ADUR DISTRICT COUNCIL

Adur District Council

Town and Country Planning Act 1990

Office use
App
Date Rc. 24 JAN 2008
Fee
Rec. No.

Town and Country Planning (Control of Advertisements) Regulations 1992

Application for consent to display advertisements

Please read the notes before you fill in this form.

1 Applicant (in block capitals)

Full name : SOUTHWICK COMMUNITY ASSOCIATION
Address (including postcode):
24 SOUTHWICK STREET
SOUTHWICK WEST SUSSEX
BN42 4TE
Phone Number: [redacted]
Home:
Work:
Extension:
~~Fax Number:~~ EMAIL [redacted]

Agent (if any)

Full name :
Address (including postcode):
Phone Number:
Home:
Work:
Extension:
Fax Number:

2 Please give the address or location of the site for the advertisements.
(You must provide plans showing the exact position)

SOUTHWICK COMMUNITY CENTRE
24 SOUTHWICK STREET SOUTHWICK WEST SUSSEX BN42 4DL

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

	Plan number	Scale
Location plan	PLAN NUMBER 1	1 : 1250
Block plan	PLAN NUMBER 2	1 : 500
Elevations	PLAN NUMBER 3	-
Detailed plans of Advertisement	PLAN NUMBER 4	-

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

4 Does the applicant own or lease the land? Yes ☑ No ☐

If "No" does the applicant have the owner's permission to display the advertisements, or the permission of another person who can allow the applicant to use the land to display the advertisement?

Yes ☐ No ☐

5 Are the advertisements already being displayed? Yes ☐ No ☑

If "Yes", please give the date they were first displayed. (Please see note 9)

6 Are there any advertisements that will be removed? Yes ☐ No ☑

If "Yes", please show there position on the block plan

7 Please give details of advertisements (Please see note 3)

Type of sign	Number	Height	Width	Depth
Hoarding				
Fascia sign				
Box sign				
Flag				
Pole	1	2300MM	2000MM	89 MM

Other (please give details below)

Type of sign	Number	Height	Width	Depth

For fascia signs only, what is the height of the top of the sign above the ground? metres

How far do the advertisements project from the face of the building? metres

Please give details of the materials and colour to be used for :

	Materials	Colour
the framework		
the face of the board and any letters		
the bracket		

Will the advertisements have any lighting? Yes ☐ No ☑

If "Yes", will the lighting be: inside? Yes ☐ No ☐

outside? Yes ☐ No ☐

What type of lighting will it be?

If advert is internally illuminated, how bright will it be? Candelas per square metre

Please tell us the period for which you would like to display the advertisements.

From: / / To: / /

8 Please state the fee enclosed (please see note 8) £ 75.00

Signature: [redacted] **Date:** 22.12.07

Please print your name TONY BROWNINGS

Notes

1 Under the Town and Country Planning (Control of Advertisement) Regulations 1992 to 1994 you need consent to display advertisements. Please refer to the current Regulations for details or ask a Planning Officer

2 Planning Officers can normally give you help and advice if you show them what you want to do before you hand in your application. Please follow the advice in this document before you make your application. If what you want to do does not meet the standards set out in the guide, please write to us for advice.

3 Hoarding - Usually a large sign containing poster panels which can be placed at the entrance to or sides of building sites or at important sites on the roadside.

Fascia sign - A sign attached to a building, for example, above a shopfront.

Box sign - A type of sign which projects from the surface it is mounted on, for example, at the front of a building.

Flag - Usually a sign in fabric or plastic in the shape of a flag attached to a single flagpole.

Pole - A sign attached to a pole or curved to form a pole, for example, on the forecourt of a garage.

4 We normally give consent for five years, but we may give consent for a longer or shorter period. If you need consent for a specific period of more or less than five years, please tell us in your answer to question 7.

5 You must have consent from the owner of the land or anyone else with the right to give consent before you put up the advertisements. It is your responsibility to get this consent.

6 It is your responsibility to get any other necessary permission (for example, listed building consent). For more advice, please contact us.

7 You must send us four copies of each of the following plans. One copy of the plans must be coloured to show the work you are applying for.

- A location plan which will allow us to identify the exact location of the land. It should be at a scale of 1:1250 and the site should be outlined in red.
- A block plan at a scale of at least 1:500 showing the boundaries of the site (highlighted in red) and the exact position of the advertisements.
- Detailed plans of the advertisements at a scale of at least 1:10 showing the layout, wording and colour of the advertisements and the size of the lettering. This plan should also show how you will fix or support the advertisements.
- If the sign is to be displayed on a building, your application should include an elevation of the relevant face of the building at a scale of 1:100 or 1:50. The elevation should show the exact position of the advertisements on the building. If you have photos of the building, you can use them instead of elevation plans as long as you draw in the sign clearly on the photo.

8 A list of planning fees is enclosed with this form. For more details about fees, please contact the Planning Section on 01273 263222

9 It is an offence to put up many types of advertisements without consent. We usually take legal action against people who do this. Please do not put up your advertisements until you have consent.

Please send your application to:

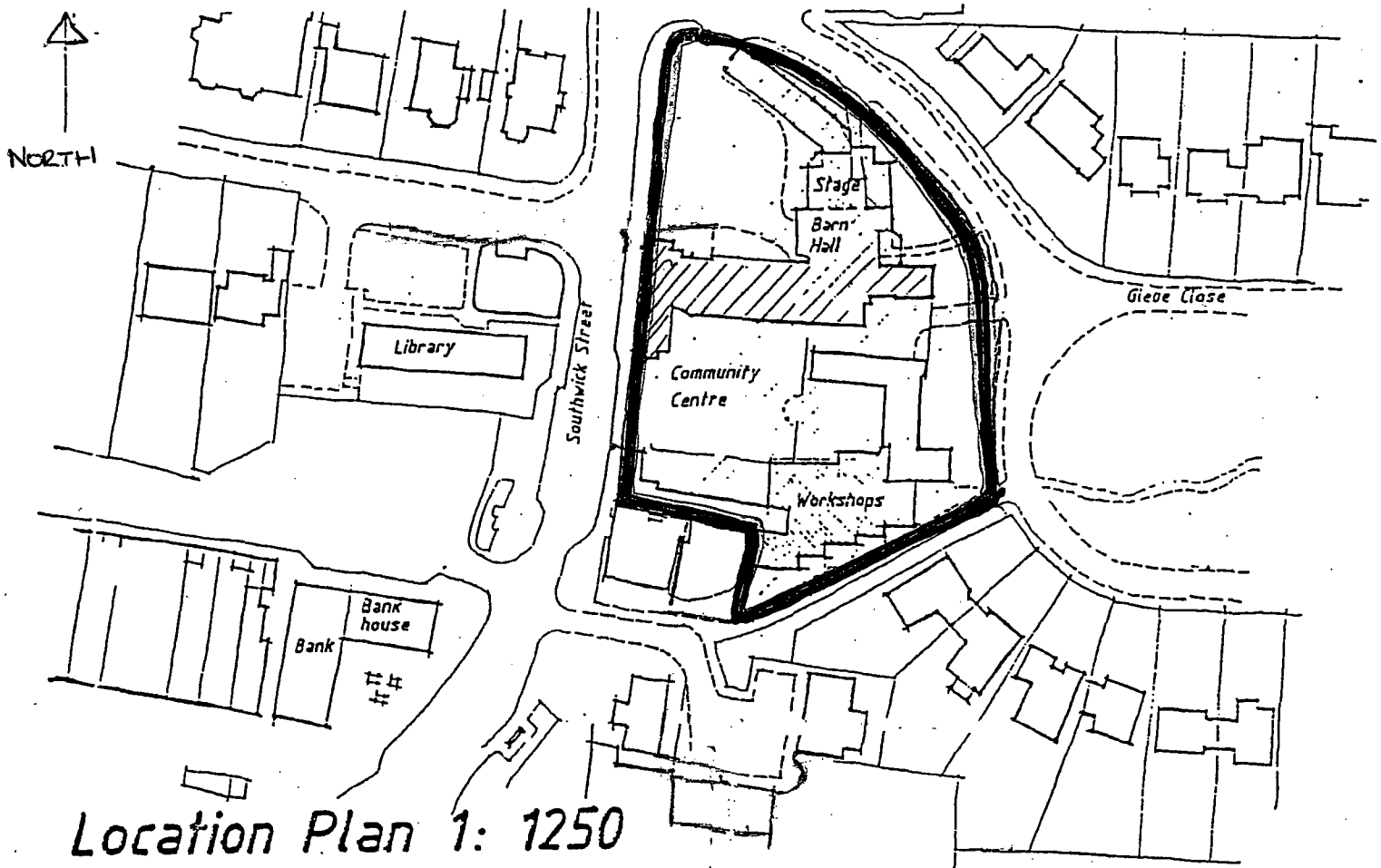
Chief Officer
Planning and Policy Division
Civic Centre
Ham Road
Shoreham by Sea
West Sussex
BN43 6PR

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;
- enclosed four sets of plans or photographs. One copy of the plans must be coloured to show the work you are applying for (please see note 7);
- enclosed the application fee (please see note 8).
  Please make cheque payable to **Adur District Council.**

Remember that an agent can sign the form for you.



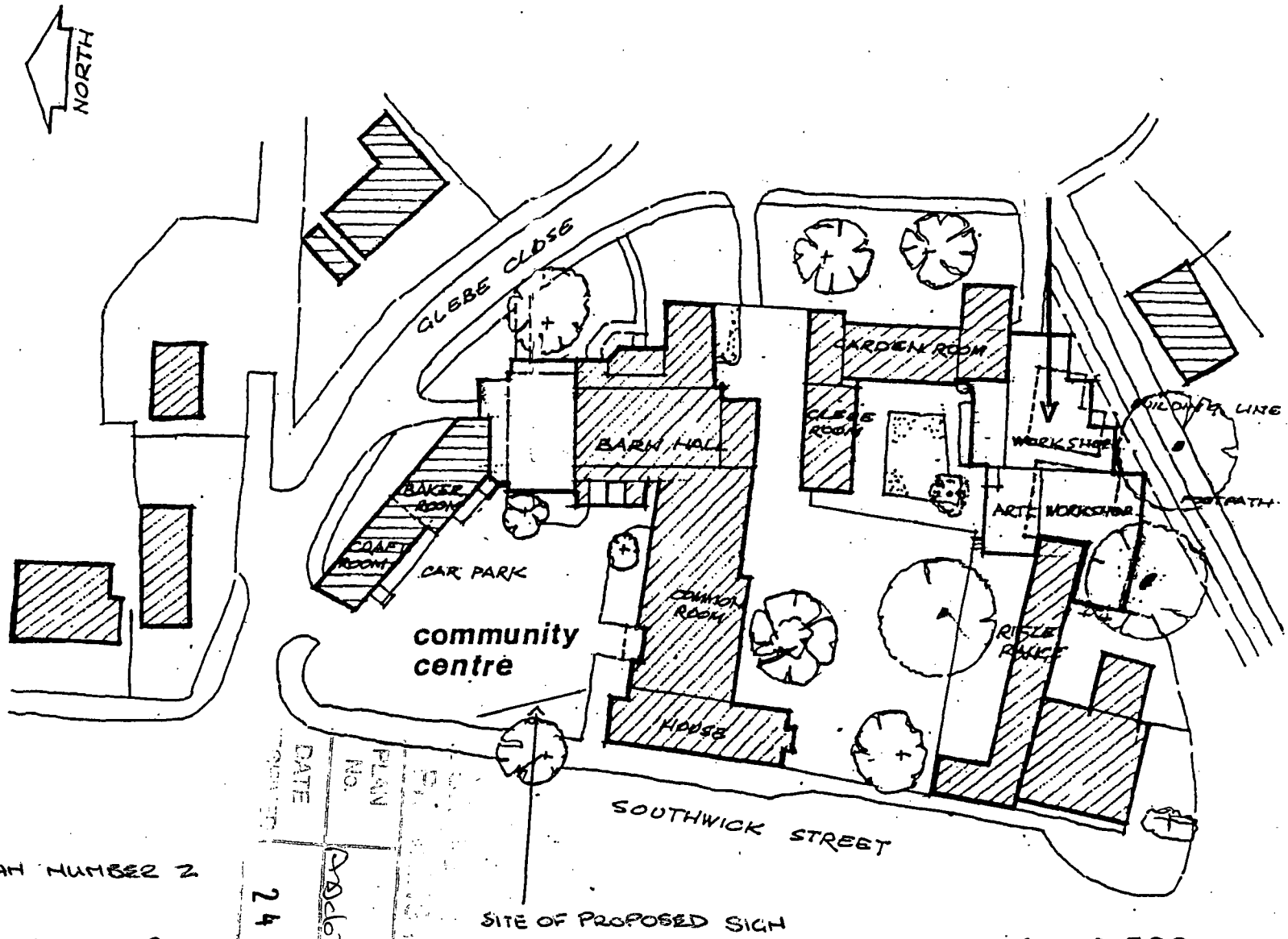
Location Plan 1: 1250

PLAN NUMBER 1

SOUTHWICK COMMUNITY CENTRE. SOUTHWICK STREET. SOUTHWICK.

DATE: 12th DECEMBER. 2007.

DISTRICT COUNCIL
PLANNING DIVISION
PLAN No. A2078267
DATE RECEIVED 24 JAN 2008



PLAN NUMBER 2

BLOCK PLAN

scale 1:500

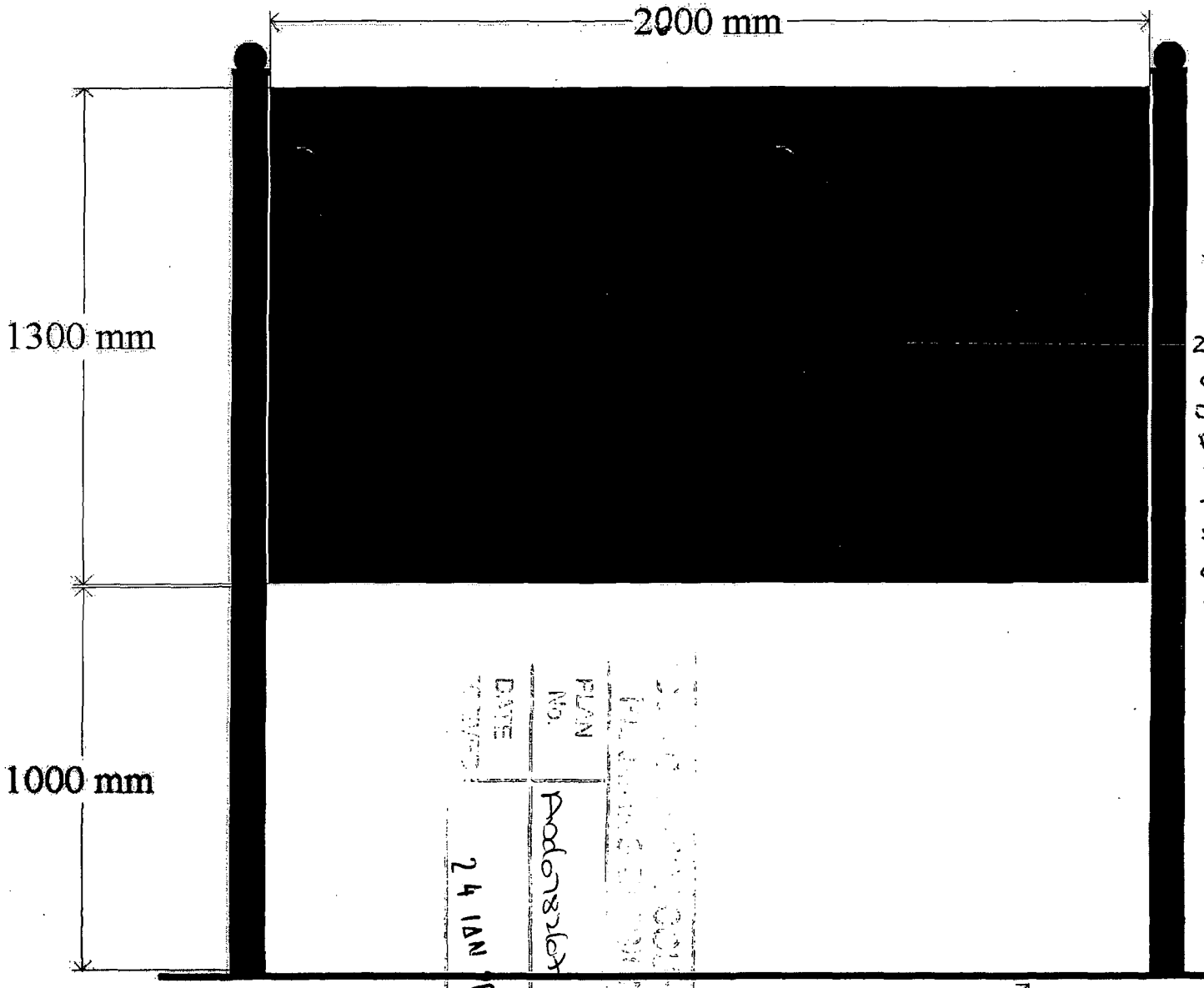
SOUTHWICK COMMUNITY CENTRE .. SOUTHWICK STREET .. SOUTHWICK

DATE: 12th DECEMBER 2007

PLAN No.
DATE
24 JAN 2009

PLAN NO 3
ELEVATIONS

PROPOSED SIGN DESIGN



ALUMINIUM TRAY SIGN WITH METAL POSTS POWDER COATED WHITE WITH BLACK COMPUTER CUT VINYL TEXT

2x89MM WHITE POWDER COATED. POSTS WITH DECORATIVE BALL FINIALS FIXED EITHER SIDE OF THE TRAY AND TO BE SET INTO SUITABLE CONCRETE FOOTINGS THROUGH TARMAC.

SOUTHWICK COMMUNITY CENTRE SOUTHWICK STREET SOUTHWICK

DATE: 12TH DECEMBER 2007

PLAN 4. DETAILS OF WORDING FOR SIGN

SOUTHWICK COMMUNITY CENTRE

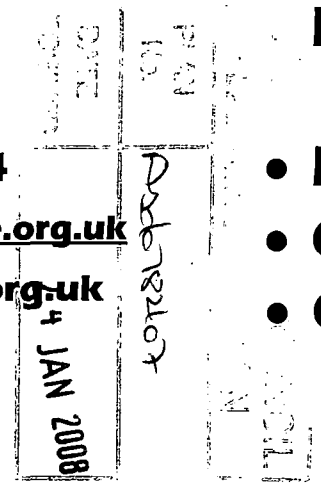
SERVING THE LOCAL COMMUNITY FOR OVER 60 YEARS
AND THE HOME TO OVER 60 LOCAL GROUPS AND SOCIETIES

OPENING HOURS

MON – FRI 9.00am – 10.30pm
SATURDAY 9.00am – 11.00pm*
SUNDAY 9.00am – 6.00pm*
*** SUBJECT TO BOOKINGS**

- **14 ROOMS FOR HIRE FOR 16 – 250 PEOPLE**
- **THE BARN THEATRE – FOR SHOWS, CONFERENCES AND FUNCTIONS**
- **LICENSED BAR FACILITIES**
- **CAFÉ AND GARDENS**
- **CATERING SERVICE**

T: (Office) 01273 592819
(Barn box office) 01273 597094
E: enquiries@southwickcommunitycentre.org.uk
W: www.southwickcommunitycentre.org.uk



ALUMINIUM TRAY SIGN WHITE BACKGROUND WITH BLACK LETTERING
COLOURED COMMUNITY ASSOCIATION LOGO

PROPOSED SITE PLAN - PHOTO TO BE FACING OUTWARDS ALONG YELLOW LINE




CAR PARK
SOUTHWICK COMMUNITY CENTRE
SOUTHWICK STREET.
SOUTHWICK
PROPOSED LOCATION OF SIGN.
DATE: 18th JANUARY 2008 SCALE 1:100
SITE OF PROPOSED SIGN.
DATE
PLAN No.
Nr 24
Tree
LAMP POST.
24 JAN 2008
SOUTHWICK STREET.