REFERENCE: 13 CHURCH STRRET, SHOREHAM-BY-SEA

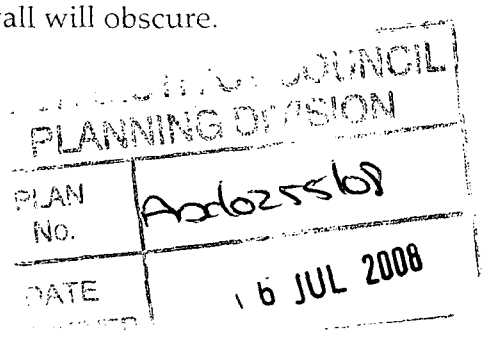
Application to apply to put in two velux windows in a conservation area.

Windows will comply with conservation.

Material – Wood and double glazed glass)

The windows will not be visible from street level, as parapet, wall will obscure.

Hopes this meets with your approval.



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 DIVISION
PLAN No. A/ADO/25568
DATE 16 JUL 2008

Householder Application for Planning Permission for works or extension to a dwelling.
Town and Country Planning 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:	MR
First name:	GRAHAM
Last name:	JENNINGS
Company (optional):	N/A
Unit:	
House number:	13
House suffix:	
House name:	N/A
Address 1:	CHURCH STREET
Address 2:	
Address 3:	
Town:	SHOREHAM BY SEA
County:	WEST SUSSEX
Country:	ENGLAND
Postcode:	BN43 5DG

2. Agent Name and Address

Title:	
First name:	
Last name:	
Company (optional):	
Unit:	
House number:	
House suffix:	
House name:	
Address 1:	
Address 2:	N/A
Address 3:	
Town:	
County:	
Country:	
Postcode:	

3. Description of Proposed Works

Please describe the proposed works:

TO PUT TWO VELUX WINDOWS into EXSISTING ROOF AT FRONT ELEVATION.

ADUR D.C.
CHIEF EXECUTIVE'S
DEPARTMENT
12 MAY 2008



$Date: 2007/08/22 15:20:03 $ $Revision: 1.52 $

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 already 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: 13, | House suffix:

House name:

Address 1: Church Street

Address 2: Shoreham

Address 3:

Town:

County:

Postcode (optional): BN43 5DQ.

5. 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):

—

6. 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 possible: ☐

Officer name:

—

Reference:

—

Date (DD MM YYYY): —
(must be pre-application submission)

Details of the pre-application advice received:

—

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 plans or drawings:

—

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	~~VELUX WINDOWS~~ TWO	TWO velux windows - wooden Conservation roof lights	☐	☐	
Doors			☐	☐	
Boundary treatments (e.g. fences, walls)			☐	☐	
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:

11. 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

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

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	Or signed - Agent:	Date (DD/MM/YYYY):
[redacted]		11/02/2008

CERTIFICATE OF OWNERSHIP - CERTIFICATE B

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

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

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

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):

11. Certificates (continued)

CERTIFICATE OF OWNERSHIP - CERTIFICATE D

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

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: [redacted]

Date (DD/MM/YYYY): 9/5/08

B) I have/ The applicant has given the requisite notice to every person other than myself/ the applicant who, on the day21 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):

12. 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): ☒

13. Declaration

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

Signed - Appli [redacted]

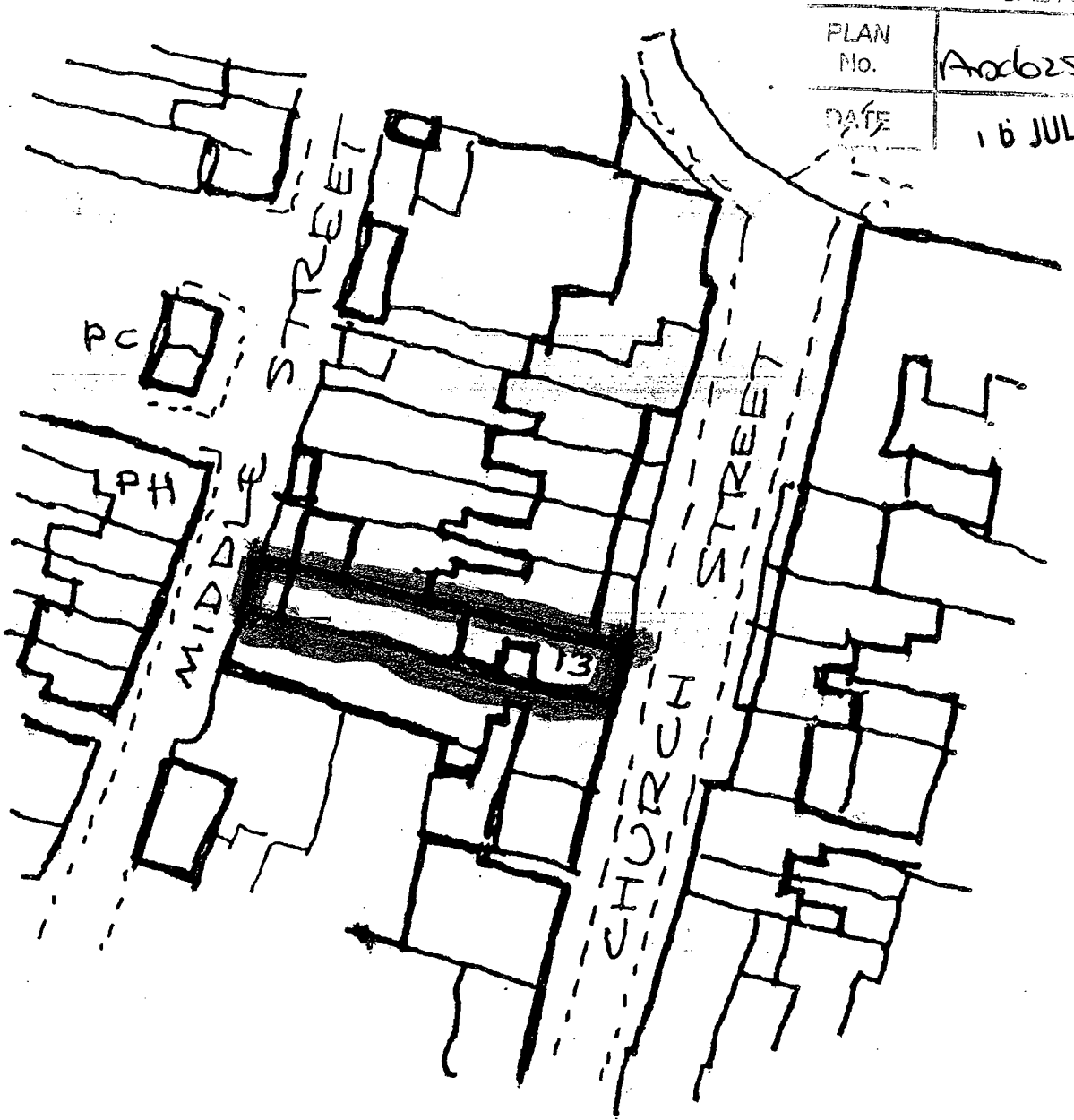
Or signed - Agent:

Date (DD/MM/YYYY): 11/02/2008 (date cannot be pre-application)

Notes:

1 No dimensions to be scaled from this drawing.

ADUR DISTRICT COUNCIL
PLANNING DIVISION
PLAN No. Arc6255608
DATE 16 JUL 2008



location plan 1:1250

660 x 1180

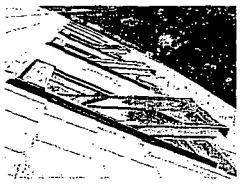


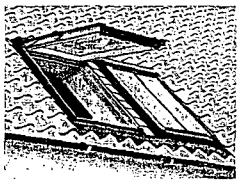
ADUR DISTRICT COUNCIL
PLANNING DIVISION
PLAN No. Adc025568
DATE 16 JUL 2008

PROPOSED VELUX ROOF WINDOWS
CHURCH STREET ELEVATION scale 1: 100

13 CHURCH STREET SHOREHAM BY SEA

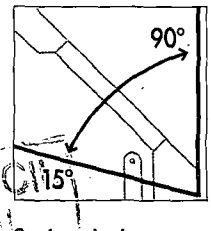
Conservation roof windows



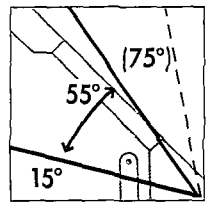


All the technically superior features of a VELUX roof window in a conservation style. With black external profiles and glazing bar and recessed installation for slated roofs, the VELUX conservation roof window reflects the traditional aesthetics of older skylights.

- Available in either centre-pivot or top-hung style.
- Top-hung version is suitable for emergency escape.
- Top control bar provides background ventilation, even when window is closed.
- Made of pine with triple coat finish.
- Rotates 180° for easy cleaning of outer pane.
- 10 year VELUX guarantee.
- Clear and clean coating now standard with Conservation roof windows.
- **Installation pitch is dependent on flashing type used.**



Centre-pivot

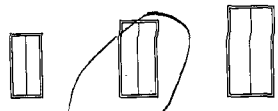


Top -hung

- **For roof pitches from 55-75°, please specify special springs when ordering.**

ADUR DISTRICT COUNCIL
PLANNING DIVISION
PLAN
APP/0255/03
DATE RECEIVED
16 JUL 2003

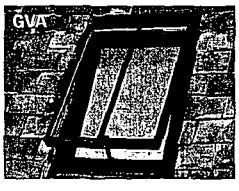
Other sizes of conservation roof windows are available.

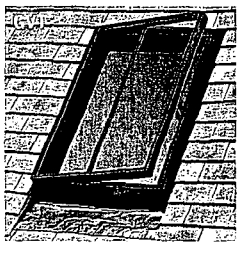


External window frame size (nominal w x h) cm — 55 x 98 | 66 x 118 | 78 x 140

Conservation roof windows		U-Value	▼ Delivery	C04	F06	M08
Packages include: GGL centre-pivot or GPL top-hung roof window, mullion, toughened outer pane with clear and clean coating and laminated inner pane for additional safety and suitable flashings.						
Centre-pivot pine finish						
GGL SD5N1	GGL + Flashing for **slate** up to 8mm thick (min 35° roof pitch).	1.4W/m²K	2 Days	£ 350.00	395.00	495.00
GGL SD5P1	GGL + Flashing for **plain tiles** up to 15mm thick (min 25° roof pitch).	1.4W/m²K	2 Days	£ 350.00	395.00	495.00
GGL SD5W1	GGL + Flashing for **tiles** up to 120mm in profile (min 15° roof pitch).	1.4W/m²K	2 Days	£ 350.00	395.00	495.00
Top-hung pine finish, suitable for emergency escape						
GPL SD5N1	GPL + Flashing for **slate** up to 8mm thick (min 35° roof pitch).	1.4W/m²K	2 Days			£610.00
GPL SD5P1	GPL + Flashing for **plain tiles** up to 15mm thick (min 25° roof pitch).	1.4W/m²K	2 Days			£610.00
GPL SD5W1	GPL + Flashing for **tiles** up to 120mm in profile (min 15° roof pitch).	1.4W/m²K	2 Days			£610.00

Conservation rooflights

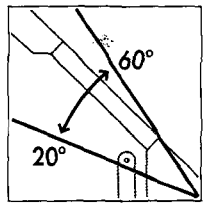




GVA top-hung
GVT side-hung (suitable for emergency escape)

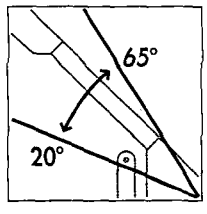
When building tradition demands a conservation rooflight rather than a conservation roof window.

- With vertical glazing bar the windows are finished in black and manufactured in polyurethane with anodised aluminium sashes.
- 10 year VELUX guarantee.
- No background ventilation is provided from these rooflights when the windows are closed.



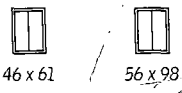
GVA top-hung

- **Two-position peg stay.**
- **Roofing material maximum 60mm in profile thickness.**



GVT side-hung

- **Three-position opening handle.**
- **Can be used for emergency escape.**
- **Roofing material maximum 60mm in profile thickness.**



External frame size (nominal w x h) cm — 46 x 61 | 56 x 98

Conservation rooflights		U-Value	▼ Delivery		
Rooflights supplied with double glazing, mullion and integral flashings.					
GVA 0059	Top-hung, toughened pane (20° to 60° roof pitch).	3.3 W/m²K	2 Days	£205.00	
GVT 154 0059S	Side-hung, emergency escape, toughened pane (20° to 65° roof pitch).	3.1 W/m²K	2 Days		£245.00

▼ Delivery time is in working days from receipt of order at VELUX for orders placed before 4pm.