# Planning Services, Adur & Worthing Councils

Portland House,
44 Richmond Road,
Worthing,
West Sussex,
BN11 1HS

Tel : 01903 221065
websites : www.adur.gov.uk or www.worthing.gov.uk
e-mail : planning@adur-worthing.gov.uk

## 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: 118

Suffix:

Property Name:

Address Line 1: Manor Hall Road

Address Line 2:

Address Line 3: West Sussex

Town/city: Southwick

Postcode: BN42 4NN

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

Easting (x): 525002

Northing (y): 105563

Description:

## Applicant Details

### Name/Company

Title

Dr

First name

Louise

Surname

Durant-Hill

Company Name

### Address

Address line 1

118 Manor Hall Road

Address line 2

Address line 3

Town/City

Southwick

County

Country

United Kingdom

Postcode

BN42 4NN

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

Dropped kerb to enable access to a driveway at the front (north) of the property

Has the work already been started without consent?

◯ Yes
⊘ No

## Materials

Does the proposed development require any materials to be used externally?

◯ 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

If Yes, please show on the plans, indicating the scale, which trees by giving them numbers (e.g. T1, T2 etc) and state the reference number of any plans or drawings

A small portion of hedge will be removed to create an opening for the driveway. 2 metres of hedge will be removed.

## 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

If Yes to any questions, please show details on your plans or drawings and state their reference numbers:

new vehicle access requires dropped kerb to cross pavement and grass verge at the north side of the property.

## Parking

Will the proposed works affect existing car parking arrangements?

⊘ Yes
◯ No

If Yes, please describe:

the work will create a new parking space for one car within the property boundary itself. It will not impact on existing parking as cars do not park outside the property on Manor Hall Road. Instead we park on Meadow Close the road on the East boundary.

## 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

## 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?

⊘ 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

Dr & Mr

First Name

Louise & Richard

Surname

Durant-Hill

Declaration Date

08/02/2025

☑ 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

Louise Durant-Hill

Date

13/02/2025