



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

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)

Description

Applicant Details

Name/Company

Title

Mr & Mrs

First name

A

Surname

Boulsien

Company Name

Address

Address line 1

Shermanbury Place

Address line 2

Brighton Road

Address line 3

Town/City

Shermanbury

County

West Sussex

Country

Postcode

RH13 8HF

Are you an agent acting on behalf of the applicant?

☒ Yes

☐ No

Applicant Contact Details

Primary number

Secondary number

Fax number

Email address

Agent Details

Name/Company

Title

First name

Surname

Company Name

Address

Address line 1

Address line 2

Address line 3

Town/City

County

Country

Postcode

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

External and internal alterations and improvements. (Listed Building Consent).
Shermanbury Place Brighton Road Shermanbury West Sussex

Reference number

DC/25/2125

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

11/02/2026

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

Condition number(s)

2a)

Has the development already started?

- ☒ Yes
- ☐ No

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

06/01/2026

Has the development been completed?

- ☐ 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

2 Pre-Commencement Condition: No relevant works shall commence until the following details have been submitted to and approved in writing by the Local Planning Authority. The works must not be executed other than in complete accordance with these approved details:

- a) Drawings to a scale not smaller than 1:5 fully describing:
 - i) new/and/or/replacement windows, and doors.

Discharge of Conditions

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

Manorwood drawings Shermanbury Place - 2405SH_R2 300_301_New and replacement windows and doors_Key Plans

Marchant Joinery detail drawings showing;

Replacement 6 over 6 sash window for WF14 to Guest Spare Bedroom

Replacement 6 over 6 sash window for WG12 to Butlers Pantry

Replacement 1 over 1 sash windows for WG13/14/15/16 to Dining Room and Drawing room

Replacement half glazed stable door for ED04 to Pantry

Replacement 6 over 6 sash window for WG09 to Kitchen and WG18 to Music Room

New French patio doors to WG17/ED07 to Music Room

The proposals replicate the materials (soft wood), protective finish (painted), cross section of frame, transom, mullions, glazing bars, etc, method of opening and method of glazing on the existing sash format and mouldings of the existing windows to be replaced due to condition beyond repair.

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

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

Hannah Reynolds

Date

03/09/2026