Planning Services, Adur & Worthing Councils

Portland House,
44 Richmond Road,
Worthing,
West Sussex,
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.
Town and Country Planning 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	86
Suffix	
Property name	
Address line 1	Gordon Road
Address line 2	
Address line 3	
Town/city	Shoreham-By-Sea
Postcode	BN43 6WE

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

Easting (x)	522055
Northing (y)	105316

Description

2. Applicant Details

Title	Ms
First name	Caroline
Surname	Schofield
Company name	
Address line 1	86 gordon rd
Address line 2	
Address line 3	
Town/city	
Country	

2. Applicant Details

Postcode	BN43 6WE
Primary number	
Secondary number	
Fax number	
Email address	

Are you an agent acting on behalf of the applicant? ○ Yes ◉ No

3. Agent Details

No Agent details were submitted for this application

4. Description of Proposed Works

Please describe the proposed works:

The plan is to build a small garden office for me to use when I work from home (which amounts to about 10 hours/week)
I am very interested in permaculture and natural/eco building and so have designed it with a friend who has building experience to be as well insulated and eco friendly as possible, and use local resources and materials.
The design is for a single room, approx 4 x 3 x 2.95 metres, at the end of the garden, (approx 15 metres from the house), backing onto unused land next to the railway line, with minimal glazing to the front so it doesn't affect neighbours.
I will be collecting rainwater from the corrugated steel roof, which slopes forward into the garden so no water runoff onto other properties. The roof at it's highest is just under 3 metres, sloping down to 2.5 at the front.
The building is timber framed, resting on oak beams on top of gravel filled tyres as base pads for the build. The insulation is 90mm in the walls and 140mm in the roof and floor to ensure minimal heating required.
I plan to have an armoured cable from the house to the garden room for electricity and internet cable. This will support 4 wall sockets and an under floor heating pad to heat the room.

Has the work already been started without consent? ◉ Yes ○ No

If Yes, please state when the development or work was started (date must be pre-application submission)	21/09/2019

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

5. Materials

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

Please provide a description of existing and proposed materials and finishes to be used (including type, colour and name for each material):

Walls	
Description of existing materials and finishes (optional):	Timber frame, vapour barrier, chipboard, celotex, larch cladding
Description of proposed materials and finishes:	Either clayplaster or plywood interior - still doing the research

Roof	
Description of existing materials and finishes (optional):	Timber joists, vapour barrier, celotex
Description of proposed materials and finishes:	internal : plywood

Windows	
Description of existing materials and finishes (optional):	Timber double glazed french doors, timber double glazed window and semi

5. Materials

Windows	
	glazed door to the front - timber painted white in all cases
Description of proposed materials and finishes:	timber sills

Doors	
Description of existing materials and finishes (optional):	Timber double glazed french doors to the rear, timber door with strip of double glazing to the front
Description of proposed materials and finishes:	Timber architrave

Boundary treatments (e.g. fences, walls)	
Description of existing materials and finishes (optional):	The room is wthin the existing boundary of the garden
Description of proposed materials and finishes:	No fencing required

Vehicle access and hard standing	
Description of existing materials and finishes (optional):	N/A
Description of proposed materials and finishes:	N/A

Lighting	
Description of existing materials and finishes (optional):	
Description of proposed materials and finishes:	LED ceiling light and wall sockets for lamps, from armoured cable from the house. (and house has 12 panel solar array)

Other type of material (e.g. guttering) Guttering /lean-to shed to the side	
Description of existing materials and finishes (optional):	**Single skin wood shed, no insulation, no foundations, for storage only. Also to be clad in larch
Description of proposed materials and finishes:	black plastic or metal guttering planned, to feed rainwater into a waterbutt.

Are you supplying additional information on submitted plans, drawings or a design and access statement? (•) Yes ( ) No

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

Drawings Cabin 86 Gordon Rd Shoreham BN43 6WE
Photographs of the garden room
Location plan

6. 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

If Yes, please mark their position on a scaled plan and state the reference number of any plans or drawings:

Plan A

Will any trees or hedges need to be removed or pruned in order to carry out your proposal? ( ) Yes (•) No

7. 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

8. Parking

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

9. 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?

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

10. 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	Phil
Surname	Jones
Reference	

Date (Must be pre-application submission)

20/02/2019

Details of the pre-application advice received

Phil Jones, enforement officer, visited on Weds 20th Feb
I had understood the garden room was within permitted development and wouldn't require planning permission and he indicated it was a few inches too high at the rear, so would require permissions.

11. 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?

12. Ownership Certificates and Agricultural Land Declaration

CERTIFICATE OF OWNERSHIP - CERTIFICATE A - Town and Country Planning (Development Management Procedure) (England) Order 2015 Certificate under Article 14

12. Ownership Certificates and Agricultural Land Declaration

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**

*** '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	Ms
First name	caroline
Surname	Schofield
Declaration date (DD/MM/YYYY)	25/04/2019

☑ Declaration made

13. 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)	25/04/2019