Adur & Worthing councils

Planning, Regeneration and Wellbeing

Neighbours Notified List **Reference:** AWDM/0574/11

Date Letters Sent: 6th September 2011

Proposal: Replacement of timber shopfront with UPVC shopfront

Location: 12 High Street Shoreham-By-Sea West Sussex BN43 5DA

Neighbours Notified

14A High Street, Shoreham-By-Sea
10 High Street, Shoreham-By-Sea
14 High Street, Shoreham-By-Sea
12A High Street, Shoreham-By-Sea

ADUR DISTRICT COUNCIL

Adur & Worthing Councils, Planning Services, Portland House,
Richmond Road, Worthing, West Sussex, BN11 1LF
Tel: (01903) 221065 Fax: (01903) 221072
Minicom: (01903) 204500 DX: 142965 Worthing 10
web: www.adur.gov.uk www.worthing.gov.uk

Worthing BOROUGH COUNCIL

Adur District Council

Planning, Regeneration and Wellbeing

The Owner/Occupier
12A High Street
Shoreham-By-Sea
West Sussex
BN43 5DA

Our reference:	AWDM/0574/11
Please ask for:	Nick Bowden
Direct Line:	01903 221475
Date:	6th September 2011

Dear Sir/Madam

Replacement of timber shopfront with UPVC shopfront

12 High Street Shoreham-By-Sea West Sussex BN43 5DA

I am writing to advise you that the Council has received a planning application as described above, which relates to a site near you. If you do not own the property you occupy, would you please ensure that the owner is made aware of this letter. The application will normally be available to view on the Council's website within 3 days of the date of this letter, by following the link to 'Planning applications & decisions' on the Council website's Homepage. The plans can also be viewed electronically or in paper form at the Help Point, Civic Centre, Ham Road, Shoreham-by-Sea, between 8.30am and 5.30pm Monday to Thursday and 8.30am and 5.00pm on Fridays. Please note that there are no planning officers located at the Civic Centre to answer queries about application plans. If you require assistance or information about the application please telephone the Case Officer on the Direct Line number above.

If you wish to comment on the proposal, you should do so either online via Public Access or in writing, quoting the reference number above, to the Development Management section at the above address within 21 days of the date of this letter. We can only take into account comments which relate to the application (as listed at the end of this letter).

All correspondence received regarding planning applications will be held on the planning files and will be available for public inspection in person at the Council offices and on the Council's website. For this reason, letters marked 'confidential' cannot be considered. Letters will not be formally acknowledged. Once made, the decision on the application can be obtained by visiting the Public Access web page or by contacting the Development Management section at the address at the bottom of this letter.

Decisions on most planning applications are made by the Council's planning officers under delegated powers. However, if the proposal is major or very controversial it will usually be referred to the Planning Committee for a decision. If the application is to be determined by the Planning Committee and you have made representations you will receive written notification of the date, time and venue for the meeting. You will also be given the opportunity to speak at the meeting. The Council's Scheme of Delegation also enables local Members to request, not more than 28 days after the application is validated, that an application is brought before the Planning

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Committee if there are valid planning reasons for doing so. To find out who your local Councillor is please contact Democratic Services on 01903 221159.

Yours faithfully

James Appleton
Executive Head of Planning, Community and Wellbeing

For your assistance, listed below are examples of relevant and irrelevant planning considerations that the Council can consider in assessing proposals and those which it cannot.

Examples of relevant planning considerations are:-

- Planning policies,
- Previous decisions,
- Highway safety, traffic and parking,
- Noise, disturbance, traffic and smells,
- Design, appearance, materials, character,
- Overlooking, loss of privacy and light,
- Effect on trees,
- Effect on Listed Buildings and Conservation Areas.

Examples of irrelevant planning considerations are:-

- Matters controlled by other legislation, e.g. licensing, private property rights/covenants,
- Effect on value of property,
- Personal or financial circumstances,
- Loss of view,
- Moral or religious issues.

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