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

PLAN NO. ADC/0363/10

RECEIVED 24 SEP 2010

Householder Application for Planning Permission for works or extension to a dwelling. Town and Country Planning Act 1990

You can complete and submit this form electronically via the Planning Portal by visiting www.planningportal.gov.uk/apply

Publication of applications on planning authority websites

Please note that the information provided on this application form and in supporting documents may be published on the Authority's website. If you require any further clarification, please contact the Authority'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:	LINDA
Last name:	BAKER
Company (optional):	
Unit:	
House number:	116
House suffix:	
House name:	
Address 1:	DOWNLAND AVENUE
Address 2:	SOUTHWICK
Address 3:	
Town:	
County:	WEST SUSSEX
Country:	ENGLAND
Postcode:	BN42 4RY

2. Agent Name and Address

Title:	MR
First name:	GARY
Last name:	BAKER
Company (optional):	G M. BAKER BRICKLAYING
Unit:	
House number:	116
House suffix:	
House name:	
Address 1:	DOWNLAND AVENUE
Address 2:	SOUTHWICK
Address 3:	
Town:	
County:	WEST SUSSEX
Country:	ENGLAND
Postcode:	BN42 4RY

3. Description of Proposed Works

Please describe the proposed works:

ALTERATION OF EXISTING CONSERVATORY – EXTEND BY 3750mm AND CHANGE ROOF CONSTRUCTION FROM A POLYCARBONATE, TO (UPVC) A WARM ROOF CONSTRUCTION.

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. Description of Proposed Works (continued)

las the work already started? ☐ Yes ☑ No

Yes, please state when the work was started (DD/MM/YYYY): (date must be pre-application submission)

as the work already been completed? ☐ Yes ☑ No

Yes, please state when the work was completed (DD/MM/YYYY): (date must be pre-application submission)

. Site Address Details

lease provide the full postal address of the application site.

nit: House number: 116 House suffix:

ouse ame:

ddress 1: DOWNLAND AVENUE

ddress 2:

ddress 3:

own: SOUTHWICK

ounty: WEST SUSSEX

ostcode ptional): BN42 4RY

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):

. Pre-application Advice

as assistance or prior advice been sought from the local thority about this application? ☐ Yes ☑ No

Yes, please complete the following information about the advice u were given. (This will help the authority to deal with this plication more efficiently).

ease tick if the full contact details are not own, and then complete as much possible: ☐

fficer name:

eference:

Date (DD MM YYYY): ust be pre-application submission)

etails 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 proposed development? ☐ 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.

Parking

ll the proposed works affect sting car parking arrangements? ☐ Yes ☑ No

Yes, please describe:

9. Authority Employee / Member

With respect to the Authority, I am:

(a) a member of staff
(b) an elected member
(c) related to a member of staff
(d) related to an elected member

Do any of these statements apply to you? ☐ Yes ☑ No

If Yes, please provide details of the name, relationship and role

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
Walls	BLOCK WALLS PEBBLEDASHED FINISHED PLASTERED INTERNALLY	BLOCK WALLS PEBBLEDASHED FINISHED EXTERNALLY PLASTERED INTERNALLY	☐	☐
Roof	POLYCARBONATE (UPVC.)	TILED, REDLAND PLAIN TILES OR SIMILAR. STEEL AND TIMBER FRAME PLASTERED FINISH INTERNALLY (WARM ROOF CONSTRUCTION)	☐	☐
Windows	UPVC.	U.P.V.C.	☐	☐
Doors	UPVC	UPVC	☐	☐
Boundary treatments (e.g. fences, walls)	PANEL FENCING	N/A	☐	☐
Vehicle access and hard-standing	N/A	N/A	☐	☐
Lighting	ELECTRIC CENTRE LIGHT	SPOT LIGHTS RECESSED IN CEILING AREA.	☐	☐
Others (please specify)		PLEASE NOTE, AFTER TALKING TO STRUCTUAL ENGINEER IT HAS BEEN DISCUSSED THAT A STEEL FRAME BE USED FOR WARM ROOF CONSTRUCTION.	☐	☐

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:

Ref 2010/01

1. Ownership 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

certify/The applicant certifies that on the day 21 days before the date of this application nobody except myself/ the applicant was the wner *(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 hich the application relates.

igned - Applicant:	Or signed - Agent:	Date (DD/MM/YYYY):
[redacted]		20-08-10

CERTIFICATE OF OWNERSHIP - CERTIFICATE B

Town and Country Planning (General Development Procedure) Order 1995 Certificate under Article 7

certify/ The applicant certifies that I have/the applicant has given the requisite notice to everyone else (as listed below) who, on the day l 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 ft to run)* of any part of the land or building to which this application relates.

Name of Owner	Address	Date Notice Served

gned - 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

ertify/ 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.

ıe steps taken were:

Name of Owner	Address	Date Notice Served

otice of the application has been published in the following newspaper rculating 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):

gned - Applicant:	Or signed - Agent:	Date (DD/MM/YYYY):

11. Ownership 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]		20-08-10

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. Ownership 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):

12. Agricultural Land Declaration

AGRICULTURAL LAND DECLARATION

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:

[redacted]

Date (DD/MM/YYYY): 20-08-10

(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):

13. 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 design and access statement if proposed works fall within a conservation area or World Heritage Site, or relate to a Listed Building: ☐

The correct fee: ☑

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 the completed, dated Ownership Certificate (A, B, C or D - as applicable): ☑

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 the completed, dated Article 7 Certificate (Agricultural Holdings): ☑

4. Declaration

we hereby apply for planning permission/consent as described in this form and the accompanying plans/drawings and additional nformation.

Signed - Applicant: [redacted] Or signed - Agent: Date (DD/MM/YYYY): 20-08-10 (date cannot be pre-application)

5. Applicant Contact Details

elephone numbers

Country code: | National number: | Extension number:

Country code: | Mobile number (optional):

Country code: | Fax number (optional):

mail address (optional):

16. Agent Contact Details

Telephone numbers

Country code: 01273 | National number: 709609 | Extension number:

Country code: | Mobile number (optional): 07787407945

Country code: | Fax number (optional):

Email address (optional): garrybaker2205@hotmail.com.

7. Site Visit

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

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

Other has been selected, please provide:

ontact name: | Telephone number:

mail address: