Horsham District Council

Application for Approval of Details Reserved by Condition

Town and Country Planning Act 1990 (as amended); 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: 10

Suffix:

Property Name: Causeway Lodge

Address Line 1: Causeway

Address Line 2:

Address Line 3: West Sussex

Town/city: Horsham

Postcode: RH12 1HE

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

Easting (x): 517194

Northing (y): 130435

Description:

Applicant Details

Name/Company

Title

Ms

First name

Becky

Surname

Morris

Company Name

Address

Address line 1

10 Causeway Lodge Causeway

Address line 2

Address line 3

Town/City

Horsham

County

West Sussex

Country

Postcode

RH12 1HE

Are you an agent acting on behalf of the applicant?

- [x] Yes
- [ ] No

Contact Details

Primary number

***** REDACTED ******

Secondary number

Fax number

Email address

***** REDACTED ******

Agent Details

Name/Company

Title

Mr

First name

P

Surname

Bassett

Company Name

Eye For Detail Architects

Address

Address line 1

Oakwood House

Address line 2

North Heath Lane

Address line 3

Town/City

Horsham

County

US Addresses Only

Country

United Kingdom

Postcode

RH12 5PJ

Contact Details

Primary number

***** REDACTED ******

Secondary number

Fax number

Email address

***** REDACTED ******

Description of the Proposal

Please provide a description of the approved development as shown on the decision letter

Erection of a single storey rear extension and internal modifications

Reference number

DC/25/0492

Date of decision (date must be pre-application submission)

26/11/2025

Please state the condition number(s) to which this application relates

Condition number(s)

Condition 2

Has the development already started?

◯ Yes
⊘ No

Part Discharge of Conditions

Are you seeking to discharge only part of a condition?

⊘ Yes
◯ No

If Yes, please indicate which part of the condition your application relates to

Condition 2

a) Drawings to a scale not smaller than 1:5 fully describing:

i) new/and/or/replacement windows, external doors, roof lantern, and internal staircase.

These drawings must show:

- materials
- decorative/protective finish
- cross section of frame, transom, mullions, glazing bars, etc
- formation of openings including reveals, heads, sills, arches, lintels, etc
- method of opening
- method of glazing
- design of proposed staircase including balustrades and handrails

ii) Roof details including sections through:

- roof ridge
- hips
- valleys
- eaves
- verges
- verges and bargeboards
- flat roof perimeters
- parapets

b) Specification of masonry, brickwork, stonework including material, colour, texture, face bond, components of the mortar, and jointing/pointing profile.

c) Specification, including location drawings and sketches where appropriate, of works to timbers / structural timbers / timber framing including extent of work, methods to be used, and the type of any replacement timber.

d) Samples or specifications of external materials and surface finishes.

Discharge of Conditions

Please provide a full description and/or list of the materials/details that are being submitted for approval

a) Drawings to a scale not smaller than 1:5 fully describing:

i) new/and/or/replacement windows, external doors, roof lantern, and internal staircase.

These drawings must show:
- materials
- decorative/protective finish
- cross section of frame, transom, mullions, glazing bars, etc
- formation of openings including reveals, heads, sills, arches, lintels, etc
- method of opening
- method of glazing
- design of proposed staircase including balustrades and handrails

ii) Roof details including sections through:
- roof ridge
- hips
- valleys
- eaves
- verges
- verges and bargeboards
- flat roof perimeters
- parapets

b) Specification of masonry, brickwork, stonework including material, colour, texture, face bond, components of the mortar, and jointing/pointing profile.

c) Specification, including location drawings and sketches where appropriate, of works to timbers / structural timbers / timber framing including extent of work, methods to be used, and the type of any replacement timber.

d) Samples or specifications of external materials and surface finishes.

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?

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

Pre-application Advice

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

- [ ] Yes
- [x] No

Declaration

I/We hereby apply for Approval of details reserved by a condition (discharge) 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

Paul Bassett

Date

26/11/2025