12 Cissbury Way,
Shoreham – by – Sea,
West Sussex,
BN43 5FW

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

ADUR DISTRICT COUNCIL
PLANNING DIVISION
PLAN No. A0d032407
DATE RECEIVED 07 JUN 2007

6th June 2007

To whom it may concern,

Re: Change of use prior to purchase of unit 7 to B2 (General Industrial), Land east of storage tanks, Dolphin Road, Shoreham by Sea.
(Application Number - SU/168/05/TP)
Further to recent correspondence regarding the above property, I am requesting the usage of B2 to be applied to unit 7 which is adjacent to units 8, 9 and 10 which already have B2 usage. I have considered purchasing either 8, 9 or 10, but unfortunately they are too small. I have been informed that the Motor Trade falls under B2 usage as a whole, but I feel that due to our working environment, potential noise, fumes and disturbance would be kept to a minimum. It is for this reason I would like to clarify how we intend to use the property.

Working Practices
We will be offering professional expertise as highly qualified passenger vehicle diagnostic technicians. Our skills are geared more to diagnostic/technical solutions and general light servicing/repairs, NOT bodywork or MOT's. We also have a clean and tidy working practice and wastage will be controlled under environmental standards and recommended containment.

Background
We are all professional passenger vehicle technicians and have many years experience working for Mercedes Benz and BMW main dealers. We have always adhered to the high standards of presentation and cleanliness expected and required by clients using the services of these types of establishments.

I would be very grateful if you would consider this request in a positive manner.

Yours sincerely,



[redacted]

Philip Cook

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 Ad0324/07
Date Received 07 JUN 2007
Fee 265
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 P. COOK	Name
Address 12 CISSBURY WAY SHOREHAM-BY-SEA WEST SUSSEX BN43 5PW	Address
Tel. No. [redacted]	Tel. No.

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	N/A ☐
(ii)	Design	N/A ☐
(iii)	External appearance	N/A ☐
(iv)	The means of access	N/A ☐
(v)	Landscaping of the site	N/A ☐

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

LAND EAST OF STORAGE TANKS
DOLPHIN ROAD
SHOREHAM-BY-SEA

(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 hectares/sq. metres
AS APPLICATION NO 60/1168/05/TP
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)

COMMERCIAL UNITS - NEW SIZE
CHANGE OF USE UNIT 7 ONLY
FROM B1/B8 TO B2

(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)	NO
(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

UNIT NO 7 MARKED IN RED

4. Particulars of **Use** of Buildings or Land: state (a) Present use
(b) If vacant, the last use NEW BUILD CHANGE OF USE

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)	YES	If yes, complete part 2 of form C.P. 1	YES
(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 ORIGNAL APPLICATION
(ii) How will foul sewage be disposed of? (ii)
(e.g. mains, cesspit, etc.)

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) 4 COPIES SITE PLAN + BLOCK PLAN 2855-101
4 COPIES ROOF PLAN 2855-100

7. Fees (See Note 7)
If a fee is submitted please give the amount £ 265.00

8. I/WE APPLY FOR PLANNING PERMISSION AS DETAILED ABOVE.

DATE . . . . . 6/6/07 . . . . . SIGNED . . . . . [redacted] . . . . . .

on behalf of
(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

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

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

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 / * myself ———— given requisite notice to every person other than ———— who, on the day The applicant has / 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

*Delete where inappropriate

Signed . . . . . .

On behalf of . . . . . .

Date . . . . . .

Form Ref. No. 407734

ADUR
DISTRICT COUNCIL

Planning Application Form - Part 2

Additional information required in respect of applications for Industrial, Office, Warehousing, Storage, Shopping, Rest and Nursing Homes, Commercial Purposes or Places of Public Assembly.

4 copies of this form should be submitted
N.B. Please use GROSS figures only (external measurement).
All measurements are to be given in metric (89/617 EEC Directive)

ADUR DISTRICT COUNCIL
PLANNING DIVISION

PLAN No.	ASC/032407
DATE RECEIVED	07 JUN 2007

Process Description

In the case of industrial development, give a description of the processes to be carried on and of the end products, and the type of plant or machinery to be installed. Please relate your answer to the 'Floor Areas & Uses' section.

Change of Use from B1/B8 to B2 on Unit 7 LAND E. OF SEWAGE TANK, Dolphin Road, Shoreham-By-Sea. Plan Number SU/168/05/TP.

Proposed Occupier Details

Title	Mr
Forenames	Philip
Surname or Company / Organisation Name	Cook
Telephone	[redacted]
Email	[redacted]

Address	12 Cissbury Way
	SHOREHAM BY SEA
	West Sussex
Postcode	BN43 5FW
Type of business	Motor Trade

Details of Proposal

Is the proposal related to an existing use on or near the site? Yes

If 'Yes', please explain the relationship: Potential Purchase on Unit 7

Is this a proposal to replace existing premises in this area or elsewhere which have become obsolete, inadequate or otherwise unsatisfactory? No

If 'Yes', please give details including gross floor area of such premises and state your intentions in respect of those premises.

Details of Floor Areas and Uses - please specify in square metres

If not yet known for new developments, please use the Text box to supply basic information

	Existing Floor Space or use (if any)	**Proposed New Floor Space or use**	**Total Floor Space** (Allow for any space lost)
What is the amount of industrial floor space?	171	171	
What is the amount of office floor space?			
What is the amount of retail floor space?			
What is the amount of storage or warehousing floor space?			
Other Use (please specify)			
Other Use 2 (please specify)			
TOTALS	171	171	

Other Uses 1 or Comments/Information

Change of use to B2 prior to purchase

Details of Staff

	Office		**Industrial**		**Other**	
	Male	Female	Male	Female	Male	Female
(i) **Number of staff in existing premises on the site**						
(ii) **How many new staff will be employed on the site as a result of the development?**						
(iii) **If you propose to transfer staff from other premises, please give details of the numbers involved***						

***and details of the premises affected.** New Premises. In process of being built (New Build commercial unit)

Further Information

Premises Details

In the case of restaurants, hotels, public houses, theatres, cinemas, meeting halls, Rest and Nursing homes, etc., please specify:

Public floor space (total)

Seating capacity

Bar floor area (sq.m)

Single bedrooms

Double bedrooms

Parking & Traffic

What provisions have been made for parking, loading and unloading of vehicles within the curtilage on the site?

As planning application number SU/168/05/TP

State no. of car spaces

and Lorry spaces

What is the estimated vehicular traffic flow to the site during a normal working day?

Please include all vehicles

Separately specify those used by employees driving to work

Waste

What is the nature of disposal of any trade effluents or trade refuse? Environmental Services

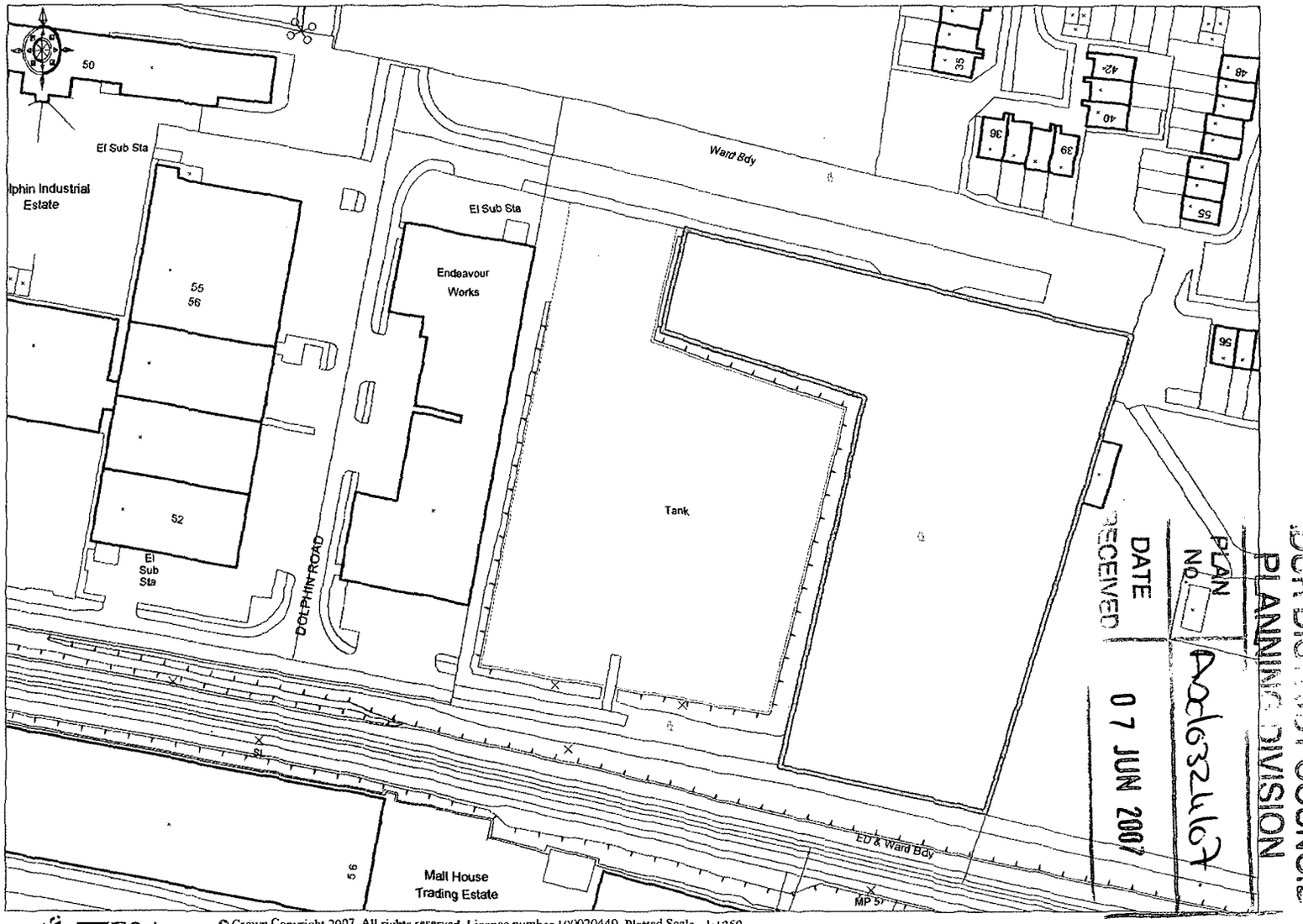
What is the volume of any trade effluents or trade refuse? Minimal

and the proposed means of disposal of any trade effluents or trade refuse? as above

Will the proposed use involve the use or storage of any hazardous substances? Yes

If 'Yes', please indicate Minimal

Signed: [redacted] Date: 27/05/07



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This map was created with Promap

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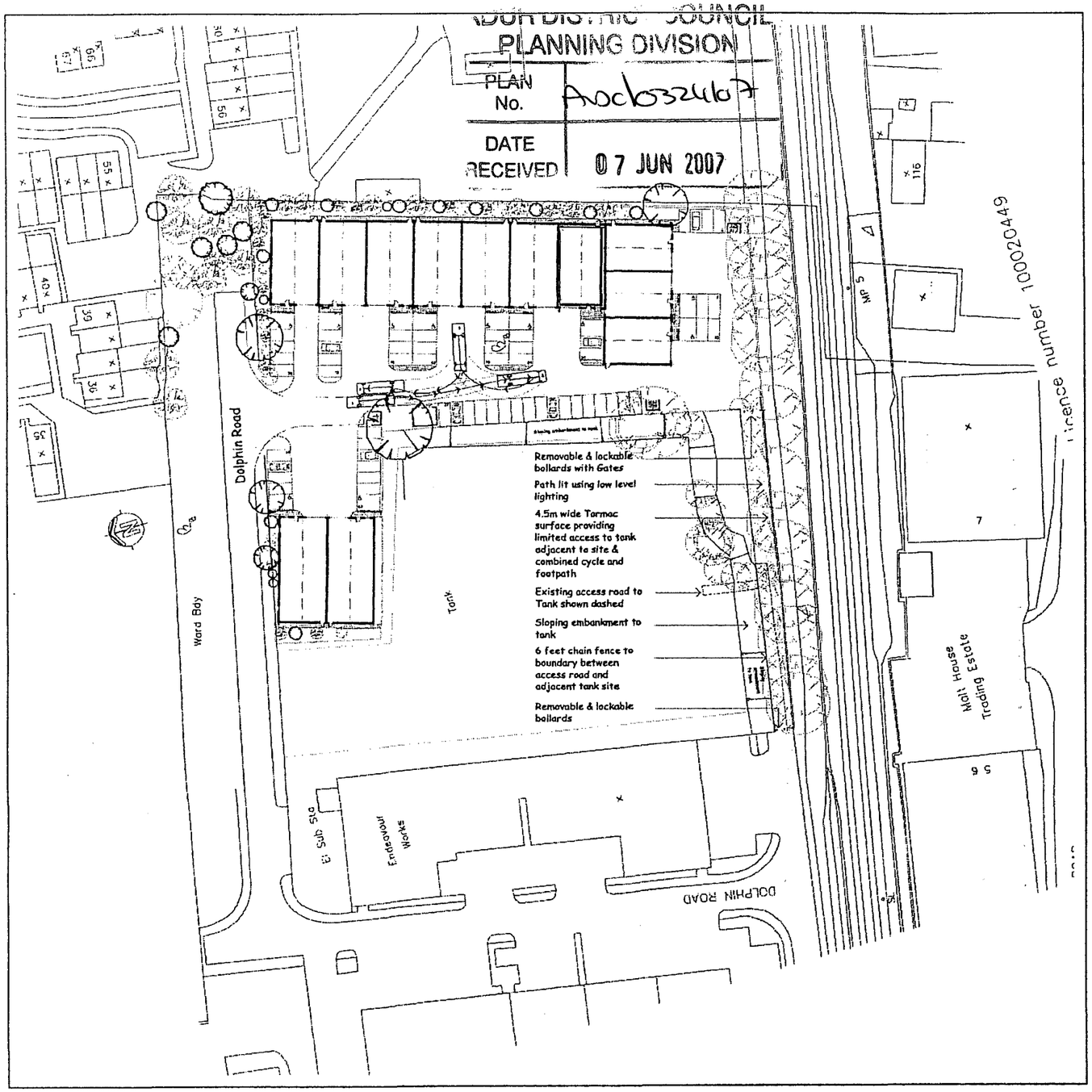
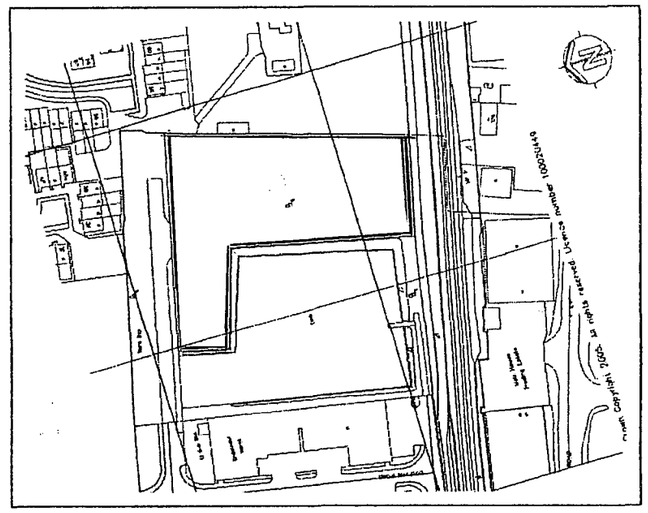
1. CONTRACTOR IS RESPONSIBLE FOR ALL SETTING OUT AND MUST CHECK DIMENSIONS ON SITE BEFORE WORK IS PUT IN HAND
2. WRITTEN DIMENSIONS ONLY TO BE TAKEN THIS DRAWING MUST NOT BE SCALED
3. ARCHITECT TO BE IMMEDIATELY NOTIFIED OF SUSPECTED OMISSIONS OR DISCREPANCIES

REVISIONS		
A. Bellmouth position updated	14.07.05	SA
B. Site Road updated red ring removed	31.05.05	SA



Site Location Plan 1:500 with scheme



Existing Site Location Plan 1:1250

RDJW ARCHITECTS

RDJW ARCHITECTS LIMITED
QUOIN HOUSE . 11 EAST PARK
CRAWLEY . WEST SUSSEX . RH10 6AN
TEL: 01293 404300 . FAX: 01293 404299
EMAIL: architecture@rdjwa.co.uk . WEB www.rdjwa.co.uk

PROJECT
Proposed B1/B2 and B8 Commercial Units
Dolphin Road
Shoreham

Site Location Plans

DATE	SCALE	
30/06/05	as shown @ A1	
DRAWN SA	DRG. NO. 2855-101	REV. B
CHECKED		

F:\PROJECTS\ - xrefs loaded in file

See landscape drawing for landscape scheme

Existing flint wall to be retained and made good where necessary

Existing tree to be retained

6 x covered cycle store

1850 sqft | 1850 sqft | 1850 sqft | 1850 sqft | 1850 sqft | 1850 sqft | 1850 sqft

1430 sqft

1430 sqft

1430 sqft

1 2 3 4 5 6 7 8 9 10

Block A

900mm high chain link fence and landscaping where necessary to Dolphin Road Elevation

Dolphin Road

Existing flint wall to be retained and made good where necessary

Bin Store

Existing trees to be retained

New boundary walls to be a 2m high chain link fence

Removable & lockable bollards with gates

6 x covered cycle store

Bellmouth position, width and radii retained.

900mm high chain link fence and landscaping where necessary to Dolphin Road Elevation

Block B

12 11

2320 sqft 2380 sqft

6 x covered cycle store

Existing trees on adjacent site

Existing trees behind existing low level flint wall

Tarmac surface providing limited access to tank adjacent to site & combined cycle and footpath (see dwg 2855-101)

ADUR DISTRICT COUNCIL
PLANNING DIVISION

PLAN No.	Arch/0324/07
DATE RECEIVED	07 JUN 2007

New boundary walls to be a 2m high chain link fence

Site Plan 1:200

Schedule:

12 units with total floor space of 22,000sqft/2043.8sqm

68 Carpark spaces including 11 disabled

1 secure bike storage per unit

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A	Sack and ESI store locations amendments for fabric as issued to ESI	23.05.05	SA
B	Bollards for cars & cycle storage added	8.7.05	SA
C	Dimensions added, scales to temporary and cycle storage updated	14.07.05	SA
D	Site levels and kerbs updated	21.09.05	SA

RDJW ARCHITECTS

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CRAWLEY . WEST SUSSEX . RH10 6AN
TEL: 01293 404300 . FAX: 01293 404299
EMAIL: architecture@rdjwa.co.uk . WEB: www.rdjwa.co.uk

PROJECT
Proposed B1/B2 and B8 Commercial Units
Dolphin Road
Shoreham

Site Plan

DATE	23/06/05	SCALE	as shown @ A1
DRAWN	SA	DRG. NO.	2855-100
CHECKED		REV.	D