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 COUNC

PLANNING D SIC
PLAN NO. Arxc0262108
DATE 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 th 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 tl Data Protection Act which you do not wish to be published on the council's website, please contact the council's plannii 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 + MRS
First name:	
Last name:	ROWLAND
Company (optional):	
Unit:	
House number:	6
House suffix:	
House name:	
Address 1:	THE DRIVE
Address 2:	
Address 3:	
Town:	SOUTHWICK
County:	WEST SUSSEX
Country:	ENGLAND
Postcode:	BN42 4RR

2. Agent Name and Address

Title:	MR
First name:	JAMES
Last name:	BOYS
Company (optional):	BOYS PROJECT MANAGEMENT
Unit:	
House number:	31A
House suffix:	
House name:	
Address 1:	WARMDENE ROAD
Address 2:	
Address 3:	
Town:	BRIGHTON
County:	EAST SUSSEX
Country:	ENGLAND
Postcode:	BN1 8NL

3. Description of Proposed Works

Please describe the proposed works:

SINGLE STOREY REAR EXTENSION AND INTERNAL ALTERATIONS TO FORM OPEN PLAN KITCHEN/DINING ROOM.

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 submissio

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 submissior

4. Site Address Details

Please provide the full postal address of the application site.

Unit: House number: 6 House suffix:

House name: –

Address 1: THE DRIVE

Address 2:

Address 3:

Town: SOUTHWICK

County: WEST SUSSEX

Postcode (optional): BN42 4RR

5. Pedestrian and Vehicle Access, Roads and Rights of Wa

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	PAINTED RENDER AND FACE BRICKWORK	PAINTED RENDER TO MATCH EXISTING	☐	☐	
Roof	FLAT ROOF	FLAT ROOF	☐	☐	
Windows	UPVC	UPVC TO MATCH EXISTING	☐	☐	
Doors	UPVC	UPVC TO MATCH EXISTING	☐	☐	
Boundary treatments (e.g. fences, walls)	CLOSE BOARDED FENCE	N/A	☐	☐	
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 - Applicant:	Or signed - Agent:	Date (DD/MM/YYYY
	[redacted]	7/05/2008

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 da 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 yea 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)

07/05/2008

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):

07/05/2008

14. Applicant Contact Details

Telephone numbers

Country code:	National number:	Extension number:
0044	[redacted]	

Country code:	Mobile number (optional):

Country code:	Fax number (optional):

Email address (optional):

15. Agent Contact Details

Telephone numbers

Country code:	National number:	Extensic number
0044	01273 249058	

Country code:	Mobile number (optional):

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

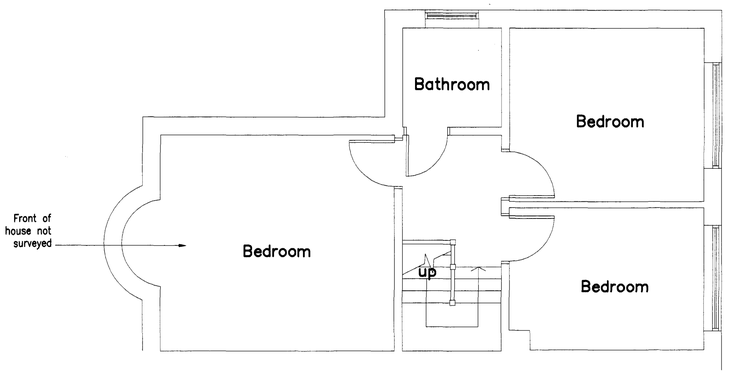
If the planning authority needs to make an appointment to carry out a site visit, whom should they contact? *(Please select only one)* ☐ Agent ☑ Applicant ☐ Other (if different from th agent/applicant's details)

If Other has been selected, please provide:

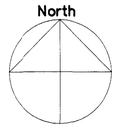
Contact name:

Telephone number:

Email address:

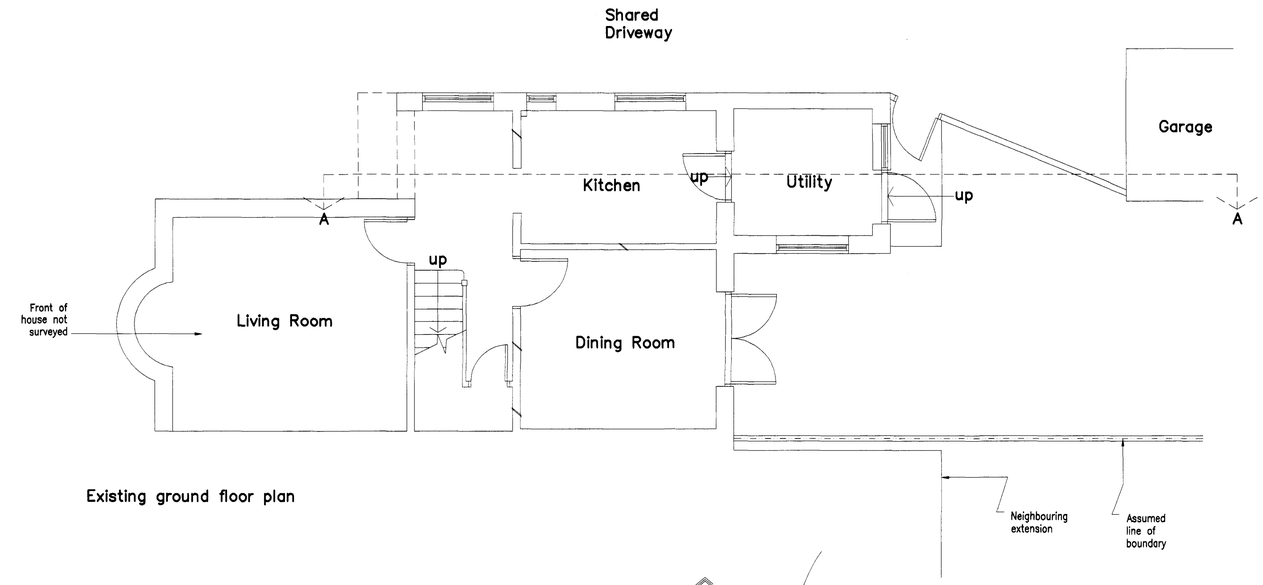


Existing first floor plan





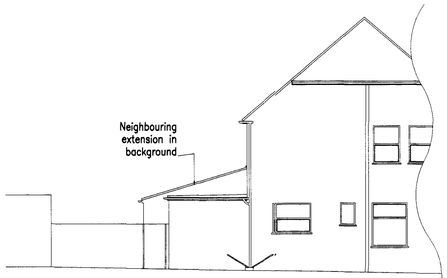
Location Plan 1:1250



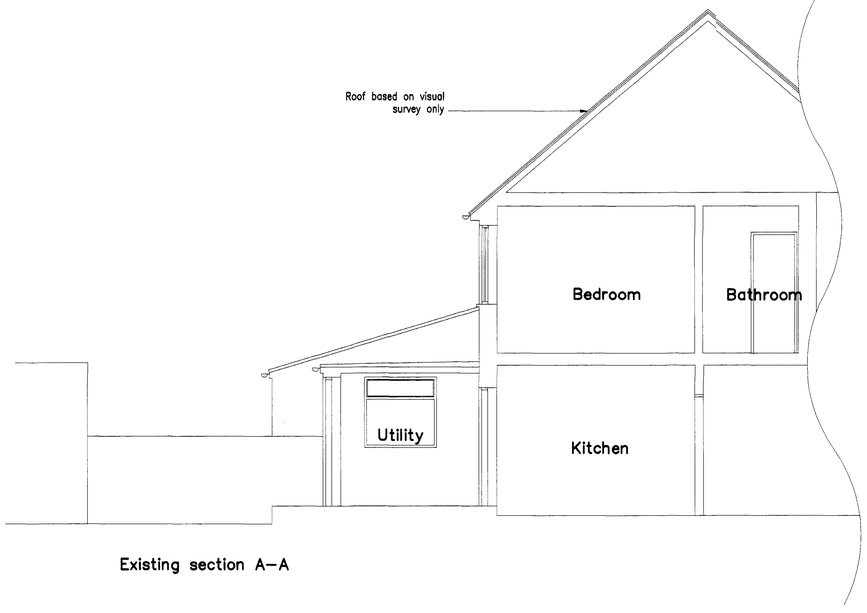
Existing ground floor plan



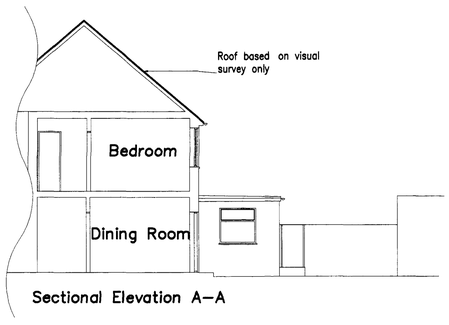
Existing rear elevation



Existing side elevation



Existing section A–A



Sectional Elevation A–A

PLANNING
PLAN No. Aa626268
DATE RECEIVED
14 MAY 2008

amendments

bpm Construction and Architectural Services

client
Catherine Rowland

Project
6 The Drive
Southwick
East Sussex

Project ref: 520
Drawing No. 01

drawing title
Existing

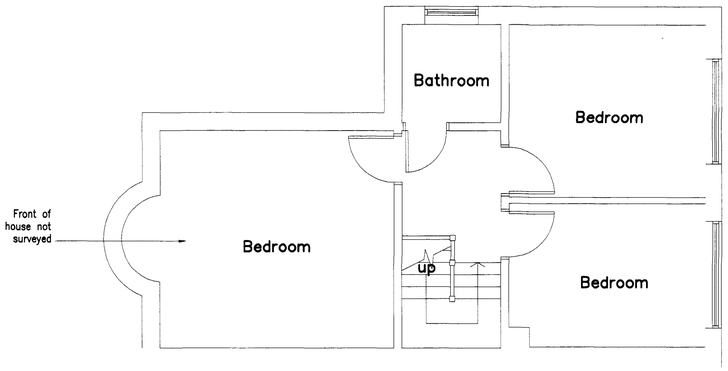
drawn by
D Haslam

date APR 08
scale 1:50/100

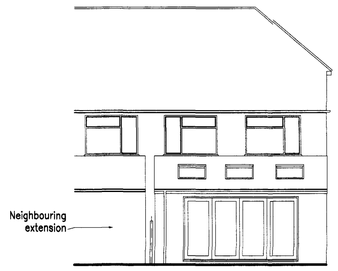
Bpm Project Management
31A Wanderer Road
Brighton BN1 8HL
Telephone 01273 248208
Website www.bpmmet.co.uk
E-mail info@bpmmet.co.uk

Do not scale off drawing
Check all dimensions on site before all work is commenced

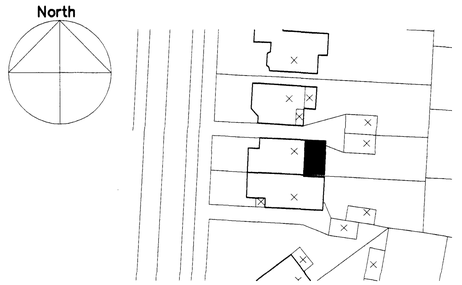
All goods materials workmanship to conform with current building regulations BSS and CCP's



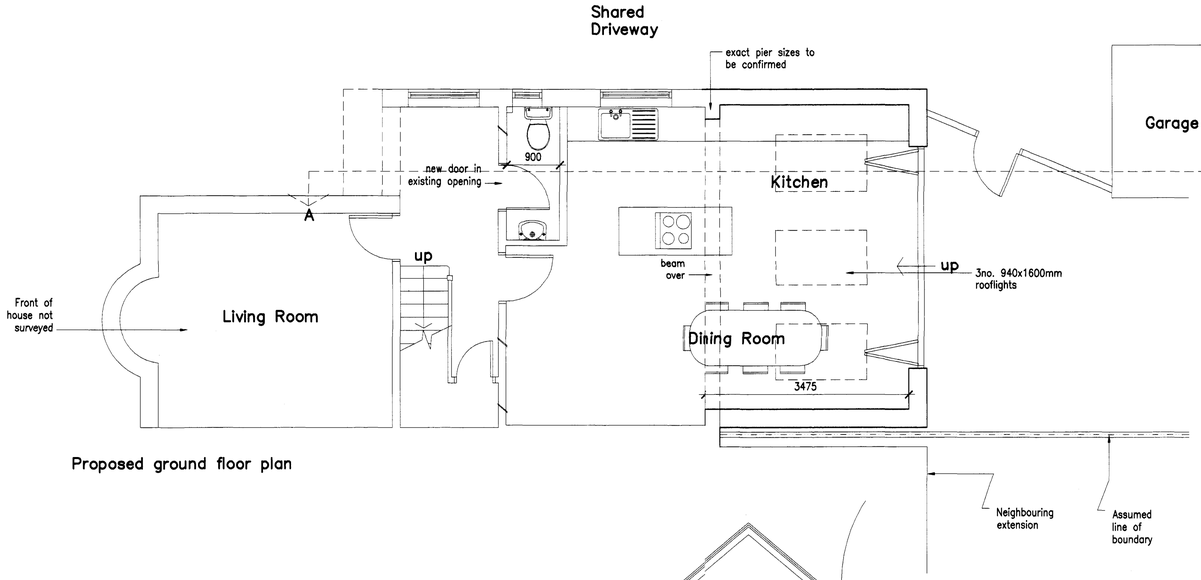
Existing first floor plan



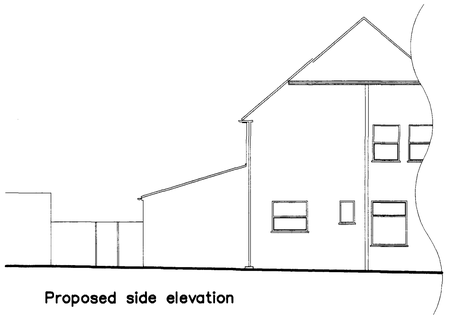
Proposed rear elevation



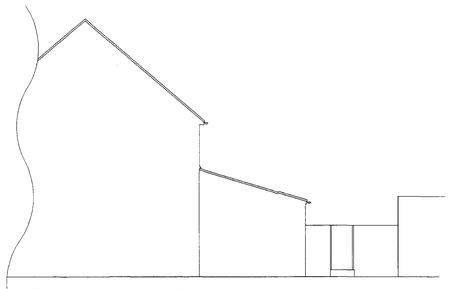
Block Plan 1:500



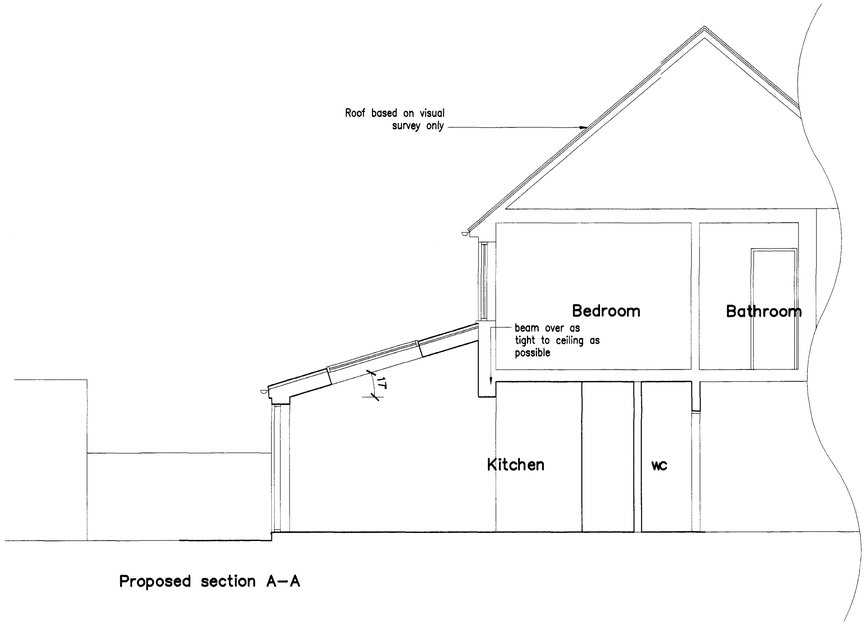
Proposed ground floor plan



Proposed side elevation



Proposed Sectional Elevation



Proposed section A–A

PLANNING D
PLAN No. P1006262 68
DATE RECEIVED 14 MAY 2008

amendments

bpm Construction and Architectural Services

client Catherine Rowland

Project 6 The Drive Southwick East Sussex

Project ref: 520 Drawing No. 02

drawing title Proposed

drawn by J Boys

date APR 08 scale 1:50/100

Boys Project Management
31A Wenstone Road
Brighton BN1 8HL

Telephone 01273 246856
Website www.bpmnet.co.uk
E-mail info@bpmnet.co.uk

Do not scale off drawing
Check all dimensions on site before all work is commenced

All goods materials workmanship to conform with current building regulations BSS and COP's