

Householder Application for Planning Permission for works or extension to a dwelling

Town and Country Planning Act 1990 (as amended)

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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

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:	DOMINIC		
Last name:	ROBERTS				
Company (optional):					
Unit:		House number:	207	House suffix:	
House name:					
Address 1:	HAVANT ROAD				
Address 2:	HAYLING ISLAND				
Address 3:					
Town:	HAVANT				
County:	HAMPSHIRE				
Country:	ENGLAND				
Postcode:	PO11 0LG				

2. Agent Name and Address

Title:	MR	First name:	MIKE		
Last name:	ROBERTS				
Company (optional):	ROBERTS + SON				
Unit:		House number:	9	House suffix:	
House name:	#				
Address 1:	ALANDALE ROAD				
Address 2:	BIRDHAM				
Address 3:					
Town:	CHICHESTER				
County:	W. SUSSEX				
Country:	ENGLAND.				
Postcode:	PO2 7QN				

3. Description of Proposed Works

Please describe the proposed works:

DEVELOPMENT FOR SINGLE STOREY DEVELOPMENT EXTENDING 5.6m BEYOND THE REAR WALL OF ORIGINAL DWELLING WITH MAX HEIGHT 2.9m + AN EYES HEIGHT OF 2.9m. ADDING ~~TO~~ A DINNING AREA + LOUNGE WITH VIEWS OVER SOUTH FACING GARDEN. WITH TWO SETS OF BYFOLDING DOORS + TWO LANTERN ROOF LIGHTS.

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:

Address 2:

Address 3:

Town:

County:

Postcode (optional):

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

Easting: Northing:

Description:

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:

Reference:

Date (DD/MM/YYYY):

(must be pre-application submission)

Details of the pre-application advice received:

APPLIED FOR PRIOR APPROVAL 1ST WAS THEN ADVISED DUE TO AREA 4 RESTRICTIONS NEED TO APPLY FOR FULL PLANNING

6. Pedestrian and Vehicle Access, Roads and Rights of Way

Is there a new or altered vehicle access proposed to or from the public highway? ☐ Yes ☒ No

Is there 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. Parking

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

If Yes, please describe:

9. 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 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.

10. Materials

If applicable, please state what materials are to be used externally. Include type, colour and name for each material:

	Existing (where applicable)	Proposed SEE STAPLED SHEET FOR ALL.	Not applicable	Don't Know
Walls	BRICK + FLINT	WALLS WILL MATCH THE LOOK OF EXISTING - SEE STAPLED SHEET	☐	☐
Roof			☐	☐
Windows			☐	☐
Doors			☐	☐
Boundary treatments (e.g. fences, walls)			☐	☐
Vehicle access and hard-standing			☐	☐
Lighting			☐	☐
Others (please specify)			☐	☐

Are you supplying additional information on submitted plan(s)/drawing(s)/design and access statement? ☒ Yes ☐ No

If Yes, please state references for the plan(s)/drawing(s)/design and access statement:
SEE STAPLED MAP.

11. 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.

material)

Type:

Walls

Existing materials and finishes:

The property is constructed of brick and flint.

Proposed materials and finishes:

Walls will match the look of the existing rear of the property with flint and brick construction. 100ml blocks thermalite or similar, eurowall insulation full cavity wall insulation 1200x460x90ml. Cavity 115mm with brick FLB on East and west walls, South wall made up of flint faced concrete and brick Quoins, using cavity wall and insulation fixings in correct intervals. Build up to plate level using IG standard duty lintels over doors and windows.

Type:

Roof

Existing materials and finishes:

Proposed materials and finishes:

To be made up of 200x47mm at 400mm centres as per plan with double trimmers and using joist hangers to allow for roof Lanterns. The fairing of 1.40 fall fitted to joist with 18mm OSB on top screwed to joists, 125x47 upstand around perimeter to take insulation prime OSB to fit vapour or VCL placing insulation on deck, fit more OSB fixed through insulation, waterproof roof with EDPM rubber or similar.

Type:

Windows

Existing materials and finishes:

Existing windows are white UPVC windows and doors.

Proposed materials and finishes:

The proposed extension will have matching UPVC windows and 2 bifold doors

Type:

Doors

Existing materials and finishes:

White UPVC

Proposed materials and finishes:

Two Matching White UPVC bifold door

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

Full plans attached

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

Planning Portal Reference:

12. Ownership Certificates and Agricultural Land Declaration

One Certificate A, B, C, or D, must be completed with this application form

CERTIFICATE OF OWNERSHIP - CERTIFICATE A

Town and Country Planning (Development Management Procedure) (England) Order 2015 Certificate under Article 14

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**

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.

* "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.

Signed - Applicant:

Or signed - Agent:

Date (DD/MM/YYYY):

29/04/2026

CERTIFICATE OF OWNERSHIP - CERTIFICATE B

Town and Country Planning (Development Management Procedure) (England) Order 2015 Certificate under Article 14

I certify/ The applicant certifies that I have/ the applicant has given the requisite notice to everyone else (as listed below) who, on the day 21 days before the date of this application, was the owner* and/or agricultural tenant** of any part of the land or building to which this application relates.

* "owner" is a person with a freehold interest or leasehold interest with at least 7 years left to run.

** "agricultural tenant" has the meaning given in section 65(8) of the Town and Country Planning Act 1990

Name of Owner / Agricultural Tenant	Address	Date Notice Served

Signed - Applicant:

Or signed - Agent:

Date (DD/MM/YYYY):

12. Ownership Certificates and Agricultural Land Declaration (continued)

Town and Country Planning (Development Management Procedure) (England) Order 2015 Certificate under Article 14
CERTIFICATE OF OWNERSHIP - CERTIFICATE C

certify/ The applicant certifies that:
Neither Certificate A or B can be issued for this application
All reasonable steps have been taken to find out the names and addresses of the other owners* and/or agricultural tenants** of the land or building, or of a part of it, but I have/ the applicant has been unable to do so.
* "owner" is a person with a freehold interest or leasehold interest with at least 7 years left to run.
** "agricultural tenant" has the meaning given in section 65(8) of the Town and Country Planning Act 1990
The steps taken were:

Name of Owner / Agricultural Tenant	Address	Date Notice Served

Notice of the application has been published in the following newspaper
(circulating in the area where the land is situated):

On the following date (which must not be earlier
than 21 days before the date of the application):

Signed - Applicant:

Or signed - Agent:

Date (DD/MM/YYYY):

Town and Country Planning (Development Management Procedure) (England) Order 2015 Certificate under Article 14
CERTIFICATE OF OWNERSHIP - CERTIFICATE D

certify/ The applicant certifies that:
Certificate A cannot be issued for this application
All reasonable steps have been taken to find out the names and addresses of everyone else who, on the day 21 days before the date of this application, was the owner* and/or agricultural tenant** of any part of the land to which this application relates, but I have/ the applicant has been unable to do so.
* "owner" is a person with a freehold interest or leasehold interest with at least 7 years left to run.
** "agricultural tenant" has the meaning given in section 65(8) of the Town and Country Planning Act 1990
The steps taken were:

Notice of the application has been published in the following newspaper
circulating in the area where the land is situated):

On the following date (which must not be earlier
than 21 days before the date of the application):

Signed - Applicant:

Or signed - Agent:

Date (DD/MM/YYYY):

13. 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:	☐
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.

14. 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):
<div></div>	<div></div>	<div>29/04/2026</div> (date cannot be pre-application)

15. Applicant Contact Details

Telephone numbers

Country code:	National number:	Extension number:
<div></div>	<div></div>	<div></div>

16. Agent Contact Details

Telephone numbers

Country code:	National number:	Extension number:
<div></div>	<div></div>	<div></div>

17. 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:
<div></div>	<div></div>
Email address:	
<div></div>	