Planning Services, Adur District Council

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

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Received
18 NOV 2008

ADUR DISTRICT COUNCIL

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:	Mrs.
First name:	Caroline
Last name:	Bishop
Company (optional):	
Unit:	
House number:	28
House suffix:	
House name:	
Address 1:	CHURCH STREET
Address 2:	
Address 3:	
Town:	SHOREHAM.
County:	WEST SUSSEX.
Country:	
Postcode:	BN43 5DQ

2. Agent Name and Address

Title:	MR
First name:	ROY. C.
Last name:	KING
Company (optional):	
Unit:	
House number:	36 /
House suffix:	
House name:	
Address 1:	Upper Shoreham Road
Address 2:	
Address 3:	
Town:	SHOREHAM
County:	West Sussex
Country:	
Postcode:	BN43 5NB.

3. Description of Proposed Works

Please describe the proposed works:

Raising of roof of first floor rear extension (providing a gabled roof) and reconstruction of roof of ground floor rear extension.

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: 28 House suffix: _____

House name: _____

Address 1: CHURCH STREET.

Address 2: _____

Address 3: _____

Town: SHOREHAM

County: West Sussex

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		Painted render	☐	☐	
Roof	First Floor. Copper sheet. Ground Floor Corrugated plastic.	Natural slate do. do	☐	☐	
Windows			☐	☐	
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, 133 a.

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]	[redacted]	25.11.08

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: [redacted]

Or signed - Agent: [redacted]

Date (DD/MM/YYYY): 25.11.08

B) I have/ The applicant has given the requisite notice to every person other than myself/ the applicant who, on the day 21 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.

The original and 3 copies of a completed and dated application form: ☑

The original and 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: ☑

The original and 3 copies of other plans and drawings or information necessary to describe the subject of the application: ☑

The original and 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: ☑

The original and 3 copies of the completed, dated Article 7 Certificate (Agricultural Holdings): ☑

The original and 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: [redacted]

Or signed - Agent: [redacted]

Date (DD/MM/YYYY): 25.11.08 (date cannot be pre-application)

14. Applicant Contact Details

Telephone numbers

Country code:	National number:	Extension number:

Country code: | Mobile number (optional):

Country code: | Fax number (optional):

Email address (optional):

15. Agent Contact Details

Telephone numbers

Country code:	National number:	Extension number:
01273.	453619.	

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 the agent/applicant's details)

If Other has been selected, please provide:

Contact name: | Telephone number:

Email address:

CIRCULAR NO. 01/2006

DESIGN AND ACCESS STATEMENT

A01055388

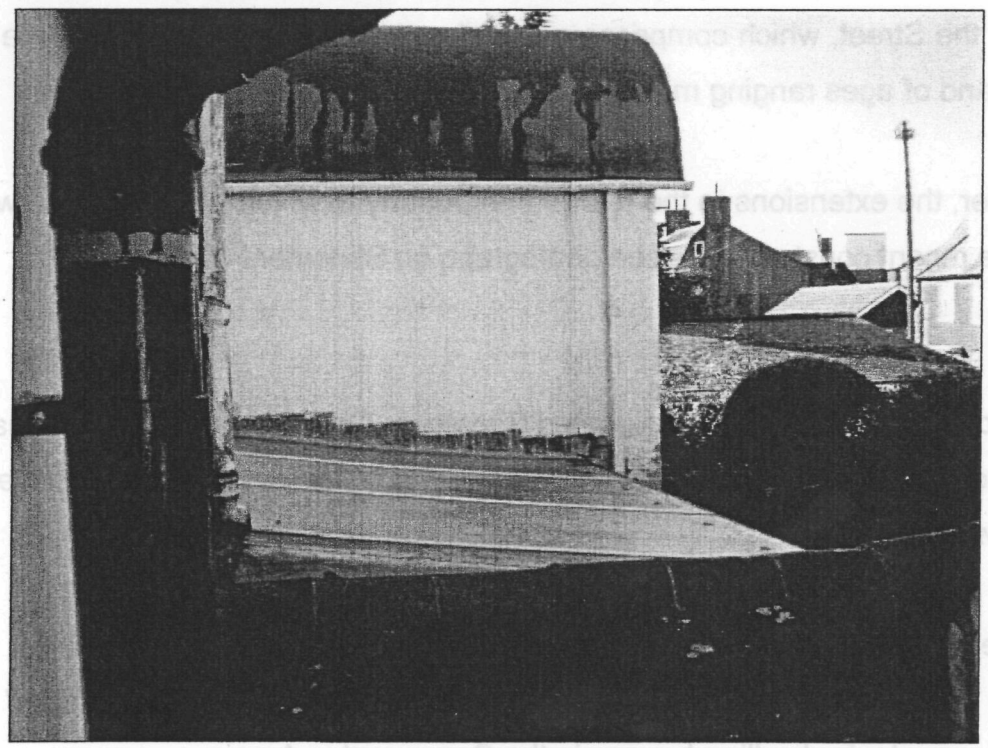
28 NOV 2008

SITE LOCATION:

28, Church Street, Shoreham-by-Sea, BN43 5DQ

PROPOSAL:

Alterations to Existing Single/Double Storey Rear Extensions





DW PLANNING 59 SADLERS WAY RINGMER EAST SUSSEX BN8 5HG

INTRODUCTION

This Statement follows the guidance in Circular 01/2006, and also the CABE booklet "Design and Access Statements – How to write, read and use them".

It is based upon the recommended "assessment-involvement-evaluation-design" process, and explains and justifies the proposals as set out in the planning application itself.

1. ASSESSMENT

1.1 Physical: 28 Church Street is a two-storey, terraced property. It is situated on the west side of the Street, which comprises a mix of residential properties which are almost entirely linked and of ages ranging mainly through the 18th. and 19th. Centuries.

1.2 However, the extensions to the rear of the property to which the alterations will be made are of more recent construction – see photograph on Statement cover page.

1.3 The property lies within the designated Shoreham Conservation Area, and has also recently been added by the Council to the list of *"unlisted buildings making a positive contribution to the townscape".*

1.4 All extensions, alterations, etc. to the property require planning permission, by virtue of an "Article 4 Direction" which removed the normal "permitted development" rights relating extensions, etc. to dwelling-houses in the Conservation Area.

1.5 The character and appearance of the area is one of town houses, several of which (including the application site) have relatively modern rear extensions, some at first-floor level or higher, and of designs not considered sympathetic to the locality or the Conservation Area.

1.6 Social: no adverse impacts, apart from the (temporary) construction phase, controllable via appropriate planning conditions as to hours of work, etc. The proposed alterations, sympathetic in terms of scale and design, will provide more up-to-date, energy-efficient structures.(the Owner's pre-acquisition survey underlined the poor thermal insulation of both the existing bathroom roof and windows). As to impacts on nearest properties, minimal in the extreme, as the proposals merely replace, with more sensitively-designed materials, etc., minor parts of the existing extensions to the rear. (the new window to the existing second-storey extension being rear-facing, with no overlooking onto neighbouring properties as a result).

1.7 Economic: insignificant, although construction phase will temporarily benefit local economy.

1.8 Planning Policy: development in general accordance with national guidance in PPS 15 – "Planning and the Historic Environment", especially paras. 4.14 – 4.20, in that it will conserve, if not positively enhance, the character and appearance of the Conservation Area, with a design more sympathetic to, and reflecting the ethos of, the buildings of this age and style.

1.9 The replacement of the existing corrugated sheeting to the roof of the single-storey element with a slate pitched roof will be a positive improvement on the appearance and design of this part of the dwelling.

1.10 The pitched-roof design to the second-storey element, replacing the somewhat incongruous curved roof structure, is more sympathetic and appropriate to the area, and its visual impact will be enhanced as a result, in line with its Conservation Area setting.

1.11 It should be noted that these minor works would not normally require planning permission, being permitted development, were it not for the afore-mentioned Article 4 Order.

2. INVOLVEMENT

2.1 In view of the relatively minor nature of the proposals, and the consequent lack of any impact upon the amenities of neighbouring properties, no pre-application discussions were considered necessary with local residents. However, such discussions did take place with Planning Officers of the Council, as advised in Circular No. 01/2006.

3. EVALUATION

3.1 In view of the existing residential context, minor, small-scale alterations to the existing extensions are considered the most appropriate option for the Applicant`s needs. Siting and design selected to minimise impact of the alterations in relation to both the existing property and the surrounding areas.

4. DESIGN – GENERAL CONSIDERATIONS

4.1 Overall design solution and use of materials reflect those of the existing house and surrounding buildings in the Conservation Area.

4.2 Pitched roofs are, in any event, far superior both in terms of appearance and efficiency in deflecting rainfall, than flat and/or curved roofs.

5. USE

5.1 There are no changes to the use of the rear extensions

6. AMOUNT

6.1 No significant increases in size, height or volume.

7. LAYOUT/SCALE

7.1 The proposals are fro minor, external alterations only to existing roofs, thus there are no changes in layout or scale involved.

7.2 The new roofs will comprise natural slates, to reflect this particular feature on the other buildings in the Conservation Area. This will be marked visual improvement upon the existing roof materials, vide corrugated sheeting and asphalt-covered felt.

7.3 The design detailing considers the balance of features such as doors and windows, and those elements already in existence as features on the main dwelling.

8. LANDSCAPING

8.1 As alterations only to existing features, no new landscaping is required, and no significant existing landscaping features are affected.

9. APPEARANCE

9.1 Overall, the new extension results in a design scheme which fits in well with the existing dwelling and its surroundings.

9.2 The development of the site in the manner proposed will enhance the visual qualities of the area, in the form of a small-scale, subservient and well-designed alterations appropriate to the local vernacular and the setting of the Conservation Area.

10. ACCESS

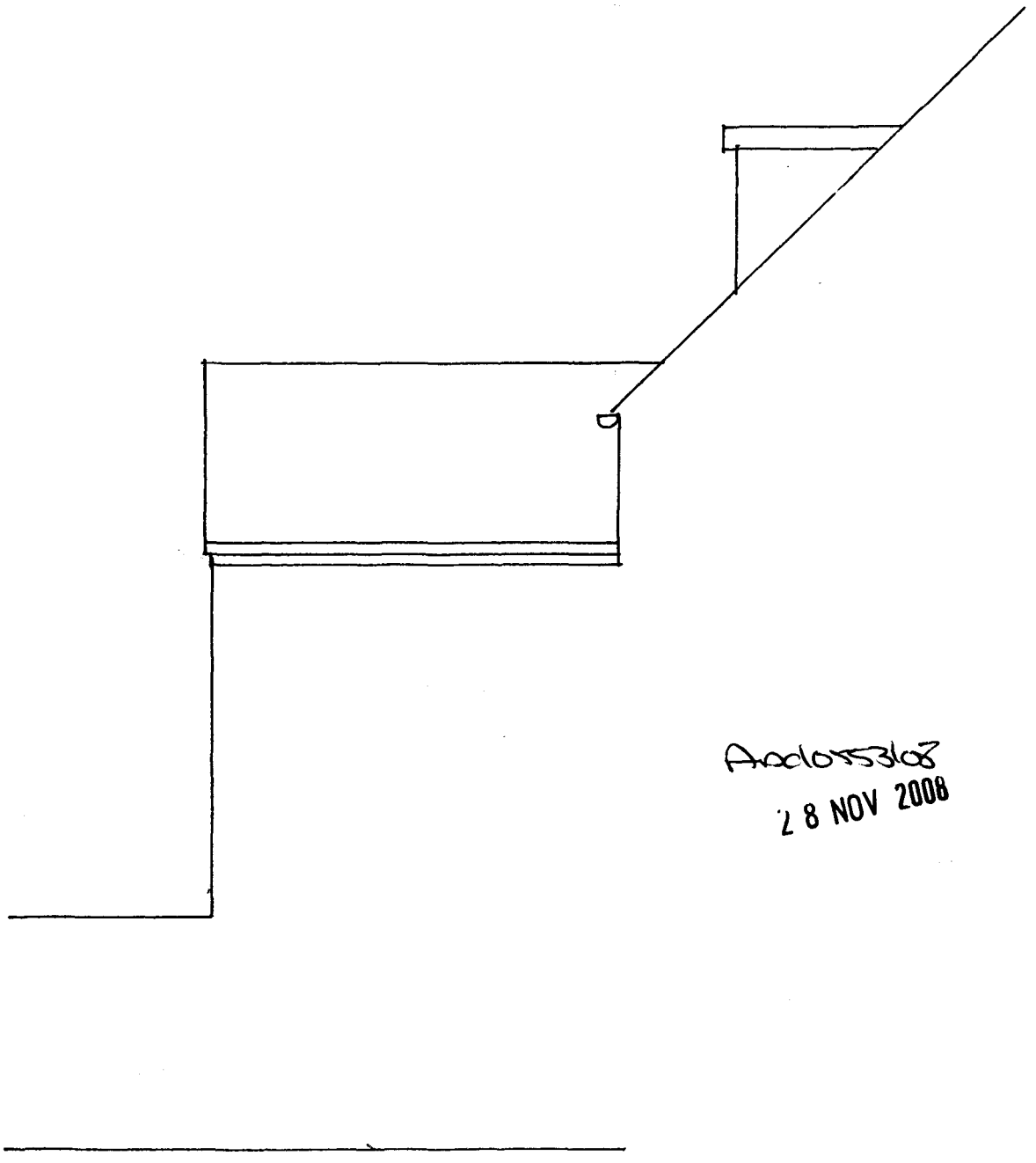
(i) Vehicular and Transport Links: No additional requirements arise from the proposed alterations

(ii) Inclusive Access: internal accessibility has been addressed, having regard to statutory and other relevant requirements.

11. CONCLUSIONS

11.1 The proposed alterations represent a design solution which results in modern, up-to-standard, features provided with minimum impact upon the fundamental integrity and appearance of the existing house and its Conservation Area setting.

11.2 The proposals are consistent with the positive advice regarding such development as set out in relevant national and local planning policy guidance as referred to above .

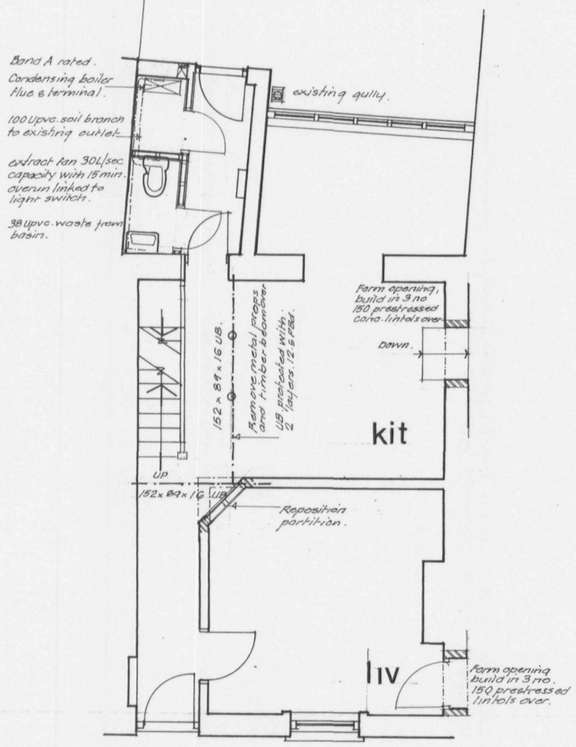


Add 0553/08
28 NOV 2008

28 CHURCH ST. SHOREHAM

ELEVATION OF REAR EXTENSION
TO THE SOUTH. SCALE 1:50

Drawing No. 11133b



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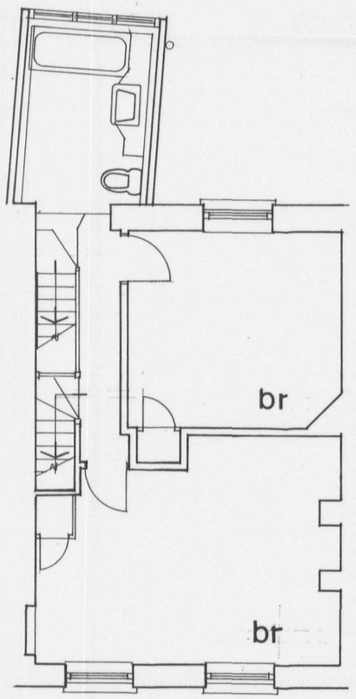

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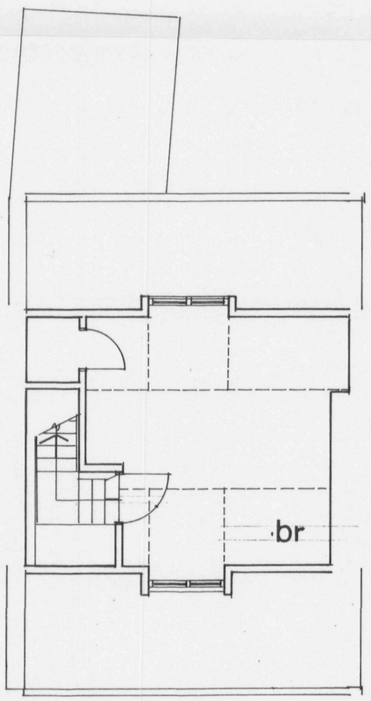

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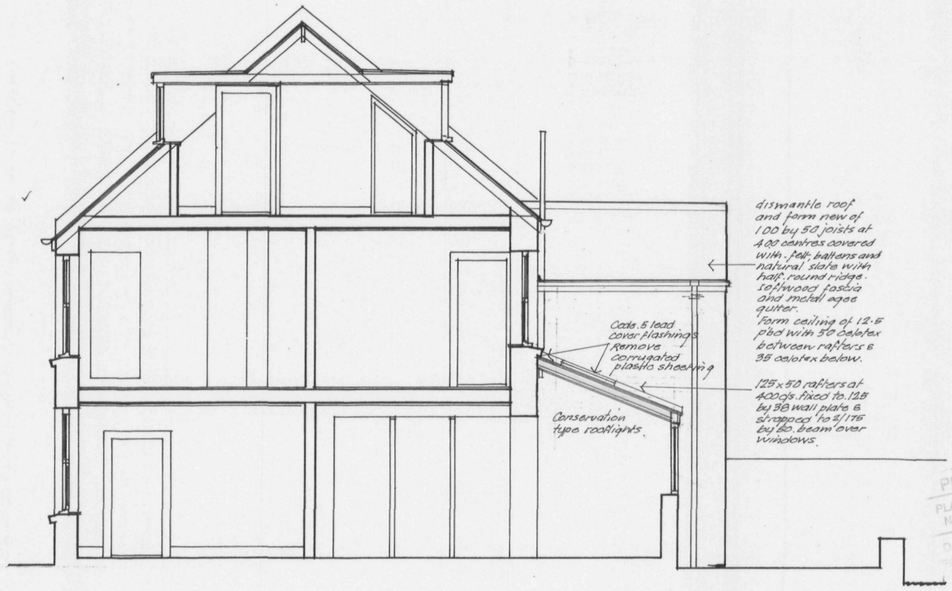

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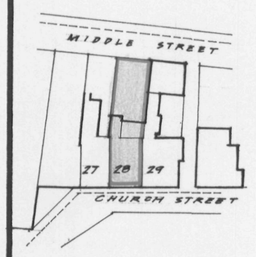

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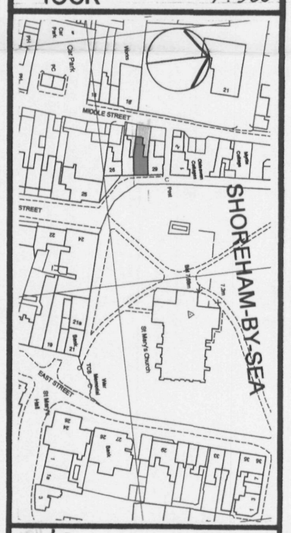


site 1:1250

PLANNING DIVISION
PLAN No. Aa0553
DATE RECEIVED 28 NOV 2008

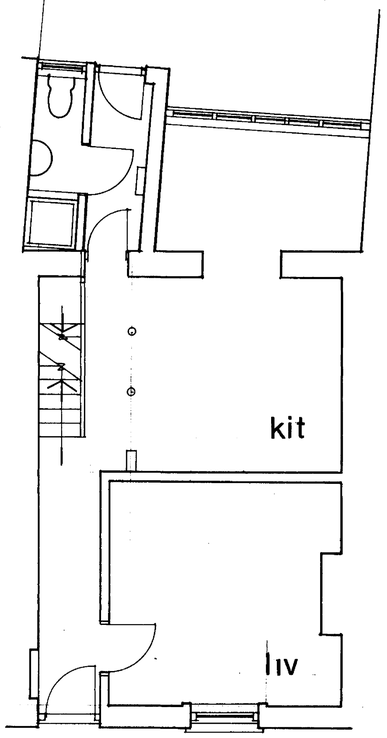
28 Church Street
Shoreham-by-Sea
West Sussex
BN43 5DQ

Drawing No. 11,133 a

Scale: 1:10

April 2008

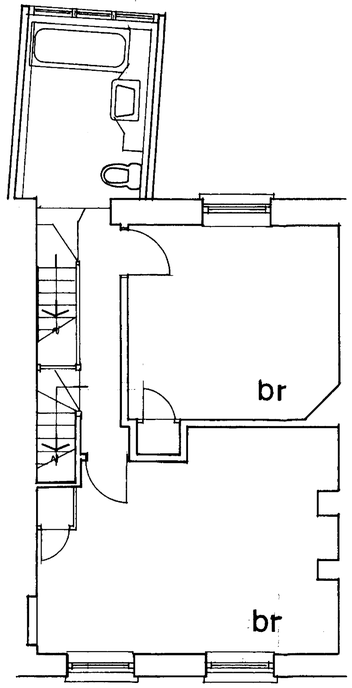
Roy C. King. FRICS.
Chartered Surveyor
361 Upper Shoreham Road
Shoreham-by-Sea
West Sussex BN43 5NB
Telephone & Fax: (01273) 453619



g r o u n d



w e s t



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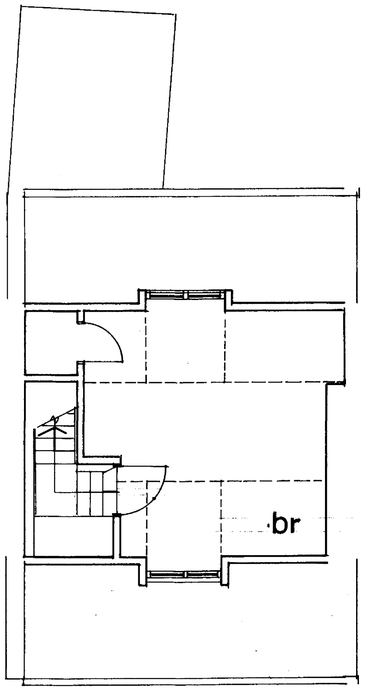

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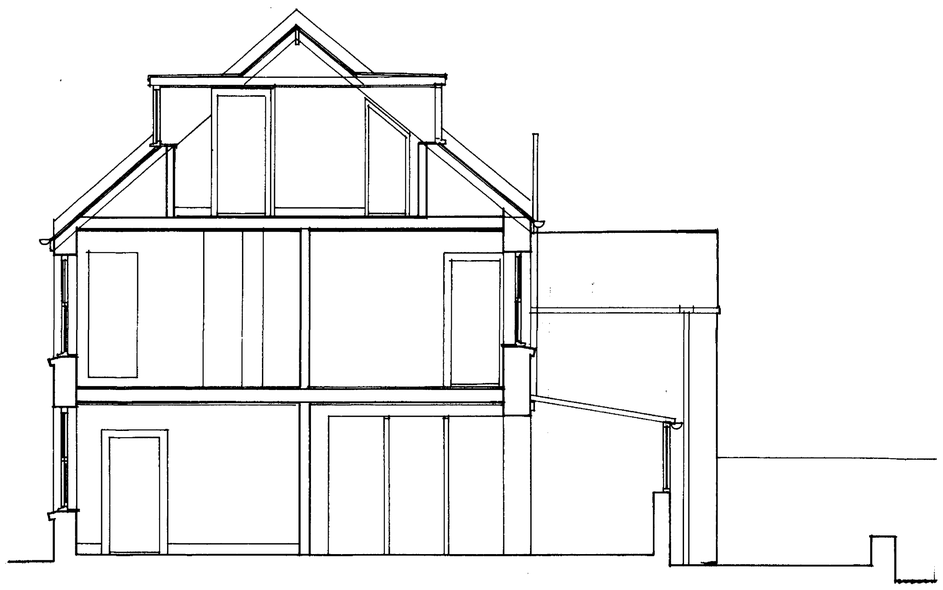

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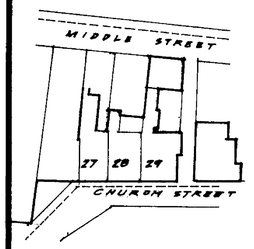
Plans 28 NOV 2008



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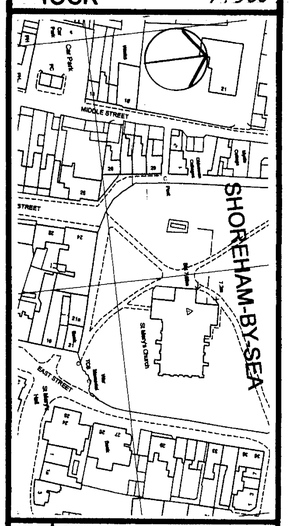

site 1:1250

28 Church Street
Shoreham-by-Sea
West Sussex
BN43 5DQ **Existing**

Drawing No. 11,133 a

Scale: 1:10

April 2008

Roy C. King. FRICS.
Chartered Surveyor
361 Upper Shoreham Road
Shoreham-by-Sea
West Sussex BN43 5NB
Telephone & Fax: (01273) 453619