



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

5

Suffix

Property Name

Address Line 1

Coniston Close

Address Line 2

Address Line 3

West Sussex

Town/city

Horsham

Postcode

RH12 4GU

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

Easting (x)

519666

Northing (y)

132508

Description

Applicant Details

Name/Company

Title

Mrs

First name

Lynsey

Surname

Richardson

Company Name

Address

Address line 1

5 ConistonClose

Address line 2

Address line 3

Town/City

Horsham

County

Country

GB

Postcode

Rh124gu

Are you an agent acting on behalf of the applicant?

☐ Yes

☒ No

Applicant Contact Details

Primary number

***** REDACTED *****

Secondary number

Fax number

Email address

Description of the Proposal

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

"Erection of a first-floor front extension, replacement front porch, demolition of existing conservatory and erection of a two-storey rear extension."

Reference number

DC/25/0305

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

23/05/2025

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

Condition number(s)

Condition 3

Has the development already started?

☒ Yes

☐ No

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

26/11/2025

Has the development been completed?

☐ Yes

☒ No

Part Discharge of Conditions

Are you seeking to discharge only part of a condition?

☐ Yes

☒ No

Discharge of Conditions

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

External walls: very light grey weatherboarding, replacing the existing white weatherboarding, closely matching the appearance of the original.

Windows and doors: white uPVC double glazed units to match the existing property.

The materials have been selected to match and complement the existing dwelling and surrounding area, ensuring a consistent and appropriate appearance in keeping with the character of the property.

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

EN/26/0132

Date (must be pre-application submission)

28/04/2026

Details of the pre-application advice received

Following correspondence from Horsham District Council Planning Compliance regarding enforcement reference EN/26/0132, advice was received requesting submission of a discharge of conditions application in relation to Condition 3 (materials) attached to planning permission DC/25/0305.

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

Lynsey Richardson

Date

11/05/2026