PlanningPortal

This form is specifically designed to be printed and completed offline.
Please complete this form in block capitals using black ink to facilitate scanning.
You are advised to read the accompanying guidance notes and per-question help text.
If you would rather make this application online, you can do so on our website: https://www.planningportal.co.uk/apply

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

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

Privacy Notice

This form is provided by Planning Portal and based on the requirements provided by Government for the sole purpose of submitting information to the Local Planning Authority in accordance with the legislation detailed on this form and 'The Town and Country Planning (Development Management Procedure) (England) Order 2015 (as amended).

Please be aware that once you have downloaded this form, Planning Portal will have no access to the form or the data you enter into it. Any subsequent use of this form is solely at your discretion, including the choice to complete and submit it to the Local Planning Authority in agreement with the declaration section.

Upon receipt of this form and any supporting information, it is the responsibility of the Local Planning Authority to inform you of its obligations in regards to the processing of your application. Please refer to its website for further information on any legal, regulatory and commercial requirements relating to information security and data protection of the information you have provided.

Local Planning Authority details:

Havant BOROUGH COUNCIL

HAVANT BOROUGH COUNCIL
- 1 APR 2025
RECEIVED

Public Service Plaza,
Civic Centre Road,
Havant, Hampshire,
PO9 2AX

T 023 9244 6019
www.havant.gov.uk

Publication on Local Planning Authority websites

Information provided on this form and in supporting documents may be published on the authority's planning register and website.
Please ensure that the information you submit is accurate and correct and does not include personal or sensitive information.
If you require any further clarification, please contact the Local Planning Authority directly.

1. Applicant Name and Address

Title:	MR
First name:	BRIAN
Last name:	BOSELEY
Company (optional):	
Unit:	
House number:	
House suffix:	
House name:	SEA BREEZE COTTAGE
Address 1:	BEACH ROAD
Address 2:	
Address 3:	
Town:	HAYLING ISLAND
County:	HAMPSHIRE
Country:	ENGLAND
Postcode:	PO11 9DT

2. Agent Name and Address

Title:	MR
First name:	BRIAN
Last name:	BOSELEY
Company (optional):	
Unit:	
House number:	
House suffix:	
House name:	SEA BREEZE COTTAGE
Address 1:	BEACH ROAD
Address 2:	
Address 3:	
Town:	HAYLING ISLAND
County:	HAMPSHIRE
Country:	ENGLAND
Postcode:	PO11 9DT

3. Description of Proposed Works

Please describe the proposed works:

REAR GARDEN SHED

Has the work already started? ☐ Yes ☑ No

If Yes, please state when the work was started (DD/MM/YYYY): (date must be pre-application submission)

Has the work already been completed? ☐ Yes ☑ No

If Yes, please state when the work was completed (DD/MM/YYYY): (date must be pre-application submission)

4. Site Address Details

Please provide the full postal address of the application site.

Unit: House number: House suffix:

House name:

Address 1: SEA BREEZE COTTAGE

Address 2: BEACH ROAD

Address 3:

Town: HAYLING ISLAND

County: HAMPSHIRE

Postcode (optional): PO11 9DT

Description of location or a grid reference.
(must be completed if postcode is not known):

Easting: Northing:

Description:

REAR GARDEN OF
SEA BREEZE COTTAGE
BEACH ROAD
HAYLING ISLAND
PO11 9DT

5. 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).

Please tick if the full contact details are not known, and then complete as much as possible: ☐

Officer name: ROBERT RILEY

Reference: GEN/24/01034

Date (DD/MM/YYYY): (must be pre-application submission) 8.10.2024

Details of pre-application advice received?

TO SUBMIT DRAWINGS
WITH FULL DESCRIPTIONS

6. 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, extinguishments 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 the reference number(s) of the plan(s)/ drawing(s)

7. 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 plan(s)/drawing(s):

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 your plans which trees by giving them numbers e.g. T1, T2 etc, state the reference number of the plan(s)/ drawing(s) and indicate the scale.

8. Materials

Please provide a description of existing and proposed materials and finishes to be used in the building (demolition excluded):

	Existing (where applicable)	Proposed	Not applicable	Don't Know
External walls		45 x 70 mm TREATED TIMBER, FEATHERED EDGED BOARDING	☐	☐
Roof covering		45 x 70 mm TREATED TIMBER, 18 mm STERLING BOARD, GREEN MINERAL FELT	☐	☐
Chimney			☑	☐
Windows		WOODED SINGLE GLAZED	☐	☐
External doors		WOODED SINGLE GLAZED, TOUGHENED GLASS	☐	☐
Ceilings			☑	☐
Internal walls			☑	☐
Floors		45 x 70 mm TREATED TIMBER, 18 mm STERLING BOARD	☐	☐

8. Materials continued

	Existing (where applicable)	Proposed	Not applicable	Don't Know
Internal doors			☑	☐
Rainwater goods		PLASTIC GUTTERING GOING INTO WATER BUTT	☐	☐
Boundary treatments (e.g. fences, walls)			☑	☐
Vehicle access and hard standing			☑	☐
Lighting			☑	☐
Others (add description)			☑	☐

Are you supplying additional information on submitted drawings or plans? ☑ Yes ☐ No

If Yes, please state plan(s)/drawing(s) references:

GEN/24/01034

9. Demolition

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:

i) What is the total volume of the listed building?(cubic metres)	
ii) What is the volume of the part to be demolished?(cubic metres)	
iii) What was the (approximate) date of the erection of the part to be removed? (MM/YYYY) (date must be pre-application submission)	

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

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

10. Listed Building Alterations

Do the proposed works include alterations to a listed building? ☐ Yes ☑ No

If Yes, do the proposed works include:
(you must answer each of the questions)

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, photographs sufficient to identify the location, extent and character of the items to be removed, and the proposal for their replacement, including any new means of structural support and state references for the plan(s)/drawing(s):

11. Listed Building Grading

Please state the grading (if known) of the building in the list of Buildings of Special Architectural or Historic interest? (Note: only one box must be ticked)

Grade I ☐ Ecclesiastical Grade I ☐

Grade II* ☐ Ecclesiastical Grade II* ☐

Grade II ☑ Ecclesiastical Grade II ☐

Don't know ☐

12. Immunity From Listing

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

☐ Yes ☑ No ☐ Don't know

If Yes, please provide the result of the application:

13. Parking

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

If Yes, please describe:

14. Authority Employee / 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 a bias on the part of the decision-maker in the local planning authority.

Do any of the following statements apply to you and/or agent? ☐ Yes ☑ No

With respect to the authority, I am:
(a) a member of staff
(b) an elected member
(c) related to a member of staff
(d) related to an elected member

If Yes, please provide details of their name, role and how you are related to them.

15. 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.

16. Ownership Certificates and Agricultural Land Declaration

[redacted]

16. Ownership Certificates and Agricultural Land Declaration (continued)

[redacted]

17. Planning Application Requirements - Checklist

Please read the following checklist to make sure you have sent all the information in support of your 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 (LPA) has been submitted.

- The original and 3 copies* of a completed and dated application form: ☑
- The correct fee: ALREADY PAID ON 12.03.2025 £258.00 ☑
- The original and 3 copies* of the plan which identifies the land to which the application relates drawn to an identified scale and showing the direction of North: ☑
- The original and 3 copies* of a design and access statement if proposed works fall within a conservation area or World Heritage Site, or relate to a Listed Building: ☐
- The original and 3 copies* of other plans and drawings or information necessary to describe the subject of the application: ☐
- The original and 3 copies* of the completed, dated Ownership Certificate (A, B, C or D – as applicable) and Article 14 Certificate (Agricultural Holdings): ☐

*National legislation specifies that the applicant must provide the original plus three copies of the form and supporting documents (a total of four copies), unless the application is submitted electronically or, the LPA indicate that a smaller number of copies is required. LPAs may also accept supporting documents in electronic format by post (for example, on a CD, DVD or USB memory stick). You can check your LPA's website for information or contact their planning department to discuss these options.

18. 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.

Signed - Applicant:	Or signed - Agent:	Date (DD/MM/YYYY):	
[redacted]		29.03.2025	(date cannot be pre-application)

19. Applicant Contact Details

Telephone numbers

Country code:	National number:	Extension number:

Country code:	Mobile number (optional):
	[redacted]

Country code:	Fax number (optional):

Email address (optional): [redacted]

20. Agent Contact Details

Telephone numbers

Country code:	National number:	Extension number:

Country code:	Mobile number (optional):
	[redacted]

Country code:	Fax number (optional):

Email address (optional): [redacted]

21. 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? *(Please select only one)* ☐ Agent ☑ Applicant ☐ Other (if different from the agent/applicant's details)

If Other has been selected, please provide:

Contact name:	Telephone number:
BRIAN BOSELEY	[redacted]

Email address: [redacted]