Planning Services, Adur District Council

Civic Centre,
Ham Road,
Shoreham-by-Sea,
West Sussex,
BN43 6PR

Tel : (01273) 263222 (calls may be recorded)
website : www.adur.gov.uk
e-mail : developmentcontrol@adur.gov.uk

ADUR
DISTRICT COUNCIL

PLANNING
PLAN
NO. ADC/05/6/08
DATE 24 OCT 2008

Householder Application for Planning Permission for works or extension to a dwelling and conservation area consent.
Town and Country Planning Act 1990
Planning (Listed Buildings and Conservation Areas Act) 1990

Publication of planning applications on council websites

Please note that with the exception of applicant contact details and Certificates of Ownership, the information provided on this application form and in supporting documents may be published on the council's website.

If you have provided any other information as part of your application which falls within the definition of personal data under the Data Protection Act which you do not wish to be published on the council's website, please contact the council's planning department.

Please complete using block capitals and black ink.
It is important that you read the accompanying guidance notes as incorrect completion will delay the processing of your application.

1. Applicant Name and Address

Title:	MRS
First name:	CAROLINE
Last name:	BISHOP
Company (optional):	
Unit:	
House number:	28
House suffix:	
House name:	
Address 1:	CHURCH STREET
Address 2:	
Address 3:	
Town:	SHOREHAM BY SEA
County:	WEST SUSSEX
Country:	ENGLAND
Postcode:	BN43 5DQ

2. Agent Name and Address

Title:	MR
First name:	DAVID
Last name:	NORWOOD
Company (optional):	WEDGCOURT LTD
Unit:	
House number:	26
House suffix:	
House name:	
Address 1:	SOUTHDOWN ROAD
Address 2:	
Address 3:	
Town:	SHOREHAM BY SEA
County:	WEST SUSSEX
Country:	ENGLAND
Postcode:	BN43 5AL

3. Description of Proposed Works

Please describe the proposed works:

RE-INSTATING REAR ACCESS INTO MIDDLE STREET FROM GARDEN TO 28 CHURCH STREET.

3. Description of Proposed Works (continued)

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 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: 28 House suffix: _____

House name: _____

Address 1: CHURCH STREET

Address 2: _____

Address 3: _____

Town: SHOREHAM BY SEA

County: WEST SUSSEX

Postcode (optional): BN43 5DQ

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: MRS HANNAH BARKER

Reference: _____

Date (DD/MM/YYYY): 20/10/2008
(must be pre-application submission)

Details of the pre-application advice received:

TO SUBMIT APPLICATION AS SOON AS POSSIBLE.

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

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

Is 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 boundary? ☒ Yes ☐ No

If Yes, please mark their position on a scaled plan and state the reference number of any plan(s)/drawing(s):

THE NEAREST TREE IS NOT AFFECTED BY THIS ACCESS

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. Council Employee / Member

Is the applicant or agent related to any member of staff or elected member of the council? ☐ Yes ☒ No

If Yes, please provide details:

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	Not applicable	Don't Know	Drawing references if applicable
Walls			☐	☐	
Roof			☐	☐	
Windows			☐	☐	
Doors			☐	☐	
Boundary treatments (e.g. fences, walls)	FLINT	PAINTED WOOD DOORWAY	☐	☐	SEE DESIGN & ACCESS STATEMENT
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:

Attachment 1 - design and access statement
Attachment 2 - location plan
Attachment 3 - site plan

11. Explanation For Proposed Demolition Work

Why is it necessary to demolish all or part of the building(s) and or structure(s)?

IN ORDER TO ALLOW PEDESTRIAN ACCESS

12. Certificates

One certificate A, B, C, or D must be completed, together with the Agricultural Holdings Certificate with this application form

CERTIFICATE OF OWNERSHIP - CERTIFICATE A

Certificate under Article 7 of the Town and Country Planning (General Development Procedure) Order 1995 & Regulation 6 of the Planning (Listed Buildings and Conservation Areas) Regulations 1990

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.

Signed - Applicant:	Or signed - Agent:	Date (DD/MM/YYYY):
		22/10/2008

CERTIFICATE OF OWNERSHIP - CERTIFICATE B

Certificate under Article 7 of the Town and Country Planning (General Development Procedure) Order 1995 & Regulation 6 of the Planning (Listed Buildings and Conservation Areas) Regulations 1990

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 *(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 this application relates.

Name of Owner	Address	Date Notice Served

Signed - Applicant:	Or signed - Agent:	Date (DD/MM/YYYY):

CERTIFICATE OF OWNERSHIP - CERTIFICATE C

Certificate under Article 7 of the Town and Country Planning (General Development Procedure) Order 1995 & Regulation 6 of the Planning (Listed Buildings and Conservation Areas) Regulations 1990

I 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 *(owner is a person with a freehold interest or leasehold interest with at least 7 years left to run)* of the land or building, or of a part of it , but I have/ the applicant has been unable to do so.

The steps taken were:

Name of Owner	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):

12. Certificates (continued)

CERTIFICATE OF OWNERSHIP - CERTIFICATE D

Certificate under Article 7 of the Town and Country Planning (General Development Procedure) Order 1995 & Regulation 6 of the Planning (Listed Buildings and Conservation Areas) Regulations 1990

I 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 *(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 to which this application relates, but I have/ the applicant has been unable to do so.

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):

AGRICULTURAL HOLDINGS CERTIFICATE

Town and Country Planning (General Development Procedure)Order 1995 Certificate under Article 7

Agricultural Land Declaration - You Must Complete Either A or B

(A) None of the land to which the application relates is, or is part of, an agricultural holding.

Signed - Applicant: | Or signed - Agent: | Date (DD/MM/YYYY): 22/10/2008

B) I have/ The applicant has given the requisite notice to every person other than myself/ the applicant who, on the day 21 days before the date of this application, was a tenant of an agricultural holding on all or part of the land to which this application relates, as listed below:

Name of Tenant	Address	Date Notice Served

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 has been submitted.

3 copies of a completed and dated application form: ☒

3 copies of a plan which identifies the land to which the application relates drawn to an identified scale and showing the direction of North: ☒

3 copies of other plans and drawings or information necessary to describe the subject of the application: ☒

3 copies of a design and access statement where proposed works fall within one of the following designated areas: ☒

- National Park
- Site of special scientific interest
- Conservation area
- Area of outstanding natural beauty
- World Heritage Site
- The Broads

The correct fee: ☒

3 copies of the completed, dated Article 7 Certificate (Agricultural Holdings): ☒

3 copies of the completed, dated Ownership Certificate (A, B, C or D - as applicable): ☒

14. Declaration

I/we hereby apply for planning permission/consent as described in this form and the accompanying plans/drawings and additional information.

Signed - Applicant: | Or signed - Agent: | Date (DD/MM/YYYY): 23/10/2008 (date cannot be pre-application)

15. Applicant Contact Details

Telephone numbers

Country code:	National number:	Extension number:
44	[redacted]	

Country code:	Mobile number (optional):
44	[redacted]

Country code:	Fax number (optional):

Email address (optional): [redacted]

16. Agent Contact Details

Telephone numbers

Country code:	National number:	Extension number:
44	01273 440017	

Country code:	Mobile number (optional):
44	07798 640 369

Country code:	Fax number (optional):

Email address (optional):

17. Site Visit

Can the site be seen from a public road, public footpath, bridleway or other public land? ☒ Yes ☐ No

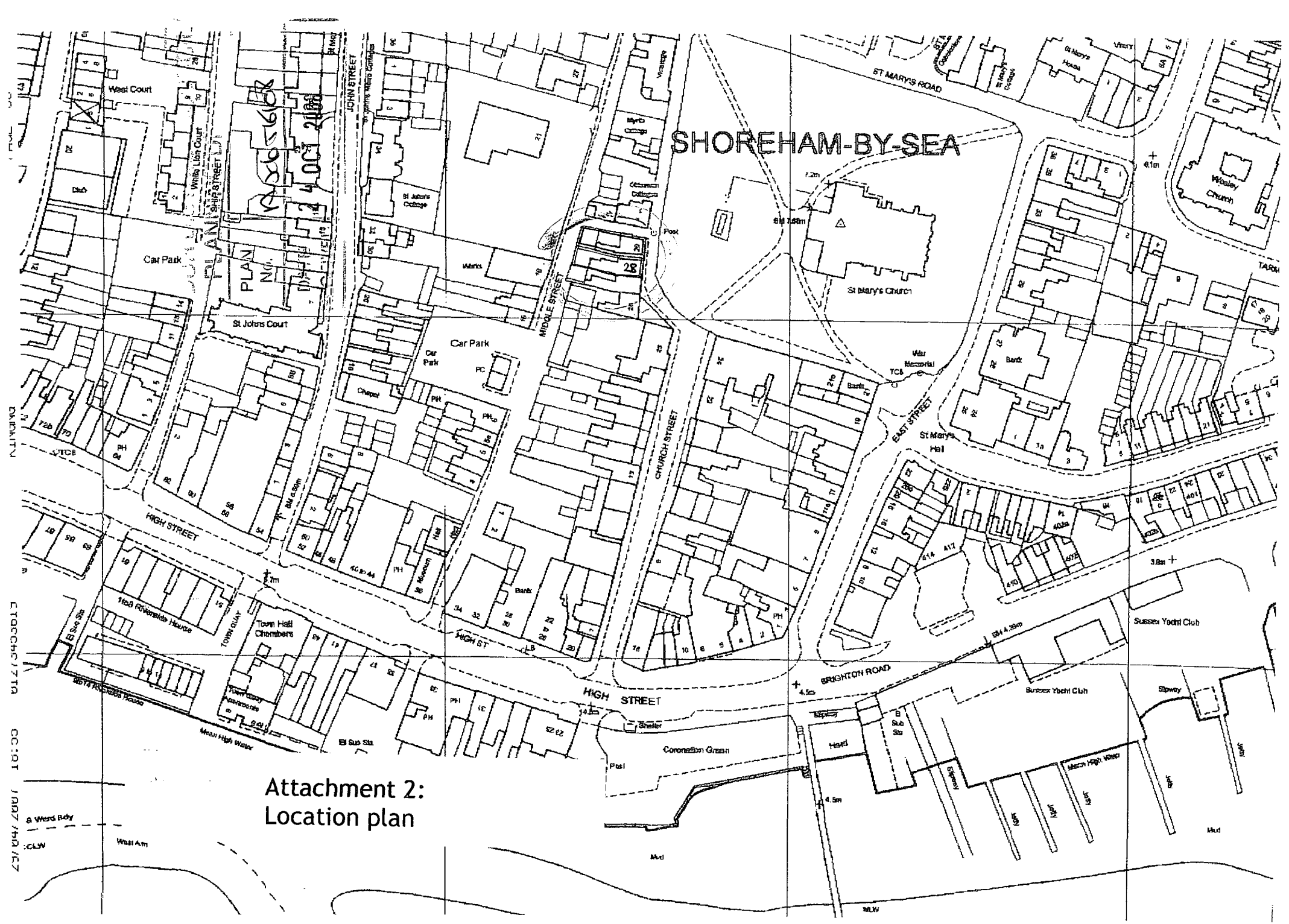
If the planning authority needs to make an appointment to carry out a site visit, whom should they contact? *(Please select only one)* ☒ Agent ☐ Applicant ☐ Other (if different from the agent/applicant's details)

If Other has been selected, please provide:

Contact name:

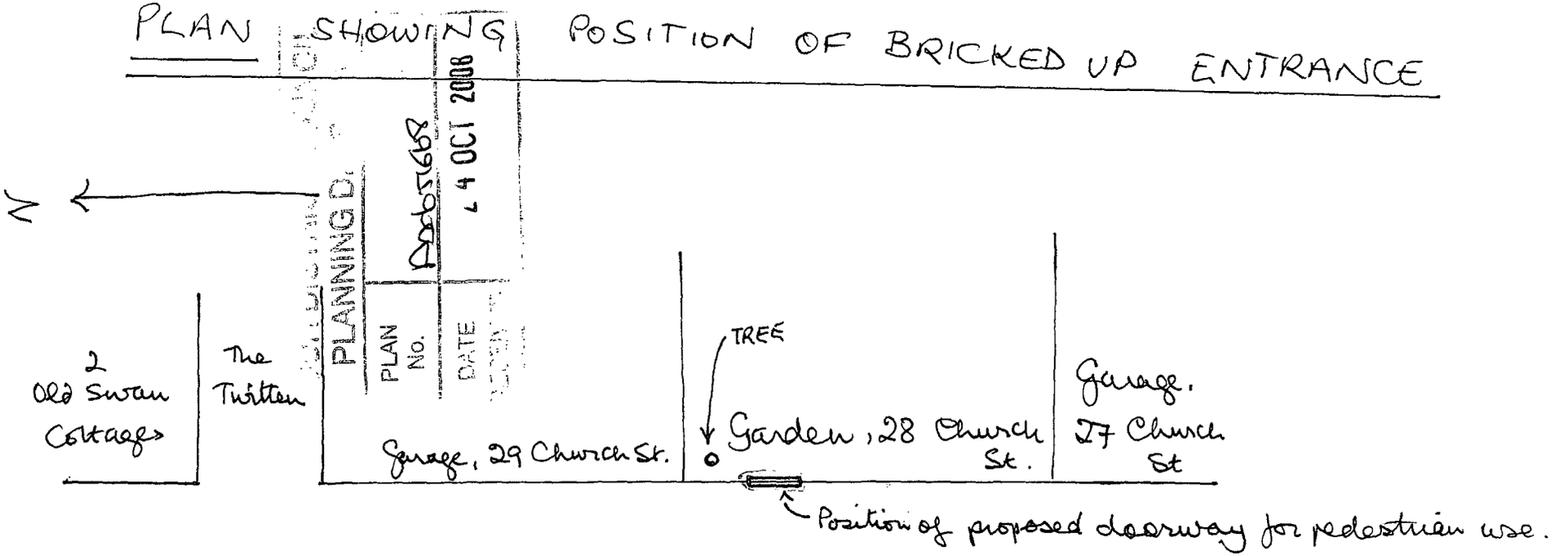
Telephone number:

Email address:



Attachment 2:
Location plan

PLAN SHOWING POSITION OF BRICKED UP ENTRANCE



Scale: approx 1 cm = 1 metre

Attachment 3: Site Plan

Attachment 1

PLANNING DIVISION
PLAN No. A06056B
DATE 24 OCT 2008

DESIGN AND ACCESS STATEMENT

Site Location: 28 Church Street, Shoreham-by-Sea, BN43 5DQ

Proposal: To re-instate access from garden of this property into Middle Street

Background

28 Church Street is a 3-storey, mid terrace property, which faces the church of St Mary de Haura. The only access to the property is via its front door, which presents onto a narrow footpath, and the one way section of Church Street.

In view of this it is difficult to stop outside (to load or unload for example) without holding up the traffic.

The rear garden of the property is separated from Middle Street by a flint wall, through which there was clearly access at a former time, which has since been blocked. (see photograph below). On the Middle Street side the lower part of the blocked in area appears to bulge. On the garden side there is a crack to the corresponding part.

This flint wall faces the garden wall of 21 Middle Street.



OUR DISTRICT COUNCIL
PLANNING DI
PLAN No. ADC 1056/08
DATE RECEIVED 24 OCT 2008

28 Church Street has been somewhat neglected, and is now in need of total refurbishment. This presents something of a dilemma regarding delivery of building materials, and clearance of rubbish. Assuming a skip were to be placed in the wider part of Middle Street, adjacent to the car park, it would be necessary for all waste to be carried by wheelbarrow up Church Street, through the Twitten, and down Middle Street. This would be time consuming, and would also be less than agreeable for the residents of Old Swan Cottages.

Proposal

If the earlier access from the garden to Middle Street were to be re-instated there would be two advantages:

i) Firstly the supply of materials to the site and clearance of rubbish would be facilitated
ii) Secondly there would be another access to the property, in case of emergency for example, plus general access to the garden, and subsequent deliveries.

The following photograph depicts another entrance on Middle Street, which is in fact access to the garden of N°21.

The proposal is to have a doorway of a similar style to the garden of N°28 Church Street, which would be retained for future access after the building work is completed.

