

Application for Planning Permission

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

Suffix

Property Name

Address Line 1

Address Line 2

Address Line 3

Town/city

Postcode

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

Easting (x) Northing (y)

Description

Applicant Details

Name/Company

Title

Mr

First name

James

Surname

Hill

Company Name

Portsmouth City Council

Address

Address line 1

Portsmouth Civic Offices

Address line 2

Address line 3

Guildhall Square Portsmouth PO1 2AL

Town/City

Portsmouth

County

Hampshire

Country

United Kingdom

Postcode

PO5 4EZ

Are you an agent acting on behalf of the applicant?

☒ Yes

☐ No

Contact Details

Primary number

***** REDACTED *****

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

Contact Details

Primary number

***** REDACTED *****

Secondary number

Fax number

Email address

***** REDACTED *****

Site Area

What is the measurement of the site area? (numeric characters only).

40.00

Unit

Sq. metres

Description of the Proposal

Please note in regard to:

- **Fire Statements** - From 1 August 2021, planning applications for buildings of over 18 metres (or 7 stories) tall containing more than one dwelling will require a 'Fire Statement' for the application to be considered valid. There are some exemptions. [View government planning guidance on fire statements](#) or [access the fire statement template and guidance](#).
- **Permission In Principle** - If you are applying for Technical Details Consent on a site that has been granted Permission In Principle, please include the relevant details in the description below.
- **Public Service Infrastructure** - From 1 August 2021, applications for certain public service infrastructure developments will be eligible for faster determination timeframes. See help for further details or [view government planning guidance on determination periods](#).

Description

Please describe details of the proposed development or works including any change of use

Due to the ongoing care, size restrictions, and the recommendations produced by the OT it has been determined that an extension will be constructed to the rear of the property. The extension will provide a bedroom, and bathroom that is suitable in size and use for the tenant.

This proposal concerns to support an application for construction works at 15 Baybridge Road, including the erection of a single storey extension to the rear of the property. The property is an existing, occupied residential dwelling. This proposal relates the expansion of the property to meet the accessibility needs of the tenant which will lead to the property's footprint increasing by approximately 36m², extending to the rear. There will be no change of use as a result of the alterations to the property. The front access to the property will remain unchanged, the rear access will be improved through the formation of external ramps, landings and internal provisions including the widening of doors and flush thresholds throughout the ground floor.

To allow for the construction of the extension and ensure clear access to the garden, the masonry store in the rear garden will be demolished in its entirety, as well as the removal of the concrete hardstanding.

A concrete patio, ramp, and landing will be installed in the side and rear garden to ensure the tenant can access and use this space, as well providing a secondary escape route. These will feature an and upstand and railings to allow for the installations to be used by those with limited accessibility freely. The ramps are designed to be fully compliant with Approved Document M and BS 8300.

The extension will be brick built a brick sample to be provided by the appointed contractor to ensure the bricks are matching the existing (or as close as possible). The roof will be flat, and feature a triple felt waterproof covering.

Has the work or change of use already started?

- ☐ Yes
☒ No

Existing Use

Please describe the current use of the site

The site comprises of an end-terrace, semi-detached dwelling located in the West Leigh area of Havant. The property is two storeys and contains four bedrooms all located on the first floor. The property has had existing accessible alterations carried out internally, including level thresholds, a through floor lift, adjustable bath, and ceiling track hoists. The tenant is question has outgrown the existing alterations in the property. The construction of the rear extension will future proof these existing issues, meaning that future alterations will not be require ensuring efficient use of resources.

Is the site currently vacant?

- ☐ Yes
☒ No

Does the proposal involve any of the following? If Yes, you will need to submit an appropriate contamination assessment with your application.

Land which is known to be contaminated

- ☐ Yes
☒ No

Land where contamination is suspected for all or part of the site

- ☐ Yes
☒ No

A proposed use that would be particularly vulnerable to the presence of contamination

- ☐ Yes
☒ No

Materials

Materials

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

- ☒ Yes
☐ No

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

Type:

Walls

Existing materials and finishes:

The existing property has been constructed of yellow brickwork to the front elevation, and dark blue tiles which have been incorporated into the front elevation of the property as tile wall hangs. The side and rear elevation has been constructed of varying colours of red brickwork, which extend from ground to first floor level.

Proposed materials and finishes:

The rear extension will be constructed of brickwork. A sample will be provided by the appointed contractor to ensure the bricks are matching the existing (or as close as possible). Prior to the erection of the extension's walls, the brick type will be identified, and the closest possible brick will be obtained by the contractor to ensure the extension is in-keeping with the main property and the surrounding area.

Type:

Roof

Existing materials and finishes:

The existing roof to the property is a dual pitched timber roof, with concrete interlocking tiles, and a concrete ridge.

Proposed materials and finishes:

The rear extension roof will be a flat roof, with a black/dark grey 3 layered felt water proof covering. The roof will be specified as an IKO Warm Flat Roof System.

Type:

Windows

Existing materials and finishes:

The existing windows in the property are white PVCu Double Glazed Units.

Proposed materials and finishes:

The proposed windows in the property are white PVCu Double Glazed Units to match the existing.

Type:

Doors

Existing materials and finishes:

The existing external doors in the property are white PVCu doors, on the front and rear elevation. The rear elevation door will be removed.

Proposed materials and finishes:

The French style doors on the side elevation will be made from white PVCu to match the existing.

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

15 Baybridge Road - Design and Access Statement

Appendix I - Photographs (Existing)

Appendix II - Drawings (Site Plan, Elevations, Floor Plans)

Pedestrian and Vehicle Access, Roads and Rights of Way

Is a new or altered vehicular 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

Are there any new public roads to be provided within the site?

- ☐ Yes
- ☒ No

Are there any new public rights of way to be provided within or adjacent to the site?

- ☐ Yes
- ☒ No

Do the proposals require any diversions/extinguishments and/or creation of rights of way?

- ☐ Yes
- ☒ No

Vehicle Parking

Does the site have any existing vehicle/cycle parking spaces or will the proposed development add/remove any parking spaces?

- ☒ Yes
- ☐ No

Please provide information on the existing and proposed number of on-site parking spaces

<div><div>Vehicle Type:</div><div>Cars</div><div>Existing number of spaces:</div><div>2</div><div>Total proposed (including spaces retained):</div><div>2</div><div>Difference in spaces:</div><div>0</div></div>

Trees and Hedges

Are there trees or hedges on the proposed development site?

- ☐ Yes
- ☒ No

And/or: Are there trees or hedges on land adjacent to the proposed development site that could influence the development or might be important as part of the local landscape character?

- ☐ Yes
- ☒ No

If Yes to either or both of the above, you may need to provide a full tree survey, at the discretion of the local planning authority. If a tree survey is required, this and the accompanying plan should be submitted alongside the application. The local planning authority should make clear on its website what the survey should contain, in accordance with the current 'BS5837: Trees in relation to design, demolition and construction - Recommendations'.

Assessment of Flood Risk

Is the site within an area at risk of flooding? (Check the location on the Government's [Flood map for planning](#). You should also refer to national [standing advice](#) and your local planning authority requirements for information as necessary.)

- ☐ Yes
☒ No

Is your proposal within 20 metres of a watercourse (e.g. river, stream or beck)?

- ☐ Yes
☒ No

Will the proposal increase the flood risk elsewhere?

- ☐ Yes
☒ No

How will surface water be disposed of?

- ☐ Sustainable drainage system
☐ Existing water course
☐ Soakaway
☒ Main sewer
☐ Pond/lake

Biodiversity and Geological Conservation

Is there a reasonable likelihood of the following being affected adversely or conserved and enhanced within the application site, or on land adjacent to or near the application site?

To assist in answering this question correctly, please refer to the help text which provides guidance on determining if any important biodiversity or geological conservation features may be present or nearby; and whether they are likely to be affected by the proposals.

a) Protected and priority species

- ☐ Yes, on the development site
☐ Yes, on land adjacent to or near the proposed development
☒ No

b) Designated sites, important habitats or other biodiversity features

- ☐ Yes, on the development site
☐ Yes, on land adjacent to or near the proposed development
☒ No

c) Features of geological conservation importance

- ☐ Yes, on the development site
☐ Yes, on land adjacent to or near the proposed development
☒ No

Supporting information requirements

Where a development proposal is likely to affect features of biodiversity or geological conservation interest, you will need to submit, with the application, sufficient information and assessments to allow the local planning authority to determine the proposal.

Failure to submit all information required will result in your application being deemed invalid. It will not be considered valid until all information required by the local planning authority has been submitted.

Your local planning authority will be able to advise on the content of any assessments that may be required.

Biodiversity net gain

Biodiversity net gain is a legal requirement for planning permission introduced on 12 February 2024. All applications are required to either provide detailed information proving there will be a biodiversity increase; or explain why the requirement does not apply to the development.

Do you believe that, if the development is granted permission, the general Biodiversity Gain Condition (as set out in [Paragraph 13 of Schedule 7A of the Town and Country Planning Act 1990 \(as amended\)](#)) would apply?

☐ Yes

☒ No

Biodiversity net gain has been introduced as a general condition for planning permission. As set out in [The Environment Act 2021](#): "grants of planning permission in England [are] to be subject to a condition to secure that the biodiversity gain objective is met". Therefore, in England, all planning permissions are generally subject to biodiversity gain rules, unless they are specifically exempt or out of scope.

If you have stated that the biodiversity net gain requirement does not apply to your application you must provide the reason(s) why, and may also need to supply evidence (especially where you believe the application is eligible for the 'de minimis' exemption).

Please add all the reasons why biodiversity net gain does not apply and enter a justification for each one

Reason biodiversity net gain does not apply:

Development subject to the de minimis exemption (development below the threshold)

What best describes the size of your site?:

Over 25 square metres

Please justify the reason why biodiversity net gain does not apply:

EXEMPTION: Householder Application REASON FOR SELECTING EXEMPTION: The application is exempt from the general Biodiversity Gain Condition as set out by Regulation 5 of the Biodiversity Gain Requirements (Exemptions) Regulations 2024. I state the following is true: I confirm that the development is for an existing dwellinghouse to improve the enjoyment of the dwellinghouse; I confirm that the dwellinghouse does not include any flats and is not a flat within a building; and I confirm that the application is not for a change of use or an application to change the number of dwellings in a building. The application thus conforms with the definition of Householder Application set out in article 2(1) of the Town and Country Planning (Development Management Procedure) (England) Order 2015 and is eligible for the exemption set out in Regulation 5"

Note: Please read the help text for further information why developments may be exempt or not in scope.

Foul Sewage

Please state how foul sewage is to be disposed of:

☒ Mains sewer

☐ Septic tank

☐ Package treatment plant

☐ Cess pit

☐ Other

☐ Unknown

Are you proposing to connect to the existing drainage system?

- ☒ Yes
☐ No
☐ Unknown

If Yes, please include the details of the existing system on the application drawings and state the plan(s)/drawing(s) references

I have included drawing BR10 which shows the existing drainage plan at the property. There is a separate foul and waste water system on the property boundary.

Waste Storage and Collection

Do the plans incorporate areas to store and aid the collection of waste?

- ☒ Yes
☐ No

If Yes, please provide details:

Please refer to BR01-02 Site and Location Plan. They include an area that will be under the control of the contractor for their site compound, waste will be stored on site, in a lockable skip that will be emptied as necessary.

Have arrangements been made for the separate storage and collection of recyclable waste?

- ☒ Yes
☐ No

If Yes, please provide details:

Under Portsmouth City Council, any contractor appointed must recycle waste as practical, landfill is the last resort.

Trade Effluent

Does the proposal involve the need to dispose of trade effluents or trade waste?

- ☐ Yes
☒ No

Residential/Dwelling Units

Does your proposal include the gain, loss or change of use of residential units?

- ☐ Yes
☒ No

All Types of Development: Non-Residential Floorspace

Does your proposal involve the loss, gain or change of use of non-residential floorspace?

Note that 'non-residential' in this context covers all uses except Use Class C3 Dwellinghouses.

- ☐ Yes
☒ No

Employment

Are there any existing employees on the site or will the proposed development increase or decrease the number of employees?

- ☐ Yes
☒ No

Hours of Opening

Are Hours of Opening relevant to this proposal?

- ☐ Yes
☒ No

Industrial or Commercial Processes and Machinery

Does this proposal involve the carrying out of industrial or commercial activities and processes?

- ☐ Yes
☒ No

Is the proposal for a waste management development?

- ☐ Yes
☒ No

Hazardous Substances

Does the proposal involve the use or storage of Hazardous Substances?

- ☐ 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

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

Mr

First Name

Charles

Surname

Whittaker

Declaration Date

15/09/2025

☒ Declaration made

Declaration

I/We hereby apply for Full 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

Charles Whittaker

Date

15/09/2025