The Planning Inspectorate

For official use only
Date Recieved

HOUSEHOLDER PLANNING APPEAL FORM

If you need this document in large print, in audio format or in Braille, please contact our helpline on 0303 444 5000. **To help you fill in this form correctly please refer to the enclosed guidance leaflet "How to complete your householder planning appeal form".**

WARNING: The appeal **and** essential supporting documents **must** reach the Inspectorate within the appeal period. **If your appeal and essential supporting documents are not received in time we will not accept the appeal.**

PLEASE PRINT CLEARLY IN CAPITALS USING **BLACK** INK

A. APPELLANT DETAILS

See section A of the guidance leaflet. The name of the person(s) making the appeal must appear as an applicant on the planning application form.

Name: MR & MRS MARSHALLSAY

Company/Group name (if applicable):

Address: 34 GORDON ROAD
SHOREHAM-BY-SEA
WEST SUSSEX
Postcode: BN43 6WE

Daytime phone: 07815154916
Fax:

I prefer to be contacted by Post ☐ Email* ☐

*Email address:

B. AGENT DETAILS (IF ANY) FOR THE APPEAL

See section B of the guidance leaflet.

Name: DAVID RICHARDS

Company/Group name (if applicable): DENRA DESIGN LTD

Address: P.O. BOX 504
HORSHAM
WEST SUSSEX
Postcode: RH12 5WF

Your reference: DENRA-1829

Daytime phone: [redacted]
Fax:

I prefer to be contacted by Post ☐ Email* ☑

*Email address: [redacted]

C. LOCAL PLANNING AUTHORITY (LPA) DETAILS

See section C of the guidance leaflet.

Name of the LPA: WORTHING BOROUGH COUNCIL

LPA's application reference number: AWDM/1585/18

Date of the application: 17 10 2018

Date of the LPA's decision notice: 11 12 2018

D. APPEAL SITE ADDRESS

See section D of the guidance leaflet.

Address 34 GORDON ROAD
SHOREHAM-BY-SEA
WEST SUSSEX Postcode BN43 6WE

Note: Failure to provide the full postcode may delay the processing of your appeal

Please answer the questions below:

1 Is the appeal site within a Green Belt? Yes ☐ No ☑

2 Are there any health and safety issues at, or near, the site which the Inspector would need to take into account when visiting the site? If yes, please describe them on a separate sheet. Yes ☐ No ☑

E. DESCRIPTION OF THE DEVELOPMENT

See section E of the guidance leaflet.

Has the description of the development changed from that on the application form? Yes ☑ No ☐

SINGLE STOREY REAR/SIDE EXTENSION

Area of floor space of proposed development in square metres 13.37

F. REASON FOR THE APPEAL

See section F of the guidance leaflet.

The reason for this appeal is that the LPA has (please tick which applies):

1 Refused planning permission for the development 1 ☑

2 Refused planning permission to vary or remove a condition(s) 2 ☐

3 Refused prior approval of permitted development rights 3 ☐

G. CHOICE OF PROCEDURE

It is important that you read carefully section G of the guidance leaflet before you complete this section.

There are 3 possible procedures:- written representations, hearings and inquiries. You should consider carefully which procedure suits your circumstances before selecting your preferred option by ticking the box.

1 THE WRITTEN REPRESENTATIONS PROCEDURE W ☑

This is normally the quickest and most straightforward way of making an appeal.
The 'Householder Appeals Service' written procedure is particularly suited to small - scale developments.

a) Could the Inspector see the relevant parts of the appeal site sufficiently to judge the proposal from public land? Yes ☐ No ☑

G. CHOICE OF PROCEDURE

It is important that you read carefully section G of the guidance leaflet before you complete this section.

2 THE HEARING PROCEDURE

H ☐

This procedure is likely to be suited to more complicated cases which require detailed discussion about the merits of a proposal. Although you may indicate a preference for a hearing, the Inspectorate must also consider that your appeal is suitable for this procedure. You must give detailed reasons below or on a separate sheet why you think a hearing is necessary.

3 THE INQUIRY PROCEDURE

I ☐

This is the most formal of procedures. Although you may indicate a preference for an inquiry the Inspectorate must also consider that your appeal is suitable for this procedure. You must give detailed reasons below or on a separate sheet why you think an inquiry is necessary.

H. GROUNDS OF APPEAL

See section H of the guidance leaflet to help you decide what to include in your appeal

Have you made a costs application with this appeal? Yes ☐ No ☑

SEE ENCLOSED GROUNDS OF APPEAL

Please continue on a separate sheet if necessary

I. (part one) SITE OWNERSHIP CERTIFICATES

This must be completed for all appeals. See section I of the guidance leaflet.

We need to know who owns the appeal site. If you do not own the appeal site or if you own only a part of it, we need to know the name(s) of the owner(s) or part owner(s) and be sure that you have told them that you have made an appeal.

You must tick below which of the "certificates" applies.

*'Please tick **ONE** box only'* ✓

If you are the **sole** owner of the **whole** appeal site, certificate A will apply:

CERTIFICATE A A ☑

I certify that, on the day 21 days before the date of this appeal, nobody except the appellant, was the owner of any part of the land to which the appeal relates:

OR

CERTIFICATE B B ☐

I certify that the appellant (or the agent) has given the requisite notice to everyone else who, on the day 21 days before the date of this appeal, was the owner of any part of the land to which the appeal relates, as listed below:

Owner's name	Address at which the notice was served	Date the notice was served (this must be within the last 21 days)

OR

CERTIFICATES C & D C/D ☐

If you do not know who owns all or part of the appeal site, complete either Certificate C or Certificate D in the guidance leaflet and attach it to the appeal form.

I. (part two) AGRICULTURAL HOLDINGS CERTIFICATE

This must be completed for all appeals. See section I of the guidance leaflet.

We need to know whether the appeal site forms part of an agricultural holding. Please tick either (a) or (b).

*'Please tick **ONE** box only'* ✓

a) None of the land to which the appeal relates is, or is part of, an agricultural holding: A ☑

OR

b) The appeal site is, or is part of, an agricultural holding and the appellant (or the agent) has given the requisite notice to every person (other than the appellant) who, on the day 21 days before the date of the appeal, was a tenant of an agricultural holding on all or part of the land to which the appeal relates as listed below: B ☐

Please note: If the appellant is the sole agricultural tenant, (b) should be ticked and 'not applicable' should be written under "Tenant's name".

Tenant's name	Address at which the notice was served	Date the notice was served (this must be within the last 21 days)

J. ESSENTIAL SUPPORTING DOCUMENTS

See section J of the guidance leaflet.

If we do not receive both your appeal documents by the end of the appeal period we will not accept your appeal.

You must send the documents listed below with your appeal form. Please tick the boxes to confirm the documents are enclosed.

1 A copy of the **planning application form** sent to the LPA. ✓

2 A copy of the **LPA's decision notice**. ✓

K. OTHER APPEALS

See section K of the guidance leaflet.

If you have sent other appeals for this or nearby sites to us and these have not been decided, please give details and our reference numbers.

L. CHECK SIGN AND DATE

See section L of the guidance leaflet.

Please tick the boxes to confirm that the following actions have been carried out

1 I have completed all sections of the form and the details of the ownership (sections I, parts one and two) are correct to the best of my knowledge. ✓

2 I have enclosed **both** the essential supporting documents listed in section J. ✓

3 I have enclosed my grounds of appeal (if not given in section H). ✓

4 I have sent a copy of this appeal form and relevant documents to the LPA *(if you do not we will not normally accept your appeal)*. ✓

5 I have signed and dated the form *(unsigned forms will be returned to you)*. ✓

Signature [redacted] Date 14/1/19

Name (in capitals) DAVID RICHARDS

On behalf of (if applicable) MR & MRS MARSHALLSAY

The gathering and subsequent processing of the personal data supplied by you in this form, is in accordance with the terms of our registration under the Data Protection Act 1998. Further information about our Data Protection policy can be found in the guidance leaflet.

M. NOW SEND

See section M of the guidance leaflet.

Send THIS form (not a photocopy of it) to us at:

Initial Appeals
Temple Quay House
2 The Square
BRISTOL
BS1 6PN

Helpline: 0303 444 5000

Send a copy to the LPA

You may wish to keep a copy of the completed form for your records

When we receive your appeal form, we will write to you letting you know if your appeal is valid, who is dealing with it and what happens next.

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DENRA DESIGN Ltd

ARCHITECTURAL SERVICES - PROPERTY DEVELOPMENT - PROJECT MANAGEMENT

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[redacted]

ADUR & WORTHING
15 JAN 2019
PLANNING SERVICES

With Compliments

David Richards - Fellow GRRC
Managing Director