Planning Services, Adur & Worthing Councils

Portland House,
44 Richmond Road,
Worthing,
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BN11 1HS

Tel : 01903 221065
websites : www.adur.gov.uk or www.worthing.gov.uk
e-mail : planning@adur-worthing.gov.uk

Householder Application for Planning Permission for works or extension to a dwelling and listed building consent.

Town and Country Planning Act 1990
Planning (Listed Buildings and Conservation Areas) Act 1990

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.

1. Site Address

Number	
Suffix	
Property name	1 Old Swan Cottages
Address line 1	Church Street
Address line 2	
Address line 3	
Town/city	Shoreham-By-Sea
Postcode	BN43 5DT

Description of site location must be completed if postcode is not known:

Easting (x)	521554
Northing (y)	105130

Description

2. Applicant Details

Title	
First name	
Surname	GEORGE AND HARPER
Company name	
Address line 1	1 Old Swan Cottages, Church Street
Address line 2	
Address line 3	

2. Applicant Details

Town/city	Shoreham-By-Sea
Country	
Postcode	BN43 5DT
Primary number	
Secondary number	
Fax number	
Email address	andrew@breezeassociates.com

Are you an agent acting on behalf of the applicant? (•) Yes ( ) No

3. Agent Details

Title	Mrs
First name	Morag
Surname	Hoppe
Company name	Stuart Radley Associates Limited
Address line 1	Unit 5 Tungsten Building
Address line 2	George Street
Address line 3	Portslade
Town/city	Brighton
Country	
Postcode	BN41 1RA
Primary number	01273-420606
Secondary number	
Fax number	
Email	m.hoppe@stuartradleyassociates.co.uk

4. Description of Proposed Works

Please describe the proposed works:

PART RETROSPECTIVE.
Replacement windows
Replacement roof tiles
Removal of render to south and east elevations and re-pointing of flint work.
Internal damp-proofing works.
Replacement of decayed beams and floor joists and installation of steelwork.

Has the work already been started without planning permission? (•) Yes ( ) No

If Yes, please state when the development or work was started (date must be pre-application submission)	01/07/2018

4. Description of Proposed Works

Has the work already been completed without planning permission? ○ Yes ◉ No

5. Listed Building Grading

What is the grading of the listed building (as stated in the list of Buildings of Special Architectural or Historical Interest)?

- ○ Don't know
- ○ Grade I
- ◉ Grade II*
- ○ Grade II

Is it an ecclesiastical building? ○ Don't know ○ Yes ◉ No

6. Immunity from Listing

Has a Certificate of Immunity from Listing been sought in respect of this building? ○ Yes ◉ No

7. Demolition of Listed Building

Does the proposal include the partial or total demolition of a listed building? ○ Yes ◉ No

8. Listed Building Alterations

Do the proposed works include alterations to a listed building? ◉ Yes ○ No

If Yes, do the proposed works include

a) works to the interior of the building? ◉ Yes ○ No

b) works to the exterior of the building? ◉ Yes ○ No

c) works to any structure or object fixed to the property (or buildings within its curtilage) internally or externally? ◉ Yes ○ No

d) stripping out of any internal wall, ceiling or floor finishes (e.g. plaster, floorboards)? ◉ Yes ○ No

If the answer to any of these questions is Yes, please provide plans, drawings and photographs sufficient to identify the location, extent and character of the items to be removed. Also include the proposal for their replacement, including any new means of structural support, and state references for the plan(s)/drawing(s).

O52PC/PLB2/01 LOCATION PLAN
O52PC/PLB2/02 BLOCK PLAN
O52PC/PLB2/03 PRE-EXISTING PLANS ELEVATIONS AND PHOTOGRAPHS
O52PC/PLB2/04 EXISTING AND PROPOSED PLANS ELEVATIONS AND PHOTOGRAPHS
DESIGN AND ACCESS STATEMENT AND HERITAGE STATEMENT

9. Materials

Does the proposed development require any materials to be used in the build? ◉ Yes ○ No

Please provide a description of existing and proposed materials and finishes to be used in the build (including type, colour and name for each material) demolition excluded

Please add materials by using the dropdown, clicking 'Add' and filling in all the fields in the popup box.

To correct existing entries, use the 'Edit' link to open the popup box and ensure that all fields are completed.

Roof covering	
Please provide a description of existing materials and finishes:	Non-original continental pantiles
Please provide a description of proposed materials and finishes:	reclaimed clay plain tiles

9. Materials

Windows	
Please provide a description of existing materials and finishes:	white painted timber sliding sash single glazed windows
Please provide a description of proposed materials and finishes:	white painted timber sliding sash single glazed windows

Floors	
Please provide a description of existing materials and finishes:	oak floor joists
Please provide a description of proposed materials and finishes:	structural grade oak hardwood floor joists

External Walls	
Please provide a description of existing materials and finishes:	Existing external walls rendered and painted white
Please provide a description of proposed materials and finishes:	Existing render removed to expose flint work

Ceilings	
Please provide a description of existing materials and finishes:	Ground floor ceiling - non-original shiplap and veneer/plasterboard
Please provide a description of proposed materials and finishes:	Plasterboard

Internal Walls	
Please provide a description of existing materials and finishes:	Plastered walls
Please provide a description of proposed materials and finishes:	Cavity drain membrane and lime plaster finish

Other type of material (e.g. guttering) Structural support	
Please provide a description of existing materials and finishes:	Fire damaged and decayed timber beam
Please provide a description of proposed materials and finishes:	New structural steel beams

Are you supplying additional information on submitted plan(s)/design and access statement: (•) Yes ( ) No

If Yes, please state references for the plans, drawings and/or design and access statement

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10. 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, extinguishment and/or creation of public rights of way? ( ) Yes (•) No

11. Parking

Will the proposed works affect existing car parking arrangements? ○ Yes ◉ No

12. 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

Will any trees or hedges need to be removed or pruned in order to carry out your proposal? ○ Yes ◉ No

13. 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)

- ◉ The agent
- ○ The applicant
- ○ Other person

14. 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):

Officer name:

Title	Mr
First name	Richard
Surname	Small
Reference	Emails and site meeting

Date (Must be pre-application submission)

28/09/2018

Details of the pre-application advice received

A site meeting took place with surveyor from Stuart Radley Associates to discuss the on-going works. It was agreed an application would be compiled and submitted.

15. Authority Employee/Member

With respect to the Authority, is the applicant and/or agent one of the following:
(a) a member of staff
(b) an elected member
(c) related to a member of staff
(d) related to an elected member

It is an important principle of decision-making that the process is open and transparent. ○ Yes ◉ No

For the purposes of this question, "related to" means related, by birth or otherwise, closely enough that a fair-minded and informed observer, having considered the facts, would conclude that there was bias on the part of the decision-maker in the Local Planning Authority.

Do any of the above statements apply?

16. Ownership Certificates and Agricultural Land Declaration

Certificate Of Ownership - Certificate A Certificate under Article 14 - Town and Country Planning (Development Management Procedure) (England) Order 2015 & Regulation 6 of the Planning (Listed Buildings and Conservation Areas) Regulations 1990

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* of any part of the land or building to which the application relates, and that none of the land to which the application relates is, or is part of, an agricultural holding**

16. Ownership Certificates and Agricultural Land Declaration

*** 'owner' is a person with a freehold interest or leasehold interest with at least 7 years left to run. ** 'agricultural holding' has the meaning given by reference to the definition of 'agricultural tenant' in section 65(8) of the Act.**

NOTE: You should sign Certificate B, C or D, as appropriate, if you are the sole owner of the land or building to which the application relates but the land is, or is part of, an agricultural holding.

Person role

- ○ The applicant
- ◉ The agent

Title	Mrs
First name	Morag
Surname	Hoppe
Declaration date	13/11/2018

☑ Declaration made

17. Declaration

I/we hereby apply for planning permission/consent as described in this form and the accompanying plans/drawings and additional information. I/we confirm that, to the best of my/our knowledge, any facts stated are true and accurate and any opinions given are the genuine opinions of the person(s) giving them. ☑

Date (cannot be pre-application)	13/11/2018