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

Application for Planning Permission

Town and Country Planning 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: 18

Suffix:

Property Name: Caxton House

Address Line 1: Ham Road

Address Line 2:

Address Line 3: West Sussex

Town/city: Shoreham-by-sea

Postcode: BN43 6DN

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

Easting (x): 521900

Northing (y): 105250

Description:

Applicant Details

Name/Company

Title

Ms

First name

Samantha

Surname

Page

Company Name

Address

Address line 1

Flat 11

Address line 2

Caxton House

Address line 3

18 Ham Road

Town/City

Shoreham-by-sea

County

West Sussex

Country

Postcode

BN43 6DN

Are you an agent acting on behalf of the applicant?

- [x] Yes
- [ ] No

Contact Details

Primary number

***** REDACTED ******

Secondary number

Fax number

Email address

***** REDACTED ******

Agent Details

Name/Company

Title

Mr

First name

Jacob

Surname

Chadwick

Company Name

Jacob Chadwick Architects

Address

Address line 1

49 Richmond Street

Address line 2

Address line 3

Town/City

Brighton

County

Country

United Kingdom

Postcode

BN2 9PD

Contact Details

Primary number

***** REDACTED ******

Secondary number

Fax number

Email address

***** REDACTED ******

Site Area

What is the measurement of the site area? (numeric characters only).

773.00

Unit

Sq. metres

Description of the Proposal

Please note in regard to:

- **Fire Statements** - From 1 August 2021, planning applications for buildings of over 18 metres (or 7 stories) tall containing more than one dwelling will require a 'Fire Statement' for the application to be considered valid. There are some exemptions. View government planning guidance on fire statements or access the fire statement template and guidance.
- **Permission In Principle** - If you are applying for Technical Details Consent on a site that has been granted Permission In Principle, please include the relevant details in the description below.
- **Public Service Infrastructure** - From 1 August 2021, applications for certain public service infrastructure developments will be eligible for faster determination timeframes. See help for further details or view government planning guidance on determination periods.

Description

Please describe details of the proposed development or works including any change of use

New external entrance gates to the existing ground floor car park, bin store and bike store

Has the work or change of use already started?

◯ Yes
⊘ No

Existing Use

Please describe the current use of the site

Residential apartments

Is the site currently vacant?

◯ Yes
⊘ No

Does the proposal involve any of the following? If Yes, you will need to submit an appropriate contamination assessment with your application.

Land which is known to be contaminated

◯ Yes
⊘ No

Land where contamination is suspected for all or part of the site

◯ Yes
⊘ No

A proposed use that would be particularly vulnerable to the presence of contamination

◯ Yes
⊘ No

Materials

Does the proposed development require any materials to be used externally?

⊘ Yes
◯ No

Please provide a description of existing and proposed materials and finishes to be used externally (including type, colour and name for each material)

Type:
Other

Other (please specify):
Steel entrance gates

Existing materials and finishes:
(Existing balcony railings are in galvanised steel, powder coated dark grey)

Proposed materials and finishes:
New gates and side-railing to be galvanised steel, powder coated dark grey to match existing balustrading

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

Drawing 01, Design Statement

Pedestrian and Vehicle Access, Roads and Rights of Way

Is a new or altered vehicular access proposed to or from the public highway?

⊘ Yes
◯ No

Is a new or altered pedestrian access proposed to or from the public highway?

- [x] Yes
- [ ] No

Are there any new public roads to be provided within the site?

- [ ] Yes
- [x] No

Are there any new public rights of way to be provided within or adjacent to the site?

- [ ] Yes
- [x] No

Do the proposals require any diversions/extinguishments and/or creation of rights of way?

- [ ] Yes
- [x] No

If you answered Yes to any of the above questions, please show details on your plans/drawings and state their reference numbers

Drawing 01, Design Statement

Vehicle Parking

Does the site have any existing vehicle/cycle parking spaces or will the proposed development add/remove any parking spaces?

- [x] Yes
- [ ] No

Please provide information on the existing and proposed number of on-site parking spaces

Vehicle Type:
Cars

Existing number of spaces:
5

Total proposed (including spaces retained):
5

Difference in spaces:
0

Trees and Hedges

Are there trees or hedges on the proposed development site?

- [ ] Yes
- [x] No

And/or: Are there trees or hedges on land adjacent to the proposed development site that could influence the development or might be important as part of the local landscape character?

- [ ] Yes
- [x] No

If Yes to either or both of the above, you may need to provide a full tree survey, at the discretion of the local planning authority. If a tree survey is required, this and the accompanying plan should be submitted alongside the application. The local planning authority should make clear on its website what the survey should contain, in accordance with the current 'BS5837: Trees in relation to design, demolition and construction - Recommendations'.

Assessment of Flood Risk

Is the site within an area at risk of flooding? (Check the location on the Government's Flood map for planning. You should also refer to national standing advice and your local planning authority requirements for information as necessary.)

◯ Yes
⊘ No

Is your proposal within 20 metres of a watercourse (e.g. river, stream or beck)?

◯ Yes
⊘ No

Will the proposal increase the flood risk elsewhere?

◯ Yes
⊘ No

How will surface water be disposed of?

☐ Sustainable drainage system

☐ Existing water course

☐ Soakaway

☑ Main sewer

☐ Pond/lake

Biodiversity and Geological Conservation

Is there a reasonable likelihood of the following being affected adversely or conserved and enhanced within the application site, or on land adjacent to or near the application site?

To assist in answering this question correctly, please refer to the help text which provides guidance on determining if any important biodiversity or geological conservation features may be present or nearby; and whether they are likely to be affected by the proposals.

a) Protected and priority species

◯ Yes, on the development site
◯ Yes, on land adjacent to or near the proposed development
⊘ No

b) Designated sites, important habitats or other biodiversity features

◯ Yes, on the development site
◯ Yes, on land adjacent to or near the proposed development
⊘ No

c) Features of geological conservation importance

◯ Yes, on the development site
◯ Yes, on land adjacent to or near the proposed development
⊘ No

Supporting information requirements

Where a development proposal is likely to affect features of biodiversity or geological conservation interest, you will need to submit, with the application, sufficient information and assessments to allow the local planning authority to determine the 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.

Your local planning authority will be able to advise on the content of any assessments that may be required.

Foul Sewage

Please state how foul sewage is to be disposed of:

- [ ] Mains sewer
- [ ] Septic tank
- [ ] Package treatment plant
- [ ] Cess pit
- [ ] Other
- [x] Unknown

Are you proposing to connect to the existing drainage system?

- ○ Yes
- ◉ No
- ○ Unknown

Waste Storage and Collection

Do the plans incorporate areas to store and aid the collection of waste?

- ◉ Yes
- ○ No

If Yes, please provide details:

> The area to which the proposed gates are to be installed, contains bin and recycling stores. The gates will either be unlocked by residents on bin-collection days, or, if possible, further negotiations will be had with refuse collection management on how to give operatives convenient yet secure access to the enclosure.

Have arrangements been made for the separate storage and collection of recyclable waste?

- ○ Yes
- ◉ No

Trade Effluent

Does the proposal involve the need to dispose of trade effluents or trade waste?

- ○ Yes
- ◉ No

Residential/Dwelling Units

Does your proposal include the gain, loss or change of use of residential units?

- ○ Yes
- ◉ No

All Types of Development: Non-Residential Floorspace

Does your proposal involve the loss, gain or change of use of non-residential floorspace?
Note that 'non-residential' in this context covers all uses except Use Class C3 Dwellinghouses.

- ○ Yes
- ◉ No

Employment

Are there any existing employees on the site or will the proposed development increase or decrease the number of employees?

◯ Yes
⊘ No

Hours of Opening

Are Hours of Opening relevant to this proposal?

◯ Yes
⊘ No

Industrial or Commercial Processes and Machinery

Does this proposal involve the carrying out of industrial or commercial activities and processes?

◯ Yes
⊘ No

Is the proposal for a waste management development?

◯ Yes
⊘ No

Hazardous Substances

Does the proposal involve the use or storage of Hazardous Substances?

◯ Yes
⊘ No

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

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 (as amended)

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

Can you give appropriate notice to all the other owners/agricultural tenants? (Select 'Yes' if there are no other owners/agricultural tenants)

⊘ Yes
◯ No

Certificate Of Ownership - Certificate B

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* and/or agricultural tenant** of any part of the land or building to which this application relates; or**
◯ **The applicant is the sole owner of all the land or buildings to which this application relates and there are no other owners* and/or agricultural tenants**.**

*** "owner" is a person with a freehold interest or leasehold interest with at least 7 years left to run.**

**** "agricultural tenant" has the meaning given in section 65(8) of the Town and Country Planning Act 1990**

Owner/Agricultural Tenant

Name of Owner/Agricultural Tenant:
***** REDACTED ******

House name:

Number:

Suffix:

Address line 1:
Flat 1

Address Line 2:
Caxton House, 18 Ham Road

Town/City:
Shoreham-by-Sea

Postcode:
BN43 6DN

Date notice served (DD/MM/YYYY):
23/05/2023

Person Family Name:

Name of Owner/Agricultural Tenant:
***** REDACTED ******

House name:

Number:

Suffix:

Address line 1:
Flat 2

Address Line 2:
Caxton House, 18 Ham Road

Town/City:
Shoreham-by-Sea

Postcode:
BN43 6DN

Date notice served (DD/MM/YYYY):
23/05/2023

Person Family Name:

Name of Owner/Agricultural Tenant:
***** REDACTED ******

House name:
High Tong

Number:

Suffix:

Address line 1:
Marl Place Road

Address Line 2:
Brenchley

Town/City:
Tonbridge

Postcode:
TN12 7HS

Date notice served (DD/MM/YYYY):
23/05/2023

Person Family Name:

Name of Owner/Agricultural Tenant:
***** REDACTED ******

House name:

Number:

Suffix:

Address line 1:
Flat 4

Address Line 2:
Caxton House, 18 Ham Road

Town/City:
Shoreham-by-Sea

Postcode:
BN43 6DN

Date notice served (DD/MM/YYYY):
23/05/2023

Person Family Name:

Name of Owner/Agricultural Tenant:
***** REDACTED ******

House name:

Number:

Suffix:

Address line 1:
Flat 5

Address Line 2:
Caxton House, 18 Ham Road

Town/City:
Shoreham-by-Sea

Postcode:
BN43 6DN

Date notice served (DD/MM/YYYY):
23/05/2023

Person Family Name:

Name of Owner/Agricultural Tenant:
***** REDACTED ******

House name:

Number:

Suffix:

Address line 1:
Flat 6

Address Line 2:
Caxton House, 18 Ham Road

Town/City:
Shoreham-by-Sea

Postcode:
BN43 6DN

Date notice served (DD/MM/YYYY):
23/05/2023

Person Family Name:

Name of Owner/Agricultural Tenant:
***** REDACTED ******

House name:

Number:

Suffix:

Address line 1:
Flat 7

Address Line 2:
Caxton House, 18 Ham Road

Town/City:
Shoreham-by-Sea

Postcode:
BN43 6DN

Date notice served (DD/MM/YYYY):
23/05/2023

Person Family Name:

Name of Owner/Agricultural Tenant:
***** REDACTED ******

House name:

Number:

Suffix:

Address line 1:
Flat 8

Address Line 2:
Caxton House, 18 Ham Road

Town/City:
Shoreham-by-Sea

Postcode:
BN43 6DN

Date notice served (DD/MM/YYYY):
23/05/2023

Person Family Name:

Name of Owner/Agricultural Tenant:
***** REDACTED ******

House name:
High Tong

Number:

Suffix:

Address line 1:
Marl Place Road

Address Line 2:
Brenchley

Town/City:
Tonbridge

Postcode:

TN12 7HS

Date notice served (DD/MM/YYYY):
23/05/2023

Person Family Name:

Name of Owner/Agricultural Tenant:
***** REDACTED ******

House name:

Number:

Suffix:

Address line 1:
Flat 10

Address Line 2:
Caxton House, 18 Ham Road

Town/City:
Shoreham-by-Sea

Postcode:
BN43 6DN

Date notice served (DD/MM/YYYY):
23/05/2023

Person Family Name:

Name of Owner/Agricultural Tenant:
***** REDACTED ******

House name:

Number:

Suffix:

Address line 1:
Flat 12

Address Line 2:
Caxton House, 18 Ham Road

Town/City:
Shoreham-by-Sea

Postcode:
BN43 6DN

Date notice served (DD/MM/YYYY):
23/05/2023

Person Family Name:

Name of Owner/Agricultural Tenant:
***** REDACTED ******

House name:

Number:

Suffix:

Address line 1:
Flat 15

Address Line 2:
Caxton House, 18 Ham Road

Town/City:
Shoreham-by-Sea

Postcode:
BN43 6DN

Date notice served (DD/MM/YYYY):
23/05/2023

Person Family Name:

Person Role

◯ The Applicant
⊘ The Agent

Title

Mr

First Name

Jacob

Surname

Chadwick

Declaration Date

22/05/2023

☑ Declaration made

Declaration

I / We hereby apply for Full planning permission as described in this form and 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 options of the persons giving them. I / We also accept that: Once submitted, this information will be transmitted to the Local Planning Authority and, once validated by them, be made available 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

Jacob Chadwick

Date

22/05/2023