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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

Paul

Surname

Fairbairn

Company Name

Address

Address line 1

Brightlands, Lewes Road

Address line 2

Horsted Keynes

Address line 3

Town/City

Haywards Heath

County

West Sussex

Country

GB

Postcode

RH17 7DP

Are you an agent acting on behalf of the applicant?

- ☐ Yes
☒ No

Applicant Contact Details

Primary number

***** REDACTED *****

Secondary number

***** REDACTED *****

Fax number

Email address

***** REDACTED *****

Description of Proposed Works

Please describe the proposed works

Retrospective Planning Application for the installation of 22 solar panels to the building plus battery storage. 10 panels are located on pitched slate roofs, 6 panels are located on the SW side wall of the house, and 6 panels are located on a flat roof and should have received prior approval from the Local Planning Authority as the property lies within the High Weald AONB. In all other respects the 22 panels comply with Permitted Development stipulations.

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)

23/06/2026

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)

24/06/2026

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:

Other

Other (please specify):

Solar Panels

Existing materials and finishes:

Black slate pitched roof. Black flat felt roof. Dark Freshfield Lane Brickworks facing bricks

Proposed materials and finishes:

Pitched roofs: 10 black solar panels with black frames (DMEGC DM470G12RT-G48HBB Monoglass 470W) on anodised aluminium channel sections, with black galvanised bird mesh around perimeter Flat roof: 6 black solar panels with black frames (Aiko NEOSTAR 3S+60 Dual-Glass Module 540W) on galvanised steel and anodised aluminium flat roof mounting system (Van der Valk ValkPro+ Max) Wall: 6 black solar panels with black frames (Aiko NEOSTAR 3S+60 Dual-Glass Module 540W) on anodised aluminium channel sections

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

Block Plan

Drawing 1: Ground Floor Existing

Drawing 2: Ground Floor Proposed

Drawing 3: First Floor Existing

Drawing 4: First Floor Proposed

Drawing 5: Roof Existing

Drawing 6: Roof Proposed

Drawing 7: SE Elevation Existing

Drawing 8: SE Elevation Proposed

Drawing 9: NE Elevation Existing

Drawing 10: NE Elevation Proposed

Drawing 11: NW Elevation Existing

Drawing 12: NW Elevation Proposed

Drawing 13: SW Elevation Existing

Drawing 14: SW Elevation Proposed

Planning and Design Statement

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 ****

Reference

EF/26/0203

Date (must be pre-application submission)

19/08/2026

Details of the pre-application advice received

"Further to my visit, I can confirm that the solar panels installed on the flat roof would have required prior approval from the Local Planning Authority, as the property is situated within an Area of Outstanding Natural Beauty and the installation falls under Class A of the permitted development rights.
As prior approval was not obtained before the installation, a retrospective householder planning application will therefore be required. I would also recommend that the additional solar panels are included within the same application to ensure that the relevant permitted development rights are properly documented.
I therefore invite you to submit a planning application in relation to this matter. An application can be made online via the Planning Portal. Please note that submitting an application should not be taken as an indication that planning permission will be granted. You are entitled to submit any observations or supporting information that you wish to be considered as part of your 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 (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?

E.g. All the land is owned by a single individual

- ☐ Yes
- ☒ No

Is the land owned by multiple individuals, or has agricultural tenants where the details of all individuals are known by the Applicant?

E.g. The land is owned by 2 people and the applicant can provide details of those owners.

- ☒ Yes
- ☐ No

Certificate Of Ownership - Certificate B

I certify/ The applicant certifies that:

- ☒ I have/The applicant has given the requisite notice to everyone else (as listed below) who, on the day 21 days before the date of this application, was the owner* and/or agricultural tenant** of any part of the land or building to which this application relates; or
- ☐ The applicant is the sole owner of all the land or buildings to which this application relates and there are no other owners* and/or agricultural tenants**.

* "owner" is a person with a freehold interest or leasehold interest with at least 7 years left to run.

**** "agricultural tenant" has the meaning given in section 65(8) of the Town and Country Planning Act 1990**

Owner/Agricultural Tenant

Name of Owner/Agricultural Tenant: ***** REDACTED *****
House name: Brightlands
Number:
Suffix:
Address line 1: Lewes Road
Address Line 2: Horsted Keynes
Town/City: Haywards Heath
Postcode: RH17 7DP
Date notice served (DD/MM/YYYY): 24/08/2026
Person Family Name:

Person Role

- ☒ The Applicant
- ☐ The Agent

Title

Mr

First Name

Paul

Surname

Fairbairn

Declaration Date

08/09/2026

☒ 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

Paul Fairbairn

Date

15/09/2026