Planning Services, Adur & Worthing Councils

Portland House,
44 Richmond Road,
Worthing,
West Sussex,
BN11 1HS

Tel : 01903 221065
websites : www.adur.gov.uk or www.worthing.gov.uk
e-mail : planning@adur-worthing.gov.uk

Householder Application for Planning Permission for works or extension to a dwelling; Listed Building Consent for alterations, extension or demolition of a listed building

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: 94

Suffix:

Property Name:

Address Line 1: South Street

Address Line 2: Tarring

Address Line 3: West Sussex

Town/city: Worthing

Postcode: BN14 7NB

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

Easting (x): 513347

Northing (y): 103609

Description

Applicant Details

Name/Company

Title

Miss

First name

Anne-Marie

Surname

Cramp

Company Name

Address

Address line 1

20 Norfolk Street

Address line 2

Address line 3

Town/City

Worthing

County

Country

United Kingdom

Postcode

BN11 4BB

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 proposed works

Worthing Council Private Sector Housing Officer, Joanna Vickery, via Improvement Notice PSH/9274, has requested a separation of the kitchen to the stairwell to allow an escape route for the upstairs bedrooms.

I submitted the attached proposal to both Joanna Vickery and Worthing's conservation office, Richard Small, which they approved. However, as the cottage is Grade II listed, the Conservation office has advised I now need to apply for Listed Building Consent.

The proposal is for a Fire Stud Wall enclosing a sliding Pocket Fire Door FD30 located on the kitchen (not stairwell) side, allowing required escape route from upstairs bedrooms through wither back door or lounge.

Has the work already been started without consent?

- ◯ Yes
- ⊘ 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*
- ⊘ Grade II

Is it an ecclesiastical building?

- ◯ Don't know
- ◯ Yes
- ⊘ No

Immunity from Listing

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

- ◯ Yes
- ⊘ No

Demolition of Listed Building

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

◯ Yes
⊘ No

Listed Building Alterations

Do the proposed works include alterations to a listed building?

◯ Yes
⊘ No

Materials

Does the proposed development require any materials to be used?

⊘ 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:
Internal walls

Existing materials and finishes:
Not applicable

Proposed materials and finishes:
686mm Fire Rated Pocket Door (FD30) White FD30 Fired Rated Frame and Liner Kit for use with Pocket Door. White. Built into stud wall double boarded with 2 sheets 12mm Fire rated plaster board with 2 sheets. White.

Type:
Windows

Existing materials and finishes:
Not applicable

Proposed materials and finishes:
Secondary glazing on all windows. White. Aluminum frame. Casement windows - rear bedroom and bathroom - horizontal sliding secondary glazing. Sash windows - front bedroom, lounge and kitchen - vertical sliding secondary glazing

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

⊘ Yes
◯ No

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

94 South Street BN14 7NB_Kitchen_Pocket fire door plan_image 1
94 South Street BN14 7NB_Kitchen_Pocket fire door plan_image 2
94 South Street BN14 7NB_Kitchen showing existing open stairwell_photo

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, extinguishment and/or creation of public rights of way?

◯ Yes
⊘ No

Parking

Will the proposed works affect existing car parking arrangements?

◯ Yes
⊘ No

Trees and Hedges

Are there any trees or hedges on the property or on adjoining properties which are within falling distance of the proposed development?

◯ Yes
⊘ No

Will any trees or hedges need to be removed or pruned in order to carry out your proposal?

◯ Yes
⊘ No

Biodiversity net gain

Paragraph 13 of Schedule 7A of the Town and Country Planning Act 1990 sets out that every planning permission granted for the development of land in England shall be deemed to have been granted subject to the 'biodiversity gain condition' requiring development to achieve a net gain of 10% of biodiversity value.

This is subject to exemptions, an exemption applies in relation to planning permission for a development which is the subject of a householder application, within the meaning of article 2(1) of the Town and Country Planning (Development Management Procedure) (England) Order (2015)*.

Applicants for planning permission are required to make a statement as to whether they believe the biodiversity gain condition will apply if permission is granted, please confirm:

☑ It is my belief that if permission is granted for the development to which this application relates the biodiversity gain condition would not apply

*A 'householder application' means an application for planning permission for development for an existing dwellinghouse, or development within the curtilage of such a dwellinghouse for any purpose incidental to the enjoyment of the dwellinghouse which is not an application for change of use or an application to change the number of dwellings in a building.

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

Adur & Worthing Councils

Date (must be pre-application submission)

13/11/2024

Details of the pre-application advice received

Ref: Improvement Notice PSH/9274_94 South Street, BN14 7NB

Email from Joanne Vickery 12Nov24: Private Sector Housing Officer, Private Sector Housing, 01273 263461, joanne.vickery@adur-worthing.gov.uk, Adur & Worthing Councils:
I have discussed the sliding pocket door with my manager and we are happy with this plan. This will provide suitable and substantial separation from the high risk kitchen and the bedrooms upstairs, so there will be a protected route, in the case of a fire, for people sleeping upstairs to have time to be woken by alarms and to make their way out of the property. We considered whether occupants would be more or less likely to close a sliding door rather than a standard door at night, and we would suggest that future occupants be encouraged to ensure the kitchen door is closed at night, as part of their evening routine.

Email from Richard Small, Design & Conservation Architect, 13Nov24: richard.small@adur-worthing.gov.uk, Adur & Worthing Councils:
I am pleased to see the pocket door solution appears to be working for everyone. Hopefully you will be able to submit your Listed Building Consent application now.

Email from Richard Small, Design & Conservation Architect, 23Oct24: You may need to consider a fire rated pocket door. The door slides back within the wall thickness. Here is an example. https://www.pchenderson.com/pocket-door-pro-fire-rated/

Email from Richard Small, Design & Conservation Architect, 23Oct24: The reason for supporting a new stud wall in this listed building, would be to isolate the kitchen from the means of escape. In my opinion it would need to be positioned on the kitchen side of the back door, thus allowing first floor escape without entering the kitchen itself.

In addition, Improvement Notice identified Cat 2 Hazard under Section 12 of Housing Act 2004: The windows in property were single glazed, reducing the thermal efficiency of the property and contributing to the hazard of Excess cold. As UPVC cannot be installed (due to Grade II listing), secondary glazing to be installed.

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 and Agricultural Land Declaration

Certificates under Article 14 - Town and Country Planning (Development Management Procedure) (England) Order 2015 & 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

Is any of the land to which the application relates part of an Agricultural Holding?

◯ 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* of any part of the land or building to which the application relates, and that none of the land to which the application relates is, or is part of, an agricultural holding**

*** 'owner' is a person with a freehold interest or leasehold interest with at least 7 years left to run.**
**** 'agricultural holding' has the meaning given by reference to the definition of 'agricultural tenant' in section 65(8) of the Act.**

NOTE: You should sign Certificate B, C or D, as appropriate, if you are the sole owner of the land or building to which the application relates but the land is, or is part of, an agricultural holding.

Person Role

⊘ The Applicant
◯ The Agent

Title

Miss

First Name

Anne-Marie

Surname

Cramp

Declaration Date

14/11/2024

☑ Declaration made

Declaration

I/We hereby apply for Householder planning & 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

Anne-Marie Cramp

Date

14/11/2024