The Planning Inspectorate

Room: 3/15 Eagle
Temple Quay House
2 The Square
Temple Quay
Bristol BS1 6PN

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Fax No: 0117-372-8181
GTN: 1374-8856
teamp9@pins.gsi.gov.uk
http://www.planning-inspectorate.gov.uk

Mrs D Aylmore
Adur District Council
Planning & Development Services
Department
Civic Centre
Ham Road
Shoreham By Sea
West Sussex
BN4 6PR

ADUR D.C.
CHIEF EXECUTIVE'S
DEPARTMENT
30 MAR 2007

Your Ref: ADC/0397/06

Our Ref: APP/Y3805/A/07/2035519/WF

Date: 28 March 2007

Dear Mrs Aylmore

Town and Country Planning Act 1990
Appeal by Mr & Mrs R Jackson
Site at 124 Cokeham Lane, Sompting, Lancing, BN15 9SG

I enclose for your information a copy of the appellant's final comments on the above appeal. Normally, no further comments, from any party, will now be taken into consideration.

Yours sincerely

[redacted]

Michael Lloyd

217L(BPR)

You can now use the Internet to submit and view documents, to see information and to check the progress of this case through the Planning Portal. The address of our search page is - http://www.pcs.planningportal.gov.uk/pcsportal/casesearch.asp
You can access this case by putting the above reference number into the 'Case Ref' field of the 'Search' page and clicking on the search button

INVESTOR IN PEOPLE
POSITIVE ABOUT DISABLED PEOPLE

Mr &Mrs R.Jackson.
124 Cokeham Lane
Sompting
Lancing
West Sussex
BN15 9SG
8th March 2007 ref:APP/Y3805/A/07/2035519/WF

Dear Sir or Madam,

Thankyou for your letter enclosing a copy of the LPA,s statement Relating to our above appeal.
We would like to commenton the following points
4.5 The proposed extension would protrude 3m from the inside wall leaving about 5m From the highway boundary not 3.5m as suggested.
On walking down the street we feel it would not be to noticeable to appear awkward or Incongruous and believe it would inprove the look of the property.

4.6 No.1Bowness Avenue protrudes about 2m out from No.120 Cokeham Lane witch Protrudes about another 1m from 122 Cokeham Lane making our 3m in line with No1Bowness Ave.

4.7 We therefore feel that as there are only four properties on our section and being in Line with the north end property it would not affect the street scene or spoil the character Of the bungalow. It would not unduly affect any of the neighbours and on speaking to them They have no objections to our proposal.

Yours Sincerely,

Mr&Mrs R.Jackson.

RECEIVED
12 MAR 20
PINS PEP

ADUR
DISTRICT COUNCIL

Planning and
Community

Head of Division
Peter Davies

Direct Dial: 01273 263239
Facsimile: 01273 263203
keith.morgan@adur.gov.uk
DX 59765, Shoreham-by-Sea

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

The Planning Inspectorate (Michael Lloyd)
3/15 Eagle Wing
Temple Quay House
2 The Square
Temple Quay
BRISTOL
BS1 6PN

Contact: Keith Morgan
Our ref: ADC/0397/06
Your ref: APP/Y3805/A/07/2035519/WF
Date: 2 February 2007

Dear Mr Lloyd,

Town & Country Planning Act 1990
Appeal by Mr and Mrs R. Jackson
Site at 124 Cokeham Lane, Sompting BN15 9SG

I refer to your letter of 19 January 2007 and the Council's letter of 30 January 2007 enclosing the appeal questionnaire papers.

I now enclose 2 copies of the Council's Written Representations and list of suggested conditions if the appeal were to be allowed.

Yours sincerely,

[redacted]

Keith Morgan
Planning Services Manager

ADUR DISTRICT COUNCIL

TOWN AND COUNTRY PLANNING ACT 1990 (AS AMENDED)

Appeal by Mr & Mrs R.Jackson against the refusal of the local planning authority to grant permission for a single-storey gabled front extension at 124 Cokeham Lane, Sompting

Planning Inspectorate Reference: APP/Y3805/A/07/2035519/WF

Local Planning Authority Reference: ADC/0397/06 2 February 2007

WRITTEN REPRESENTATIONS OF THE COUNCIL

1.0 The Site and its Location

1.1 The site lies within a residential area, in the south-west part of the built-up area of Lancing-Sompting. It lies to the east of Class III Western Road, from which it is reached via Carnforth Road, and lies 30m north of the junction of the latter road with Cokeham Lane.

1.2 The western side of Cokeham Lane, where the property is located, comprises of detached and semi-detached bungalows; the eastern side comprises semi-detached houses. No.124 is a detached bungalow.

1.3 The proposal is to construct a gabled front extension protruding 3m out from the front of the bungalow, on the southern part of the front elevation. Windows would be located in the front and north side of the extension. The extension is to be finished in materials to match the existing dwelling. It would enlarge an existing bedroom.

2.0 Consultations and Representations

Sompting Parish Council: Object to the proposal, stating that it is out of keeping with the streetscene, and raise concern that it would be in front of the existing building line.

Third Parties: No letters of representation have been received.

3.0 Policies (copies submitted with appeal questionnaire)

3.1 The Adur District Local Plan 1993-2006 was adopted in 1996 and has been saved until 2007 or until adoption of the Adur Development Plan Core Strategy, the submission draft of which was submitted to the Secretary of State on 31 January 2007. The relevant Local Plan policies are AG1 and AH7. Also, relevant is Appendix 11 'Supplementary Planning Guidance' which includes the Development Control Standard No.3 'Extensions and Alterations to Dwellings'.

3.2 The West Sussex Structure Plan 2001-16 was adopted in October 2004 and published February 2005. The relevant policies are CH1 and DEV1.

3.3 Government policy is set out in Planning Policy Statement PPS1 'Delivering Sustainable Development'. Relevant paragraphs are 17, which refers to the commitment to protecting and improving the environment; 18 which states that planning should seek to maintain and improve the local environment and help to mitigate the effects of declining environmental quality through positive policies on issues such as design; and 34 which states that good design is indivisible from good planning and that design which is inappropriate in its context, or which fails to take the opportunities available for improving the character and quality of an area, should not be accepted.

4.0 Explanatory Comments

4.1 The key planning considerations are the effects of the proposed front extension on the appearance of the streetscene and on the residential amenities of the area.

4.2 It is acknowledged that the proposed extension would have a minimal effect on the residential amenity of the neighbouring bungalow to the south (No. 2 Carnforth Road) which is south-facing and located approximately 8m away from the proposed extension. The neighbouring bungalow to the north (No.122 Cokeham Lane) is also located approximately 8m away from the proposed extension which is sufficient to negate any overlooking issues arising from the north-facing side window or any significant effect on outlook.

4.3 However, the appearance of the proposed front extension is considered not to accord with Structure Plan policies CH1 and DEV1, Local Plan policies AG1 and AH7 and related supplementary planning guidance contained in para 3.16 of the Council's Development Control Standard No.3 'Extensions and Alterations to Dwellings'. Amongst other things, CH1 requires maintenance and enhancement of character of settlements and DEV1 requires high quality design having regard to local context, including streetscape. AG1 requires development not to detract from the existing local urban environment and AH7, related specifically to householder proposals, includes requirements that design is sympathetic to the original dwelling and area in general and accords with the adopted standards.

4.4 The DC Standard No.3 states that "Front extensions are particularly difficult to incorporate successfully with the existing house and streetscene – they should not usually extend significantly beyond the 'building line' .....in the case of semi-detached and detached dwellings, front extensions will only be allowed where the extension

can be successfully assimilated into the streetscene and not unduly affect neighbours"

4.5 In the instance of this case, the proposed extension would protrude a significant distance from the front building line of the bungalow, to within 3.5m of the highway boundary, thereby forming an obtrusive feature in the streetscene. It would appear awkward and incongruous, interrupting the continuity of the virtually 'open-plan' character of the frontages of these properties.

4.6 There are no other significant front extensions along this section of Cokeham Lane. No.1 Bowness Avenue, to the north, does protrude beyond the attached bungalow (No.120 Cokeham Lane) but only by about 2m, and is set well back from the highway boundary (by at least 6m).

4.7 It is considered that the proposed front extension, due to the significant distance it would protrude in front of the building line, is not in keeping with the character of the bungalow or the street scene and would detract from the local environment, contrary to the above policies and supplementary guidance.

The appointed Inspector is invited to share the opinion of the Local Planning Authority and to dismiss this appeal.

SUGGESTED MATTERS TO BE COVERED BY CONDITIONS IN THE EVENT THAT THE APPEAL WERE TO BE ALLOWED

PINS REF: APP/Y3805/A/07/2035519/WF
LPA REF: ADC/0397/06
SITE AT: 124 Cokeham Lane, Sompting

1. Standard 3 year time limit for commencement.

2. Notwithstanding the provisions of the T&CP (General Permitted Development) Order 1995, no windows or doors shall at any time be inserted in the south side wall of the proposed extension.

3. The proposed extension shall be constructed of external brickwork and tiles to match those of the existing dwelling, unless otherwise approved in writing beforehand by the LPA.

The Planning Inspectorate

For official use only
Date Received

QUESTIONNAIRE

PLANNING, LISTED BUILDING CONSENT OR CONSERVATION AREA CONSENT

APPEAL REF: APP/Y3805/A/07/2035519/WF GRID REF: TQ 171 042

APPEAL BY: MR & MRS R. JACKSON

SITE: 124 COKEHAM LANE, SOMPTING POSTCODE BN15 9SG

You must ensure that a copy of the completed questionnaire, together with any enclosures, is sent to us and th appellant, **within 2 weeks of the 'starting date'** given in our letter. **You must include details of the statutor development plan, even if you intend to rely more heavily on some other emerging plan.** Please send our cop to the case officer. Their address is shown on our letter.

If notification or consultation under an Act, Order or Departmental Circular would have been necessary befor granting permission and has not yet taken place, please inform the appropriate bodies of the appeal now and ask fo any comments to be sent direct to us within 6 weeks of the 'starting date'.

1. Do you agree to the written representations procedure?
(An exchange of written statements, which will be studied by the Inspector, prior to visiting the site). ☑ YES ☐ NO

if NO,

Do you wish to be heard by an Inspector at (a) a local inquiry? or ☐ YES ☑ NO

(b) a hearing? ☐ YES ☑ NO

Note: If the written procedure is agreed the Inspector will visit the site unaccompanied by either party unless the relevant part of the site cannot be seen from a road or other public land, or it is essential for the Inspector to enter the site to check measurements or other relevant facts.

2a. If the written procedure is agreed, can the relevant part of the appeal site be seen from a road or other public land? ☑ YES ☐ NO

b. Is it essential for the Inspector to enter the site to check measurements or other relevant facts? ☐ YES ☑ NO

If the answer to 2b is YES please explain:

3. Please provide the name and telephone number of the officer we can contact to make arrangements for the site visit, hearing or inquiry.

Name: K. MORGAN

Telephone no.: 01273-263239

4. Does the appeal relate to an application for approval of reserved matters? ☐ YES ☑ NO

5. Was an Article 7 (Regulation 6 for listed building or conservation area consent) certificate submitted with the application? ☑ YES ☐ NO ☐ NA

6. Did you give publicity to the application? ☑ YES ☐ NO

   – Article 8 of the GDPO 1995

   – Section 67/73 of the Planning (Listed Buildings & Conservation Areas) Act 1990

   – Regulation 5 of the Planning (Listed Buildings & Conservation Areas) Regulations 1990

7. Is the appeal site within an approved Green Belt or AONB? ☐ YES ☑ NO

   Please specify which ☐

8. Is there a known surface or underground mineral interest at or within 400 metres of the appeal site which is likely to be a material consideration in determining the appeal? If YES, please attach details. ☐ YES ☑ NO

9. a. Are there any other appeals or matters relating to the same site or area still being considered by us or the Secretary of State? If YES, please attach details and, where necessary, give our reference numbers. ☐ YES ☑ NO

   b. Would the development require the stopping up or diverting of a public right of way? If YES, please provide an extract from the Definitive Map and Statement for the area, and any other details. ☐ YES ☑ NO

10. Is the site within a Conservation Area? If YES, please attach a plan of the Conservation Area. (If NO, go to Q12.) ☐ YES ☑ NO

11. Does the appeal relate to an application for conservation area consent? ☐ YES ☐ NO

12. a. Does the proposed development involve the demolition, alteration or extension of a Grade I / II* / II listed building? ☐ YES ☑ NO
    Grade I / II* / II ☐☐☐

    b. Would the proposed development affect the setting of a listed building? ☐ YES ☑ NO

    If the answer to question 12a or b is YES, please attach a copy of the relevant listing description from the List of Buildings of Special Architectural or Historic Interest. (If NO, go to Q14.)
    Date of listing ☐

13. Has a grant been made under Sections 3A or 4 of the Historic Buildings and Ancient Monuments Act 1953? ☐ YES ☐ NO

14. a. Would the proposals affect an Ancient Monument (whether scheduled or not)? ☐ YES ☑ NO

    b. If YES, was English Heritage consulted? Please attach a copy of any comments. ☐ YES ☐ NO

15. Is any part of the site subject to a Tree Preservation Order? If YES, please enclose a plan showing the extent of the Order and any relevant details. ☐ YES ☑ NO

16. a. Is the appeal site in or adjacent to or likely to affect an SSSI? If YES, please attach the comments of English Nature. ☐ YES ☑ NO

    b. Are any protected species likely to be affected by the proposals? If YES, please give details. ☐ YES ☑ NO

17. Copies of the following documents must, if appropriate, be enclosed with this questionnaire:

a. Is the development in Schedule 1 or column one of Schedule 2 of the Town & Country Planning (Environmental Impact Assessment) (England & Wales) Regulations 1999? If YES, please indicate which Schedule.	☐ YES Sch1 ☐	☑ NO Sch2 col 1 ☐
b. Is the development within a 'sensitive area' as defined by regulation 2 of the Town & Country Planning (Environmental Impact Assessment) (England & Wales) Regulations 1999?	☐ YES	☑ NO
c. Has a screening opinion been placed on Part 1 of the planning register? If YES, please send a copy to us.	☐ YES	☑ NO

	Number of Documents Enclosed	N/A
d. Any comments or directions received from the Secretary of State, other Government Departments or statutory agencies / undertakers whether or not as a result of consultations under the GDPO;	1	
e. Any representations received as a result of an Article 7 (or Regulation 6) notice;		✓
f. A copy of any notice published under Article 8 of the GDPO 1995; and/or Section 67/73 of the Planning (Listed Buildings and Conservation Areas) Act 1990; and/or Regulation 5 of the Planning (Listed Buildings and Conservation Areas) Regulations 1990;	1	
g. Any representations received as a result of a notice published under Article 8 and/or Section 67/73 of the Planning (Listed Buildings and Conservation Areas) Act 1990 (or Regulation 5);		✓
h. Details of any other applications or matters you are currently considering relating to the same site;		✓
i. **For all appeals, including those against non determination, you must provide details of all relevant development plan policies.** ***Each extract must include the front page, the title and date of approval or adoption. Where plans & policies have not been approved or adopted, please give the stage or status of the plan;***	2	
j. Any supplementary planning guidance, together with its status, that you consider necessary;	1	
k. Any other relevant information or correspondence you consider we should be aware of;		✓

	Enclosed	To be sent within 6 weeks from start date
l. Please provide us with a list of conditions which you consider should be imposed if planning permission is granted. **You need not submit this with the other questionnaire papers, but it should reach us within 6 weeks from the starting date. Being a questionnaire paper, the list should be submitted separately from your appeal statement.**		✓

18. a. Please include:
i) a copy of the letter in which you notified people of the appeal;
ii) a list of the people you notified; and
iii) the deadline you gave for their comments to be sent to us.

2-3-07

b. Copies of the following documents must, if appropriate, be enclosed with the questionnaire.

	Number of Documents Enclosed	N/A
i) representations received from interested parties about the original application;	1	
ii) the planning officer's report to committee;		✓
iii) any relevant committee minute.		✓

19. **For appeals dealt with by written representations only**

Do you intend to send another statement about this appeal?
If NO, please enclose the following information:- ☑ YES ☐ NO

a. In non-determination cases:

i) what the decision notice would have said;

ii) how the relevant development plan policies relate to the issues of this appeal.

b. In all cases:

i) the relevant planning history;

ii) any supplementary reasons for the decision on the application;

iii) matters which you want the Inspector to note at the site visit.

20. The Mayor of London cases only

a. Was it necessary to notify the Mayor of London about the application? ☐ YES ☐ NO
If YES, please attach a copy of that notification.

b. Did the Mayor of London issue a direction to refuse planning permission? ☐ YES ☐ NO
If YES, please attach a copy of that direction.

I confirm that a copy of this appeal questionnaire and any enclosures have been sent today to the appellant or agent.

Signature [redacted] on behalf of Adur District Council

Date sent to us and the appellant 30-1-07

Please tell us of any changes to the information you have given on this form.

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ADUR
DISTRICT COUNCIL

CHIEF EXECUTIVE'S
DEPARTMENT

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Ham Road
Shoreham-by-Sea
West Sussex BN43 6PR

Telephone :01273 263417
Switchboard: 01273 263000
Facsimile : 01273 263203
E-mail: developmentcontrol@adur.gov.uk

PETER DAVIES
Head of Planning & Community

The Planning Inspectorate
Room: 3/15 Eagle
Temple Quay House
2 The Square
Temple Quay
BRISTOL
BS1 6PN

Contact: Mrs D Aylmore
Our Ref: ADC/0397/06
Your Ref: APP/Y3805/A/07/2035519/WF
Date: 30 January 2007

FIRST CLASS

Dear Mr M Lloyd

TOWN AND COUNTRY PLANNING ACT 1990

SITE AT: 124 COKEHAM LANE, SOMPTING, LANCING, BN15 9SG

APPEAL REF: APP/Y3805/A/07/2035519/WF

I refer to the above appeal and now enclose a copy of the completed questionnaire together with the necessary enclosures.

I also enclose a copy of the letter notifying 3rd parties of the appeal together with a list of those to whom it was sent.

Yours sincerely,

[redacted]

Mrs D Aylmore
Senior Administrative & Technical Officer

ADUR
DISTRICT COUNCIL

CHIEF EXECUTIVE'S
DEPARTMENT

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

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E-mail: devserv@adurdc.gov.uk

PETER DAVIES
Head of Planning &Community

V Garland
Clerk to Sompting Parish Council
6 Ravens Road
Shoreham-by-Sea
BN43 5AJ

Contact: Mrs D Aylmore
Our Ref: ADC/0397/06
Your Ref: APP/Y3805/A/07/2035519/WF
Date: 30 January 2007

FIRST CLASS

Dear Madam,

TOWN AND COUNTRY PLANNING ACT 1990

LAND AT: 124 COKEHAM LANE, SOMPTING, LANCING, BN15 9SG

PROPOSED DEVELOPMENT: SINGLE-STOREY GABLED FRONT EXTENSION

APPLICATION REFERENCE: ADC/0397/06

PLANNING INSPECTORATE NUMBER: APP/Y3805/A/07/2035519/WF

APPEAL START DATE: 19 JANUARY 2007

APPEAL BY: MR & MRS R JACKSON

I am writing to let you know that an appeal has been made to the Secretary of State for the Environment in respect of the above proposal.

The appeal follows the refusal of planning permission by this Council.

The appeal is to be decided on the basis of an exchange of **Written Representations** by the parties and a site visit by an Inspector.

Any comments already made following the original application for planning permission (unless they are expressly confidential) will be forwarded to the Planning Inspectorate and copied to the appellant, and will be taken into account by the Inspectorate in determining the appeal.

Should you wish to make further representations (or withdraw or modify your earlier comments in any way), you should write, sending 3 copies of your letter direct to the **Planning Inspectorate** (**not** the Council), **Room 3/15 Eagle, Temple Quay House,2 The**

Square, Temple Quay, Bristol, BS1 6PN. The Planning Inspectorate, who have published a leaflet entitled 'Guide to taking part in planning appeals; will not acknowledge your letter unless you specifically ask them to do so. They will however, ensure that your letter is passed on to the Inspector dealing with the appeal. Please ensure that any representations which you wish to make on this appeal are received by the Planning Inspectorate by 6 weeks from the "Starting date", quoting the Planning Inspectorate appeal reference number, otherwise there is a risk that your representations will not be considered.

The Inspector will want to see the appeal site before he or she makes a decision, but because everyone concerned has to make their case in writing, no discussion is allowed during the visit. This means that if enough of the site can be seen from the road or a public viewpoint, the Inspector will be alone during the visit. If that is not possible, the appellant and the Council's representative will go with the Inspector.

It also means that there is normally no need for other people to take part in the visit. However, if you own a property next door, you may want the Inspector to see the appeal site from your property. If so, you should mention this when you write to the Planning Inspectorate and they will tell you the date and time of the visit.

If the Inspector agrees to come to your property, you will not be able to discuss the case, but you may point out relevant features. The appellant and the Council's representative will have to come with the Inspector when he or she visits your property. This is to make sure that the visit is carried out fairly and properly.

After the visit, the Inspector will write the decision letter (normally within 5 weeks), and will send a copy to the appellant, the Council, and to anyone else who has specifically asked the Planning Inspectorate for a copy.

Yours faithfully,

[redacted]

Mrs D Aylmore
Senior Administrative & Technical Officer

ADUR
DISTRICT COUNCIL

CHIEF EXECUTIVE'S
DEPARTMENT

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

Telephone :01273 263417
Switchboard :01273 263000
Facsimile : 01273 263203
E-mail: developmentcontrol@adur.gov.uk

PETER DAVIES
Head of Planning & Community

Contact: Mrs D Aylmore

Our Ref: ADC/0397/06

Your Ref:

Date: 30 January 2007

Mr & Mrs R Jackson
124 Cokeham Lane
Sompting
Lancing
West Sussex
BN15 9SG

FIRST CLASS

Dear Sir/Madam,

TOWN AND COUNTRY PLANNING ACT 1990

SITE AT: 124 COKEHAM LANE, SOMPTING, LANCING, BN15 9SG

APPEAL REF: APP/Y3805/A/07/2035519/WF

I refer to the above appeal and now enclose a copy of the completed questionnaire together with the necessary enclosures.

Yours faithfully

[redacted]

Mrs D Aylmore
Senior Administrative & Technical Officer

The Planning Inspectorate

Room: 3/15 Eagle
Temple Quay House
2 The Square
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Bristol BS1 6PN

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Mrs D Aylmore
Adur District Council
Planning & Development Services
Department
Civic Centre
Ham Road
Shoreham By Sea
West Sussex
BN4 6PR

ADUR D.C.
CHIEF EXECUTIVES DEPARTMENT
22 JAN 2007

Your Ref: ADC/0397/06
Our Ref: APP/Y3805/A/07/2035519/WF
Date: 19 January 2007

Dear Mrs Aylmore

Town and Country Planning Act 1990
Appeal by Mr & Mrs R Jackson
Site at 124 Cokeham Lane, Sompting, Lancing, BN15 9SG

I have received appeal forms and documents for this site. I am the case officer. If you have any questions, please contact me.

Using e-mail and the internet

You can now use the internet to send us documents and check the information and the progress of this case at (www.planningportal.gov.uk/PCS). You can look at this case by typing in the above reference number where it says 'Case Ref' on the 'Search' page and clicking on the search button.

The starting date

I have checked the papers and confirm that the appeal is valid. If I later find out that this is not the case, I will write to you again.

The appellant has requested the written procedure. Unless you tell me otherwise, I will assume that you do not want an inquiry. The date of this letter is the **starting date** for the appeal.

Keeping to the timetable

You must keep to the timetable set out below and make sure that you send us the relevant documents within these deadlines. This will mean that we can deal with this appeal promptly and fairly. If you do not send us the relevant documents in time, the Inspector will not normally look at them and we will return them to you. Inspectors will not accept any documents from you or discuss the appeal at the site visit. Also,

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POSITIVE ABOUT DISABLED PEOPLE

Inspectors will not delay their decision to wait for any such documents. You must note the details of the following timetable because we will not send any reminders.

The following documents must be sent within this timetable.

By 2 February 2007

You must notify any statutory parties and any other interested persons who made representations to you about the application, that the appeal has been made. You should tell them that:-

i) any comments they made at application stage will be sent to me and if they want to make any additional comments, wherever possible, they must submit 3 copies within 6 weeks of the starting date, **by 2 March 2007**. If comments are submitted after the deadline, the Inspector will not normally look at them and they will be returned.
ii) they may view the documents at your offices.
iii) they can get a copy of our booklet 'Guide to taking part in planning appeals' either free of charge from you or through 'publications' on our website: (www.planning-inspectorate.gov.uk) and
iv) if they want to receive a copy of the appeal decision they must write to me asking for one.

You must send a copy of a completed appeal questionnaire and supporting documents to the appellant and me. This must include details of all the relevant development plan policies.

By 2 March 2007

Please send me 2 copies of your statement if the appeal questionnaire does not give full details of your case. The appellant must send 2 copies of any statement to me if they need to add details to the case made in their grounds of appeal. I will send a copy of your statement to the appellant and send you a copy of their statement. Please keep your statement concise, as recommended in Annex 1(i) of DETR Circular 05/2000. Please also include a list of any conditions or limitations you would agree to, if the appeal were to be allowed. I will send you and the appellant a copy of any comments sent by interested people or organisations.

By 23 March 2007

You and the appellant must submit 2 copies of any final comments you and they have on each other's statement and on any comments from interested persons or organisations. You must not send your final comments instead of, or to add to your statement. No new evidence is allowed at this stage. I will send you a copy of the appellant's final comments at the appropriate time.

Using e-mail or post

If you send us your documents by e-mail, you only need to send us one copy of each. However, if you post your documents, please send us **2 copies** of everything and put the full appeal reference number on each copy.

Site visit

We will arrange for one of our Inspectors to visit the appeal site and, if it is decided that he or she should be accompanied by the main parties, we will send you details nearer the time. If an unaccompanied site visit can be made you should not approach

the Inspector, though if you were unwittingly to do so, the Inspector would politely identify him or herself. You will no doubt understand that it would be improper to engage in conversation.

Planning obligations - Section 106 agreements

A planning obligation - often referred to as a 'section 106 agreement' – is either:

- a legal agreement made between the LPA and a person 'interested in the land'; or
- a legally binding undertaking signed unilaterally by a person 'interested in the land'.

If you intend to rely on an obligation and want to be certain that it will be taken into account by the Inspector in reaching a decision, you must make sure that a signed and dated copy is submitted to the Inspectorate no later than 9 weeks from the start date. Completed obligations submitted after this date will be taken into account only at the Inspector's discretion as he/she will not normally delay deciding the appeal to wait for its receipt.

Please note that appeal files are normally only kept for one year from the date the decision is issued, following which they are destroyed. It is therefore important you ensure that if any Section 106 planning obligation is received from the appellants, **the original is always retained by yourselves.** If you should receive a copy instead, please contact the appellant so that it may be exchanged for the original.

Yours sincerely

pp Michael Lloyd

102(BPR)

Guidelines for appeal statements and proofs of evidence

If you are able to do so, please submit your appeal documents electronically using the Planning Casework Service (www.planningportal.gov.uk/pcs).

We will scan all the paper documents that we receive into our computer system. To help us do this and ensure that the information in your documents is accurately recorded and understood, wherever possible please prepare your appeal documents in the following way.

1. Type the information using 'sans serif' font sizes of at least 11 point. ('Sans serif' fonts are easier to read on screen, common examples are Arial and Verdana.)

2. Use A4 size paper wherever possible.

3. Print documents on both sides of a page if you want to, but please ensure that the quality of paper is such that images from one side of the page do not show through to the other side.

4. Use black ink and capitals if you need to write on a document.

5. Ensure photocopied documents are clear and legible.

6. Place photographs, maps, plans, etc., in a separate appendix and cross-reference them within the main body of the document. Do not stick photographs to sheets of paper. Put them in an envelope and write the site address or appeal reference number if known on the back.

7. Bind documents in such a way that bindings can be undone quickly without damaging the document. Avoid using wire or plastic spiral binders.

8. Avoid using cover sheets, sleeves or other bindings that do not add value or information.

9. Ensure that the pages of documents are clearly numbered.

10. Please do not send valuable original documents unless these are specifically requested.

11. Please do not include post-it notes or other small attachments which might be easily dislodged or lost.

The Planning Inspectorate

Further information about us and the planning appeal system is available on our website **www.planning-inspectorate.gov.uk**

For official use only
Date Received

PLANNING APPEAL

ADUR D.C.
CHIEF EXECUTIVES DEPARTMENT
12 JAN 2007

If you need this document in large print, on audio tape, in Braille or in another language, please contact our helpline on 0117 372 6372.

Please use a separate form for each appeal

Your appeal and essential supporting documents must reach the Inspectorate within 6 months of the date shown on the Local Planning Authority's decision notice (or, for 'failure' appeals, within 6 months of the date by which they should have decided the application).

Before completing this form, please read our booklet 'Making your planning appeal' which was sent to you with this form.

WARNING: **If any of the 'Essential supporting documents' listed in Section J are not received by us within the 6 month period, the appeal will not be accepted.**

PLEASE PRINT CLEARLY IN CAPITALS USING BLACK INK

A. APPELLANT DETAILS

The name of the person(s) making the appeal must appear as an applicant on the planning application form.

Name MR & MRS R. JACKSON

Organisation Name (if applicable)

Address 124 COKEHAM LANE
SOMPTING, LANCING, WEST SUSSEX

Postcode BN15 9SG

Daytime Tel [redacted] Fax

Email [redacted]

I prefer to be contacted by Email Post ✓

B. AGENT DETAILS (if any) FOR THE APPEAL

Name

Organisation Name (if applicable)

Address

Postcode

Your Ref

Daytime Tel Fax

Email

I prefer to be contacted by Email Post

C. LOCAL PLANNING AUTHORITY (LPA) DETAILS

Name of the LPA ADUR DISTRICT COUNCIL

LPA's application reference no. ADC/0397/06

Date of the planning application 25TH OCTOBER 2006

Date of LPA's decision notice (if issued) 14TH DECEMBER 2006

D. APPEAL SITE ADDRESS

Address 124 COKEHAM LANE
SOMPTING
LANCING
WEST SUSSEX

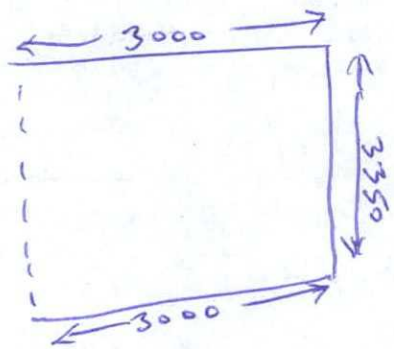
Postcode BN15 9SG **Note: Failure to provide the full postcode may delay the processing of your appeal.**

Is the appeal site within a Green Belt? YES (NO)

E. DESCRIPTION OF THE DEVELOPMENT

Please enter details of the proposed development. This should normally be taken from the planning application form, but if the application was revised (and agreed) while it was with the local planning authority for consideration, you may enter a description of the revised scheme.

SINGLE STOREY GABLED FRONT EXTENSION



Size of the whole appeal site (in hectares)

Area of floor space of proposed development (in square metres)

Has the description of the development changed from that entered on the application form? YES NO

F. REASON FOR THE APPEAL

This appeal is against the decision of the LPA to: *Please tick **ONE** box only* ✓

1 Refuse planning permission for the development described in Section E. 1 ✓

2 Grant planning permission for the development subject to conditions to which you object. 2

3 Refuse approval of the matters reserved under an outline planning permission. 3

4 Grant approval of the matters reserved under an outline planning permission subject to conditions to which you object. 4

5 Refuse to approve any matter required by a condition on a previous planning permission (other than those in 3 or 4 above). 5

OR

6 The failure of the LPA to give notice of its decision within the appropriate period (usually 8 weeks) on an application for permission or approval. 6

G. CHOICE OF PROCEDURE

CHOOSE ONE PROCEDURE ONLY

You should start by reading our booklet 'Making your planning appeal' which explains the different procedures used to determine planning appeals. In short there are 3 possible methods: - written representations, hearings and inquiries. You should consider carefully which method suits your circumstances.

Please note that when we decide how the appeal will proceed we will take into account the LPA's views.

1 WRITTEN REPRESENTATIONS

This is normally the simplest, quickest and most straightforward way of making an appeal. Three out of every four people making an appeal choose this method. The written procedure is particularly suited to small-scale developments (e.g. extensions of buildings, individual houses or small groups of houses, appeals against conditions and changes of use). It is also very popular with people making their own appeal without professional help. The process involves the submission of written 'grounds of appeal' followed by a written statement and any supporting documents. It also provides an opportunity to comment in writing on the Local Planning Authority's reasons for refusing permission (or failing to determine the application). An Inspector will study all of the documents before visiting the appeal site/area and issuing a written decision.

NOTE: The Inspector will visit the site <u>unaccompanied</u> by either party unless the relevant part of the site cannot be seen from a road or other public land, or it is essential for the Inspector to enter the site to check measurements or other relevant facts.

a) If the written procedure is agreed, can the relevant part of the appeal site be seen from a road, public foopath, bridleway or other public land? (YES) / NO

b) Is it essential for the Inspector to enter the site to check measurements or other relevant facts? YES / (NO)

If the answer to **1b** is 'YES' please explain

2 HEARINGS

This process is likely to be suited to slightly more complicated cases which require detailed discussion about the merits of a proposal. Like the written procedure, the process starts with the submission of 'written grounds of appeal' followed by a full written statement of case and an opportunity to comment in writing on the Local Planning Authority's reasons for refusing permission (or failing to determine the application). The Planning Inspectorate will then arrange a hearing at which the Local Planning Authority and the appellant(s) will be represented. Members of the public, interested bodies (e.g. Parish/Town Councils) and the press may also attend. At the hearing the Inspector will lead a discussion on the matters already presented in the written statements and supporting documents. The Inspector will visit the site/area and issue a written decision in the same way as the written procedure.

Although you may prefer a hearing the Inspectorate must consider your appeal suitable for this procedure.

3 INQUIRIES

This is the most formal of procedures. Although it is not a court of law the proceedings will often seem to be quite similar as the parties to the appeal will usually be legally represented and expert witnesses will be called to give evidence. Members of the public and press may also attend. In general, inquiries are suggested for appeals that:

- are complex and particularly controversial;
- have caused a lot of local interest;
- involve the need to question evidence through formal cross-examination.

H. GROUNDS OF APPEAL

If you have requested the written procedure, please provide your **FULL** grounds of appeal.

If you have requested a hearing or an inquiry, you do not have to provide your full grounds of appeal. You can provide only a brief outline of your grounds, but it must be sufficiently detailed and comprehensive to enable the LPA to prepare their case.

Refer to our booklet 'Making your planning appeal' for help.

Please continue on a separate sheet if necessary.

We feel we have grounds of appeal against the councils decision to refuse our application for an extension because

We do not agree it would form an obtrusive feature with the exiting development as we are the last bungalow in the street with only three bungalows up to the road turning off. Two of which extend out the last one as far as our proposal extension We also feel it would add character to the bungalow not take it away as at present it is a plane white wall. It would look similar to the small picture enclosed which is typical of lots of bungalows in the area. There would still be over 6 Metres between the extension and the road therefore not obscuring any vision for road users.

We can not see how it would be detrimental to the environment as after speaking to the neighbours not one objects to our proposal and no objections were given to the council. We also feel the council have

H. GROUNDS OF APPEAL (continued)

not considered there own guide lines on front extensions where detached dwellings would be allowed front extensions if they did not affect neighbours.
The extension would not take any light or view away from any of the neighbours and we feel it would not affect the street scene as there are different types of dwellings all up Cokeham Lane.



I. APPEAL SITE OWNERSHIP DETAILS

We need to know who owns the appeal site. If you do not own the appeal site or if you own only a part of it, we need to know the name(s) of the owner(s) or part owner(s). We also need to be sure that any other owner knows that you have made an appeal.
YOU MUST TICK WHICH OF THE CERTIFICATES APPLIES.

Please read the enclosed *Guidance Notes* if in doubt.

*Please tick **ONE** box only* ✓

If you are the sole owner of the whole appeal site, certificate A will apply:

CERTIFICATE A ✓

I certify that, on the day 21 days before the date of this appeal, nobody except the appellant, was the owner (see Note (i) of the *Guidance Notes* for a definition) of any part of the land to which the appeal relates:

OR

CERTIFICATE B B

I certify that the appellant (or the agent) has given the requisite notice (see *Guidance Notes*) to everyone else who, on the day 21 days before the date of this appeal, was the owner (see Note (i) of the Guidance Notes for a definition) of any part of the land to which the appeal relates, as listed below:

Owner's Name	Address at which the notice was served	Date the notice was served

CERTIFICATES C and D C & D

If you do not know who owns all or part of the appeal site, complete either Certificate C or Certificate D enclosed with the accompanying Guidance Notes and attach it to the appeal form.

AGRICULTURAL HOLDINGS CERTIFICATE (This has to be completed for all appeals)

We also need to know whether the appeal site forms part of an agricultural holding.
Please tick either (a) or (b).

If the appellant is the sole agricultural tenant, (b) should be ticked and 'not applicable' should be written under 'Tenant's name'. ✓

a) None of the land to which the appeal relates is, or is part of, an agricultural holding: ✓

OR

b) The appeal site is, or is part of, an agricultural holding and the appellant (or the agent) has given the requisite notice to every person (other than the appellant) who, on the day 21 days before the date of the appeal, was a tenant of an agricultural holding on all or part of the land to which the appeal relates as listed below: b

Tenant's Name	Address at which the notice was served	Date the notice was served

J. ESSENTIAL SUPPORTING DOCUMENTS

The documents listed in 1-6 below, must be sent with your appeal form; 7-11 must also be sent if appropriate. If we do not receive all your appeal documents by the end of the 6 month appeal period, we will not deal with it. Please tick the boxes to show which documents you are enclosing.

✓

1 A copy of the original **planning application** sent to the LPA. 1 ✓

2 A copy of the **site ownership certificate and ownership details** submitted to the LPA at application stage (this is usually part of the LPA's planning application form). 2 ✓

3 A copy of the **LPA's decision notice** (if issued). 3 ✓

4 A **site plan** (preferably on a copy of an Ordnance Survey map at not less than 10,000 scale) showing the general location of the proposed development and its boundary. This plan should show two named roads so as to assist the location of the appeal site or premises. The application site should be edged or shaded in red and any other adjoining land owned or controlled by the appellant (if any) edged or shaded blue. 4 ✓

5 A list (stating drawing numbers) and copies of all **plans, drawings and documents** sent to the LPA as part of the application. The plans and drawings should show all boundaries and coloured markings given on those sent to the LPA. 5 ✓

6 A list (stating drawing numbers) and copies of any **additional plans, drawings and documents** sent to the LPA but which did not form part of the original application (e.g. drawings for illustrative purposes). 6

Copies of the following must also be sent, if appropriate:

7 **Additional plans, drawings or documents** relating to the application but not previously seen by the LPA. Please number them clearly and list the numbers here: 7

8 Any relevant **correspondence** with the LPA. 8

9 If the appeal is against the LPA's refusal or failure to approve the matters reserved under an outline permission, please enclose:

(a) the relevant outline application; 9a

(b) all plans sent at outline application stage; 9b

(c) the original outline planning permission. 9c

10 If the appeal is against the LPA's refusal or failure to decide an application which relates to a **condition**, we must have a copy of the original permission with the condition attached. 10

11 A copy of any Environmental Statement plus certificates and notices relating to publicity (if one was sent with the application, or required by the LPA). 11

12 If you have sent other appeals for this or nearby sites to us and these have not been decided, please give details and our reference numbers. 12

PLEASE TURN OVER AND SIGN THE FORM - UNSIGNED FORMS WILL BE RETURNED

K. PLEASE SIGN BELOW

(Signed forms together with all supporting documents must be received by us within the 6 month time limit)

1 I confirm that I have sent a copy of this appeal form and relevant documents to the LPA *(if you do not your appeal will not normally be accepted).*

2 I confirm that all sections have been fully completed and that the details of the ownership (section I) are correct to the best of my knowledge.

Signature [redacted] Date 11/1/07

Name (in capitals) MR. R. JACKSON, MRS C. JACKSON

On behalf of (if applicable)

The gathering and subsequent processing of the personal data supplied by you in this form, is in accordance with the terms of our registration under the Data Protection Act 1998. Further information about our Data Protection policy can be found on our website under "Privacy Statement" and in the booklet accompanying this appeal form.

NOW SEND

1 COPY to us at:

The Planning Inspectorate
Registry/Scanning Team
Temple Quay House
2 The Square
Temple Quay
BRISTOL
BS1 6PN

1 COPY to the LPA

Send a copy of the appeal form to the address from which the decision notice was sent (or to the address shown on any letters received from the LPA). There is no need to send them all the documents again, send them any supporting documents not previously sent as part of the application. If you do not send them a copy of this form and documents, we may not accept your appeal.

1 COPY for you to keep

When we receive your appeal form, we will:

1 Tell you if it is valid and who is dealing with it.

2 Tell you and the LPA the procedure for your appeal.

3 Tell you the timetable for sending further information or representations.

YOU MUST KEEP TO THE TIMETABLE
If information or representations are sent late we may disregard them. They will not be seen by the Inspector but will be sent back to you.

4 Tell you about the arrangements for the site visit, hearing or inquiry.

At the end of the appeal process, the Inspector will give the decision, and the reasons for it, in writing.

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