ADUR DISTRICT COUNCIL

# Adur District Council

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Date Rc..
13 NOV 2007

## Application for Listed Building Consent

## Planning (Listed Buildings and Conservation Areas) Act 1990

Please read the notes before you fill in this form.

**1 Applicant** (in block capitals)

| | |
|---|---|
| Full name : MR & MRS J.J. KNIGHT. | |
| Address (including postcode): | |
| 32 JOHN STREET | |
| SHOREHAM · BY · SEA. | |
| BN43. 5DN. | |
| **Phone Number:** | |
| Home: [redacted] | |
| Work: | |
| Extension: | |
| Fax Number: | |

**Agent** (if any)

| | |
|---|---|
| Full name : BAKER ASSOCIATES | |
| Address (including postcode): | |
| 87 HIGH STREET | |
| STEYNING. | |
| BN44. 3RE | |
| **Phone Number:** | |
| Home: | |
| Work: 01903 · 814006. | |
| Extension: | |
| Fax Number: 01903.816844 | |

**2 Type of Application**

| | Yes | No |
|---|---|---|
| **I am applying** for Listed Building Consent to: demolish a listed building | ☐ | ☑ |
| demolish part of a listed building (please see note 4) | ☐ | ☑ |
| **I am applying** to alter or extend a listed building | ☑ | ☐ |
| **I am applying** to fix an advertisement or structure to a listed building | ☐ | ☑ |
| **I am applying** to remove or change a condition on a Listed Building Consent | ☐ | ☑ |

If 'Yes', please give the condition number ☐ and the application number ☐

**3 Please give the address of the building this application relates to.**

| |
|---|
| Nº 32 JOHN STREET |
| SHOREHAM · BY · SEA. |
| BN43. 5DN. |

Do you own or control any land or buildings next to this site? Yes ☑ No ☐
(If 'Yes', the land or buildings should be outlined in blue on your plan

Area of land the application relates to 170 square metres or ☐ hectares

## 4 Please describe the work you want to carry out

CONVERSION OF STORE TO DINING ROOM & CONSTRUCTION OF LINK CORRIDOR.

Are you applying for consent for work already carried out? Yes ☐ No ☑

If 'Yes', please tell us:

- The application number of the planning permission for the development; and
- The date the work was carried out

## 5 The use of the building

What is the building used for now?

A PRIVATE RESIDENCE

If the building is not in use, what was it last used for?

N/A.

What do you plan to use the building for?

A PRIVATE RESIDENCE

## 6 Grants

Have you received a grant for any work involved in this application? Yes ☐ No ☑

If 'Yes', please tell us who provided the grant and the date you received it.

## 5 Please enclose four copies of this form and four sets of plans.

Please number your plans and write the numbers and scales against the titles here. (Please see note 7)

| | Plan number | Scale |
|---|---|---|
| Location plan | 07/684/7 | 1:1250. |
| Block plan | 07/684/8 | 1:500. |
| Detailed plans | 07/684/1, 2, 5 & 6. | 1:50 |

## 8 Signature

**Signature:** [redacted] **Date:** 8.11.07.

**Please print your name:** ALAN BAKER FOR BAKER ASSOCIATES.

## Certificate under Section 11 of the Planning (Listed Buildings and Conservation Areas) Act 1990 (please see note 8)

### Certificate A

I confirm that: nobody except the applicant was an owner of the building or land involved at the beginning of the period of 21 days before the date of this application. ('Owner' means the freehold owner or a tenant with at least seven years of tenancy remaining).

| | |
|---|---|
| **Signature:** [redacted] | **Date:** 8. 11. 07. |
| **Please print your name:** | ALAN BAKER OF BAKER ASSOCIATES. |

**Notes**

**1** You may find it helpful to call in at our Planning Section to discuss your plans before you fill in this form.

**2** You can make the application yourself or you can employ someone (an "agent") to do it for you. If an agent makes the application, we will send all letters, including the decision notice, to them.

**3 Definition of a listed building**

A listed building is any building which:

- is included in a list of buildings of special architectural or historic interest made by the Secretary of State under Section 1 of the Planning (Listed Buildings and Conservation Areas) Act 1990;
- immediately before 1 January 1969 was under a Building Preservation Order under Part 111 of the Town and Country Planning Act 1962; or
- is under a current Building Preservation Notice served under Section 3 of the Planning (Listed Buildings and Conservation Areas) Act 1990.

**4 Demolishing or partly demolishing a listed building**

You will normally need Listed Building Consent to demolish part of a listed building. However, this will depend on the amount of the demolition planned, and you should discuss your proposal with a Planning Officer, even if the demolition is minor. Some minor demolition may still need Listed Building Consent as it may be considered to be an alteration to a listed building.

You can only demolish a listed building if:

- you have Listed Building Consent, and
- you have told the Royal Commission on Historical Monuments about the proposed work and have given them reasonable access to the building for at least a month after getting Listed Building Consent. In some cases, the Commission may write to say that it does not need access.

**5 Altering or extending a listed building**

You need Listed Building Consent to alter, do work to or extend a listed building if the work would affect the building's character as a building of special architectural or historic interest. This applies to work inside and outside the building.

Anything which is fixed to the building or forms part of the site and has done since 1 July 1948 is treated as part of the listed building (for example, walls and outbuildings). This means that you must apply for consent to alter or carry out work on any part of the building or site.

**6 Putting up an advertisement on a listed building**

You must have Listed Building Consent to put a sign on a listed building. This may not apply if you are replacing a sign we have already agreed to with one which meets the standards we set for the first sign.

**7 How to apply for Listed Building Consent**

Please send us **four** sets of your plans with the scale and north point clearly shown (5 sets for applications in Lancing and Sompting). It would help us if these plans are size A3 or A4. One copy of the plans must be coloured to show the work you are applying for.

Your plans must all be prepared using the metric scale. You should include the following.

- A location plan using an Ordnance Survey map at a scale of 1:1250. The site must be outlined in red.
- A block plan at a scale of 1:500 showing the site and all neighbouring properties. You should show the location of the building (highlighted in red) and the location of any new buildings. You should show the location of any existing or proposed access. You should also highlight in blue the boundary of any other land you own which joins the site.
- Detailed plans at a scale of 1:50 or 1:100 showing the building. Your plans, elevations and sections should use colour to show the difference between existing and new work.

*Continued over the page*

Your plans and sections should include all materials to be used, elevations of all sides of the building as they are now and as they wil be. If the building faces onto a street, the elevations should show the details of buildings next door and the position, type and dimensions of the foundations, walls, roofs and chimneys of the buildings. Full details of all materials, colours and finishes used in the buildings as they are now should also be supplied. If you are putting up a new shopfront you must give full details of all the materials, finishes and colours you will use and an elevation to a scale of 1:20

If you are planning to put up new buildings, you should provide details of these, even if you do not yet have planning permission.

## 8 Certificate

We cannot accept an application for Listed Building Consent unless there is one of four certificates with it signed by or on behalf of the applicant. Please read the declaration carefully before you sign.

If you are not the owner or a tenant with at least seven years of tenancy remaining, you will have to give notice to the owners and fill in Certificate B. Certificates C and D are only relevant if you have tried to trace the other owners and have failed. You can get copies of these certificates and notices from the Planning Office. If you are the owner, fill in Certificate A on page 3.

## 9 Building Regulations and planning permission

These notes only cover Listed Building Consent. You may also need to apply for planning permission and for approval under the Building Regulations. You can get forms and further information from the Planning Office.

Please send your application to:

**Chief Officer**
**Planning and Development Services**
**Civic Centre**
**Ham Road**
**Shoreham by Sea**
**West Sussex**
**BN43 6PR**

**Phone:** 01273 263222
**Fax:** 01273 263203
**E-mail:** developmentcontrol@adur.gov.uk

**Before sending your application please make sure you have:**

- answered all the questions;
- signed and dated the application form;
- signed and dated certificate A (or certificate B if you do not own all the land);
- enclosed four sets of your plans (one must be coloured to show the work you are applying for); (5 sets for applications in Lancing and Sompting).

Remember that an agent can sign the form and certificate for you.

32 John Street,
Shoreham by Sea, BN43.5DN




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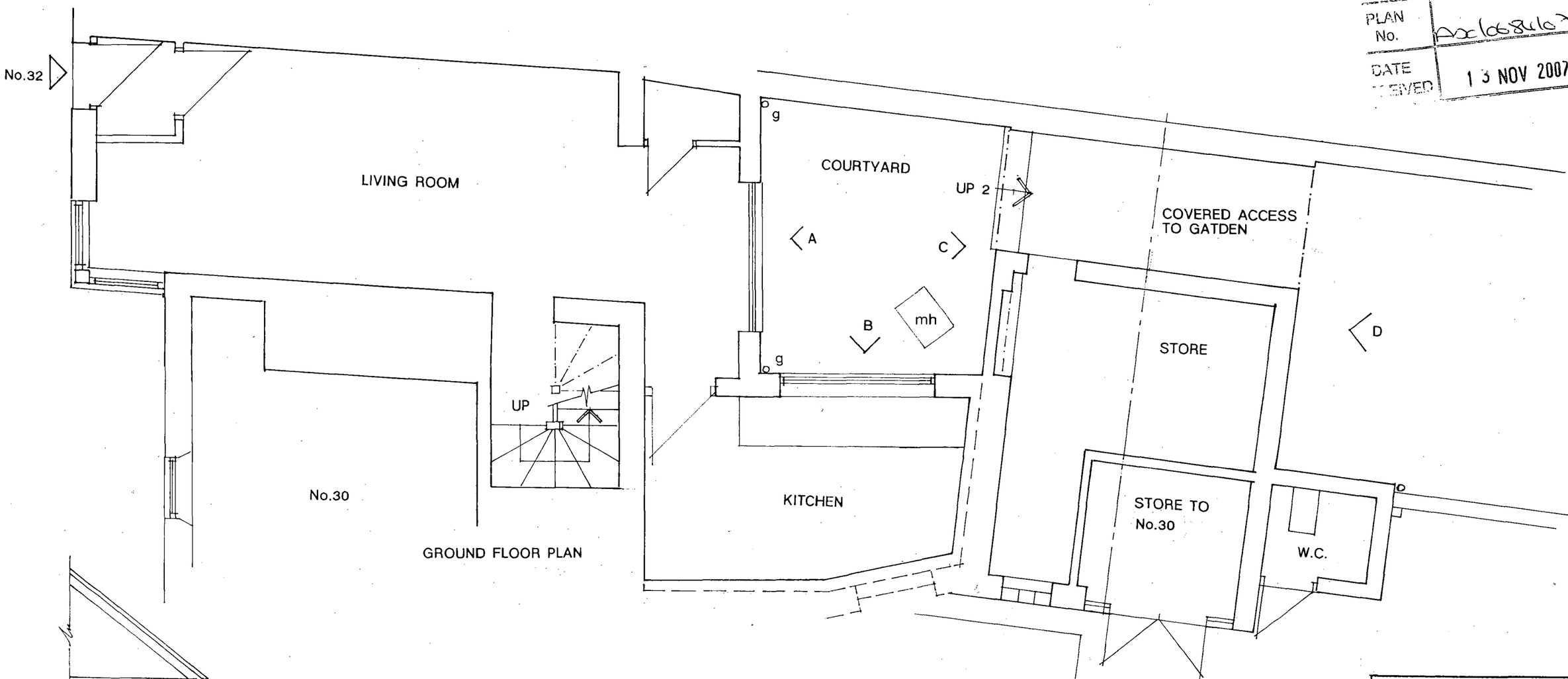
LOCATION PLAN 1:1250



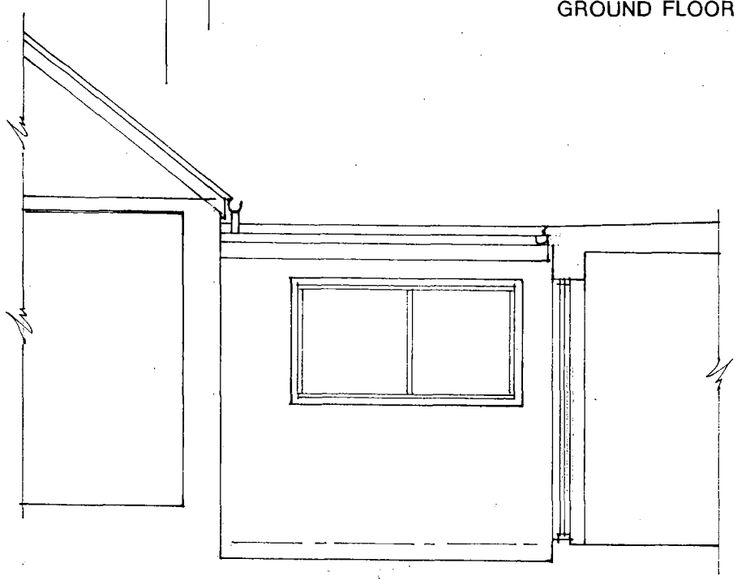

32 JOHN STREET, SHOREHAM BY SEA
WEST SUSSEX, BN43.5DN

BLOCK PLAN 1:500

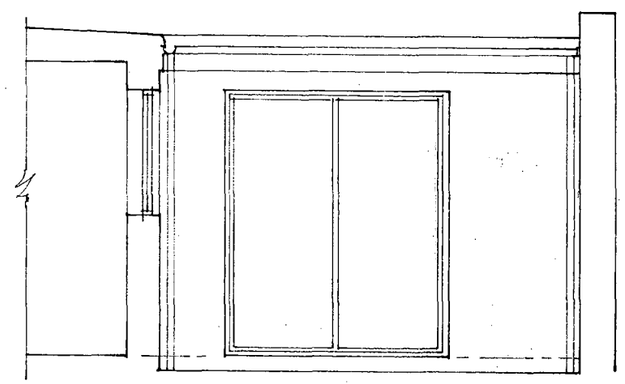
07.684.8




GROUND FLOOR PLAN



ELEVATION B



ELEVATION A

PLANNING DIVISION
PLAN No. AX/0684/07
DATE RECEIVED 13 NOV 2007

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GROUND FLOOR PLAN
AND INTERNAL ELEVATIONS
No.32 JOHN STREET
SHOREHAM BY SEA
AS EXISTING

BAKER ASSOCIATES
87 High Street, Steyning, West Sussex, BN44 3RE
Tel: 01903 814006 Fax: 01903 816844

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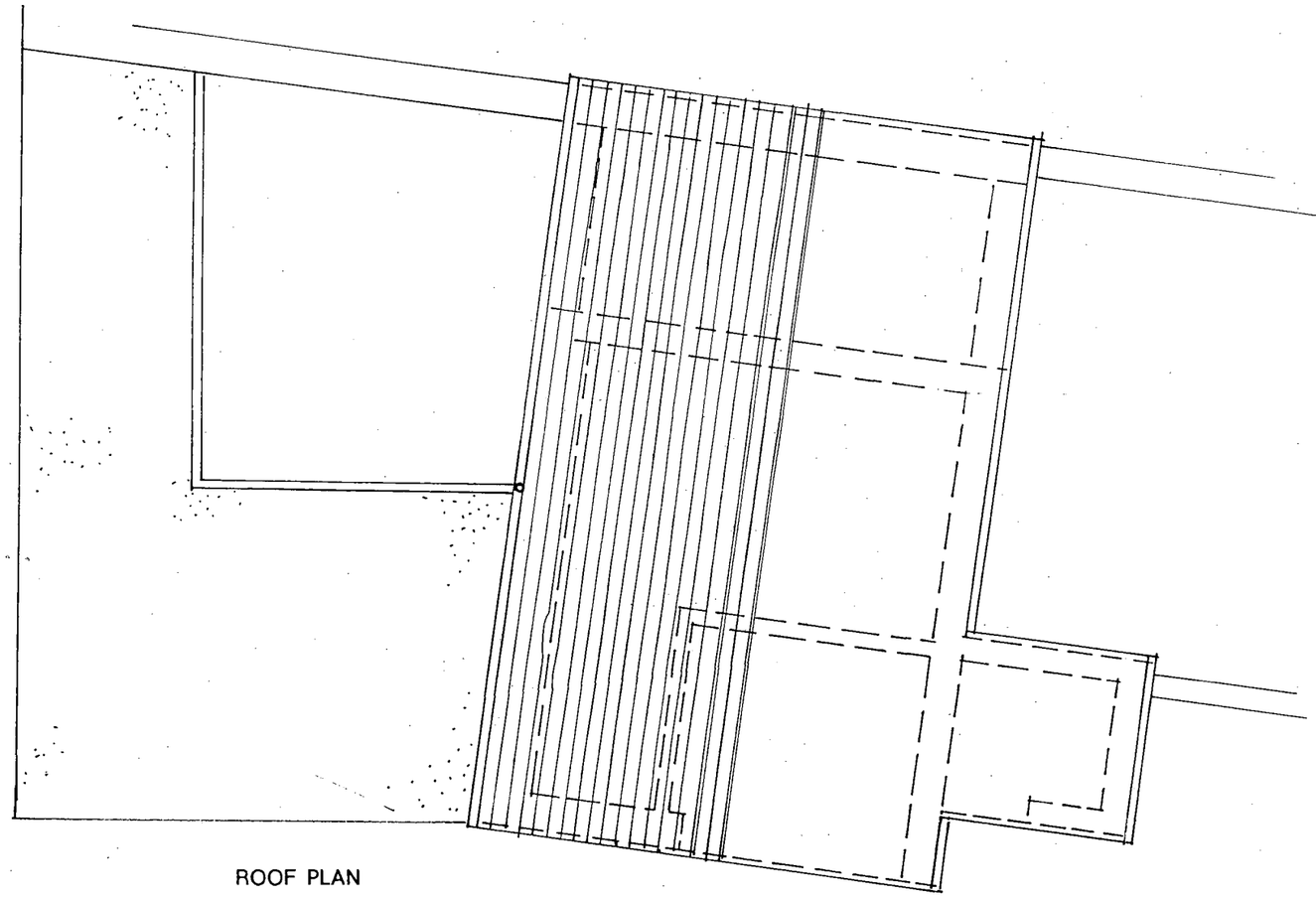
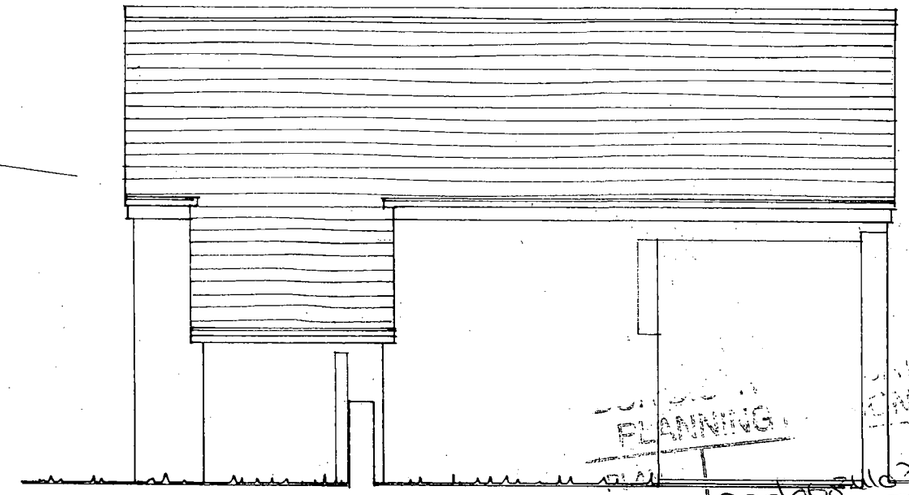
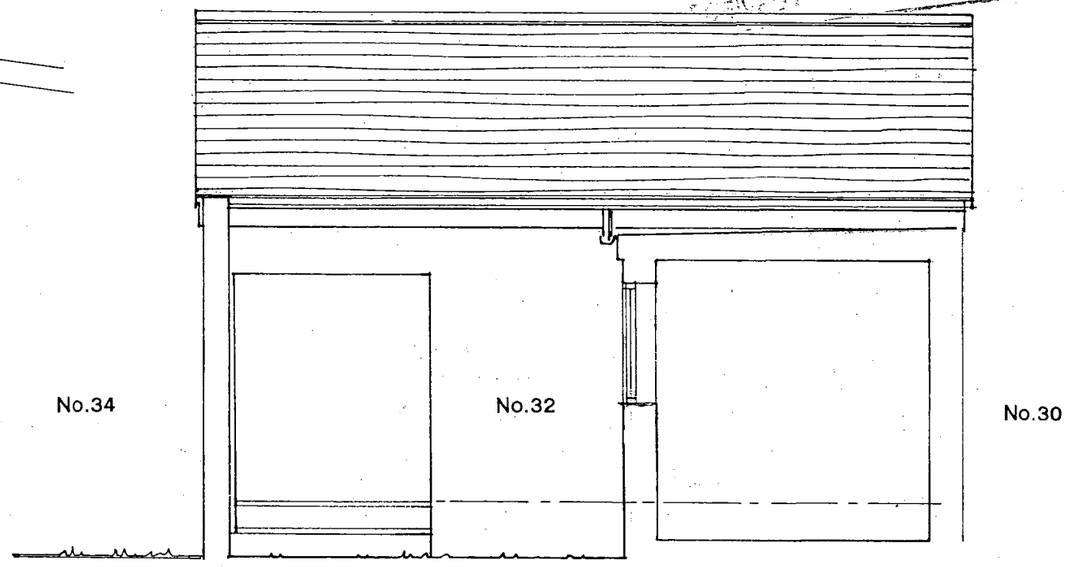
| DATE 24.8.07 | | |



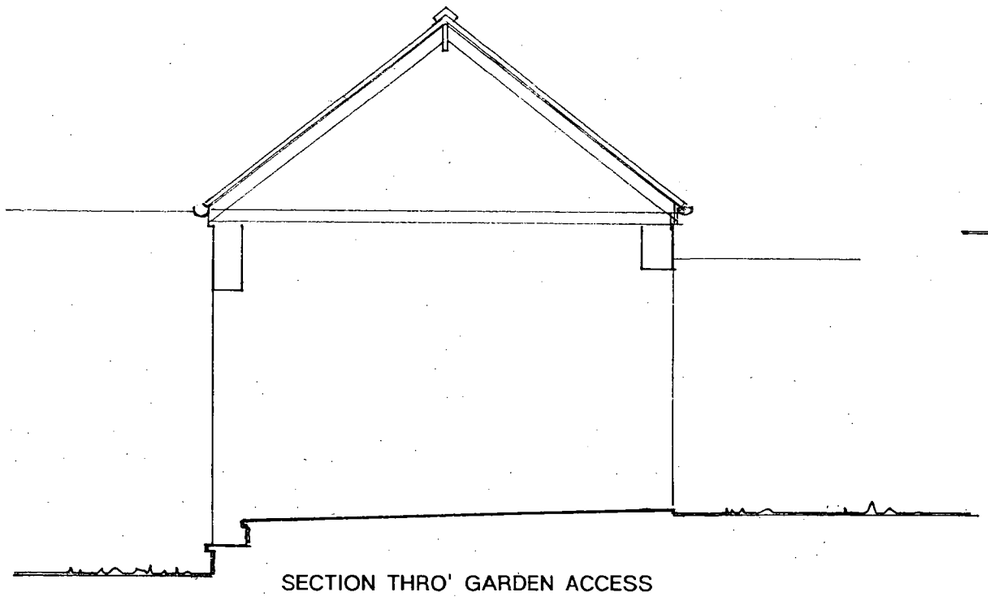
ROOF PLAN



ELEVATION D




ELEVATION C



SECTION THRO' GARDEN ACCESS

PLANNING
No.
DATE
13 NOV 2007

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ROOF PLAN, SECTION
AND ELEVATIONS
No.32 JOHN STREET
SHOREHAM BY SEA
AS EXISTING

BAKER ASSOCIATES

87 High Street, Steyning, West Sussex, BN44 3RE
Tel: 01903 814006 Fax: 01903 816844

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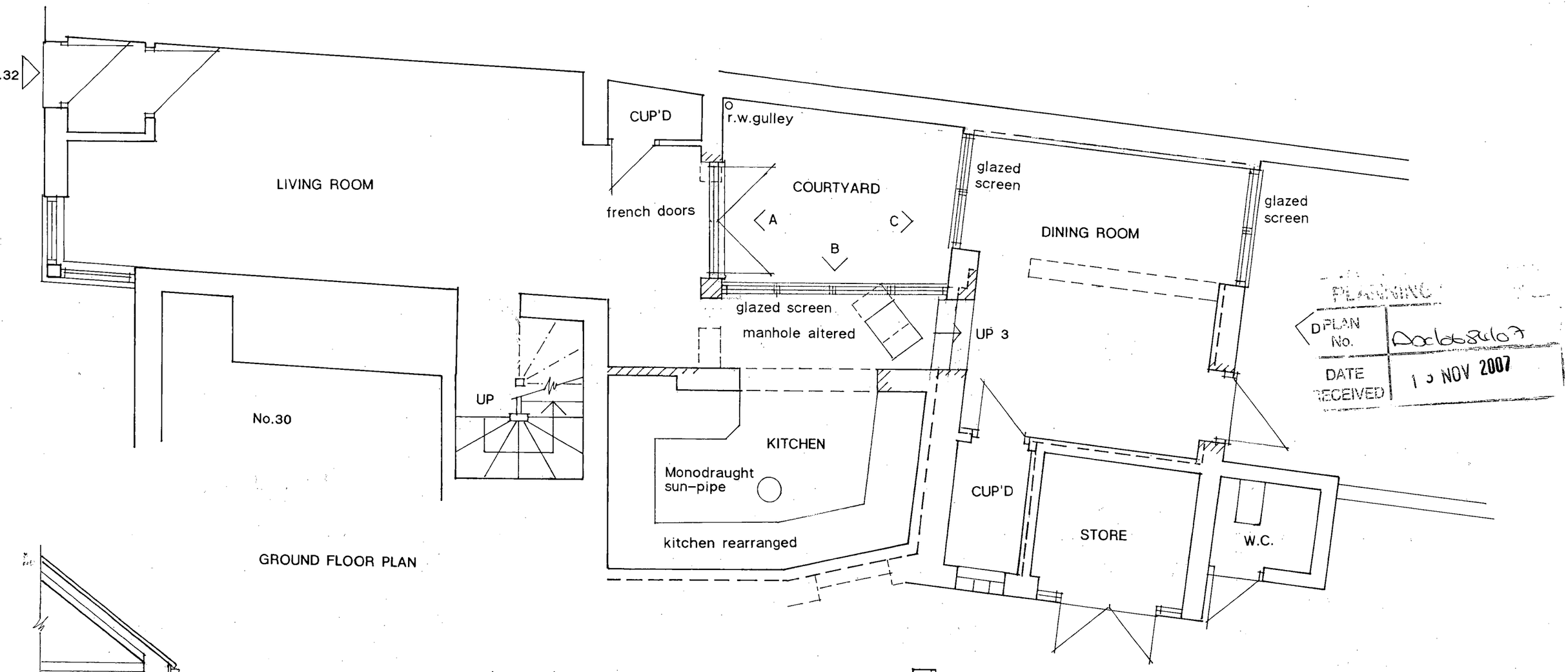
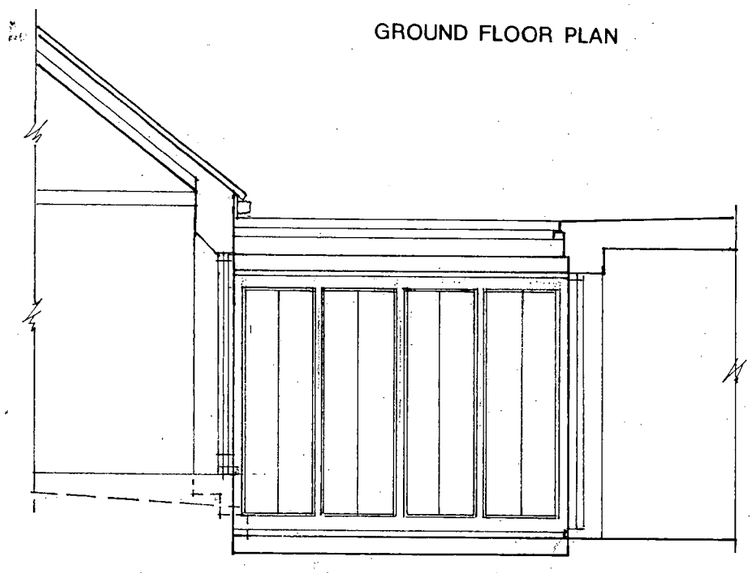
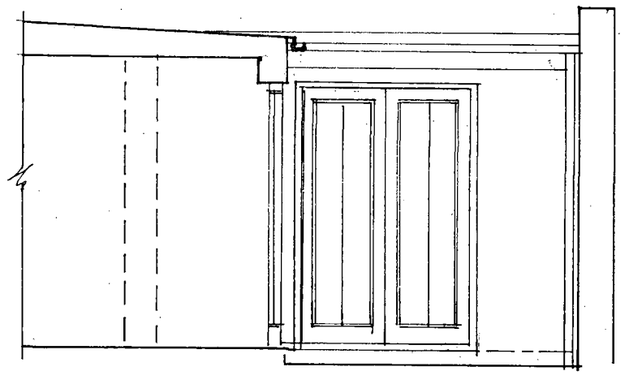



GROUND FLOOR PLAN



ELEVATION B



ELEVATION A

PLANNING
PLAN No. Doc 6684/07
DATE RECEIVED 15 NOV 2007

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GROUND FLOOR PLAN &
INTERNAL ELEVATIONS
No.32 JOHN STREET
SHOREHAM BY SEA
PROPOSED ALTERATIONS

BAKER ASSOCIATES

87 High Street, Steyning, West Sussex, BN44 3RE
Tel: 01903 814006 Fax: 01903 816844

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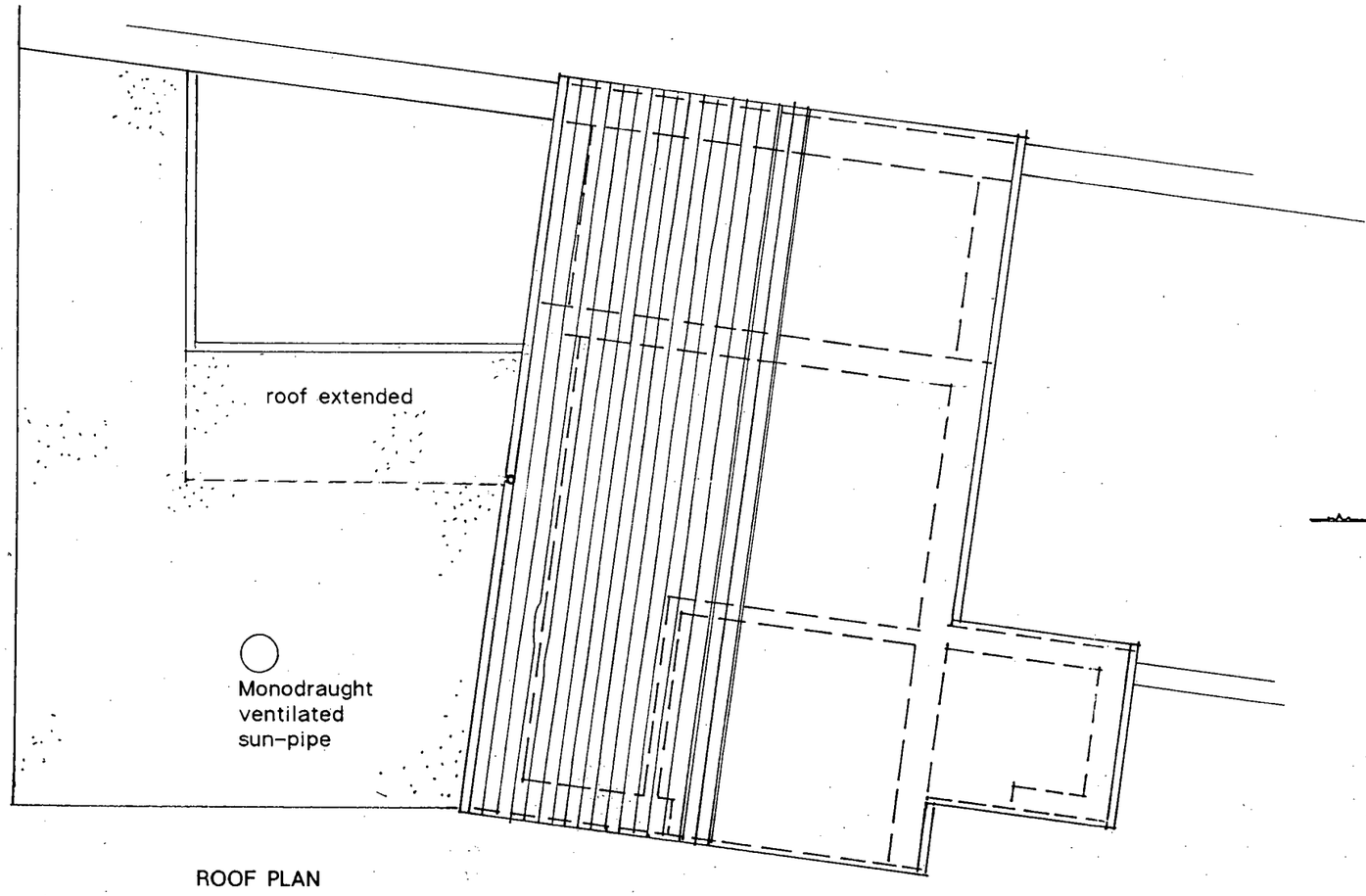
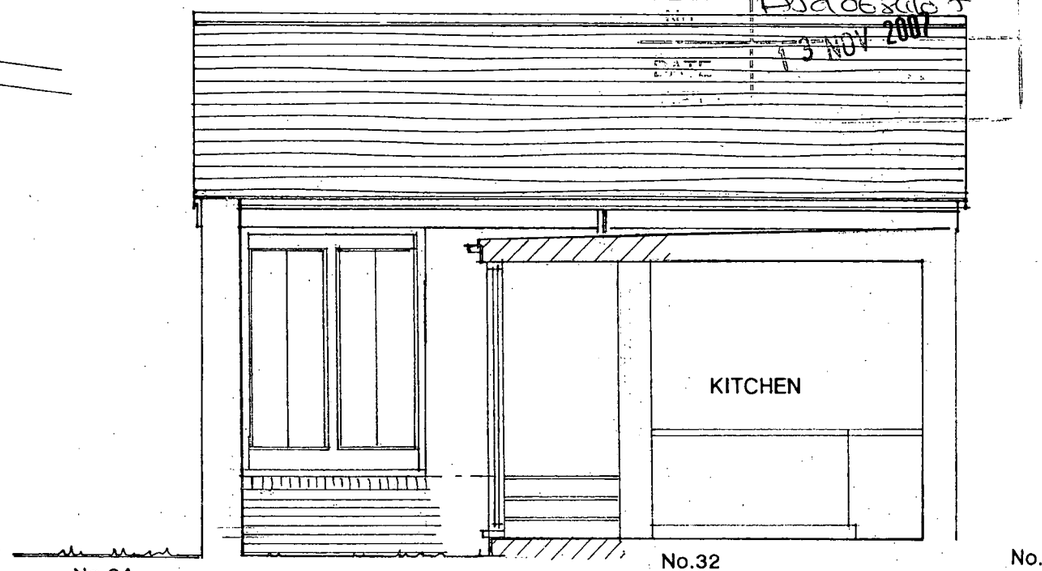



ROOF PLAN

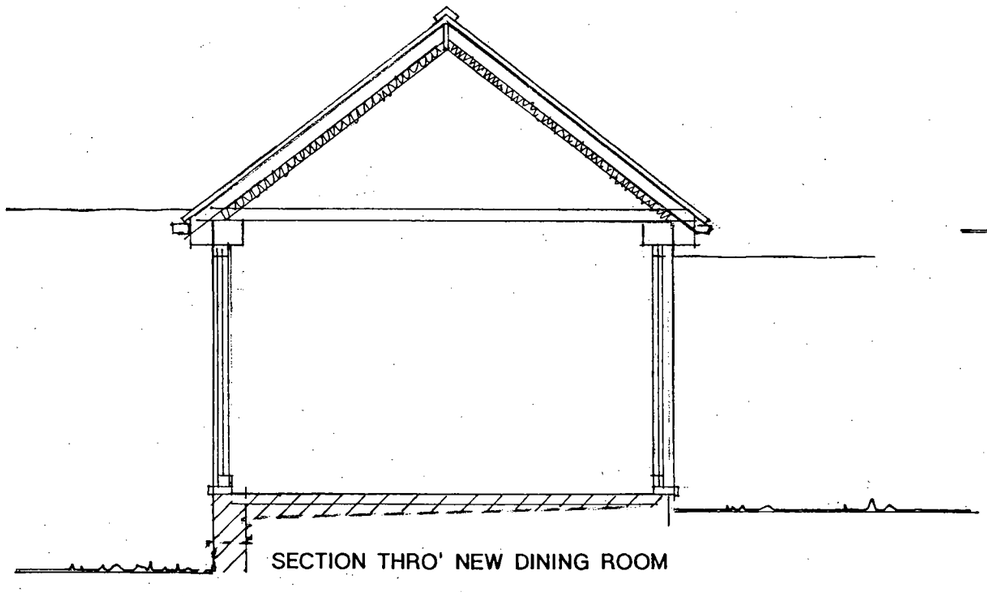


ELEVATION D

PLANNING
PLAN
Ad068407
DATE 13 NOV 2007




ELEVATION C



SECTION THRO' NEW DINING ROOM

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ROOF PLAN, SECTION
AND ELEVATIONS
No.32 JOHN STREET
SHOREHAM BY SEA
PROPOSED ALTERATIONS

BAKER ASSOCIATES

87 High Street, Steyning, West Sussex, BN44 3RE
Tel: 01903 814006 Fax: 01903 816844

| SCALE | DRG. No. | REV. |
|---|---|---|
| 1:50 | 07.684.6 | |
| DATE 23.10.07 | | |

**BAKER ASSOCIATES**

**CHARTERED ARCHITECT &**
**CORPORATE BUILDING ENGINEER**

**Design & Access Statement** **32 John Street, Shoreham By Sea, BN43.5DN.**

Amount
Formation of new corridor to link main house to proposed dining room. Floor area 3.08 sq.m. Dining room to be formed in existing external store 13.5 sq.m.

Layout

At present the house has three bedrooms and a good sized garden which could accomodate a family but there is insufficient living space on the ground floor. The construction of a dining room where there is currently a store and passageway to the garden will increase the useable space in the kitchen and provide the additional living space.

Scale

All the works are within the existing building envelope and will therefor be in keeping and in scale.

PLANNING
PLAN No. Ad06841/07
DATE 13 NOV 2007

Landscaping

Hard and soft landscaping will be unaffected.

Appearance

All new building work will be done to blend with the existing house. Brickwork and pointing will match as will any remedial work to existing flint walls. The introduction of glazed screens, each side of the dining room will preserve the view of the garden from the living room, at present visible through the passageway. The appearance of the building in relation to the street scene will not change. New windows and doors will be made of oak or stained softwood and glazed with 28mm double glazing, toughened where it is below 900mm. Gutters and down pipes to match existing

Appraisal of the Context

The new windows and door facing the garden will not overlook any other property and will be some 25 metres from the nearest house. The alterations cannot be seen from any footpath or public access and are wholely within the current building envelope. We believe this is a sensitive scheme which will not detract from the present buiding.

Access

As this is a very old building it is not possible to provide level access throughout the house and it would not be suitable, in any case, for a disabled resident. It is however an ideal home for people without acar as it is within 100 metres of all facilities such as shops, church and public transport. Access for emergency services is acheived from John Street at the front of the house.

Alan Baker 7.11.07