ADUR
DISTRICT COUNCIL

Civic Centre, Ham Road, Shoreham-by-Sea, West Sussex, BN43 6PR
Tel: (01273) 263222 Fax: (01273) 263203 (Calls may be recorded)
www.adur.gov.uk DX 59765 Shoreham-by-Sea
e-mail: developmentcontrol@adur.gov.uk

Development Control

Neighbours Notified List

Reference: ADC/0164/09

Date Letters Sent: 24th April 2009

Proposal: Provision of 2 rooflights in order to convert part of attached garage to a 'granny' annex

Location: 27 Kings Walk Shoreham-by-Sea West Sussex BN43 5LG

Neighbours Notified

6 Havenside, Shoreham-by-Sea
4 Havenside, Shoreham-by-Sea
28 Kings Walk, Shoreham-by-Sea
26 Kings Walk, Shoreham-by-Sea
2 Havenside, Shoreham-by-Sea

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The Owner/Occupier
2 Havenside
Shoreham-by-Sea
West Sussex
BN43 5LN

Our reference:	ADC/0164/09
Please ask for:	Hannah Barker
Direct Line:	01273 263228
Date:	24th April 2009

Dear Sir/Madam,

Proposed Development
Provision of 2 rooflights in order to convert part of attached garage to a 'granny' annex

Location of Development
27 Kings Walk Shoreham-by-Sea West Sussex BN43 5LG

TThe Council has received a planning application as summarised above. The application is available for inspection at:

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 Friday.

The Council is expected to make a decision within eight weeks of receipt of the application. It will take into account any comments received in writing, either for or against the application. If you wish to comment, you should do so in writing, quoting the reference number above, to the Planning Division at the above address within 21 days of the date of this letter. A pre-printed form is enclosed for this purpose.

For your assistance, at the end of this letter is a list of those “planning matters” that the Council can consider in assessing proposals and those matters which it cannot. Please note that all correspondence received regarding planning applications will be held on the planning files, will be available for public inspection and posted on the Council’s web site. In the event of an appeal being lodged with the Planning Inspectorate against the Council’s decision, all correspondence will also be forwarded to the Inspectorate and the appellant. Representations will not normally be acknowledged but if you require an acknowledgement and to be informed of the outcome of the application you are requested to submit two stamped addressed envelopes with your representation.

The application may be decided by a Committee of Councillors or by officers under delegated powers. In either instance all comments received by the Council will be very carefully considered before a decision is made. All reports to Committee, background papers, file notes clarifying officer’s recommendations and decision notices will be available for public inspection on the case

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file as soon as they become available. Decision notices will include reasons for the decision and conditions attached to any grant of planning permission. The latter will include those matters to be resolved by submission of later details/information (e.g. details of materials).

The Planning & Regulatory Committee meetings are open to the public and you are welcome to attend when this application is considered. You will only be allowed to speak on the application at the meeting if you have answered YES to the question on the pre-printed form enclosed with this letter and supplied a First Class stamped addressed envelope. You will then be informed in due course of the date of the meeting and sent an explanatory leaflet on the procedure.

Yours faithfully

Keith Morgan
Planning Services Manager

RELEVANT PLANNING CONSIDERATIONS EXAMPLES

Existing planning policy
Previous decisions
Highway safety, traffic and parking
Noise, disturbance, traffic and smells
Design, appearance, materials, character
Overlooking, loss of privacy and light
Loss of trees
Effect on Listed Buildings and Conservation Areas

IRRELEVANT PLANNING CONSIDERATIONS EXAMPLES

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