Robin Spence Architects

7 Rosslyn Road
Shoreham-by-Sea
West Sussex BN43 6WL

tel 01273 464311

ADUR DISTRICT COUNCIL
PLANNING DIVISION
PLAN No. Adc0352/08
DATE RECEIVED 07 JUL 2008

160 Old Fort Road - Shoreham-by-Sea

PLANNING STATEMENT

The site is at the far eastern end of Old Fort Road, overlooking the Fort to the East. The house is a large flat-roofed bungalow with a small central courtyard and a complicated outline with external walls that are not orthogonal.

The objective of the proposal is to provide a new living room and bedroom at first floor level, with access by a new stair from the existing raised dining room. The design options are constrained by the need to maintain privacy to the first floor and garden of 183 Old Fort Road to the North, and to avoid overlooking 158 Old Fort Road to the South, at the same time as benefitting from the views to the South, East and North East.

The proposed design involves the construction of two separate rooms at first floor level, the bedroom at the north east corner of the roof, and the living room at the south east corner, each aligned with the geometry of the walls below, and located as far to the East as possible to avoid overlooking adjoining houses. Each room is expressed as a simple flat-roofed box, timber clad and with a recessed balcony. Access to the two rooms is from a shared landing with stair.

The living room is square in plan and is to have a ceiling height of 3.0m, to be in proportion with the horizontal dimensions, with a kitchenette in the south west corner over the existing kitchen, rooflights along the west side, and a glazed eastern wall overlooking the view. The bedroom is rectangular in plan and is to have a ceiling height of 2.4m, with a bathroom and clothes closet along the northern side over the existing bathroom, and a glazed sitting area with views to the East.

The material and form of the new rooms are intended to reinforce and integrate the form of the existing house, by forming an extension to the existing facias, and by repeating the existing flat roofs. The new timber frame structure and existing facias are to be clad in horizontal cedar weatherboard, weathered to silver grey, allowing the facias and first floor extension to be visually integrated into a coherent whole.

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 PLANNING D
PLAN No. Adc1035208
DATE 07 JUL 2008

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

Publication of planning applications on council websites

Please note that with the exception of applicant contact details and Certificates of Ownership, the information provided on this application form and in supporting documents may be published on the council's website.

If you have provided any other information as part of your application which falls within the definition of personal data under the Data Protection Act which you do not wish to be published on the council's website, please contact the council'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:	MR & MRS
First name:	ALISTAIR
Last name:	COOK
Company (optional):	
Unit:	
House number:	160
House suffix:	
House name:	
Address 1:	OLD FORT ROAD
Address 2:	
Address 3:	
Town:	SHOREHAM-BY-SEA
County:	WEST SUSSEX
Country:	
Postcode:	BN43 5HL

2. Agent Name and Address

Title:	MR
First name:	ROBIN
Last name:	SPENCE
Company (optional):	ROBIN SPENCE ARCHITECTS
Unit:	
House number:	7
House suffix:	
House name:	
Address 1:	ROSSLYN ROAD
Address 2:	
Address 3:	
Town:	SHOREHAM-BY-SEA
County:	WEST SUSSEX
Country:	
Postcode:	BN43 6WL

3. Description of Proposed Works

Please describe the proposed works:

CONSTRUCTION OF NEW LIVING ROOM AND BEDROOM AT FIRST FLOOR LEVEL, WITH NEW STAIR AND LANDING

PROVIDING DIRECT ACCESS FROM EXISTING LIVING ROOM TO SUNROOM

3. Description of Proposed Works (continued)

Has the work already started? ☐ Yes ☑ No

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

Has the work already been completed? ☐ Yes ☑ No

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

4. Site Address Details

Please provide the full postal address of the application site.

Unit: _____ House number: 160 House suffix: _____

House name: _____

Address 1: OLD FORT ROAD

Address 2: _____

Address 3: _____

Town: SHOREHAM-BY-SEA

County: WEST SUSSEX

Postcode (optional): BN43 5HL

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):

6. 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).

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

Officer name: CARLOS HONE

Reference: _____

Date (DD MM YYYY): 11/12/2007
(must be pre-application submission)

Details of the pre-application advice received:

ADVISED THAT EXTENSION SHOULD BE FLAT-ROOFED TO MATCH EXIST'G, AND THAT EXTENSION SHOULD BE LOCATED TO AVOID OVERLOOKING NO 183. COULD FORESEE NO OBSTACLES TO PLANNING APPROVAL

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 boundary? ☐ 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.

8. Parking

Will the proposed works affect existing car parking arrangements? ☐ Yes ☑ No

If Yes, please describe:

9. Council Employee / Member

Is the applicant or agent related to any member of staff or elected member of the council? ☐ Yes ☑ No

If Yes, please provide details:

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	Drawing references if applicable
Walls	- PAINTED RENDER - WHITE PLASTIC FACIA	- GROUND FLOOR AS EXISTING. - NEW LIVING ROOM, BEDROOM, AND LANDING TIMBER WEATHERBOARD AND GLASS - FACIAS, TIMBER WEATHERBOARD	☐	☐	S-04, S-05, A-05, A-06
Roof	- FLAT, SILVER PAINTED	- FLAT	☐	☐	S-02, S-03 A-02, A-03, A-04.
Windows	- ALUMINIUM/PLASTIC	ALUMINIUM	☐	☐	S-04, S-05, A-05, A-06
Doors	- ALUMINIUM/PLASTIC	ALUMINIVM, GLAZED	☐	☐	S-04, S-05, A-05, A-06
Boundary treatments (e.g. fences, walls)	- TIMBER FENCES	- AS EXISTING	☐	☐	
Vehicle access and hard-standing			☑	☐	
Lighting			☑	☐	
Others (please specify)			☑	☐	

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:

- DRAWINGS S-01 TO S-05 INCL (EXISTING)
- DRAWINGS A-01 TO A-07 INCL (PROPOSED)
- PLANNING STATEMENT

11. 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]	01/07/2008

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. 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):

AGRICULTURAL HOLDINGS CERTIFICATE

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): 01/07/2008

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):

12. 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 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 other plans and drawings or information necessary to describe the subject of the application: ☑

The original and 3 copies of a design and access statement where proposed works fall within one of the following designated areas: ☐

- National Park
- Site of special scientific interest
- Conservation area
- Area of outstanding natural beauty
- World Heritage Site
- The Broads

The correct fee: ☑

The original and 3 copies of the completed, dated Article 7 Certificate (Agricultural Holdings): ☐

The original and 3 copies of the completed, dated Ownership Certificate (A, B, C or D - as applicable): ☐

13. Declaration

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

Signed - Applicant: | Or signed - Agent: [redacted] | Date (DD/MM/YYYY): 01/07/2008 (date cannot be pre-application)

14. Applicant Contact Details

Telephone numbers

Country code:	National number:	Extension number:
	[redacted]	

Country code: | Mobile number (optional):

Country code: | Fax number (optional):

Email address (optional):

15. Agent Contact Details

Telephone numbers

Country code:	National number:	Extension number:
	01273 464311	

Country code: | Mobile number (optional): 07968 169909

Country code: | Fax number (optional): 01273 464311

Email address (optional):

16. Site Visit

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

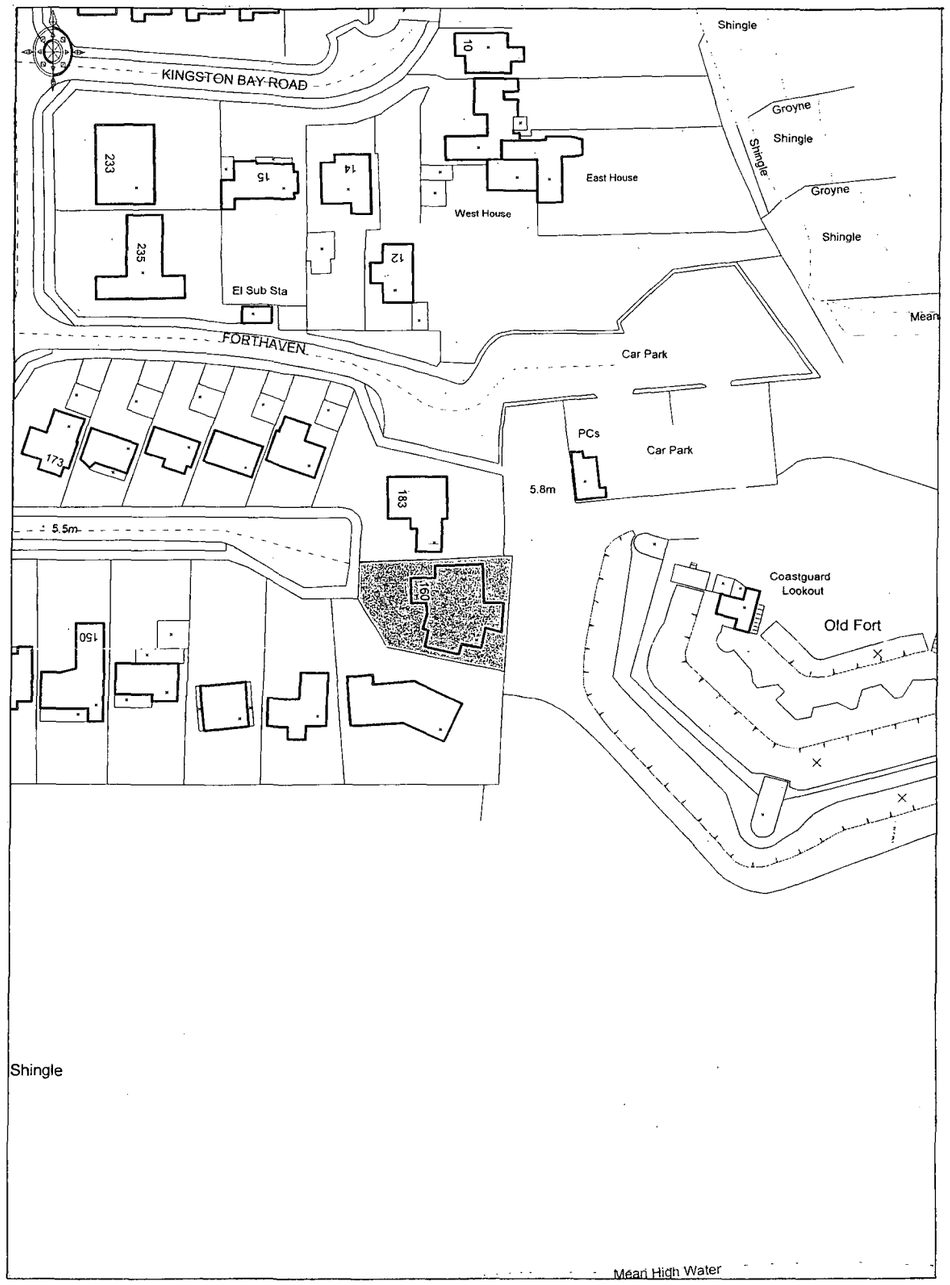
If the planning authority needs to make an appointment to carry out a site visit, whom should they contact? *(Please select only one)* ☐ Agent ☑ Applicant ☐ Other (if different from the agent/applicant's details)

If Other has been selected, please provide:

Contact name: MR ALISTAIR COOK

Telephone number: [redacted]

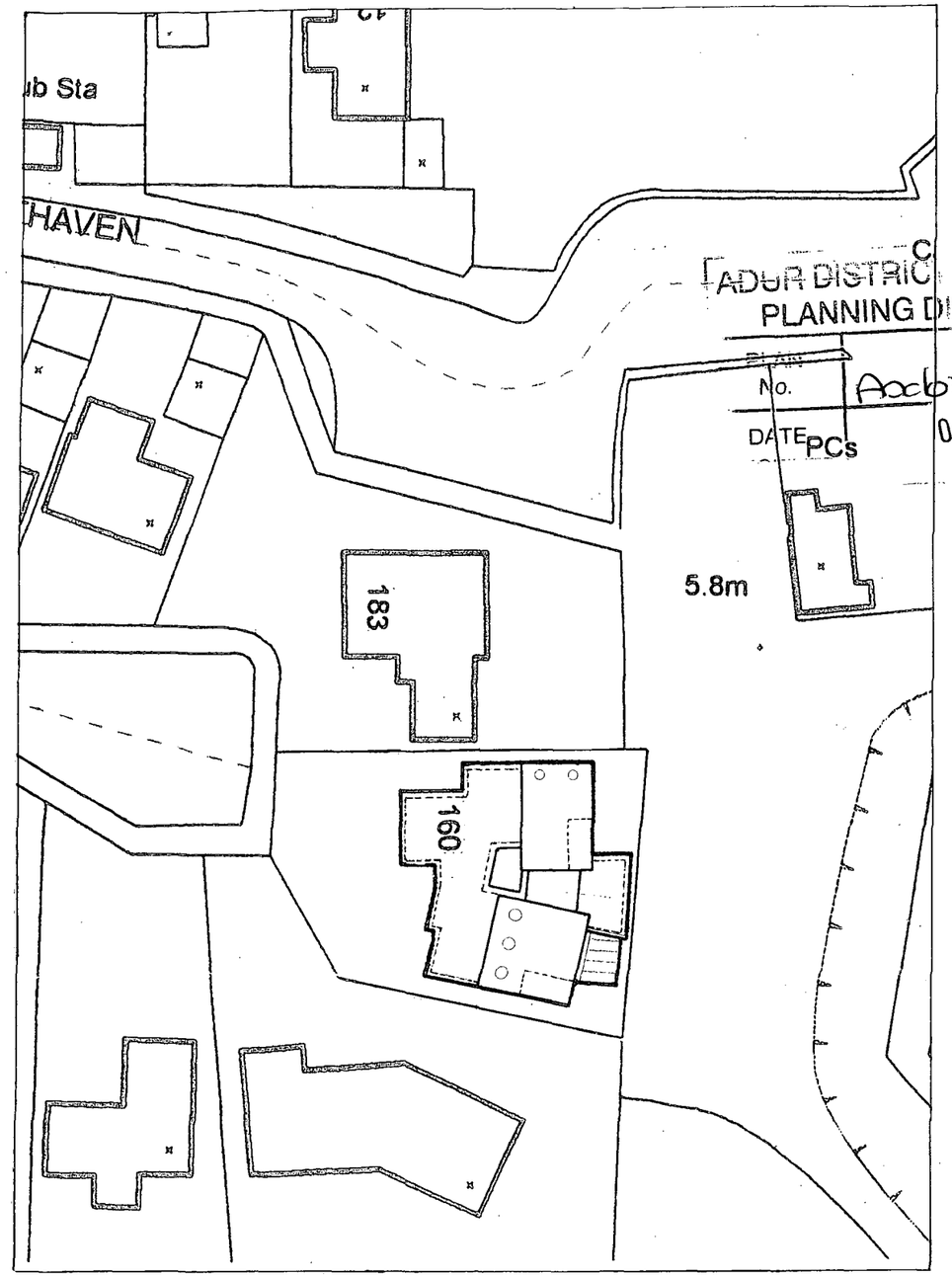
Email address:



location plan

Metres 0 20 40

Scale 1:1250



site plan

Metres 0 10 20

Scale 1:500

Do not scale off dimensions Check dimensions on site

Revisions & Notes

Scale
1:500 1:1250

Date
July 2008

Drawing number
A-07

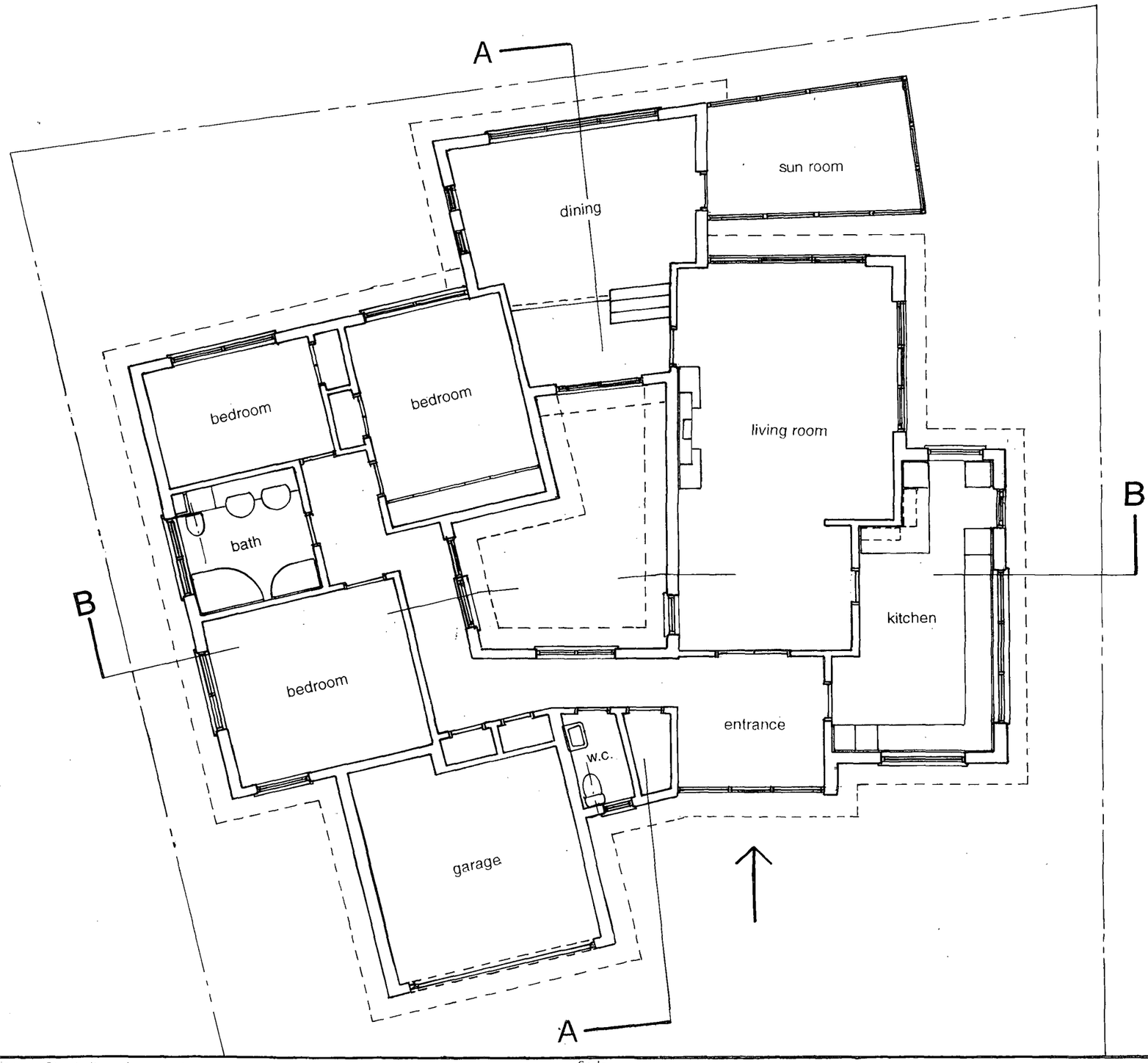
Revision

160 Old Fort Road Shoreham-by-Sea

Drawing
plans

Robin Spence Architects
7 Rosslyn Road
Shoreham-by-Sea
West Sussex BN43 6WL

tel 01273 464311



ADUR DISTRICT COUNCIL
PLANNING
PLAN No. AA/0332/08
DATE RECEIVED 07 JUL 2008

Do not scale off dimensions Check dimensions on site

Revisions & Notes

Scale
1:100

Date
May 2008

Drawing number
S-01

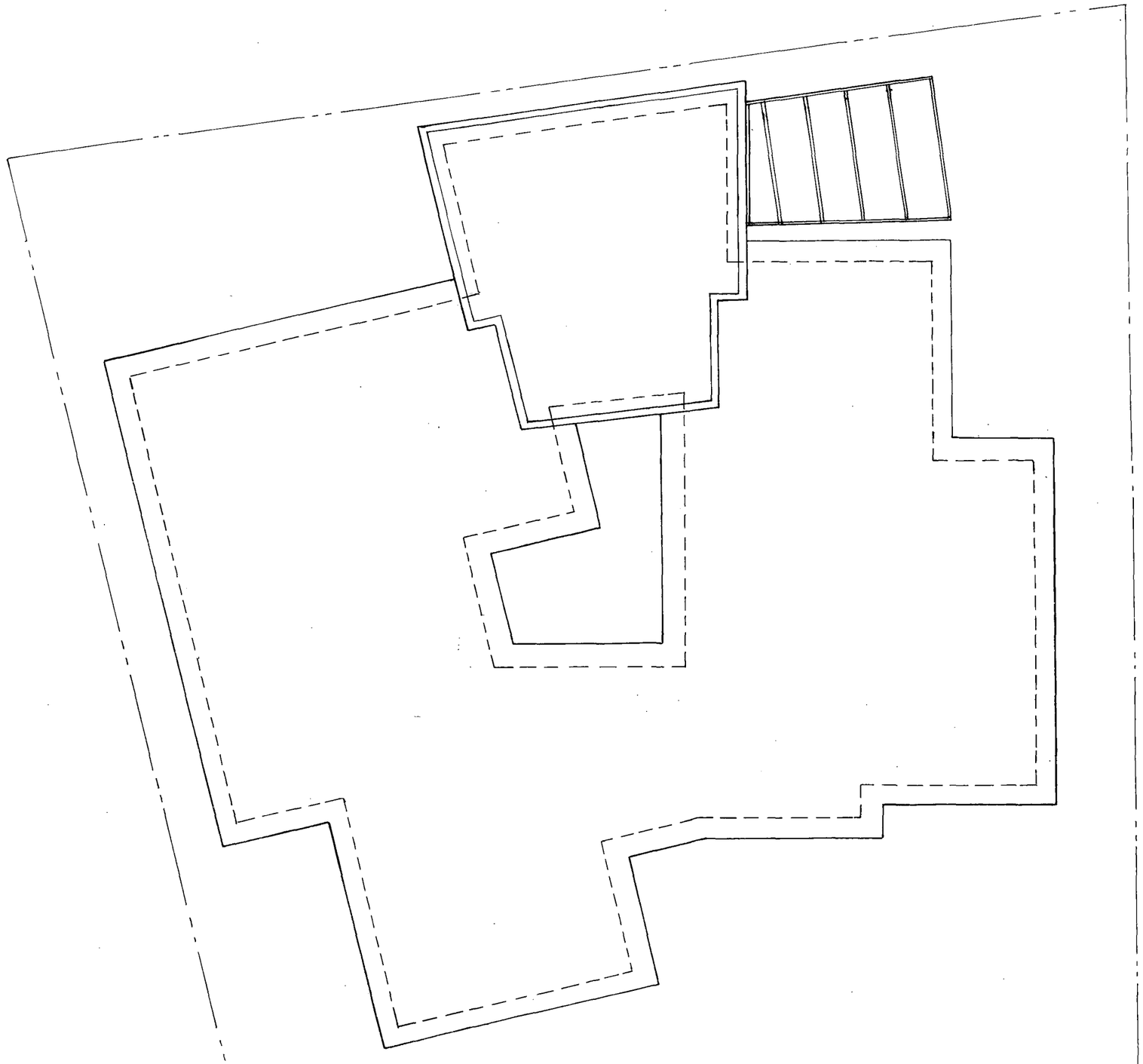
Revision

160 Old Fort Road
Shoreham-by-Sea

Drawing
ground floor plan
existing

Robin Spence Architects
7 Rosslyn Road
Shoreham-by-Sea
West Sussex BN43 6WL

tel 01273 464311



ADUR DISTRI... UNCIL
PLANNING D... IN
PLAN No. Adc0352/08
DATE RECEIVED 07 JUL 2008

Do not scale off dimensions Check dimensions on site

Revisions & Notes

Scale
1:100

Date
May 2008

Drawing number
S-02

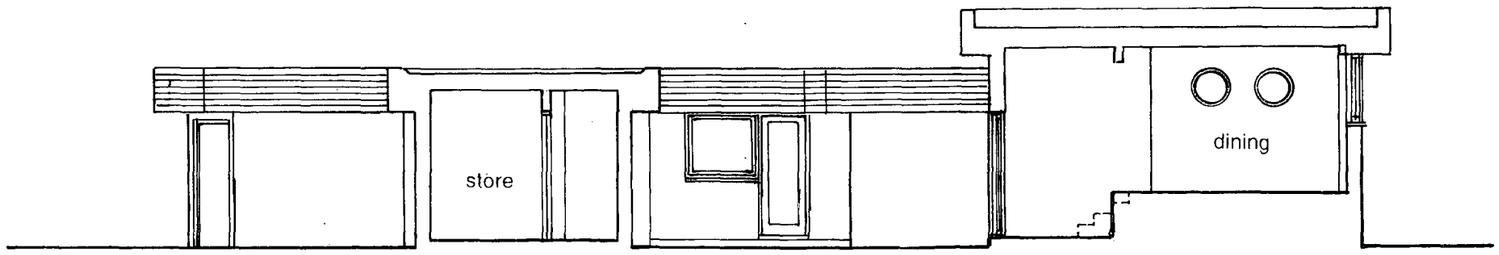
Revision

160 Old Fort Road
Shoreham-by-Sea

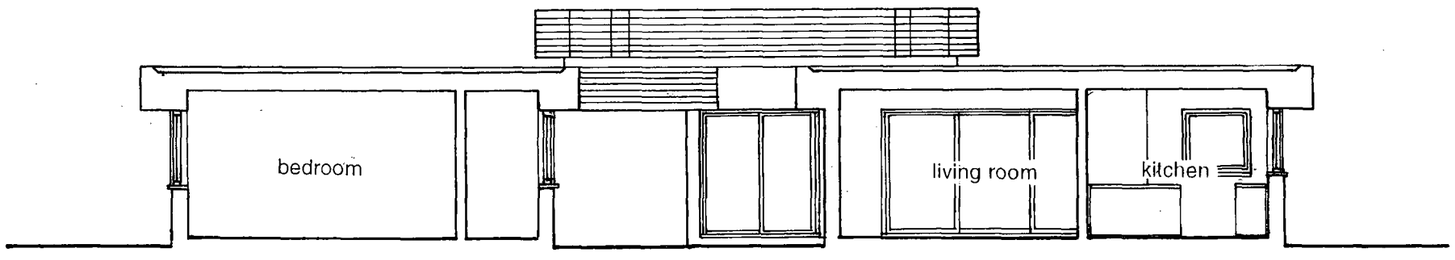
Drawing
roof plan
existing

Robin Spence Architects
7 Rosslyn Road
Shoreham-by-Sea
West Sussex BN43 6WL

tel 01273 464311



section A-A



section B-B

ADUR DISTRIC COUNCIL
PLANNING D ON
PLAN No. Ad/0352/08
DATE 07 JUL 2008

Do not scale off dimensions Check dimensions on site

Revisions & Notes

Scale
1:100

Date
May 2008

Drawing number
S-03

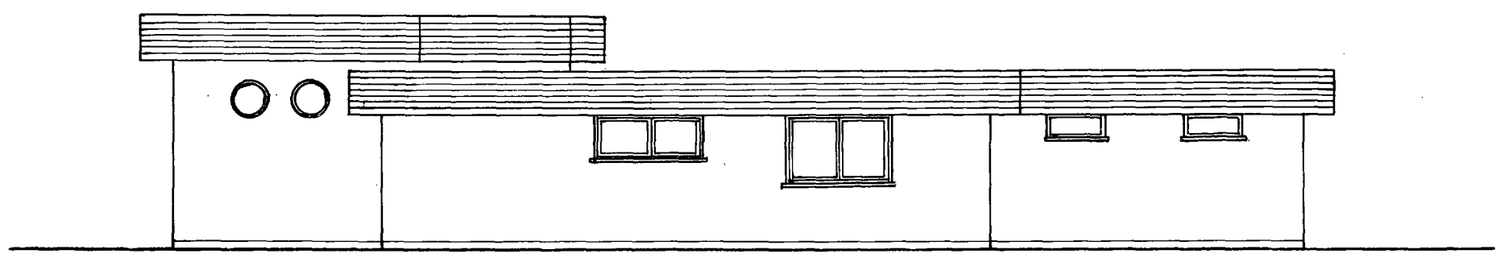
Revision

160 Old Fort Road Shoreham-by-Sea

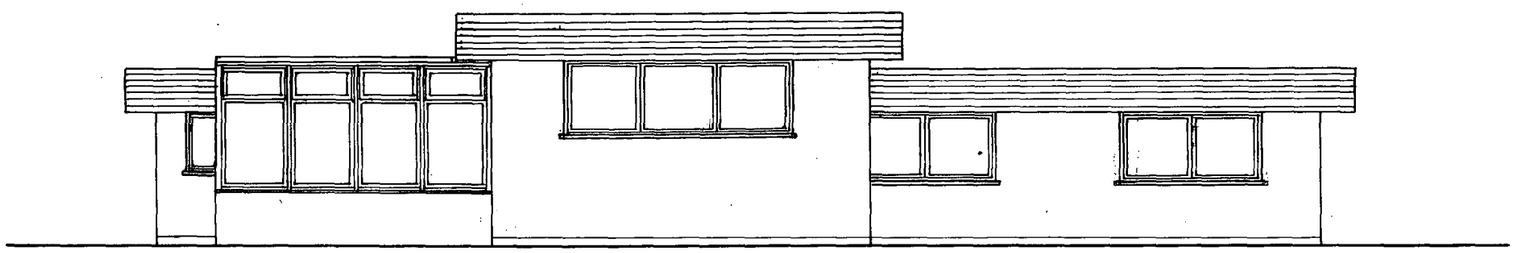
Drawing
sections existing

Robin Spence Architects
7 Rosslyn Road
Shoreham-by-Sea
West Sussex BN43 6WL

tel 01273 464311



north



east

ADUR DISTRICT COUNCIL
PLANNING DIVISION
PLAN No. AD/0352/08
DATE RECEIVED 07 JUL 2008

Do not scale off dimensions Check dimensions on site

Revisions & Notes

Scale
1:100

Date
May 2008

Drawing number
S-04

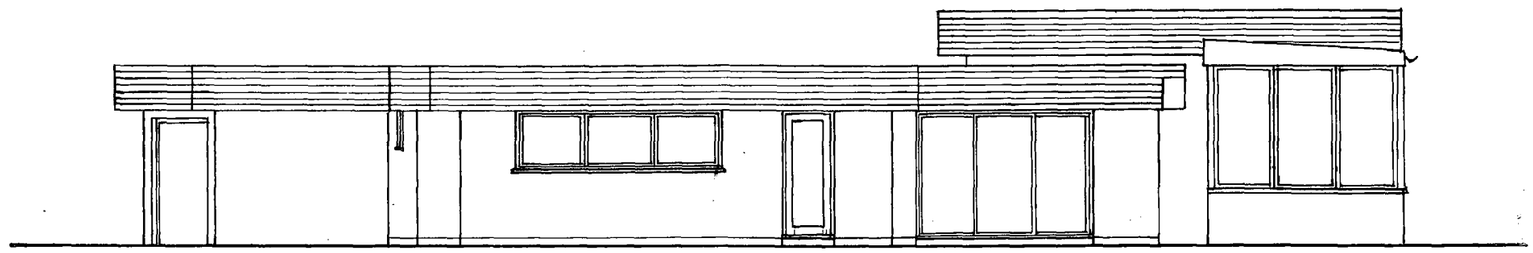
Revision

160 Old Fort Road Shoreham-by-Sea

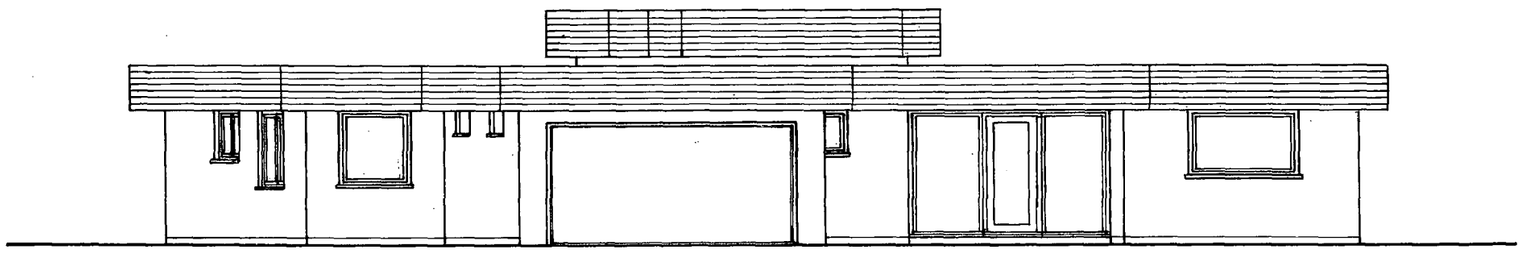
Drawing
elevations existing

Robin Spence Architects
7 Rosslyn Road
Shoreham-by-Sea
West Sussex BN43 6WL

tel 01273 464311



south



west

ADUR DISTRICT COUNCIL
PLANNING D
PLAN No. AWA/0352/08
DATE RECEIVED 07 JUL 2008

Do not scale off dimensions Check dimensions on site

Revisions & Notes

Scale
1:100

Date
May 2008

Drawing number
S-05

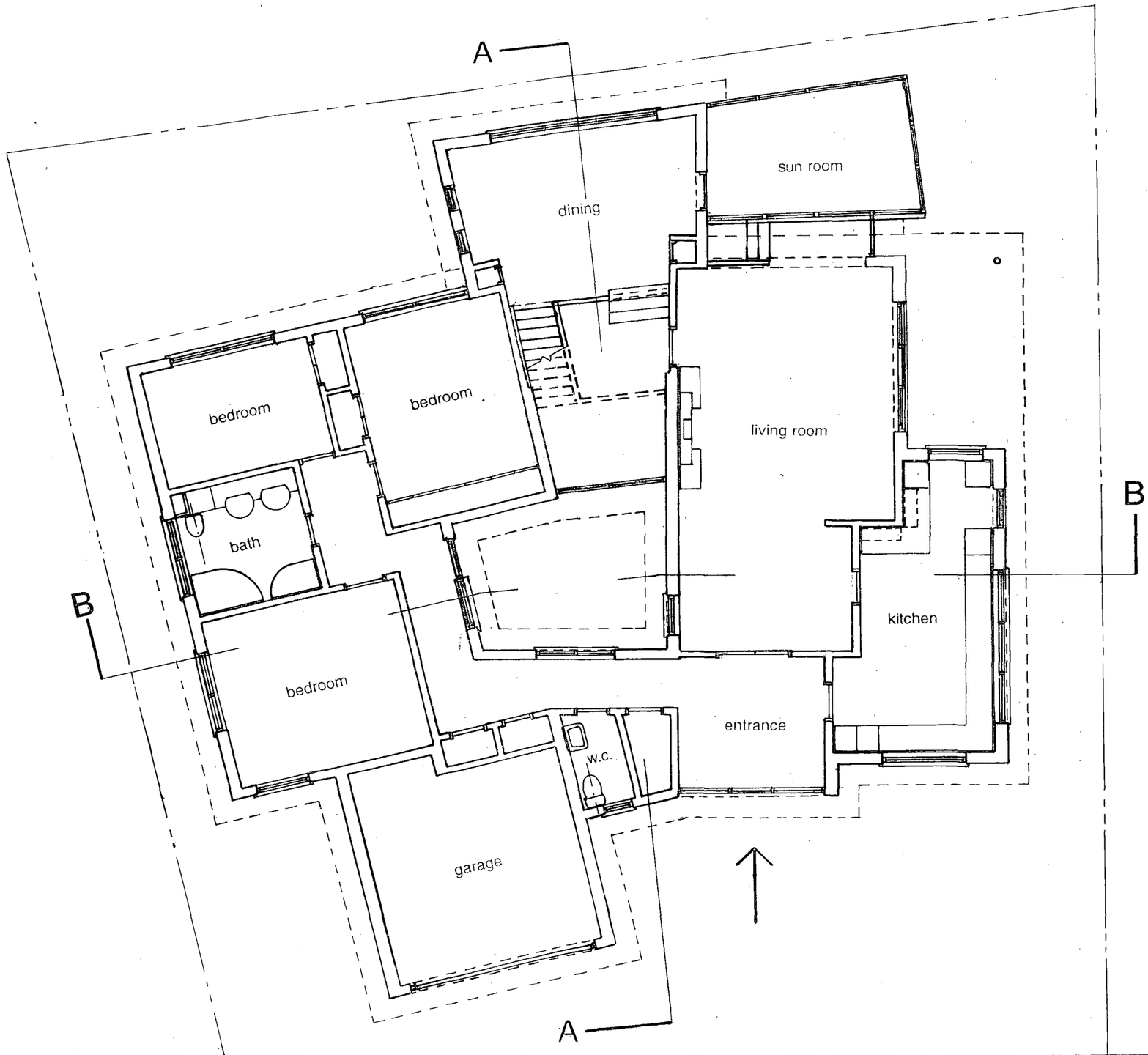
Revision

160 Old Fort Road Shoreham-by-Sea

Drawing
elevations existing

Robin Spence Architects
7 Rosslyn Road
Shoreham-by-Sea
West Sussex BN43 6WL

tel 01273 464311



ADUR DISTRICT COUNCIL
PLANNING D

PLAN No. Ad/0352/08

DATE RECEIVED 07 JUL 2008

Do not scale off dimensions Check dimensions on site

Revisions & Notes

Scale
1:100

Date
May 2008

Drawing number
A-01

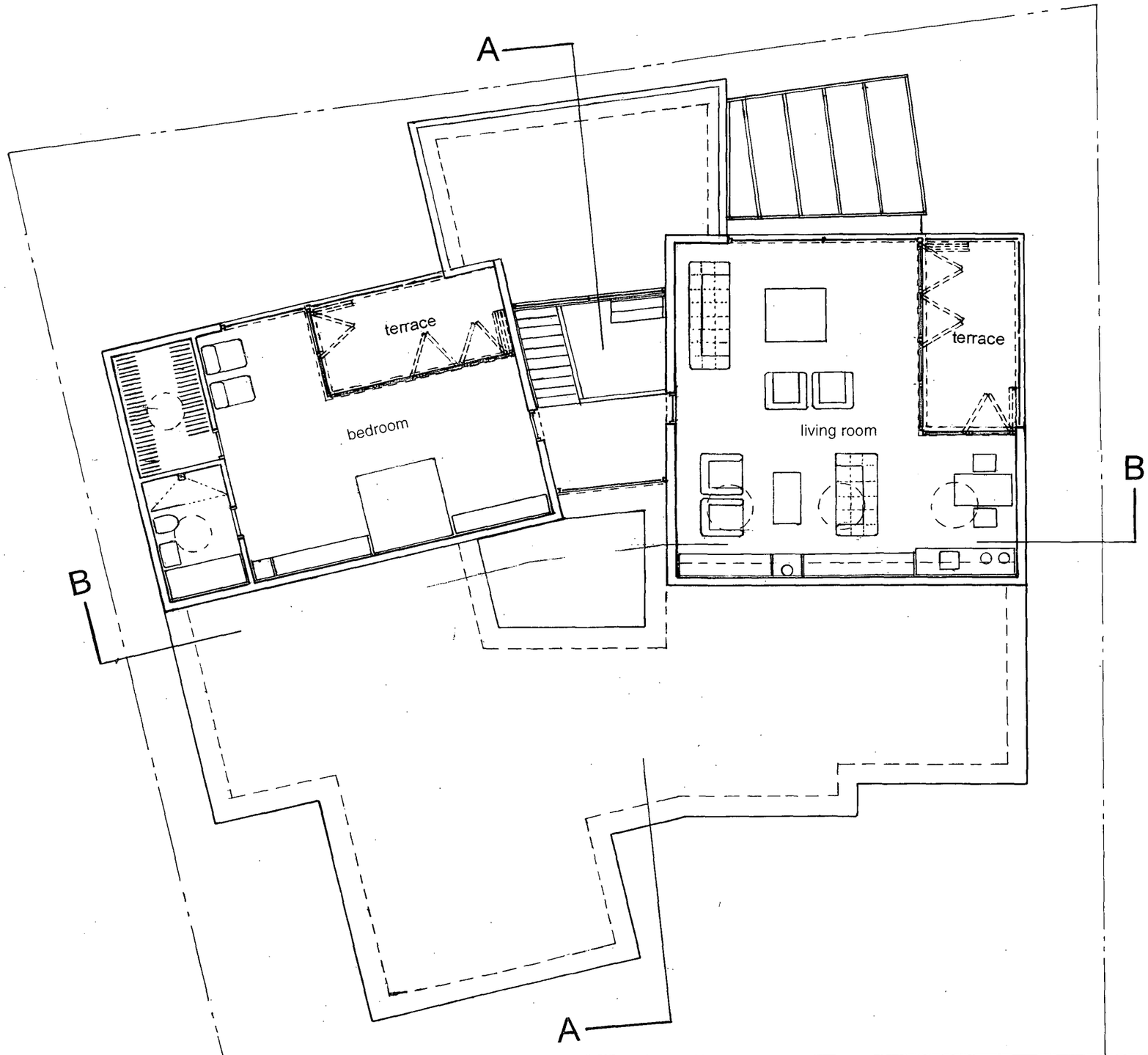
Revision

160 Old Fort Road Shoreham-by-Sea

Drawing
ground floor plan
proposed

Robin Spence Architects
7 Rosslyn Road
Shoreham-by-Sea
West Sussex BN43 6WL

tel 01273 464311



ADUR DISTRICT COUNCIL
PLANNING DIVISION
PLAN No. Ad0352/08
DATE RECEIVED 07 JUL 2008

Do not scale off dimensions Check dimensions on site

Revisions & Notes

Scale
1:100

Date
May 2008

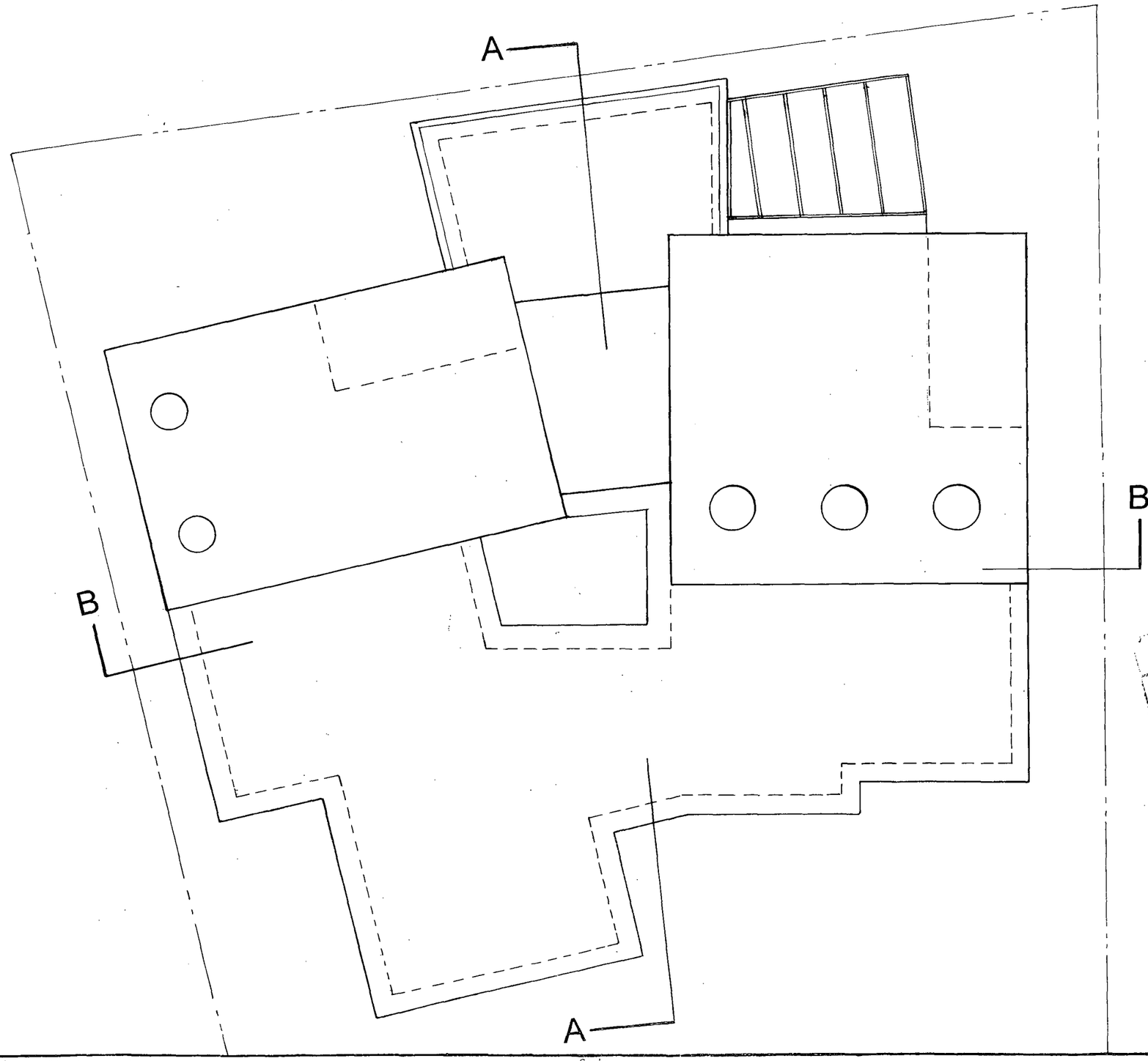
Drawing number
A-02

Revision

160 Old Fort Road Shoreham-by-Sea

Drawing
first floor plan proposed

Robin Spence Architects
7 Rosslyn Road
Shoreham-by-Sea
West Sussex BN43 6WL
tel 01273 464311



ADUR DISTR... ...NCIL
PLANNING D... ...ON
PLAN No. Adc10352108
DATE RECEIVED 07 JUL 2008

Do not scale off dimensions Check dimensions on site

Revisions & Notes

Scale
1:100

Date
May 2008

Drawing number
A-03

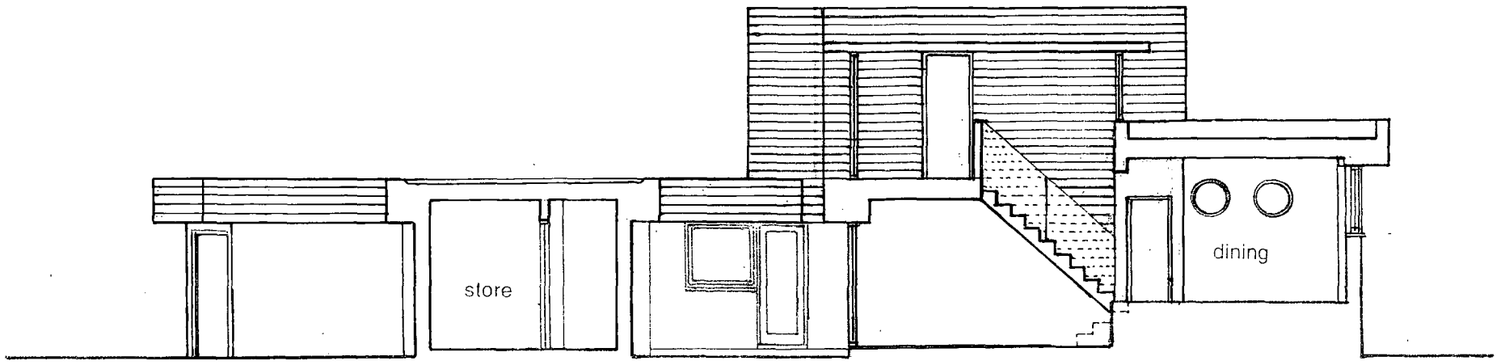
Revision

160 Old Fort Road
Shoreham-by-Sea

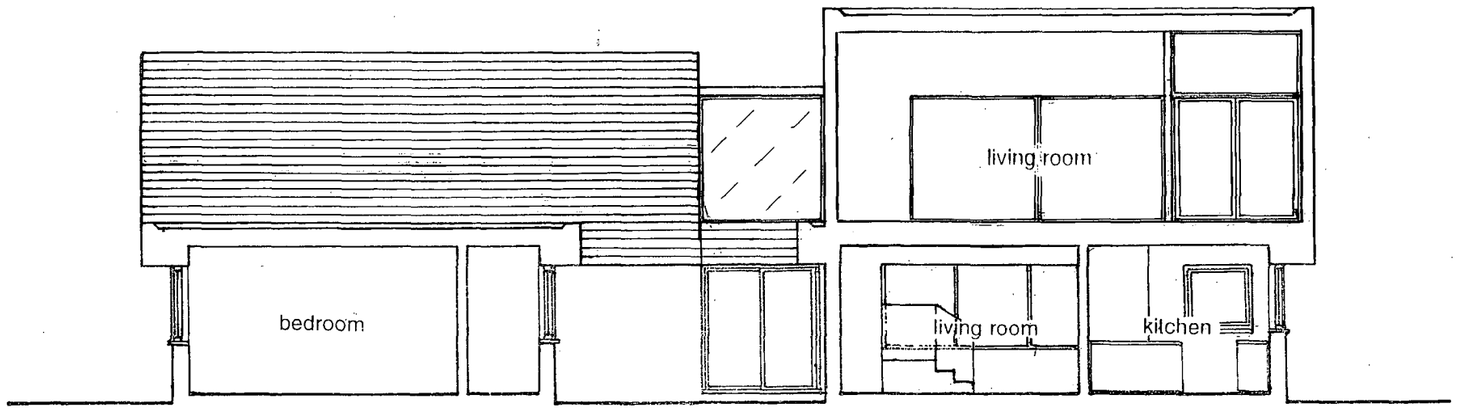
Drawing
roof plan
proposed

Robin Spence Architects
7 Rosslyn Road
Shoreham-by-Sea
West Sussex BN43 6WL

tel 01273 464311



section A-A



section B-B

PLANNING D
PLAN No. A06352/08
DATE 07 JUL 2008

Do not scale off dimensions Check dimensions on site

Revisions & Notes

Scale
1:100

Date
May 2008

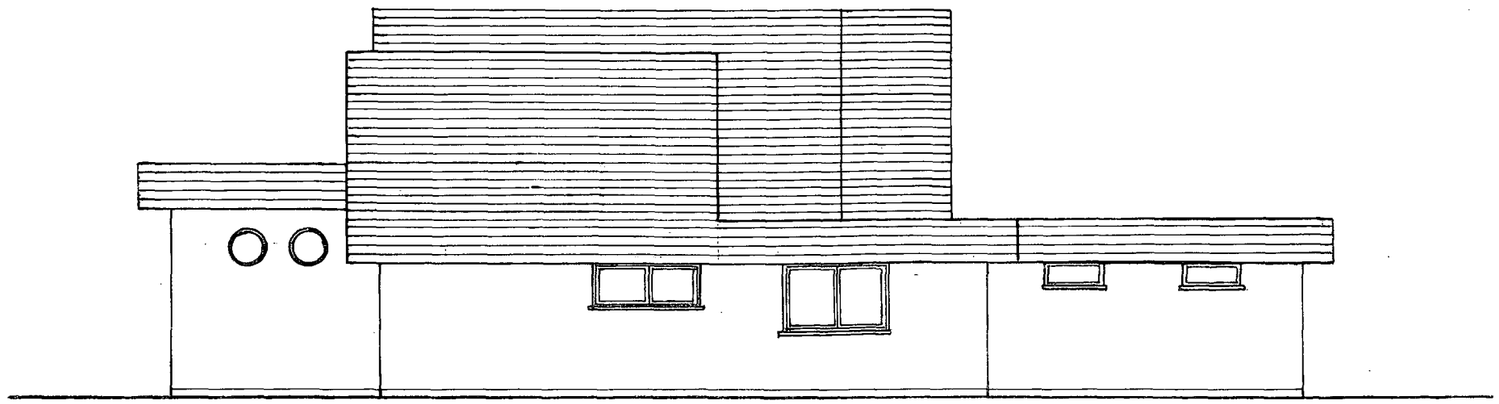
Drawing number
A-04

Revision

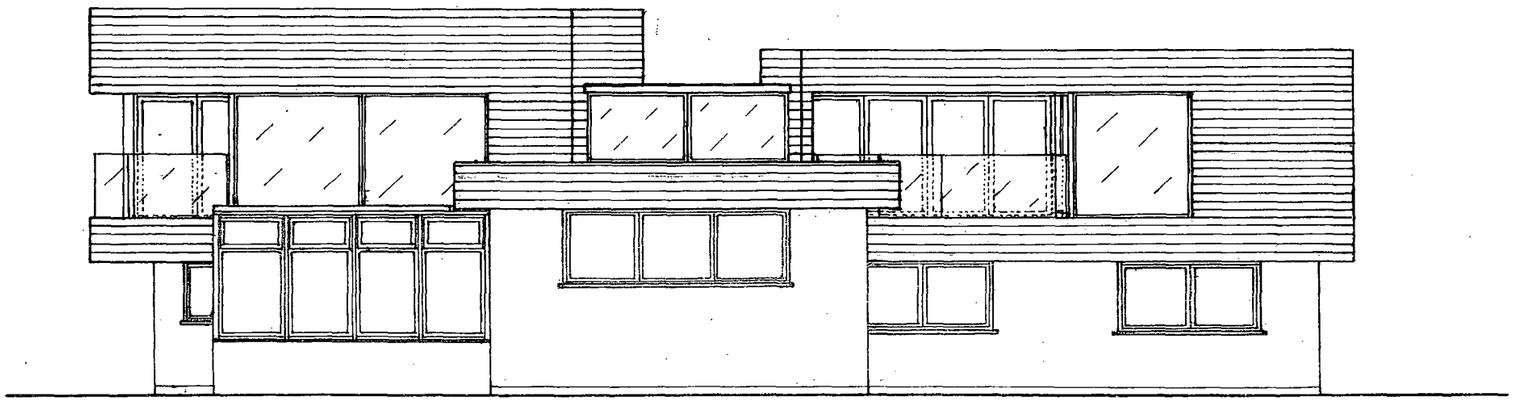
160 Old Fort Road Shoreham-by-Sea

Drawing
sections proposed

Robin Spence Architects
7 Rosslyn Road
Shoreham-by-Sea
West Sussex BN43 6WL
tel 01273 464311



north



east

ADUR DISTRICT COUNCIL
PLANNING DIVISION
PLAN No. AWS/0352/08
DATE 07 JUL 2008

Do not scale off dimensions Check dimensions on site

Revisions & Notes

Scale
1:100

Date
May 2008

Drawing number
A-05

Revision

160 Old Fort Road
Shoreham-by-Sea

Drawing
elevations
proposed

Robin Spence Architects
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Shoreham-by-Sea
West Sussex BN43 6WL

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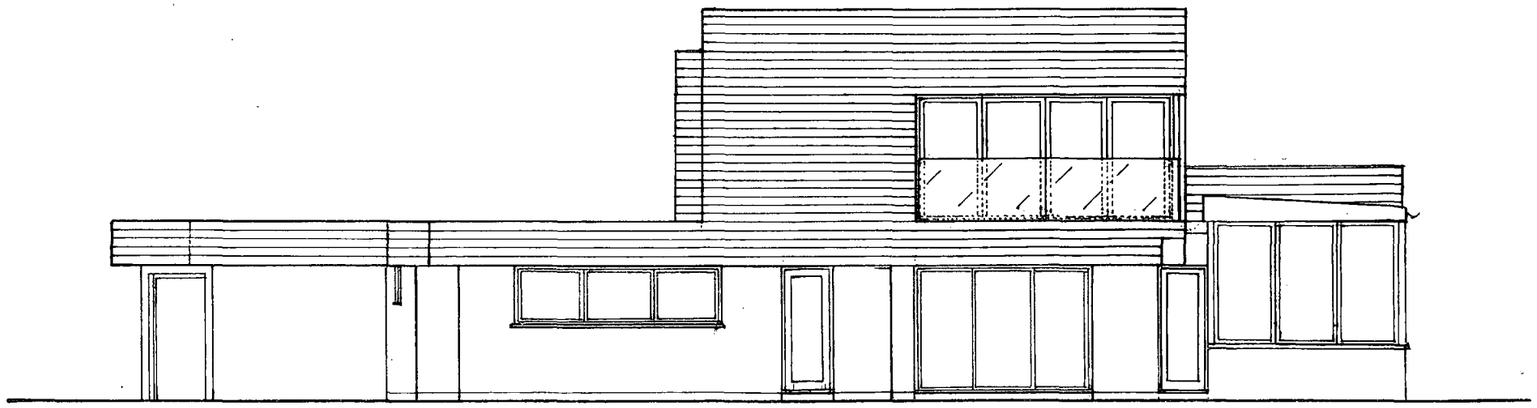
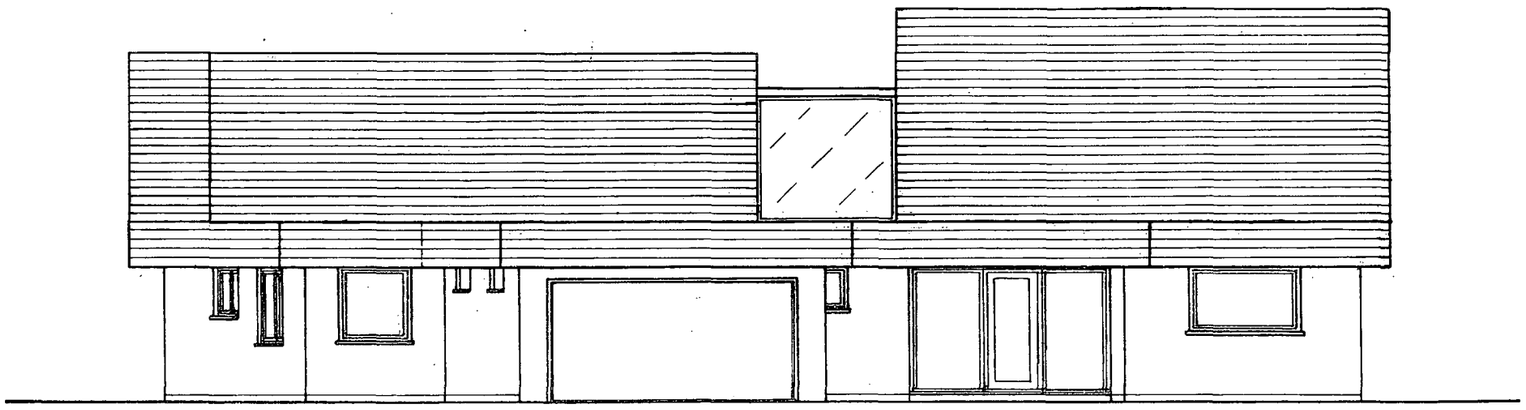


south



west

ADUR DISTRICT COUNCIL
PLANNING D
PLAN No. Ad/0352/08
DATE 07 JUL 2008

Do not scale off dimensions Check dimensions on site

Revisions & Notes

Scale
1:100

Date
May 2008

Drawing number
A-06

Revision

160 Old Fort Road
Shoreham-by-Sea

Drawing
elevations
proposed

Robin Spence Architects
7 Rosslyn Road
Shoreham-by-Sea
West Sussex BN43 6WL

tel 01273 464311