



# ADUR DISTRICT COUNCIL

Mr Nicholas Rose  
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BN8 4HE  
United Kingdom

## PLANNING PERMISSION

TOWN AND COUNTRY PLANNING ACT 1990  
TOWN AND COUNTRY PLANNING (GENERAL PERMITTED DEVELOPMENT) (AMENDMENT) (ENGLAND) ORDER 2015  
Schedule 2, Part 3 Class MA

**APPLICATION NUMBER: NOTICE/0007/25**

### Details of Development

**APPLICATION FOR PRIOR APPROVAL FOR PROPOSED CHANGE OF USE FROM COMMERCIAL OFFICE (USE CLASS E) TO 3NO. INDEPENDENT DWELLINGS (USE CLASS C3). 1NO. TWO BED, THREE PERSON GROUND FLOOR DWELLING AND 1NO. TWO BED, FOUR PERSON DWELLING AT EACH FIRST AND SECOND FLOOR**

### Location of Development

**1 - 3 SHIP STREET SHOREHAM-BY-SEA WEST SUSSEX BN43 5DH**

In pursuance of their powers under the above-mentioned Act and Order the Council hereby notify that PRIOR APPROVAL IS REQUIRED for the above development from the Local Planning Authority and hereby GRANTED, in accordance with the application and information registered on 30th April 2025.

This is subject to compliance with the conditions specified overleaf.

Gary Peck  
Head of Planning & Development  
20/06/2025

## SCHEDULE

### Conditions

01. The development hereby permitted shall be carried out in accordance with the following approved plans unless specified otherwise in a subsequent condition imposed on this decision notice.

Reference/Drawing Number	Version	Date Rec
EXISTING & PROPOSED BLOCK PLAN	25005-20-005 A	30.04.2025
EXISTING GROUND FLOOR PLAN	25005-EX-100 A	30.04.2025
EXISTING FIRST FLOOR PLAN	25005-EX-101 A	30.04.2025
EXISTING SECOND FLOOR PLAN	25005-EX-102 A	30.04.2025
EXISTING ROOF PLAN	25005-EX-103 A	30.04.2025
EXISTING FRONT ELEVATION	25005-EX-300 A	30.04.2025
LOCATION PLAN	25005-EX-001 A	30.04.2025
PROPOSED ROOF PLAN	25005-20-103 A	30.04.2025
PROPOSED FRONT ELEVATION	25005-20-300 A	30.04.2025
PROPOSED GROUND FLOOR PLAN	25005-20-100 C	16.06.2025
PROPOSED FIRST FLOOR PLAN	25005-20-101 C	16.06.2025
PROPOSED SECOND FLOOR PLAN	25005-20-102 C	16.06.2025

**Reason:** *For the avoidance of doubt and in the interests of proper planning.*

02. Prior to first occupation the refuse storage and cycle storage facilities shown on the approved plan shall be provided and thereafter retained.

**Reason:** *In the interest of amenity having regard to policy 15 of the Adur Local Plan.*

**Informatives / Notes to Applicant**

01. The Applicant is advised that works necessary for implementation of this development should be limited to the following times.  
  
Monday to Friday 08:00 - 18:00 Hours  
Saturday 09:00 - 13:00 Hours  
Sundays, Bank and Public Holidays no work permitted.
02. The Applicant/Developer is reminded that an application for planning permission will be required for any planned changes to the external appearance of the building carried out in connection with the Prior Approval hereby granted (changes to the frontage and provision of a cycle storage structure/shed/refuse storage shed within the rear yard).
03. A formal application for connection to the public sewerage system is required in order to service this development. The applicant is advised to contact Southern Water Developer Services, Southern House, Yeoman Road, Worthing, West Sussex, BN13 3NX (Tel 0330 303 0119) or [www.southernwater.co.uk](http://www.southernwater.co.uk) or email [developerservices@southernwater.co.uk](mailto:developerservices@southernwater.co.uk)
04. The owner(s) of any commercial property (warehouses, offices, etc.) built before 2000 are legally obliged to hold a copy of an asbestos register for each property. As this is being renovated to residential, the Council need to be satisfied that if any asbestos is present, it is either removed or suitably managed to minimise risk to human health as there is no safe threshold for asbestos exposure. A copy of the asbestos register - and any remedial strategy where appropriate - should be provided to Public Health and Regulation of Adur Council prior to works commencing.

**TOWN AND COUNTRY PLANNING ACT 1990**  
**TOWN AND COUNTRY PLANNING (GENERAL PERMITTED DEVELOPMENT) (AMENDMENT)**  
**(ENGLAND) ORDER 2015**                      **Schedule 2, Part 3, Class MA**

**YOUR ATTENTION IS DIRECTED TO THE FOLLOWING NOTES FROM THE ABOVE ORDER. THEY ARE FOR INFORMATION ONLY AND DO NOT PRETEND TO SET OUT THE WHOLE OF THE LAW ON THE SUBJECT. IT WOULD BE WELL FOR YOU TO CONSULT YOUR SOLICITOR IF YOU ARE IN ANY DOUBT**

**Appeals to the Secretary of State**

1. If you are aggrieved by the decision of your local planning authority to refuse permission for the proposed development or to grant it subject to conditions, then you can appeal to the Secretary of State under section 78 of the Town and Country Planning Act 1990.
2. If the decision relates to a householder application, and you want to appeal, then you must do so within 12 weeks of the date of this notice. If the decision relates to a non-householder application, an appeal must be lodged within 6 months of the date of the decision notice. Appeals must be made using a form which you can get from the Secretary of State at Temple Quay House, 2 The Square, Temple Quay, Bristol BS1 6PN (Tel: 0303 444 5000) or online at <https://acp.planninginspectorate.gov.uk>.
3. The Secretary of State can allow a longer period for giving notice of an appeal, but he will not normally be prepared to use this power unless there are special circumstances which excuse the delay in giving notice of appeal.
4. The Secretary of State need not consider an appeal if it seems to him that the local planning authority could not have granted planning permission for the proposed development or could not have granted it without the conditions they imposed, having regard to the statutory requirements to the provisions of any development order and to any directions given under a development order.
5. In practice, the Secretary of State does not refuse to consider appeals solely because the local planning authority based their decision on a direction given by him.

**Purchase Notices**

6. If either the local planning authority or the Secretary of State refuses permission to develop land or grants it subject to conditions, the owner may claim that he can neither put the land to a reasonably beneficial use in its existing state nor render the land capable of a reasonably beneficial use by the carrying out of any development which has been or would be permitted. In these circumstances, the owner may serve a purchase notice on the District Council in whose area the land is situated. This notice will require the Council to purchase his interest in the land in accordance with the provisions of Part VI of the Town and Planning Act 1990.
7. Where this notice conveys approval or permission, conditional or unconditional, please note that the decision given does not purport to convey any consent or approval which may be required under the Building Act and Building Regulations, or any other legislation.

**Reduced time for making a planning appeal where enforcement action is being taken**

Where an enforcement notice has been served on the same, or substantially the same, development as in the householder application within 2 years of the date the application was made, the period for receiving an appeal is within 28 days of the date on the decision notice or of the date by which the LPA should have decided the application. Where an enforcement notice was served after the decision notice was issued or after the end of the period the LPA had to determine the application, the period for receiving an appeal is within 28 days of the date the enforcement notice was served (unless this extends the normal 12 weeks deadline).