



For office use only

Ref Number.....
 Date received.....
 Meeting Y/N.....Fee £
 Date of meeting.....
 Target Date.....

Request for Householder Pre-application Advice

For more information, please visit www.southdowns.gov.uk/planning/pre-application

We aim to provide a response within **20 working days** from receipt of a valid request.

1. Applicant

Name: Richard Williamson

Email (preferred method of contact)

Address

Rosewood House, 1 Youngs Way
 Cheriton, Alresford
 Hampshire

Postcode: SO24 0EY

Telephone:

2. Agent (if appropriate)

Name: N/A

Email (preferred method of contact)

Address

Postcode:

Telephone:

3. Location of site

(if different from box 1 above)

Full address of site

Ashdell Farm,
 Headmore Lane, Four Marks,
 Alton,
 Hampshire
 Postcode GU34 3ES

Ownership

The applicant is the (please tick)

Owner Occupier

Lessee Prospective purchaser

4. Site accessibility*

Is the entire site accessible?

Yes No

*The Officer may conduct an unaccompanied site visit and will only contact you if he/she cannot gain access and an appointment needs to be made.

5. Meeting request*

Would you like a meeting?

Yes* No

*(Please note a fee will be payable prior to this meeting. Please see website for charging schedule).

6. Description of the proposed development

Background: We are searching for our "forever" home and have recently viewed Ashdell Farm. The location and situation of the property is attractive, however it would be necessary to develop the property if it is to work for us as a family home (we have 3 young children!).

Therefore, I am submitting this request for advice in the hope of understanding in broad terms the limits of what we might be able to do with the site. It is essential (of course!) that we know what we're getting into before we make any commitment to purchase the property!

Areas of enquiry: There are 4 general lines of enquiry that we would like to explore, and I

have tried to attach sufficient documentation to explain what we have in mind (I hope it is acceptable that detailed plans are not provided - the enquiry is general in nature and no specific proposal is set out). The 4 areas of enquiry are:

- (i) Raising the roof-line to allow for accommodation on the second floor
- (ii) Understanding the property boundaries and restrictions on use, and whether they can be changed
- (iii) Building a double/garage & store with room above
- (iv) Extending the existing property

I have attached:

- (i) A page showing the existing property plan
- (ii) A page describing those opportunities for development that we would like to explore
- (iii) The estate agent marketing brochure showing details of the existing property
- (iv) The plans for the approved garage that has been built just down the road at Headmore Farm

I appreciate that it will not be possible to provide definitive advice in all areas. However I am hoping you will be able to provide enough feedback for us to then decide whether (a) to look into the opportunity in more detail (ie engaging professionals to develop a formal proposal) or (b) accept that the property won't work for us and focus our search elsewhere.

7. Supporting information

I also attach one copy of the following information: (please tick as appropriate)

To consider your proposal we require as a minimum.

- A site location plan, which includes an indication of where the proposed development will be sited. Please include details of all site boundaries, neighbours and adjacent roads shown.

We also advise that you also submit the following as the quality of the advice we can give depends on the quality of the information we receive.

- Existing drawings – site layout plan, floor plans and elevations
- Proposed drawings – site layout plan, floor plans and all elevations
- Photographs of the existing site and buildings are also useful

Please note:

- This list is not comprehensive and you may be asked for additional information.
- The SDNPA operate a transparent service, whereby pre-application details and responses, although not actively publicised will be placed on the online planning register. This is unless the applicant gives reasons why the enquiry is commercially sensitive.
- We are unable to return any plans that are submitted.

Appropriate fee (if meeting requested)

Amount paid £

8. Declaration

I/we the undersigned, confirm that I/we are seeking pre-application advice on the proposed development described in the attached documentation.

Please note:

Any advice given represents the officers' informal opinion based upon the information you have provided. It is given without prejudice to any decision the SDNPA may make on any subsequent formal planning application. A planning application will be the subject of publicity and consultation in accordance with the SDNPA's procedures. These, and other matters which may subsequently come to light, may result in additional issues being raised that are pertinent to the determination of the application.

Name (please print) Richard Williamson

On behalf of Himself!

Date 6th January 2021

Please email/send the completed form and supporting information directly to:

- the SDNPA for sites within Arun, Brighton & Hove, Eastbourne or Wealden within the National Park,
- or the relevant partner Local Authority – Adur and Worthing, Chichester, East Hants, Horsham, Lewes, Mid-Sussex or Winchester for sites within these Authorities within the National Park.