Horsham District Council

Application for Listed Building Consent for alterations, extension or demolition of a listed building

Planning (Listed Buildings and Conservation Areas 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: 31

Suffix:

Property Name:

Address Line 1: Friday Street

Address Line 2:

Address Line 3: West Sussex

Town/city: Warnham

Postcode: RH12 3QY

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

Easting (x): 515424

Northing (y): 133463

Description:

Applicant Details

Name/Company

Title

Mr

First name

Ben

Surname

McMinn

Company Name

Address

Address line 1

33 Friday Street

Address line 2

Address line 3

Town/City

Warnham

County

Country

United Kingdom

Postcode

RH123QY

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 proposals to alter, extend or demolish the listed building(s)

Variation of condition 1 of previously approved application reference DC/23/1977 (Erection of a garden studio, two-storey extension to both the adjoining properties, with internal changes; reconfiguration of flat roof to existing side extension to form pitched roof. Changes to front elevation to reintegrate original features) incorporate fenestration changes, internal reconfiguration, and reinstatement of chimney stack to rear elevation of 31 Friday Street

Has the development or work already been started without consent?

- [x] Yes
- [ ] No

If Yes, please state when the development or work was started (date must be pre-application submission)

01/02/2025

Has the development or work already been completed without consent?

- [ ] Yes
- [x] No

Listed Building Grading

What is the grading of the listed building (as stated in the list of Buildings of Special Architectural or Historical Interest)?

- [ ] Don't know
- [ ] Grade I
- [ ] Grade II*
- [x] Grade II

Is it an ecclesiastical building?

- [ ] Don't know
- [ ] Yes
- [x] No

Demolition of Listed Building

Does the proposal include the partial or total demolition of a listed building?

- [ ] Yes
- [x] No

Related Proposals

Are there any current applications, previous proposals or demolitions for the site?

- [x] Yes
- [ ] No

If Yes, please describe and include the planning application reference number(s), if known

DC/23/1977
DC/23/1978
DC/25/0175

Immunity from Listing

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

- [ ] Yes
- [x] No

Listed Building Alterations

Do the proposed works include alterations to a listed building?

- [x] Yes
- [ ] No

If Yes, do the proposed works include

a) works to the interior of the building?

- [x] Yes
- [ ] No

b) works to the exterior of the building?

- [x] Yes
- [ ] No

c) works to any structure or object fixed to the property (or buildings within its curtilage) internally or externally?

- [ ] Yes
- [x] No

d) stripping out of any internal wall, ceiling or floor finishes (e.g. plaster, floorboards)?

- [ ] Yes
- [x] No

If the answer to any of these questions is Yes, please provide plans, drawings and photographs sufficient to identify the location, extent and character of the items to be removed. Also include the proposal for their replacement, including any new means of structural support, and state references for the plan(s)/drawing(s).

Internal changes are limited to replacement of non-compliant spiral staircase with t-shaped timber (pine) and associated minor changes to ground floor walls to accommodate. Reinstatement of first floor walls, per drawings submitted. External changes are limited to reconfiguration of flat roof extension to pitched clay tile roof (aesthetic change only), reinstatement of previously removed (without consent, prior to current ownership) of rear chimney stack (31 Friday Street) to match 33 Friday Street.

Materials

Does the proposed development require any materials to be used?

- [x] Yes
- [ ] No

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

Type:
Chimney

Existing materials and finishes:
Removed during previous ownership

Proposed materials and finishes:
Reclaimed imperial bricks to match design and style of previously removed stack, and that of 33 Friday Street. Painted white to match.

Type:
Other

Other (please specify):
Staircase

Existing materials and finishes:
Cast aluminium non-compliant spiral staircase, installed c. 1995

Proposed materials and finishes:
Pine staircase, per drawing, traditional oak spindles and bannisters

Type:
Windows

Existing materials and finishes:
uPVC double glazing

Proposed materials and finishes:
Hardwood double glazed fenestration per drawings.

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

- [x] Yes
- [ ] No

If Yes, please state references for the plans, drawings and/or design and access statement

Please refer to "related documents"

Neighbour and Community Consultation

Have you consulted your neighbours or the local community about the proposal?

- [x] Yes
- [ ] No

If Yes, please provide details

DC/23/1977 & DC/23/1978 (original application and LBC) has been approved. These variations are minor changes only, to incorporate further reinstatement and reintegration of original features removed by the previous owner.

Site Visit

Can the site be seen from a public road, public footpath, bridleway or other public land?

- [x] Yes
- [ ] No

If the planning authority needs to make an appointment to carry out a site visit, whom should they contact?

- [ ] The agent
- [x] The applicant
- [ ] Other person

Pre-application Advice

Has assistance or prior advice been sought from the local authority about this application?

- [x] 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

DC/23/1977-1978

Date (must be pre-application submission)

03/02/2025

Details of the pre-application advice received

Suitability of proposed variations

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

Certificates under Regulation 6 - Planning (Listed Buildings and Conservation Areas) Regulations 1990

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

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 (owner is a person with a freehold interest or leasehold interest with at least 7 years left to run) of any part of the land or building to which the application relates.

Person Role

⊘ The Applicant
◯ The Agent

Title

First Name

Ben

Surname

McMinn

Declaration Date

17/04/2025

☑ Declaration made

Declaration

I/We hereby apply for Listed building consent 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

Ben McMinn

Date

17/04/2025