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. AD0259108
DATE RECEIVED 14 MAY 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:	CARL
Last name:	NUTLEY
Company (optional):	
Unit:	
House number:	40
House suffix:	
House name:	
Address 1:	BUSHBY CLOSE
Address 2:	
Address 3:	
Town:	LANCING
County:	WEST SUSSEX
Country:	UK
Postcode:	BN15 9JW

2. Agent Name and Address

Title:	MR
First name:	BEN
Last name:	SMITHY
Company (optional):	
Unit:	
House number:	15
House suffix:	
House name:	
Address 1:	WEST STREET
Address 2:	
Address 3:	
Town:	SHOREHAM BY SEA
County:	WEST SUSSEX
Country:	UK
Postcode:	BN43 5WF

3. Description of Proposed Works

Please describe the proposed works:

PORCH EXTENSION.

$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: 40 House suffix:

House name:

Address 1: BUSHBY CLOSE

Address 2:

Address 3:

Town: LANCING

County: WEST SUSSEX

Postcode (optional): BN15 9JW

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		BRICK	☐	☐	
Roof		FLAT ROOF	☐	☐	
Windows		UPVC	☐	☐	
Doors		UPVC	☐	☐	
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:

01, 02
03 1:500 1:1250

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 - Applicant:	Or signed - Agent:	Date (DD/MM/YYYY):
	[redacted]	13.5.08

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:	Date (DD/MM/YYYY):
	[redacted]	13.5.08

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 - Applicant:	Or signed - Agent:	Date (DD/MM/YYYY):
	[redacted]	15.5.08 (date cannot be pre-application)

14. Applicant Contact Details

Telephone numbers

Country code:	National number:	Extension number:

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

Country code: | Fax number (optional):

Email address (optional):

15. Agent Contact Details

Telephone numbers

Country code:	National number:	Extension number:

Country code: | Mobile number (optional): 07856 899101

Country code: | Fax number (optional):

Email address (optional):

16. Site Visit

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

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

If Other has been selected, please provide:

Contact name: | Telephone number:

Email address:

PLANNING DIVISION
PLAN No. A0c10259/08
DATE RECEIVED 14 MAY 2008



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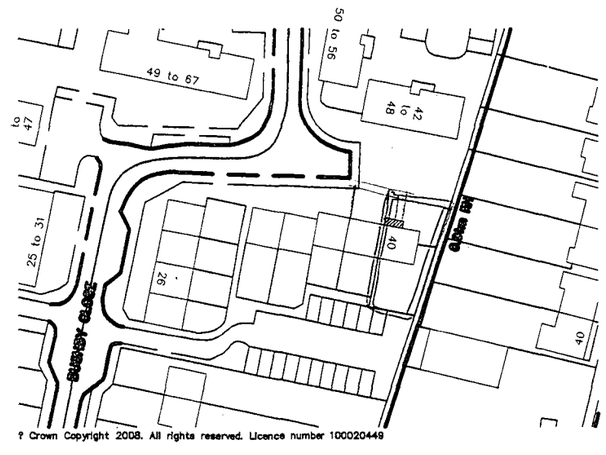
Block Plan

Proposed porch



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Location Plan

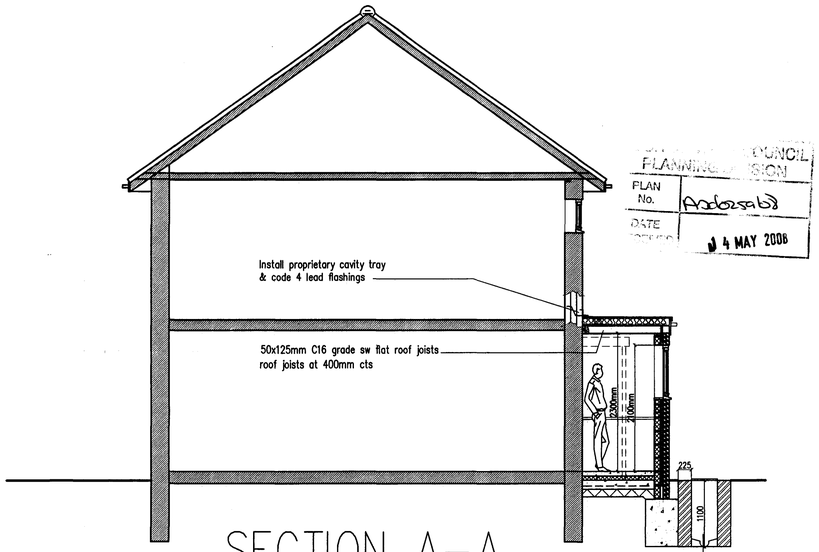
Project: Proposed Porch At: 40 Bushby Close Lancing West Sussex	Client: Mr Nutley
Title: Location & Block Plan	Scale: 1:500 1:1250
	Date: 15.5.08 Drawn: BW
	Drg. No. Rev'n



East Elevation

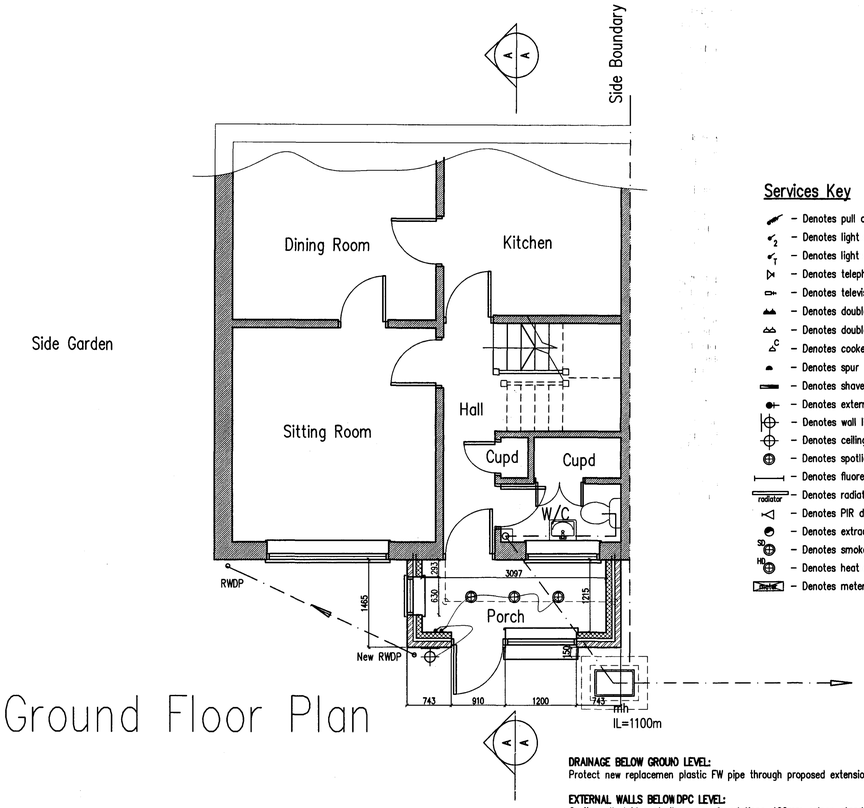
North Elevation

West Elevation



SECTION A–A

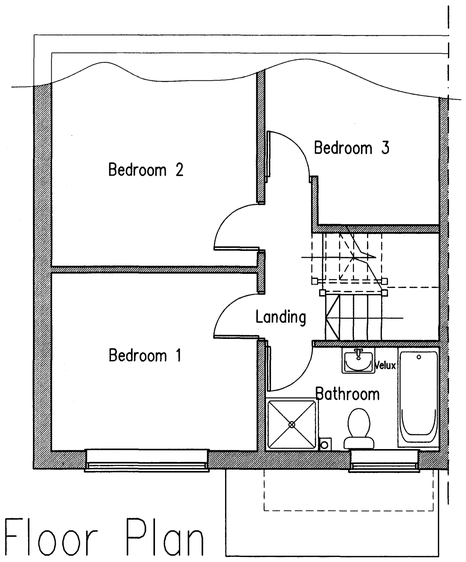
PLANNING COUNCIL
PLAN No. Adbersby
DATE 4 MAY 2008



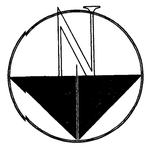
Ground Floor Plan

Services Key

- Denotes pull cord
- Denotes light switch (2 way)
- Denotes light switch (timer)
- Denotes telephone
- Denotes television aerial points
- Denotes double socket
- Denotes double socket (floor level)
- Denotes cooker point
- Denotes spur
- Denotes shaver socket incorporating light
- Denotes external water tap
- Denotes wall light
- Denotes ceiling rose
- Denotes spotlight
- Denotes fluorescent tube
- Denotes radiator
- Denotes PIR detector
- Denotes extractor fan
- Denotes smoke detector
- Denotes heat detector
- Denotes meter



First Floor Plan



EXISTING STRUCTURE:
Expose existing foundations, lintels, beams etc. at points of new or altered loading prior to commencement, and their adequacy to take additional loadings.

DEMOLITIONS:
Carefully demolish porch grub out concrete slab and cart away. Excavate part of garden as necessary.

SITE PREPARATON:
Excavate to reduce levels to min. 150mm below new dpc level. Set out extension as floor plans.

FOUNDATIONS:
Generally excavate trenches 600mm wide x 1000mm onto firm subsoil (min bearing capacity 100KN/m) to the satisfaction of the Local Authority. Remove any water/slurry prior to placing grade 20N (1:2:4) concrete min. 600mm thick.
Final depth of foundations to invert level of adjacent manhole.

DRAINAGE BELOW GROUND LEVEL:
Protect new replacemen plastic FW pipe through proposed extension with 100x65mm concrete plank lintels.

EXTERNAL WALLS BELOW DPC LEVEL:
Cavity walls laid centrally on new foundations, 100mm celcon standard blockwork inner leaf, 50mm cavity & 103mm face brickwork cater leaf up to dpc level all in cement mortar 1:3. Cavities to be filled with lean mix concrete (10mm ballast, up to 225mm below dpc level. Cavities to be made continuous down to 225mm below dpc level.

GROUND FLOOR SLAB:
Ensure that all vegetable soil & any soft areas of ground are removed & filled with hardcore, lay 125mm of 40mm washed marine reject stone & building sand blinding, compact & level with hand held vibrating plate. Lay 1200g polythene dpm with 400mm laps turned up wall to lap with new & existing dpc. Lay 150mm grade 30N concrete floor slab.
For added protection to FW pipes lay A142 mesh reinforcement to slab with 50mm min cover.

HORIZONTAL & VERTICAL DPC's:
Loadbearing walls to receive 'Hyload' or other similar approved horizontal dpc's all a min. 150mm above external ground level tying in with new and existing dpc/dpm's. Vertical dpc's fixed to all new external frames extending across closed cavities.

EXTERNAL WALLS ABOVE DPC LEVEL:
New cavity walls formed in 103mmm face brickwork to match existing, 50mm cavities full filled with 50mm Rookwool batt insulation as the work proceeds. Inner skin formed in 100mm 3.6N/mm Celcon Standard blockwork in cement mctar. All horizontal edges to be kept free of mortar snots. Proprietary wall ties at 750mm cts. horizontally and 450mm cts. vertically increasing to 225mm around openings. Furfix profiles where new wall abuts existing maintaining clear cavity with existing. New cavities closed at window reveals with proprietary insulated cavity closers incorporating 150mm DPC.
Bed new 100x50mm softwood treated wall plates onto the inner skin and strap down with 30x5mm galvanised mild steel straps at 2.0n cts. New ground floor external lintels to be IG Insulated Lintels with min. 150mm end bearings.

ROOF STRUCTURE: (Warm roof un-vented)
Generally all timber to be supplied pressure treated with preservative, all cut ends to be flood coated with proprietary preservative. Install proprietary cavity tray and code 4 lead cover flashings at abutment with existing wall.
Bolt 125x50mm softwool plate to existing wall with 12mm dia. bolts at 400mm cts.
50x125mm C16 grade softwood joists at 400mm cts. Provide treated softwood firring pieces cut to min. 1:60 fall. Deck with 115mm Celotex TD3115 composite insulation boards laid ply face up on twin mastic beads.

ROOF COVERING:
Lay 3 layer built up felt, first layer to be partial bond Type 1G acting as vapour diffusion layer. Finish with 12mm mineral chippings hot bedded in bitumen.

WINDOWS, EXTERNAL DOORS:
Generally all new external doors & windows to be white uPVC, style to match existing. Windows to be white uPVC, all thermally broken & draught sealed. Windows to be supplied with 24mm double glazed units, outer pane in Low E glass achieving U Value 1.8 W/m2K. Windows to be fitted with headline ventilator to provide trickle/background ventilation of 8000sq mm to habitable room. Where window cills are less than 800mm & glass in doors 1500mm from the finished floor level the double glazed units are to be supplied with both panes in toughened 4mm glass. Windows to be set back to overlap cavities by 30mm.

JOINERY:
Softwood architraves & skirtings to match existing.

EAVES:
Provide new white uPVC fascia, depth to suit.

SURFACE WATER DRAINAGE:
New black 100mm dia. 1/2 round uPVC gutter 68mm downpipe following profile of external wall. Surface water to discharge into existing drain.

FLOOR, WALL & CEILING FINISHES:
Floor:
New floor to line through with existing. Lay 80mm Celotex GA3080Z insulation over new ground floor, lay 500g polythene vapour check layer over insulation with taped joints, prior to laying minimum 75mm reinforced compo sand cement 3:1 floor screed reinforced with galvanised chicken wire and laid with a steel float to give an SC2 finish (plus or minus 6mm in 3m).

Walls:
Masonry walls – Make good damage to existing finishes as required. 10mm backing coat in lightweight plaster scratched for key with 3mm universal finish coat trowelled to a smooth even finish with no blistering, pimpling or water marks.

Ceilings:
Clad underside of ceiling joists with 500g polythene vapour barrier. 12.5mm plasterboard fixed at min 300mm cts. all joints filled & jute scrimmed, plaster with 3mm thistleboard finish trowelled as for walls.

SERVICES:
All work to be designed, tested and inspected to comply with BS 7671: 2001. Installer to be registered with an approved competent person scheme and supply certificate on completion of the works. All cables to be concealed & all electrical fittings flush mounted. Allow for white MK fittings. Layout as proposed floor plans. final number and location of points to be confirmed with client Allow for 1 No. energy efficient light fitting only capable of taking lamps with a luminous efficacy greater than 40 lumens per circuit–watt.

DECORATIONS:
Internal decorations: all existing surfaces to be thoroughly washed down.
Woodwork to be fully rubbed down to remove all nibs and surface imperfections, all holes to be filled with filler. Woodwork to be spot primed as necessary. Knot, stop and prime new woodwork. Apply 1 No. undercoat and 1 No. full gloss coat of good quality oil based paint, colour to clients choice to new and existing woodwork.
Walls and ceilings to be painted with 2 No. coats good quality trade emulsion, colour to clients choice. New plaster surfaces to be fully rubbed down and filled to remove all surface imperfections. Apply 1 No. mist coat and 2 No. full coats good quality trade emulsion, colour to clients choice.

EXTERNAL WORKS:
Make good paths etc upon completion of the works to the satisfaction of the Client.

Project:
Proposed
Porch Extension
At:
40 Bushby Close
Lancing
West Sussex
BN15 9JW

Drawing title:
Plans & Elevations As Proposed

Client: Mr C. Nutley

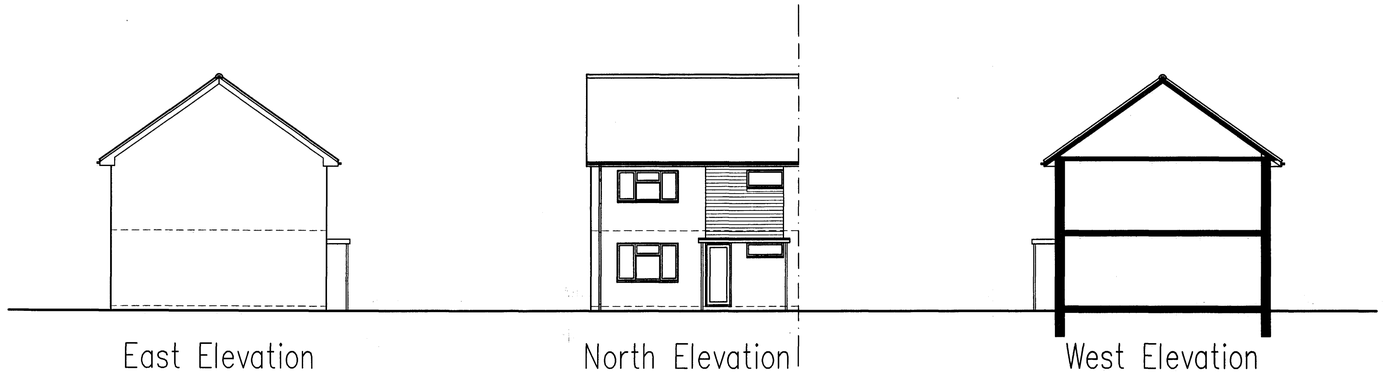
Copyright of:
B.J.W
Architectural & Planning Services
15 West Street
Shoreham By Sea
West Sussex
BN43 5WF
Contact: 07856899101
01273 441009 (after 6pm)
e-mail: benwhitby15@yahoo.co.uk

Scale: 1:100 1:50

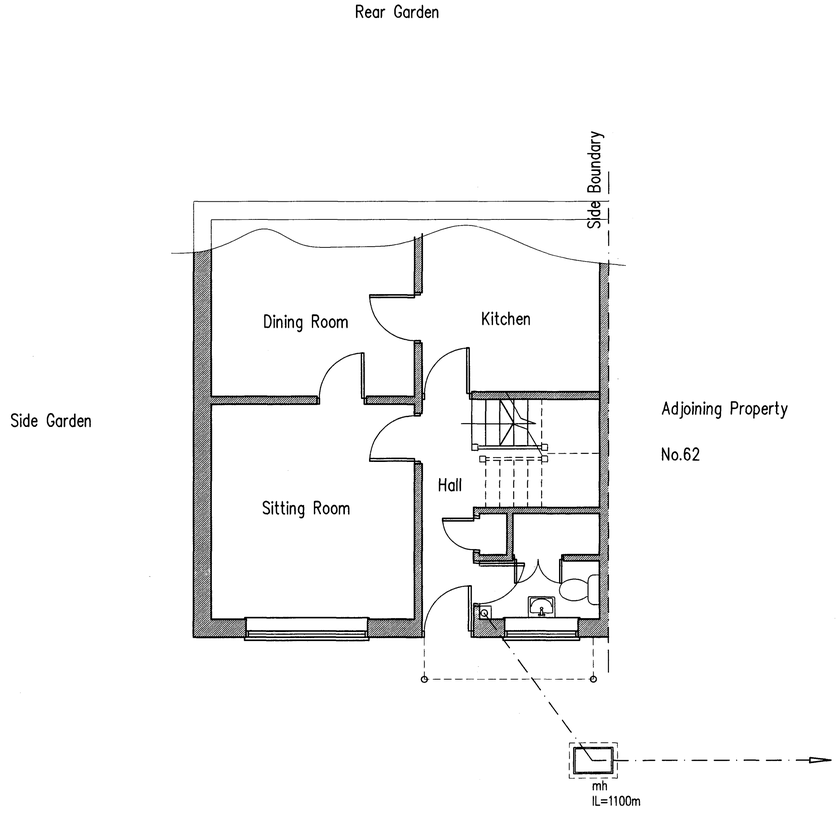
Date: 13.2.08 Drawn: BJW

Drg. No. 02 Rev'n

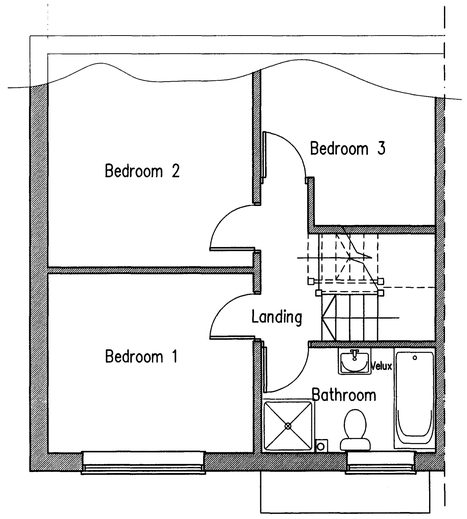
Note: All dimensions to be checked on site.



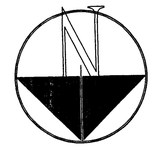
PLANNING DIVISION
PLAN No. Ad0259/08
DATE 14 MAY 2008



Ground Floor Plan



First Floor Plan



Project:
Proposed
Porch Extension
At:
40 Bushby Close
Lancing
West Sussex
BN15 9JW

Drawing title:
Plans & Elevations As Existing

Client: Mr C. Nutley

Copyright of:
B.J.W
Architectural & Planning Services
15 West Street
Shoreham By Sea
West Sussex
BN43 5WF
Contact: 07856899101
01273 441009 (after 6pm)
e-mail: benwhitby15@yahoo.co.uk

Scale: 1:100 1:50

Date: 13.2.08 Drawn: BJW

Drg. No. 01 Rev'n

Note: All dimensions to be checked on site.