materials and finishes:

The property features a combination of flat and pitched roofing. The flat roof is constructed with a plywood deck supported by roof joists and finished with a durable felt covering. The roof transitions in a traditional cut timber pitched structure clad with clay tiles. The ridgeline is finished with half round ridge tiles, while the hips are protected with matching clay hip tiles.

Proposed materials and finishes:

The proposed works include recovering the existing pitched roof area using a combination of salvaged and matching clay tiles, along with new ridge and hip tiles. A breathable underlay will be introduced to enhance weather protection. Additionally the perimeter edges of the flat roof will be covered with a dummy pitched roof to visually integrate with the surrounding tiled roof areas. The remaining flat roof section will be upgraded with new cold roof insulation and recovered using high performance felt over a new plywood deck, formed to falls.

Type:

Windows

Existing materials and finishes:

The existing windows are plain single-glazed timber casement windows, with painted white finish.

Proposed materials and finishes:

The proposed windows are cottage style double glazed timber windows with painted off-white finish. Additionally, the proposal includes a new glazed opening skylight to the flat roof for maintenance access and conservation rooflights for the pitched roof area on the older section of the house.

Type:

External doors

Existing materials and finishes:

The existing door is a top glazed plywood exterior door, painted

Proposed materials and finishes:

The proposed doors include a cottage style top glazed exterior door and french doors, all double glazed for improved light and energy efficiency.

Type:

Rainwater goods

Existing materials and finishes:

the existing rainwater goods are a mix of plastic and cast iron.

Proposed materials and finishes:

The proposed rainwater goods are half round cast iron guttering and circular downpipes.

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

Site Location and Block Plan, Existing and Proposed Roof Plan 001A

Existing Floor Plan and Elevations 002A

Demolition Plan 003A

Proposed Floor Plan and Elevations 004A

Section Details 005A

Heritage, Design and Access Statement

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

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

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/24/0549

Date (must be pre-application submission)

29/02/2024

Full details of the pre-application advice is appended to the heritage, design and access statement attached to the application.

Any formal application should be informed and accompanied by an appropriately detailed Heritage Statement.

The proposed internal alterations to the building have been amended to omit a proposal to remove the wall currently dividing the kitchen and dining room, was as discussed on site would be potentially contentious as it may affect historic fabric forming part of the original 17th century dwelling. The remaining alterations largely affect modern fabric within the flat roofed 20th century extension, and are not considered contentious subject to detail. Further detail of the proposal to add insulation to the wall and ceilings within the study, which is part of the historic core of the building, would be necessary to ensure that the proportions, fabric and features of the room are not adversely affected.

The proposed new windows and secondary glazing are not considered contentious, subject to detail. I would recommend that any formal application includes typical large scale elevations and sections, including as appropriate glazing bar detail and detail of the relationship with surrounding fabric.

The dummy pitched roof is not a feature which would in most circumstances be considered appropriate in the context of a listed building. However, the existing flat roofed extension is highly unsympathetic to the context and detracts from the special interest of the listed building. To add a fully pitched roof would result in the addition becoming of undue height and bulk; for this reason, in this particular instance a dummy pitch is considered potentially acceptable, and subject to detail should constitute an improvement over the existing situation. I would however suggest that the dummy pitch should be returned around all three sides of the addition, including the southern side. This will be subject also to establishing that the addition of the dummy pitch structure does not adversely impact on any adjacent historic roof form or fabric.

The reroofing of the other pitched roof areas of the building is not considered contentious subject to detail. The additional rooflight may be acceptable, but as this is to the historic core of the building this will be subject to detail to confirm that it can be accommodated without damage to historic fabric. The rooflight should be of the flush-fitting, metal framed, conservation style.

The new chimney pot and cowl are not considered problematic subject to detail.

The enlargement of the area of hung tile, and corbel dentil brickwork detail are likewise not considered contentious subject to detail.

In summary, the proposal as amended is generally not considered contentious in principle, but further detail and some amendment (in terms of the form of the dummy pitch roof) will be necessary as part of any formal application.

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 & Regulation 6 - Planning (Listed Buildings and Conservation Areas) Regulations 1990

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

Daniel

Surname

Lovell

Declaration Date

03/03/2025

☒ Declaration made

Declaration

I/We hereby apply for Householder planning & listed building consent 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

Daniel Lovell

Date

15/03/2025