

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

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)
<input type="text" value="474764"/>	<input type="text" value="106043"/>

Description

Applicant Details

Name/Company

Title

Mr

First name

James

Surname

Henton

Company Name

Address

Address line 1

21 St James Road

Address line 2

Address line 3

Town/City

Emsworth

County

Country

United Kingdom

Postcode

PO10 7DN

Are you an agent acting on behalf of the applicant?

☐ Yes

☒ No

Contact Details

Primary number

***** REDACTED *****

Secondary number

Fax number

Email address

***** REDACTED *****

Description of Proposed Works

Please describe the proposed works

The property was constructed in circa 1920 to 1930 and has the original roof coverings and has maintained the majority of its original external features.

However, over its lifetime and as a result multiple piecemeal alterations the property has ended up with a very poor and restricted internal layout. The kitchen and two of the four habitable rooms are internal, which reduces natural light and ventilation to these spaces. To the rear of the property is an original single storey brick construction housing the kitchen and bathroom and two lean-to conservatories that were either added or installed to replace original features circa 1980 / 1990.

In addition to the issues with layout, the property has an EPC rating of E. Windows, doors, heating and electrical systems are at end of life and require complete replacement. All the roof spaces have little to no insulation and the sealed units on many of the window have failed.

As the new owner of this home, I would like to take this opportunity to improve this house and give it a new lease of life that works with patterns of modern living. The proposed works will modernise the property whilst keeping the 2-bedroom format, external character and footprint. I want to retain the originality of the house, so I am not proposing to make any changes to the front elevation.

The proposed works comprise the following:

- Installation of new dormer window to the rear elevation. This moves a bedroom from the ground floor to the first creating more ground floor living space and provides an additional bathroom at first floor. The dormer will be finished with slate tile hung walls to match the existing roof finish. The volume of the roof extension will be 35.2 m3. As part of these works the existing front roof will be recovered with artificial slates and brought up to current insulation standards. The rear dormer will not be visible from the front of the property.
- Rear conservatories will be dismantled and replaced with solid external walls and the internal spaces remodelled. This remodelling will overcome the issues with the current layout internal rooms and lack of natural lighting. The remodelling will also create a kitchen dining space with natural light and views over the rear garden. A new pitched roof will be installed which will replace the existing slate roof and conservatory plexi-glass roofs and will be extended to cover the whole of the rear extension. These works will be within the footprint of the existing building and where possible will utilise the foundations and ground floor slabs that are already in place.

Has the work already been started without consent?

- ☐ Yes
☒ No

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:

Roof

Existing materials and finishes:

Existing main house roof is slate. Existing rear wing of house has a slate pitched roof and the two in-fill lean-to conservatories have plexi-glass roof coverings.

Proposed materials and finishes:

The main roof coverings will be replaced as part of the installation of the dormer window. The proposal is to use a grey artificial slate. Flat roof will be EPDM or glass fibre finish. The rear wing and conservatory roofs' will be replaced with a pitched roof covering both spaces. This will have the same slate finish as the main roof

Type:

Walls

Existing materials and finishes:

Dormer - new construction, not existing Rear wing - mixture of brick and upvc glazed conservatory wall construction

Proposed materials and finishes:

Dormer - walls / cheeks will be tile hung with slates to match the roof coverings. Slates proposed as Marley Eternit or Marley Eternit Rivendale or equivalent. Rear wing - proposed to construct as in-situ timber frame or SIP panels with vertical timber cladding on south and west elevations. Timber cladding to have a natural finish. North elevation adjacent to No 23 to have brick external wall in bricks to match as closely as possible to the existing house,

Type:

Windows

Existing materials and finishes:

Existing windows are UPVC with external beading.

Proposed materials and finishes:

Proposed windows are flush frame UPVC

Type:

Doors

Existing materials and finishes:

Existing front door is timber glazed Rear doors are UPVC

Proposed materials and finishes:

New front door will be timber glazed Rear doors will be UPVC

Are you supplying additional information on submitted plans, drawings or a design and access statement?

- ☐ 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

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

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

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

***** REDACTED *****

First Name

***** REDACTED *****

Surname

***** REDACTED *****

Reference

GEN/25/00874 - 21 St James Road

Date (must be pre-application submission)

27/10/2025

Details of the pre-application advice received

Copy of pre-application advice is appended to this application. In response to the specific points raised in the pre-application advice I have addressed these as follows:

Effect on Neighbouring Properties - comments are noted on privacy glass for windows on the east elevation.

Appropriateness of design - proposal is to have a natural wood cladding not coloured.

Parking - the property is currently a 2 bedroom dwelling. The new applicaiton maintains the 2 bedroom configuration and will not increase occupancy and will not add any additional parking requirements.

Flood risk - the property has part suspended and part solid floors on the rear elevation facing West Brook. The proposal would be to replace the existing air bricks with Fernco (or equal) Anti Flood Air Bricks. These will prevent any rising water entering the under floor space in the event of a flood.

45 Degree rule - the footprint of the building is not being extended and does not impinge on the 45 degree rule with No 23. (See supporting document)

25 Degree rule - the replacement roof to the rear maintains the same ridge height as the existing roof. This does not impinge the 25degree sight line. (See supporting document)

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

James

Surname

Henton

Declaration Date

22/12/2025

☒ 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

James Henton

Date

22/12/2025

Amendments Summary

Version 1 applicaiton had some errors which have been corrected in this submission