ADUR DISTRICT COUNCIL

TOWN AND COUNTRY PLANNING ACT, 1990

APPLICATION FOR PLANNING PERMISSION

4 copies of this form required, together with plans and appropriate fee.
All measurements are to be given in metric.
If site relates to Lancing or Sompting, please submit 5 copies.

FOR OFFICIAL USE ONLY
Appl. No A/0604/07
Date Received 10 DEC 2007
Fee 195
Rem. List

IT IS IMPORTANT THAT YOU READ THE GUIDANCE NOTES AS INCORRECT COMPLETION INVOLVES DELAY

1. Applicant (In BLOCK CAPITALS)	Agent (if any) to whom correspondence should be sent (In BLOCK CAPITALS)
Name MR. CHOUDRY	Name MR. C. VENER BSc(Hons) MRICS
Address 69 HIGH STREET, SHOREHAM, WEST SUSSEX	Address FOCAL BUILDING PLANS & SURVE 48 WEST STREET, SHOREHAM, BN43 5WG
Tel. No. —	Tel. No. 01273-236049

2. Type of Application (see Note 2)

		State Yes or No
(a)	Full planning permission (including changes of use)	YES
(b)	Outline planning permission	NO →
(c)	Renewal of a temporary permission	NO
(d)	Permission for retention of building or continuance of use without complying with a condition imposed on a planning permission	NO
(e)	Permission to develop land without complying with a condition imposed on a planning permission.	NO

If yes, state those matters to which this application relates (tick where appropriate)

(i)	Siting	☐
(ii)	Design	☐
(iii)	External appearance	☐
(iv)	The means of access	☐
(v)	Landscaping of the site	☐

If yes, state the date and number of the permission and outline the particular condition

Date

Application No.

Condition No.

3. (a) Full **address or location** of the land to which this application relates

16A-18A ~~43-51~~ NORTH ROAD
LANCING
WEST SUSSEX

(b) State whether applicant owns or controls any adjoining land — State Yes or No: NO — *If yes, this land must be edged blue on the location plan*

(c) Area of site SEE SITE PLAN *hectares/sq. metres*

Dimensions of the application site and distances from the new buildings to boundaries must be clearly indicated on plans

(d) Description of proposed development (If residential development, state no. of units proposed and type if known e.g. houses, bungalows, flats)	CONVERSION OF FORMER OFFICES ON FIRST FLOOR LEVEL TO 3 SELF CONTAINED FLATS

(e) State whether the proposal involves:-

		State Yes or No
(i)	New building(s) or structure(s)	NO
(ii)	Alteration or extension of building(s)	YES
(iii)	Construction of a new) vehicular access to a highway) pedestrian	NO / NO
(iv)	Alteration of an existing) vehicular access to a highway) pedestrian	NO / NO
(v)	Closure of existing access	NO
(vi)	Change of use only	YES

4. Particulars of Use of Buildings or Land: state (a) Present use SHOPS ON GROUND FLOOR; OFFICES ABOVE
(b) If vacant, the last use OFFICES

5. Additional Information		State Yes or No		State Yes or No
(a)	Is the application for industrial, office warehousing, storage, shopping, commercial purposes or places of public assembly? (See note 5)	NO	If yes, complete part 2 of form C.P. 1	
(b)	Is the application for the winning or working of minerals?	NO	If yes, complete part 4 of form C.P. 1	
(c)	Is the application for an agricutural dwelling or building?	NO	If yes, complete part 6 of form C.P. 1	
(d)	Does the proposed development involve the demolition of any residential units?	NO	If yes, how many units? Please indicate their position on plans	
(e)	Does the proposed development involve the felling of any trees?	NO	If yes, indicate their position on plans	
(f)	Does the proposed development involve any public right of way within the site?	NO	If yes, indicate the position on plan	
(g)	Does the proposed development involve demolition or alteration of a building or Special Architectural or Historic interest or demolition within a Conservation Area?	NO	If YES a separate application for **Listed Building Consent or Conservation Area Consent** may be necessary.	
(h) (i)	How will surface water be disposed of?		(i) AS EXISTING, SURFACE WATER DISCHARGE	
(ii)	How will foul sewage be disposed of? (e.g. mains, cesspit, etc.)		(ii) " " FOUL WATER DISPOSAL	

6. Plans (See Note 6). List of drawings and plans submitted as part of the application - indicate drawing numbers and scales.
4 sets of all drawings are required. Additional copies in respect of major applications will assist in determination of such applications. All measurements are to be given in metric (89/617 EEC Directive)
SS/2007/22/01 PLANS/ELEVATIONS 1:50, 1:100
SS/2007/22/03 SITE PLAN 1:1250
SS/2007/22/02 BLOCKPLAN 1:500

7. Fees (See Note 7)
If a fee is submitted please give the amount £ 135 —

8. I/WE APPLY FOR PLANNING PERMISSION AS DETAILED ABOVE.
DATE 16 OCTOBER 2007 SIGNED [redacted]
on behalf of MR. CHOUDRY
(insert applicant's name if signed by an agent)

9. Certificate under Section 65 of the Town and Country Planning Act 1990 (Article 7 of the T & CP (General Development Procedure) Order 1995
N.B. A signed certificate MUST accompany this application (See Note 9).
If the applicant is the sole owner (a) the following certificate should be completed and signed.

CERTIFICATE A

1. **Certificate A(a)**
I certify that

(a) Owner means a person having a freehold interest or tenancy the unexpired term of which was not less than 7 years

on the day 21 days before the date of the accompanying application nobody, except the applicant, was the owner (a) of any part of the land to which the application relates.

*2. None of the land to which the application relates is or is part of an agricultural holding.

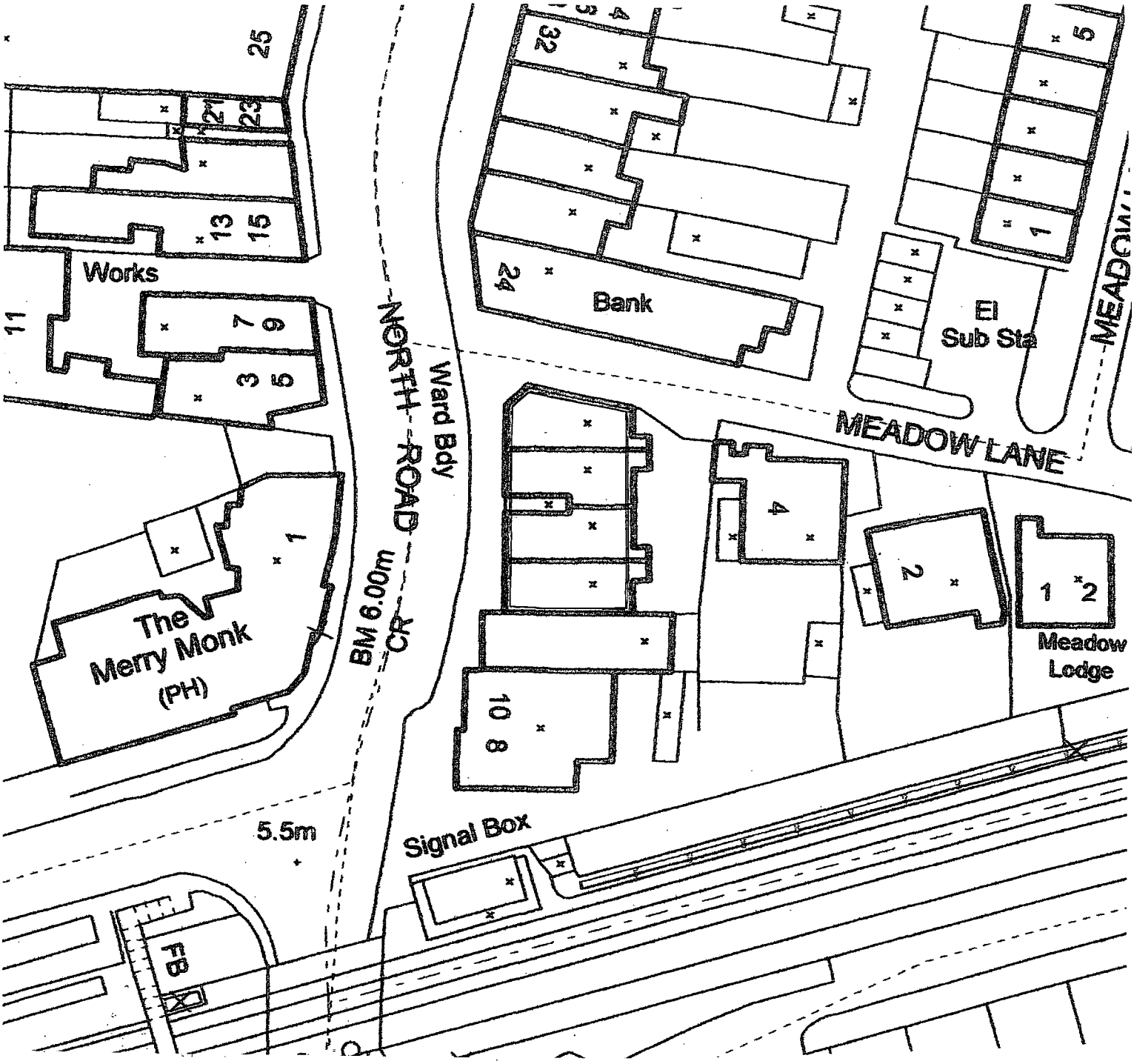
OR

*3. ~~I have~~ ~~given requisite notice to every person other than~~ ~~The applicant has~~ * ~~myself~~ ~~who, on the day~~ himself/herself ~~21 days before the date of the application was a tenant of an agricultural holding on all or part of the land to which the application relates, as follows~~

Name of Tenant	Address at which Notice was served	Date on which Notice was served
N/A	N/A	N/A

*Delete where inappropriate

Signed [redacted]
On behalf of MR. CHOUDRY
Date 16 OCTOBER '07



BLOCK PLAN

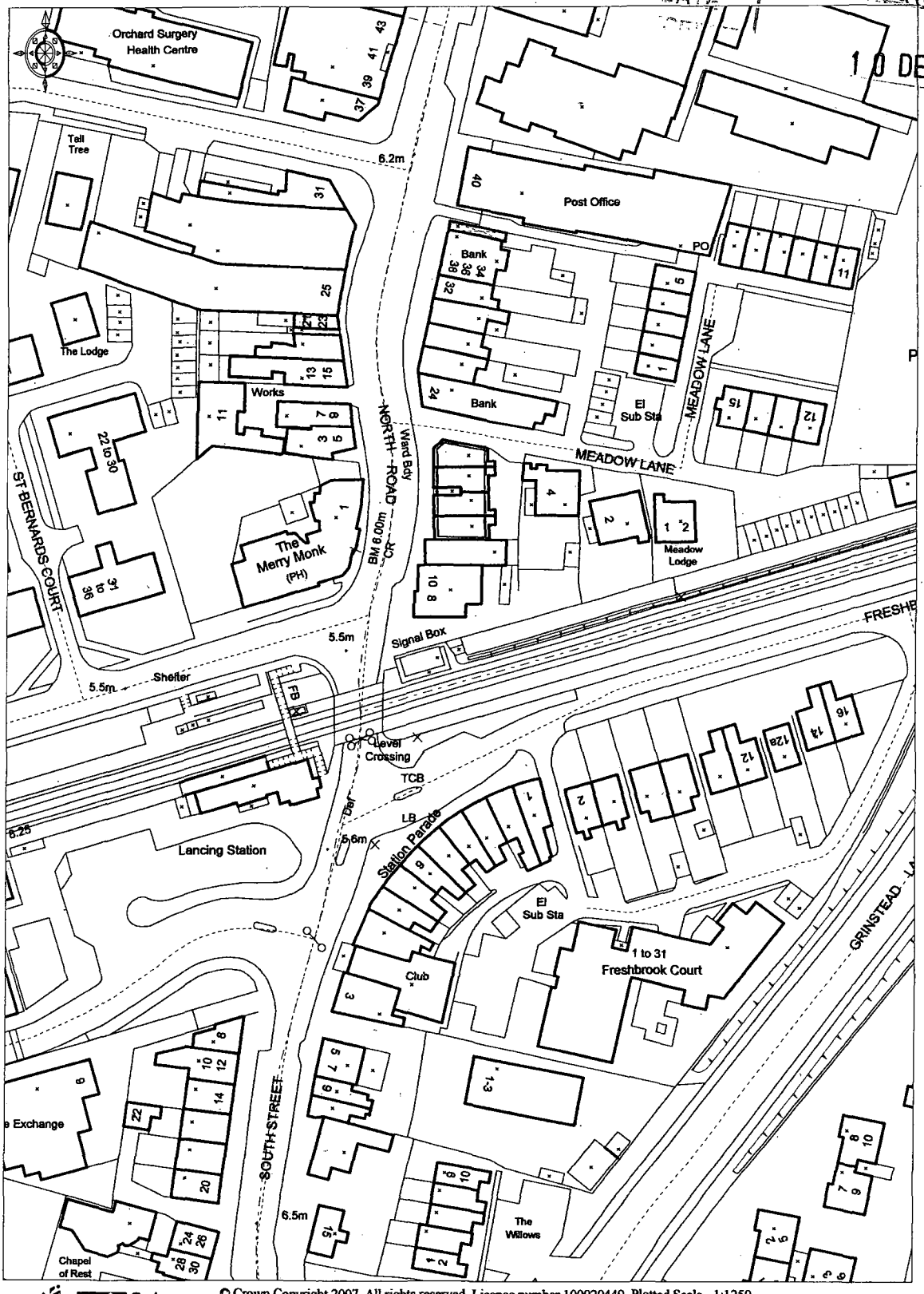
SCALE 1:500

Drwg. No. SS/2007/22/02

16A - 18A NORTH ROAD, LANCING, WEST SUSSEX

PLANNING
PLAN No. Ardoguilot
DATE 10 DEC 2007
RECEIVED

PLANNING DIVISION
PLAN No. AN/0644/07
DATE
10 DEC 2007



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16A-18A NORTH ROAD, LANCING.

Design & Access Statement
In Accordance with DCLG Circular 01/06

ADUR DISTRICT COUNCIL
PLANNING DIVISION
PLAN NO. A/0/0644/07
DATE
10 DEC 2007

Site Address: 16A-18A North Road, Lancing, West Sussex

Owner: Mr. Choudry

Agent: Mr. C Vener Bsc(Hons) MRICS, Focal Building Plans & Surveys

Scale of Works

The proposal is to be contained within the existing building with only very small changes to the external façade in the way of replacement Upvc double glazed windows all as illustrated on the enclosed drawings. There are no new buildings or extensions planned in the proposals.

Use Class

The proposal is to convert the first floor office premises into 3 separate self contained flats. The existing access to the first floor area via existing staircase leading from the main highway will be retained.

The current use class classification of A3/B1 formally occupied by professional solicitors is proposed to be altered to a residential use class.

Layout

The layout will remain largely the same with minimal changes to the external appearance envisaged. The internal layout will be altered to provide 3 separate entrances to the self contained flats from the first floor landing area. The alterations works have been designed to meet the Approved documents of the Building Regulations and Fire Precuations Act submitted to the Local Authority under a separate application.

Scale of Works

Only internal works with no extensions/new buildings planned.

Landscaping

Not applicable.

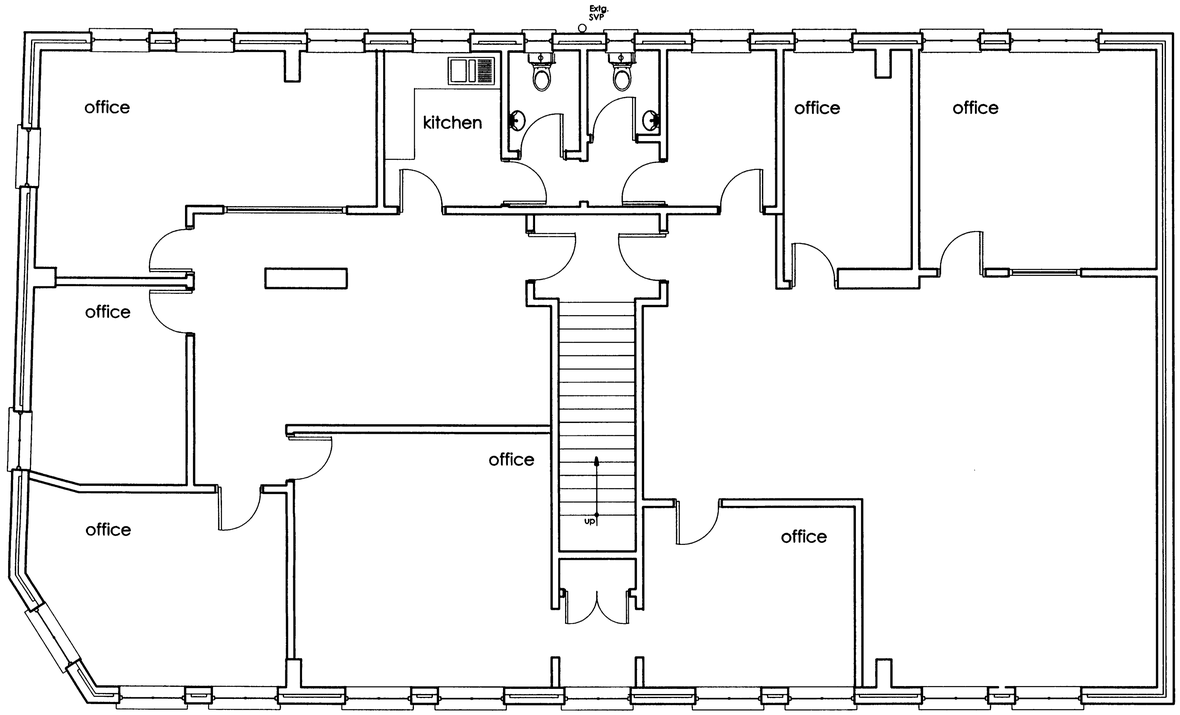
Appearance

No changes to the external structure and fabric of the building are planned with the exception of replacement windows upgraded to meet the approved documents of the building regulations.

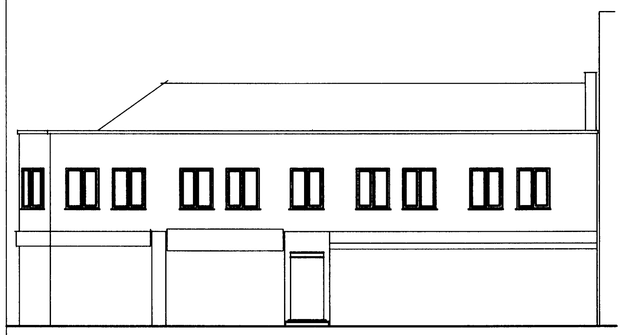
Access

Equal and convenient access will be provided to the residential flats from North Road. The site is situated along the main high street and lancing shops/local amenities with the main line railway train station links and public transport nearby.

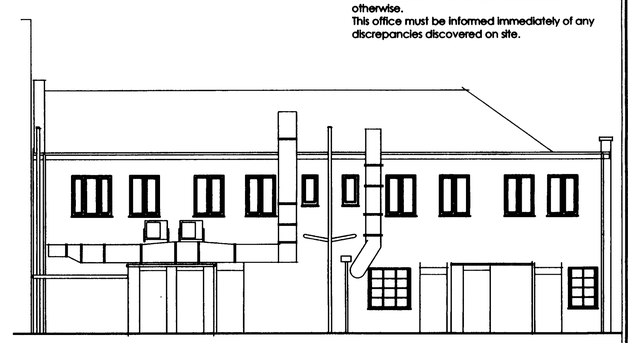
All dimensions in millimetres unless stated otherwise.
This office must be informed immediately of any discrepancies discovered on site.



Plan as existing — Scale 1:50



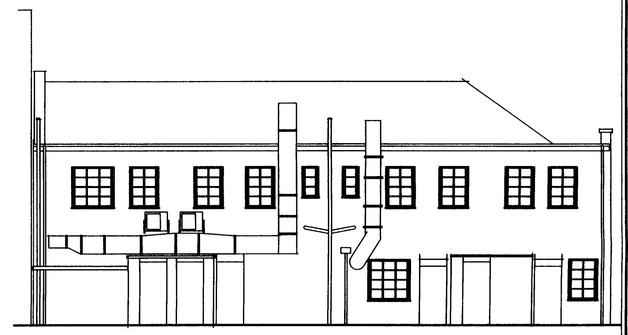
Street elevation as proposed — Scale 1:100



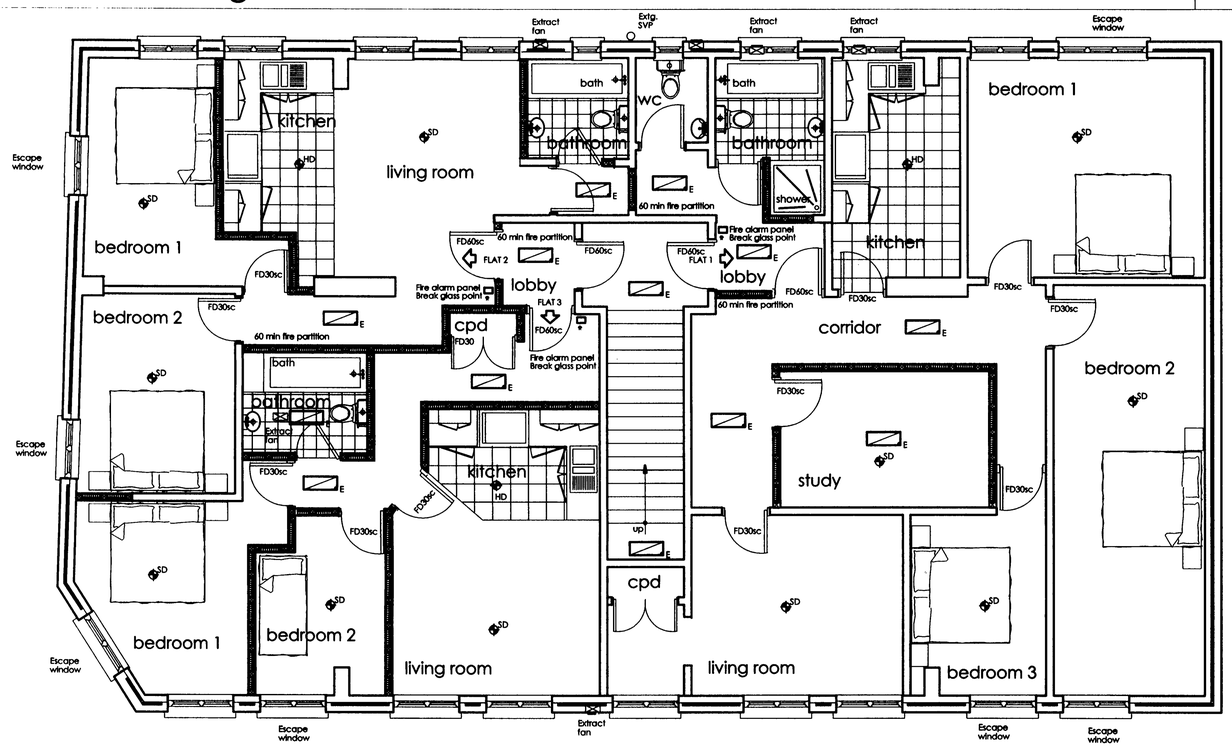
Rear elevation as proposed — Scale 1:100



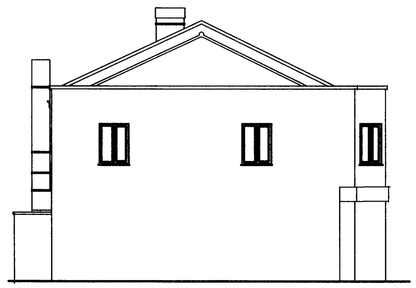
Street elevation as existing — Scale 1:100



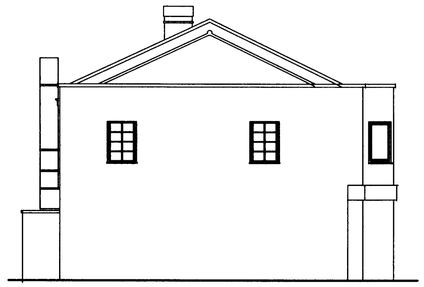
Rear elevation as existing — Scale 1:100



Plan as proposed — Scale 1:50



Side elevation as proposed — Scale 1:100



Side elevation as existing — Scale 1:100

CONSTRUCTION NOTES
ALL CONSTRUCTION AND MATERIALS ARE TO CONFORM TO CURRENT BUILDING REGULATIONS, NHBC STANDARDS, AND RELEVANT BRITISH STANDARDS AND CODES OF PRACTICE.

INTERNAL WALLS: STUDWORK WALLS TO BE 89x50mm CLS TIMBER STUDS FACED BOTH SIDES WITH 12.5mm PLASTERBOARD TAPED AND JOINTED TO RECEIVE DECORATIVE FINISH. VOIDS TO BE FILLED WITH INSULATION QUILT.

LINTELS: CATNIC OR SIMILAR APPROVED LINTELS INSTALLED IN ACCORDANCE WITH MANUFACTURERS DETAILS WITH CAVITY TRAYS OVER. 150mm MIN END BEARINGS. LINTELS IN EXTERNAL WALLS TO BE CARRIED MIN 150mm BEYOND REVEAL CLOSER AND VOID FILLED WITH INSULATION TO AVOID COLD BRIDGING. INTERNAL LOADBEARING WALLS TO HAVE CATINIC OR SIMILAR APPROVED LINTELS WITH MIN 100mm BEARING. REFER TO LINTEL SCHEDULE.

STRUCTURAL STEEL BEAMS: BEAMS AND PADSTONES TO STRUCTURAL ENGINEERS DESIGN AND DETAILS. STEELWORK SUPPORTING FIRST FLOOR TO HAVE 1/2hr FIRE PROTECTION (EITHER NULLFIRE INTUMESCENT PAINT OR 12mm SUPALUX ENCASEMENT).

WINDOWS AND DOORS: DOUBLE GLAZED CASEMENT WINDOWS. REFER TO DRAWING FOR SIZES. WINDOWS TO ACHIEVE MIN U-VALUE OF 1.8W/m2K. ALL ROOMS TO HAVE OPENABLE CASEMENTS OF MIN 1/20th SIZE OF FLOOR AREA WITH BACKGROUND VENTILATION PROVIDED BY TRICKLE VENTILATORS.

ROOF CONSTRUCTION: EXISTING ROOF CONSTRUCTION TO HAVE 300mm O/A MINERAL FIBRE QUILT INSULATION BETWEEN AND ABOVE CEILING JOISTS. ROOF CONSTRUCTION TO ACHIEVE MIN U-VALUE OF 0.16W/m2K.

STAIRS: IN ACCORDANCE WITH PART K. MAX RISE 180mm. MIN GOING 220mm. MAX PITCH 42 deg. MIN HEADROOM 2.0m. HANDRAILS SET AT 900mm ABOVE PITCH LINE/LANDING WITH BALUSTERS SET TO ACHIEVE MAX 99mm GAP.

INTERNAL SERVICES: SWITCHES & SOCKETS TO BE INSTALLED BETWEEN 450mm AND 1200mm FROM FINISHED FLOOR LEVEL. ALL ELECTRICAL WORKS TO CONFORM WITH PART P ELECTRICAL COMPLIANCE WITH CERTIFICATION ON COMPLETION. MIN. 25% OF LIGHTING TO MEET ENERGY EFFICIENCY BUILD RATING REQUIREMENTS.

FOUL DRAINAGE: SOIL STACKS PASSING THROUGH HABITABLE ROOMS TO BE INSULATED.

PLUMBING: 38mm DIAMETER WASTE TO BE PROVIDED FROM SINKS, BATHS, SHOWERS AND BIDETS (INCREASING TO 50mm DIAMETER FOR BRANCHES BETWEEN 3m & 4m). 32mm DIAMETER FROM BASINS (INCREASING TO 40mm DIAMETER FOR BRANCHES BETWEEN 1.7m & 3m). ALL FITTINGS TO HAVE 75mm DEEP SEAL TRAPS & RODDING ACCESS (RESEALABLE TRAPS WHERE RUN EXCEEDS 1.7m WC's TO CONNECT VIA 100mm dia COUPLERS AND PIPES.

HEATING: INSTALL NEW CONDENSING COMBINATION BOILER WITH RADIATORS INSTALLED IN EACH ROOM AND PROVIDE HOT WATER SERVICES. NEW HEATING SYSTEM (RADIATORS) INTO NEW FIRST FLOOR FLATS. NEW RADIATORS TO BE SIZED BY PLUMBER.

MECHANICAL EXTRACTION: MECHANICAL EXTRACTS TO BE PROVIDED TO BATHROOMS, KITCHENS, UTILITYS AND CLOAKS. EXTRACTS TO BE CAPABLE OF EXTRACTING AT A RATE OF 15l/s TO THE BATHROOM AND CLOAKS AND 60l/s TO THE KITCHEN. IF KITCHEN EXTRACT OPERATES VIA A COOKER HOOD THEN MECHANICAL EXTRACT CAN BE REDUCED TO 30l/s. UTILITY TO BE EXTRACTED AT A RATE OF 30l/s. BATHROOM EXTRACT TO HAVE 15min OVERRUN. EXTRACTS TO TERMINATE TO EXTERNAL AIR VIA 100mm DUCTS TO WALL MOUNTED GRILLE OR VENT TILE AS APPROPRIATE.

SMOKE DETECTORS: EACH APARTMENT TO BE PROVIDED WITH MAINS OPERATED, INTERLINKED, SELF CONTAINED SMOKE ALARMS (min 1 PER FLOOR) TO BS5446 part 1. SMOKE ALARMS TO BE PERMENANTLY WIRED TO A SEPARATE CIRCUIT AND PROVIDED WITH BATTERY BACKUP. ALARMS TO BE POSITIONED WITHIN 3.0m OF ALL BEDROOM AND 7.0m OF KITCHEN BUT NO NEARER THAN 300mm TO ANY LIGHT FITTING OR WALL.NEW FIRE ALARM SYSTEM TO BE INSTALLED FOR THE BUILDING WITH ZONE FOR EACH APARTMENT. EMERGENCY MAINTAINED LIGHTING WITH BATTERY BACK UP TO BE PROVIDED ON ALL ESCAPE ROUTES AND ROOMS WITHOUT NATURAL LIGHT IN ACCORDANCE WITH L2 SYSTEM APPROVED PART B BUILDING REGULATIONS.

ALL GLAZING IN CRITICAL AREAS TO BE PROVIDED WITH SAFETY GLAZING TO COMPLY WITH BS6202.

FIRE DOORS: FLAT ENTRANCE DOORS TO BE FD60 WITH INTUMESCENT STRIPS AND COLD SMOKE SEALS WITH SELF CLOSING DEVICE. TO 30Sc DOORS TO DOORS OFF BEDROOMS AND KITCHENS ONTO ESCAPE ROUTES.

DUPLICATE RECEIVED
PLANNING DIVISION
PLAN No. 0606/07
DATE 10 DEC 2007

PLANNING STAGE

Client: Mr. Choudray

Location: North Road, Lancing, West Sussex

Project: Proposed flat conversion

Drawing: Plans as existing & proposed

Date: October 2007

Scale: 1:50, 1:100

Drawing No.: SS/2007/22/01

Drawn: CNV Checked:

FOCAL Building Plans & Surveys
RICS
C N VENER MRICS ABEng.
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BN43 5WG
Tel: (01273) 236049
E-mail: carl.vener@ntlworld.com