Planning Services, Adur District Council

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BN43 6PR

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ADUR
DISTRICT COUNCIL

PLAN No. ADC/0508/08

10 DEC 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:	
First name:	
Last name:	M.Chitty & A McCormick
Company (optional):	
Unit:	
House number:	57
House suffix:	
House name:	
Address 1:	Mansell Road
Address 2:	
Address 3:	
Town:	Shoreham
County:	W.Sussex
Country:	
Postcode:	BN43 6GQ

2. Agent Name and Address

Title:	Mel Humphrey MRICS MBEng 39 Northease Drive Hove, East Sussex BN3 8PQ Mobile: 07701 055182 Email: mel_humphrey_uk@yahoo.co.uk
Last name:	
Company (optional):	
Unit:	
House name:	
Address 1:	
Address 2:	
Address 3:	
Town:	
County:	
Country:	
Postcode:	

3. Description of Proposed Works

Please describe the proposed works:

Front Extension & Rear conservatory 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: _____ House suffix: _____

House name: as (1) overleaf

Address 1: _____

Address 2: _____

Address 3: _____

Town: _____

County: _____

Postcode (optional): _____

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		brickwork to match	☐	☐	
Roof		Tiles to match & glazed.	☐	☐	
Windows		White PVC	☐	☐	
Doors		White PVC	☐	☐	
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 - Applicant:	Or signed - Agent:	Date (DD/MM/YYYY):
	[redacted]	22/10/08

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): 22/10/08

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: 150·00 ☑

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: | Or signed - Agent: | Date (DD/MM/YYYY): 22/10/08 (date cannot be pre-application)

14. Applicant Contact Details

Telephone numbers

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

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):

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:

Building Regulation Notes

Any parts of structure covered over or inaccessible have not been inspected and no responsibility is accepted for these areas including underground. All electrics, heating, plumbing and decorations to be altered / extended all to client's choice. All lengths of proposed beams to be measured on site prior to ordering.to verify structural engineer's dimensions. All foundations and lintels taking additional loads are to be exposed and checked for adequacy and suitability for ground conditions prior to commencement of wok. The building fabric should be constructed so that there are no reasonably avoidable thermal bridges in the insulation layers caused by gaps within the various elements, at the joints between elements and at tle edges of elements such as those around window and door opening. Reasonable provision should also be made to reduce unwanted air leakage through the new envelope parts.

Foundations
750mm x 450mm trench fill foundations (1:2:4 concrete mix) to be minimum 1.0m below ground levl The exact depth to suit site conditions.

External Walls
Cavity walls to be faced brickwork , 85mm cavity with 85mm Rockwool insulation cavity batts, inner lef 100mm Thermalite or equal and approved blockwork min 3.5 N/mm². All walls constructed using 1:1:6 mortars or 1:5 masonry cement mortars. Finished with 13mm lightweight plaster internally. Renderto be 2 coats of 10mm each of nominal mix of 1:1:6. Stepped horizontal strip polymer (hyload) damp proof course in each leaf of new walls min 150mm above adjacent ground level in external leaf. DPC to be lapped with existing wall DPC and with floor DPM. Vertical DPC to be installed at all reveals where cavity is closed. Block work below ground level to be Class a dense concrete or alternatively semi engineering brickwork. Cavities below ground level to be filled with lean mix concrete up to ground level and min 225mm below damp proof course. Ensure that at all openings no cold bridging occurs by using a proprietary system such as Thermabate Closers, or similar approved. All walls constructed with stainless steel wall ties built in at 450mm centres vertically and 750mm centres horizontally in staggered rows. Doubled up at corners and reveals. Cavities closed at eaves level with slate and to be continuous. All external walls running parallel to roof to be restrained at roof level using 1000 x 30 x 5mm galvanised mild steel horizontal restraint straps built into walls at max 1200 centres and screw fixed to joists. Weep holes to be provided adjacent to ground level and over openings/cavity trays etc every third perpendicular Catnic or similar approved lintels to be used over door and window openings with min 150mm bearings.

Ground Floor
Minimum 65mm screed reinforced with chicken wire (mix 1.3 or 4), 80mm Celotex flooring, and 3 coat RIW dpm on 100mm concrete slab and 100mm consolidated hardcore. Provide A193 mesh, 1m wide within oversite slab over any drain runs passing through. Where existing suspended timber floor air brick are covered by new extension provide 100mm dia vent duct under new floor within hardcore to terminate at new 65 x 215mm air bricks built into new cavity wall. Ducts to be sleeved through cavity wth cavity tray over.

Electrics
All electrical work required to meet the requirements of Part P (Electrical Safety) must be designed, instilled, inspected and tested by a person competent to do so. Prior to completion the Council should be satisfied that Part P has been complied with. This may require an appropriate BS 7671 electrical installation certificate to be issued for the work by a person competent to do so. New room to be capable to support energy efficient light fittings, capable of only accepting lamps having a luminous efficacy greate than 40 lumens per circuit watt at a rate of not less than the greater of: 1 per 25m² or 1 per 4 fixed light fittings.

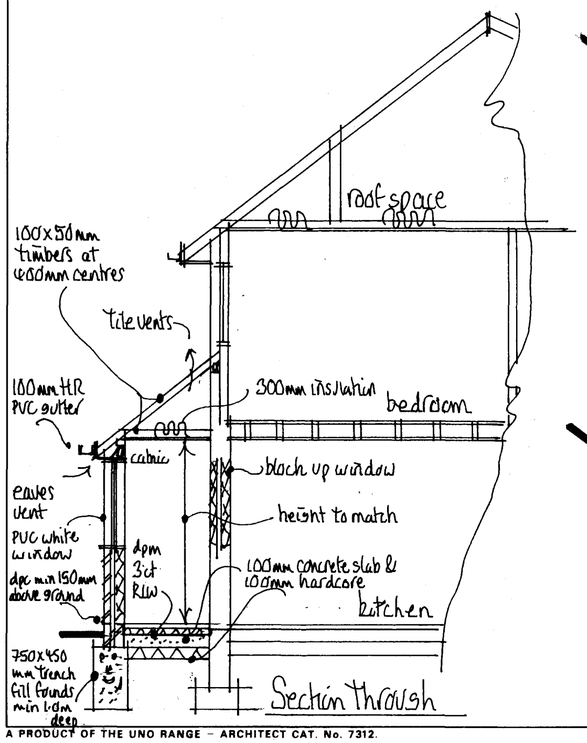
Heating
Any radiators to be installed into new rooms are to be fitted with TVR s.

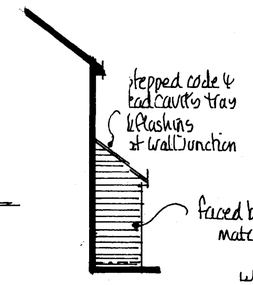
Ventilation
New window serving all rooms to provide open able ventilation area of not less than 1/20th of the floorarea of the rooms, which they serve, all fitted with a minimum 8000mm² trickle ventilator. All glazing in those critical locations to be of toughened or laminated safety glass in accordance with clause 5.3, BS6206 All new windows to be double glazed PVC with 16mm air gap and a "soft" low-E coating. Wc to be provided with an extract fan capable of extracting not less than 6 litres per second which may be operate intermittently and ducted to external air.

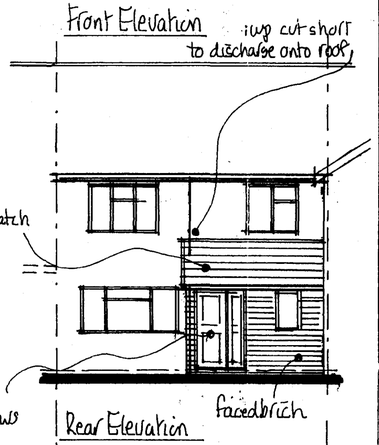
Pitched Roof
Tiles to match existing on 25 x 38mm sw treated battens on type 1F breathable sarking felt to BS747 on C3 grade rafters at max 400mm centres. 100mm x 50mm wall plate strapped to walls at 2000mm centres using 30 x 5mm mild steel straps. SC3 grade ceiling joists at 400mm centres spiked to rafters. Fascia to match existing with soffit of 'Masterboard' fitted with continuous 25mm vent and fly-proof screen. Provide high-level tile vents to assist cross ventilation. Ceiling lined with 1000 gauge polythene vapour barrier over 300mm of Rockwool insulation laid in2 layers of 150mm thick at right angles to each other before fixing 12.5mm plasterboard finished to client's approval.

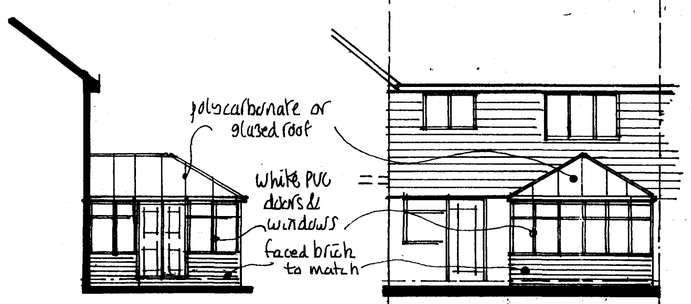
Foul water drainage
Not affected by the proposal

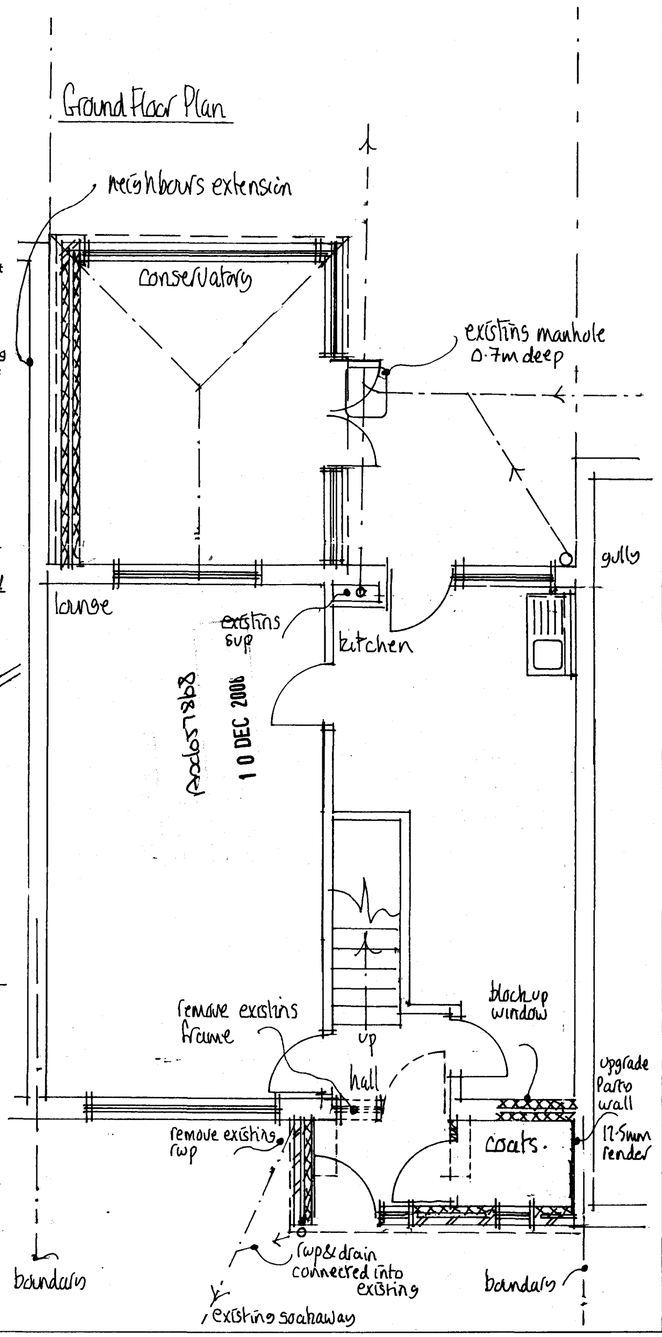
Surface water drainage
Rainwater to 100m half round PVC gutter laid to falls to new 65mm down pipes to discharge onto existing surface water drains.



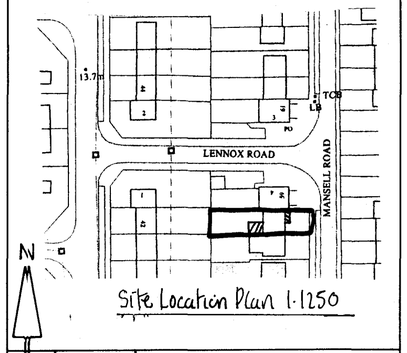








NOTES:
All dimensions must be checked on site and not scaled from this drawing.



	Date	Revisions
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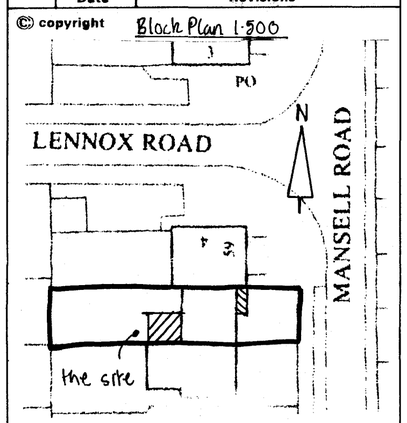

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Drawing Title
Conservatory & Front Entrance Extension @ 57 Mansell Road, Shoreham

Scale 1:50, 1:100, 1:1250, 1:500

Date Oct 08 | Drawn by [redacted]

Drg No. | Rev

A PRODUCT OF THE UNO RANGE – ARCHITECT CAT. No. 7312.

420×594mm A2