

Chichester District Council

East Pallant House
 1 East Pallant
 Chichester
 West Sussex PO19 1TY
 Email: dcplanning@chichester.gov.uk
 Telephone: (01243) 534734



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

1 Flint Cottages

Address Line 1

Lumley Road

Address Line 2

Address Line 3

West Sussex

Town/city

Southbourne

Postcode

PO10 8AQ

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

Easting (x)

475314

Northing (y)

106364

Description

Applicant Details

Name/Company

Title

First name

Surname

Company Name

Address

Address line 1

Address line 2

Address line 3

Town/City

County

Country

Postcode

Are you an agent acting on behalf of the applicant?

Yes

No

Contact Details

Primary number

Secondary number

Fax number

Email address

Agent Details

Name/Company

Title

First name

Surname

Company Name

Address

Address line 1

Address line 2

Address line 3

Town/City

County

Country

Postcode

PO10 7BT

Contact Details

Primary number

***** REDACTED *****

Secondary number

Fax number

Email address

***** REDACTED *****

Description of Proposed Works

Please describe the proposed works

Single storey rear extension to existing kitchen with alterations and internal renovations to suit. Extension and renovation to existing outbuilding in rear garden.

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

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?

328.00	Cubic metres
--------	--------------

What is the volume of the part to be demolished?

6.00	Cubic metres
------	--------------

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

Month

February

Year

2005

(Date must be pre-application submission)

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

The bay window in the existing kitchen is located within a relatively modern extension (built circa 2005), and is to be removed to allow for the replacement rear extension to this part of the dwelling. This has been designed to complement the character of the existing cottage and will not result in the loss of any historic fabric.

Please see attached drawing collection 23014 and Design, Access & Heritage Statement for more information.

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

The bay window is to be removed to allow for the replacement rear extension, which will allow for a new kitchen layout and dining area internally, with improved access to the garden via the extension.

Please see attached drawing collection 23014 and Design, Access & Heritage Statement for more information.

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 attached the drawing collection 23014 and Design, Access & Heritage Statement for more information.

Alterations include the glass doors on the rear elevation of the entrance space replaced with windows. This has been designed to match and complement the existing glazing strategy in the space, as per the advice from the Historic Buildings Adviser, and will be sympathetic to the flint wall and brick arch on the original cottage.

The works will also involve internal renovations to the existing kitchen extension and surrounding area. Along with making good around the proposals, this is all to be carried out with consideration to the listed building.

The existing outbuilding in the rear garden is also to be extended and refurbished to provide studio space and an ensuite internally.

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

Type:

External walls

Existing materials and finishes:

Flint and brickwork walls

Proposed materials and finishes:

The proposed extension walls are to be constructed of brickwork to match the existing bay window and the rest of the rear elevation.

Type:

Roof covering

Existing materials and finishes:

Slate tiles

Proposed materials and finishes:

The proposed extension roofs are to be finished with slate tiles, to tie in with and match the existing roof to the existing kitchen space, and outbuilding

Type:

Windows

Existing materials and finishes:

Timber framed windows (not of particular age or of historic significance, not historic glazing) Conservation roof lights

Proposed materials and finishes:

Any new glazing is to be laminated glass units for improved thermal efficiency. New conservation style roof lights, to match existing and remain in keeping with the listed building.

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

Please see attached the drawing collection 23014 and the Design, Access & Heritage Statement for more information.

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

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

Surname

Reference

04/07/2023

Details of the pre-application advice received

Summary of email from Roselle Goacher, Senior Historic Buildings Adviser:

"The existing outbuilding is not considered to be of particular historical significance or age therefore it is not considered that the fabric lost to enable an extension would result in the loss of historic fabric. The modest size of the proposed extension is also not considered to harm the appearance or significance of the listed host dwelling and is therefore not likely to be considered contentious from a listed building perspective. The existing flint work is of a particularly high quality in terms of appearance the replacement wall should seek to replicate this high standard."

"Any alterations to existing curved roof entrance area must consider the impact on this currently successful relationship. This could be achieved with a minor projection from the existing curved roof and in glazing arrangement that complements the existing."

"The existing kitchen is located within a relatively contemporary extension therefore any alteration in this location will not result in the loss of historic fabric however care would still be required to protect the overall appearance of the listed building. In principle it is considered that extending the existing bay could be acceptable in terms of impact on the listed building subject to understanding the appearance of the proposed fenestration."

"It was evident that the existing windows were not of particular age or of historic significance. Therefore replacement with an appropriate timber casement windows is likely to be considered acceptable. As there is no historic glazing currently the use of laminated glass is likely to be acceptable should the owner wish to opt for slightly higher thermal properties."

Overall, the design approach in the pre-app proposals was described as "appropriate in terms of protecting the character and appearance of the listed building and subject to understanding the full details is likely to be considered capable of support should a listed building application be submitted."

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

Miss

First Name

Ellie

Surname

Knight

Declaration Date

20/10/2023

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

- Helyer Davies Architects

Date

20/10/2023