Planning Services, Adur District Council

Civic Centre,
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Shoreham-by-Sea,
West Sussex,
BN43 6PR

Tel : (01273) 263222 (calls may be recorded)
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ADUR DISTRICT COUNCIL
PLANNING DIVISION
PLAN No. AD0421/10
DATE 22 AUG 2010

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
First name:	Chris
Last name:	Purton
Company (optional):	
Unit:	
House number:	68
House suffix:	
House name:	
Address 1:	The Crescent
Address 2:	
Address 3:	
Town:	Southwick
County:	
Country:	
Postcode:	

2. Agent Name and Address

Title:	
Last name:	Mel Humphrey
Company (optional):	MRICS MBEng
Unit:	39 Northease Drive
House name:	Hove, East Sussex BN3 8PQ
Address 1:	Mobile: 07701 055182
Address 2:	Email: mel_humphrey_uk@yahoo.co.uk
Address 3:	
Town:	
County:	
Country:	
Postcode:	

3. Description of Proposed Works

Please describe the proposed works:

Single storey side extension

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: _____ House suffix: _____

House name: _____

Address 1: as (1)

Address 2: _____

Address 3: overleaf

Town: _____

County: _____

Postcode (optional): _____

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:

Reference:

Date (DD MM YYYY): (must be pre-application submission)

Details of the pre-application advice received:

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		render to match	☐	☐	
Roof		flat	☐	☐	
Windows		PVC white	☐	☐	
Doors		PVC white	☐	☐	
Boundary treatments (e.g. fences, walls)			☑	☐	
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:

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 signe[redacted]	Date (DD/MM/YYYY):
		20/8/8

CERTIFICATE OF OWNERS[redacted]CATE B

Town and Country Planning (General Development P[redacted]der 1995 Certificate under Article 7

I certify/ The applicant certifies that I have/the applicant has given the re[redacted]tice 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:

Date (DD/MM/YYYY): 20/8/8

B) I have/ The applicant has given the requisite notice to every person other than myself/ the applicant who, on the day21 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.

3 copies of a completed and dated application form: ☑

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: ☑

3 copies of other plans and drawings or information necessary to describe the subject of the application: ☑

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: £150.00 ☑

3 copies of the completed, dated Article 7 Certificate (Agricultural Holdings): ☑

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:

Date (DD/MM/YYYY): 20/8/8 (date cannot be pre-application)

14. Applicant Contact Details

Telephone numbers

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

Country code:	Mobile number (optional):

Country code:	Fax number (optional):

Email address (optional):

15. Agent Contact Details

Telephone numbers

Co

Co

Co

Extension number:

Mel Humphrey
MRICS MBEng
39 Northease Drive
Hove, East Sussex BN3 8PQ
Mobile: 07701 055182
Email: mel_humphrey_uk@yahoo.co.uk

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:

Telephone number:

Email address:



Site Location Plan 1:1250

68 The Crescent, Southwick

Mel Humphrey
MRICS MBEng
39 Northease Drive
Hove, East Sussex BN3 8PQ
Mobile: 07701 055182
Email: mel_humphrey_uk@yahoo.co.uk



Block Plan

68 the Crescent Southwick

Mel Humphrey
MRICS MBEng
39 Northease Drive
Hove, East Sussex BN3 8PQ
Mobile: 07701 055182
Email: mel_humphrey_uk@yahoo.co.uk

1:500

Building Regulation Notes

Any parts of structue covered over or inaccessible have not been inspected and no responsibility is accepted for these areas including undeground. All electrics, heating, plumbing and decorations to be altered/extended all to client's choice. All lengths of proposed beams to be measured on site prior to ordering, to verify structural engineer's dimensions. All foundations and lintels taking additional loads are to be exposed and checked for adequacy and suitability for grounl conditions prior to commencement of work. The building fabric should be constructed so that there are no reasonaly avoidable thermal bridges in the insulation layers caused by gaps within the various elements, at the joints betwee elements and at the edges of elements such as those around window and door opening. Reasonable provisio should also be made to reduce unwanted air leakage through the new envelope parts. The property owner is reminded of the requirement to serve a Party Structure Notice on any adjoining owner should they need to do so underthe requirements of the Party Wall Act 1996.

Foundations
Generally to be 750nm x 450mm trench fill foundations (1:2:4 concrete mix). All foundations to be min 1.0m below ground level with the exact depth to suit site conditions.

External Walls
Cavity walls comprising matching pebble dash render onto 100mm dense concrete blockwork outer leaf with min 85mm cavity with 65mm Rockwool cavity wall insulation batts, inner leaf 100mm Thermalite "Turbo" or equal and approved blockworl min 3.5 N/mm². All walls constructed using 1:1:6 mortars or 1:5 masonry cement mortars. Finished with 13mm lightweight plaster internally. Horizontal strip polymer (hyload) damp proof course in each leaf of new walls min 150mm above adjacent ground level in external leaf. DPC to be lapped with existing wall DPC and with floor DPM. Vertical DPC to be installed at all reveals where cavity is closed. Blockwork below ground level to be Class A dense concete or alternatively semi engineering brickwork. Cavities below ground level to be filled with lean mix concrete up to ground level and min 225mm below damp proof course. Where drains pass through external walls provide 65mm deep x thickness of wall pre stressed concrete lintel over in each leaf of wall. Ensure that at all openings no cold bridging occurs by using a proprietary system such as Thermabate Closers, or similar approved. All walls constructed with stinless steel wall ties built in at 450mm centres vertically and 750mm centres horizontally in staggered rows. Doubled up at corners and reveals. Cavities closed at eaves level with slate and to be continuous. Weep holes to be povided adjacent to ground level and over openings/cavity trays etc every third perpendicular Catnic or similar aproved lintels to be used over door and window openings with min 150mm bearings. Where existing suspended timber floor air bricks are covered by new extension provide 100mm dia vent duct under new floor within hardcore to terminate at new 65 x 215mm air bricks built into new cavity wall. Ducts to be sleeved through cavity with cavity tay over.

Upgrade of existing garage walls
Raised to suit and to receive 3-coat RIW dpm or vandex tanking and 80mm celotex within a dry lined stud wall 1200 gauge vapour barrir and 12.5m plasterboard and set finish.

Ground Floors
Minimum 65mm sreed reinforced with chicken wire (mix 1.3 or 4), 80mm Celotex flooring, 3 coats RIW dpm on 100mm concrete sab and 100mm consolidated hardcore. Where drain runs pass under new floor provide A142 mesh 1.0m wide within bottom of slab min 50mm concrete cover, over length of drain. To existing garage slab provide 65mm screed on 80mm Celotex flooring, laid over 3coat RIW dpm

Internal stud partiton walls
As shown to be constructed of minimum 100 x 50mm studding at 400mm centres with sw base and head plates and cross noggings at naximum 1200mm centres. Insulated with 100mm quilt for sound insulation, faced both sides with 12.5mm plasterboard finished with set.

Flat roof
To be of warm roof construction throughout. 3 layers built up felt to BS747 finished with 12.5mm white stone chippings bedded n bitumen. All felt work and detailing to be in accordance with CP144. 130mm of Celotex laminated roofboard on type 1B felt vapour control layer on 18mm WBP plywood decking on sw firrings laid to give a fall of at least 1 in 10, all on 150 x 50mm SC3 grade sw joists at 400mm centres Roofing felt dressed up existing wall by 150mm with code 4 lead cavity tray and cover flashing built into cavity wall dressed down over felt up stand. Ceiling to be 12.5mm plaserboard finished to client's approval. 100mm x 50mm wall plate and flat roof joists strapped down to walls using 1000 x 30 x 5mm mild steel straps at 1.2m centres.Provide code 4 lead cavity trays and cover flashings at function with flat oof and parapet.

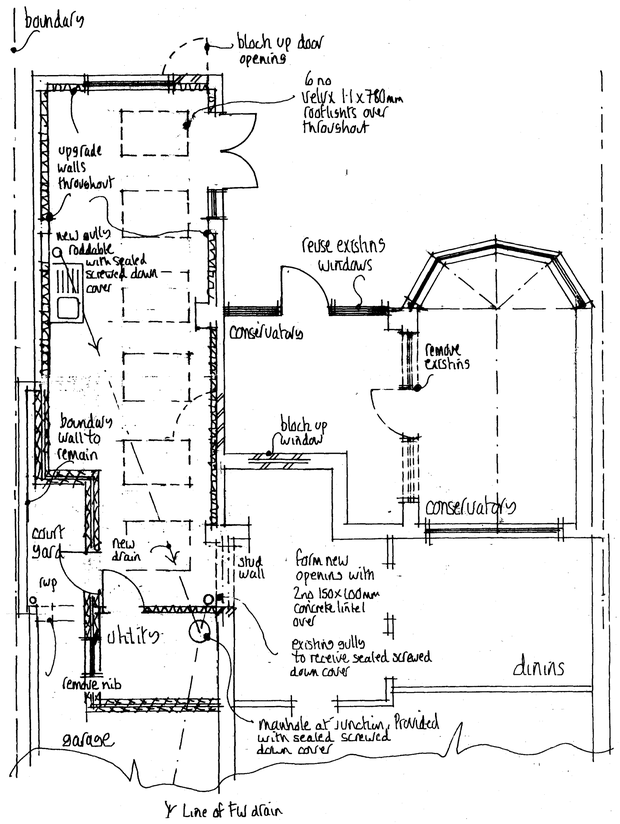
Ventilation
Kitchen to be provided with an extract fan capable of extracting not less thain 60 litres per second (or 30 litres per second if fitted within a cooker hood) which may be operated intermittentlly and ducted to external air. New window serving all rooms to provide open able ventilation area of not less than 1/20th of the floor area of the rooms, which they serve, all fitted with a minimum 8000mm² trickle ventilator. All glazing in those critical locations to be of toughened or laminated safety glass in accordance with clause 5.3, BS6206 .All new windows to be double glazed to clients approval with 16mm air gap and a "soft" low-E coating. Utility room to be provided with an extract fan capable of extracting not less than 15 litres per second operated intermittently and ducted to external air.

Foul Water
All fittings to be provided with trapped waste pipes as follows: Sink, shower & baths - 40mm diameter Wash hand basin 32mm diameter WC - 100mm diameter Common waste pipes to be 50mm diameter. All traps to be 75mm deep seal & all waste pipes are to be fitted with rodding access on tight bends. Common wastes or runs in excess of 1.7m long are to be fitted with anti-syphonic traps. All drains to be 100mm diameter UPVC pipes laid and surrounded in pea beach to fall 1 in 40, provide concrete cover where invert is less than 450mm below ground level. New inspection chambers/manholes to be proprietary plastic mouldings supplied by "Osma" or similar approved.Installed strictly in accordance with manufacturer's instructions.

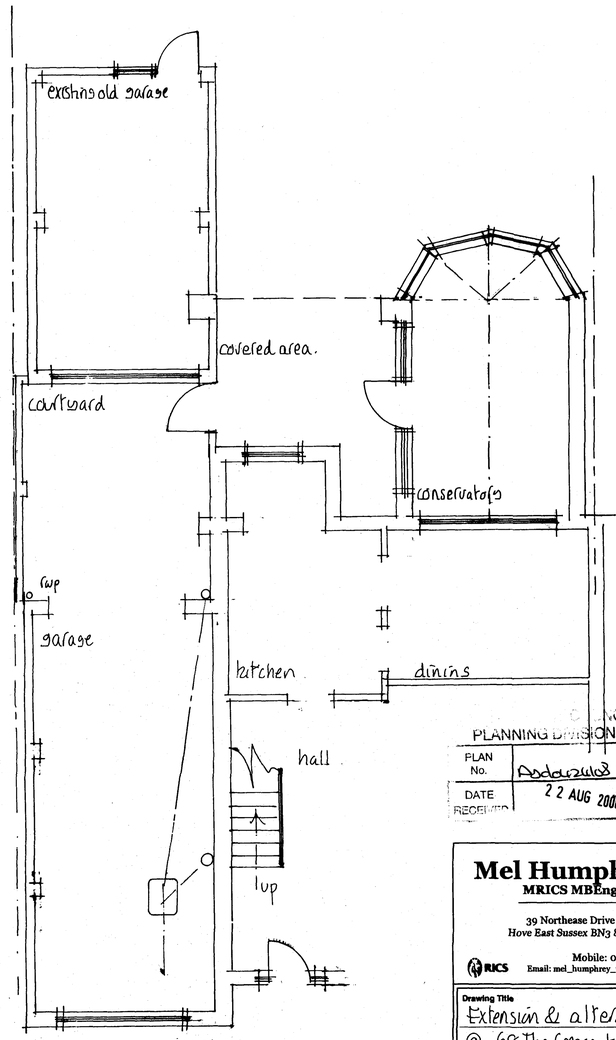
Surface Water
Rainwater to 100m half round PVC gutter laid to falls to the existing down pipes within the courtyard to discharge onto existing soakaway. Expose and locate position and size of existing soakaway and, if less than 5m from building, abandon and take existing drains into new soakaway.

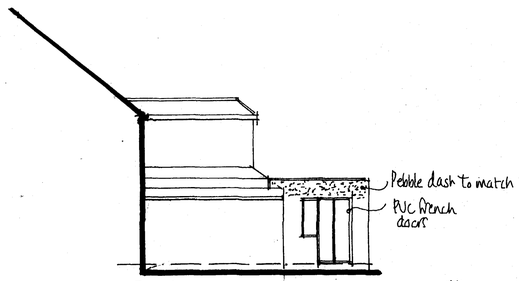
Electrics
All electrical work required to meet the requirements of Part P (Electrical !Safety) must be designed, installed, inspected and tested by a person competent to do so. Prior to completion the Council should be satisfied that Part P has been complied with. This may require an appropriate BS 7671 electrical installation certificate to be issued for the work by a person competent to do so.

Proposed Ground Floor Plan

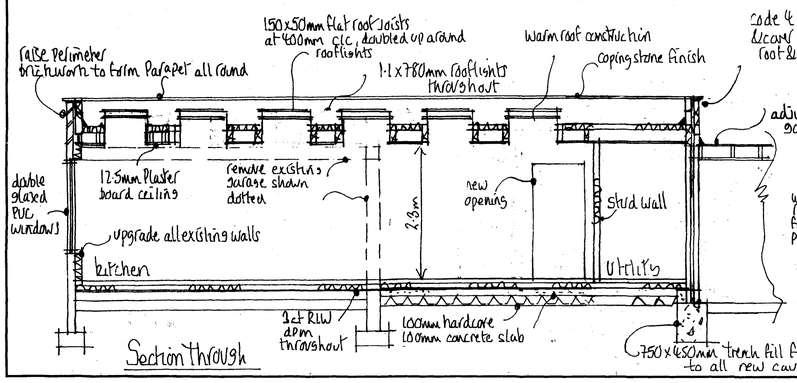


Existing Ground Floor Plan





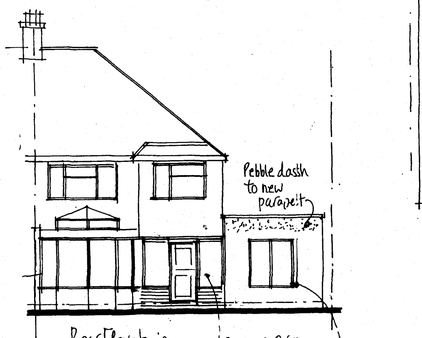
Side Elevation



Section through



Side Elevation



Rear Elevation

COUNCIL
PLANNING DIVISION
PLAN No. Andover/2008
DATE RECEIVED 22 AUG 2008

Mel Humphrey
MRICS MBEng
39 Northease Drive
Hove East Sussex BN3 8PQ
RICS
Mobile: 07701 055182
Email: mel_humphrey_uk@yahoo.uk

Drawing Title: Extension & alterations @ 68 The Crescent Southwick

Scale: 1:50, 1:100, 1:1250, 1:500

Date: August 08 Drawn by: MJH

Drg No. Rev.