

## Planning

South Downs National Park Authority  
South Downs Centre  
North Street  
Midhurst  
GU29 9DH  
Tel: 0300 303 1053 Email: [planning@southdowns.gov.uk](mailto:planning@southdowns.gov.uk)



Householder Application for Planning Permission for works or extension to a dwelling and listed building consent.

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

### 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.

### 1. Site Address

Number	<input type="text" value="24"/>
Suffix	<input type="text"/>
Property name	<input type="text"/>
Address line 1	<input type="text" value="Sussex Road"/>
Address line 2	<input type="text"/>
Address line 3	<input type="text"/>
Town/city	<input type="text" value="Petersfield"/>
Postcode	<input type="text" value="GU31 4JX"/>

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

Easting (x)	<input type="text" value="474867"/>
Northing (y)	<input type="text" value="122893"/>

Description

### 2. Applicant Details

Title	<input type="text" value="Ms"/>
First name	<input type="text" value="Caroline"/>
Surname	<input type="text" value="Runham"/>
Company name	<input type="text"/>
Address line 1	<input type="text" value="24, Sussex Road"/>
Address line 2	<input type="text"/>
Address line 3	<input type="text"/>

## 2. Applicant Details

Town/city	<input type="text" value="Petersfield"/>
Country	<input type="text"/>
Postcode	<input type="text" value="GU31 4JX"/>
Are you an agent acting on behalf of the applicant?	<input type="radio"/> Yes <input checked="" type="radio"/> No
Primary number	<input type="text"/>
Secondary number	<input type="text"/>
Fax number	<input type="text"/>
Email address	<input type="text"/>

## 3. Agent Details

No Agent details were submitted for this application

## 4. Description of Proposed Works

Please describe the proposed works:

Partial demolition of existing 1970's single-storey rear extension; new roof glazing and fenestration to other existing single-storey rear extension; internal and external alterations to the existing Grade II listed building including reinstating additional off-road parking space. Removal of small Laburnum tree.

Has the work already been started without consent?

Yes  No

## 5. 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

## 6. Immunity from Listing

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

Yes  No

## 7. Demolition of Listed Building

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

Yes  No

If Yes, which of the following does the proposal involve?

- a) Total demolition of the listed building  Yes  No
- b) Demolition of a building within the curtilage of the listed building  Yes  No
- c) Demolition of a part of the listed building  Yes  No

If the answer to c) is Yes

What is the total volume of the listed building?  
Cubic metres

## 7. Demolition of Listed Building

What is the volume of the part to be demolished?

3.00

Cubic metres

What was the date (approximately) of the erection of the part to be removed?

Month

1

Year

1970

**(Date must be pre-application submission)**

Please provide a brief description of the building or part of the building you are proposing to demolish

1970's rear pantry extension.  
 Partial demolition of the external wall of the 1970's bathroom extension to insert windows.  
 Modern staircase including brick built first step which is understood to be 1970's construction.  
 Modern half brick internal partition wall, poorly constructed as a 'brick on side' wall c.1970's.  
 Partial demolition of the rear wall to widen existing opening by around 300mm, subject to advice from Structural Engineer and extent of existing concrete lintels overhead.

Why is it necessary to demolish or extend (as applicable) all or part of the building(s) and or structure(s)?

Externally- Small pantry 1970's rear extension to be demolished to improve connectivity between house and garden as it is in a poor state of repair and does not have any functional purpose.  
 Parts of rear and side walls and roof of existing bathroom 1970's extension to be removed to fit new roof lantern and windows to improve daylight and views from the garden to the house and to consolidate the access from the house to the garden with one door.  
 Internally- Reconfiguring the staircase to improve safety by reducing the steepness; Removing the internal single brick skin dividing wall between kitchen and hallway to reportion this area to provide a bathroom and a dining area.

## 8. 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).

Please see Heritage and Design and Access Statements (498A and 499A) accompanying this application and drawings as listed below:

Survey drawings:

100A  
 101A  
 102A  
 103A  
 110A  
 111A  
 120A

Proposal drawings:

401A  
 402A  
 403A  
 410A  
 411A  
 420A

## 9. Materials

Does the proposed development require any materials to be used?

Yes  No

**Please provide a description of existing and proposed materials and finishes to be used (including type, colour and name for each material) demolition excluded**

Please add materials by using the dropdown list to select the type, clicking 'Add' and entering all the details in the popup box

Type	Existing materials and finishes	Proposed materials and finishes
External Walls	Brickwork, timber framing, painted brickwork and clay tile	Brickwork (to older part of the house) and painted

## 9. Materials

Type	Existing materials and finishes	Proposed materials and finishes
	hanging	brickwork (making good around new windows and door in 1970's extension)
Roof covering	Clay tile to pitched roofs; Felt and gravel to flat roofs.	Felt or single ply membrane to recover existing roof. New roof glazing to existing rear extension.
Windows	Timber	Timber on older part of the house. Aluminium on 1970's extension with taupe or light grey powder coated finish to match colours of the existing stonework on the house.
External Doors	Timber	Timber and aluminium to match colours of those on the existing house and new windows.
Internal Walls	Brickwork and timber partitions	Lightweight timber partitions

Are you submitting 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

Design and Access Statement-498A  
Heritage Statement-499A  
Existing plans- 101,102,103,110,111, 120  
Proposed plans- 401,402,403,410,411,420

## 10. 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

## 11. Parking

Will the proposed works affect existing car parking arrangements?  Yes  No

If Yes, please describe:

The existing parking arrangement will be maintained but extended with a further parking space on an existing gravelled area within the property boundary- see site plan for details.

## 12. Trees and Hedges

Are there any trees or hedges on your own property or on adjoining properties which are within falling distance of your proposed development?  Yes  No

If Yes, please mark their position on a scaled plan and state the reference number of any plans or drawings:

T1- Laburnum tree in the property of no.24; to be removed in late 2021.  
T2- Neighbouring magnolia tree.

Will any trees or hedges need to be removed or pruned in order to carry out your proposal?  Yes  No

## 13. 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?

### 13. Site Visit

- The agent  
 The applicant  
 Other person

### 14. Pre-application Advice

Has assistance or prior advice been sought from the local authority about this application?

Yes  No

### 15. 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.

Yes  No

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?

### 16. Ownership Certificates and Agricultural Land Declaration

Certificate Of Ownership - Certificate A Certificate under Article 14 - Town and Country Planning (Development Management Procedure) (England) Order 2015 & Regulation 6 of the Planning (Listed Buildings and Conservation Areas) Regulations 1990

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

First name

Surname

Declaration date

Declaration made

### 17. Declaration

I/we hereby apply for planning permission/consent as described in this form 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.

Date (cannot be pre-application)