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Planning Services
Adur District Council
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Shoreham-by-Sea
West Sussex
BN43 6PR

ADUR DISTRICT COUNCIL
PLANNING DIVISION
PLAN No. Ad0072/08
DATE RECEIVED 4-APR-2008

26 March 2008

Dear Sirs

RE: 85 Eastern Avenue, Shoreham-by-Sea

We are instructed by our client Mr Wilson to submit an application for Planning Permission for external alterations to provide additional residential accommodation in the roofspace of the dwelling at 85 Eastern Avenue in Shoreham-by-Sea.

The application for Planning Permission comprises four copies of this letter and the following documentation:

- Planning Application Forms and Ownership Certificates
- Drawing number macl/001 showing: site location (1:1250), block plan (1:500), existing and proposed elevations (1:100) existing floor plans (1:100), proposed floor plans (1:50), proposed section (1:50).

The site

The site comprises of a semi detached single dwelling house on the west side of Eastern Avenue in Shoreham-by-Sea. The dwelling provides residential accommodation on two storeys under a pitched,

hipped roof. A single storey lean-to extension has been added to the rear of the property and there is a free standing garage in the rear garden that is accessed via a shared driveway.

The dwelling is not a listed building and is not within a conservation area or any other area of special control as shown on the proposals map of the adopted local plan. There are no TPO'd trees on or adjoining the site.

Proposal

It is proposed to extend the existing dwelling by adding a dormer to the rear roof slope and creating a new gable end to the second floor of the property. The proposed extension would create a fourth (en-suite) bedroom in the loft space of the existing house.

The external materials of the extension would be concrete roof tiles to match the existing roof covering with matching vertical tile hanging to the dormer cheeks, face and the new gable end. Windows will be finished in upvc to match the existing windows of the dwelling.

It is proposed to install two Velux windows to the front roof slope. These would be finished in a colour to match the surrounding roof tiles.

Planning Policy

Policy AH7 of the Adopted Adur District Local Plan is concerned with extensions and alterations to existing dwellings and sets out criteria against which application for planning permission will be considered. The application's compliance with these criteria are set out below.

In addition, the council has published a document entitled Development Control Standard No.3 – Extensions and Alterations to Dwellings. Paragraphs 2.2 - 2.6 and 3.11 – 3.14 are relevant to this application and have been taken into account in the design of the proposed extension.

Policy considerations

Criteria A-E of adopted policy AH7 are relevant to this application and state that extension and alterations to existing dwellings will be expected to be designed so that:

a) **Proposals would not result in an unacceptable degree of overlooking, loss of natural light or overbearing effect on neighbouring dwellings.**

The proposed extension has been carefully designed to take account of the residential amenities of the neighbouring properties. The proposed new windows to the rear of the property would not give rise to undue overlooking to the neighbouring dwellings. The windows would be above the existing rear windows of the properties and therefore would not cause an increase in overlooking to the rear gardens of the adjacent properties. The neighbouring dwelling to the south has a large rear dormer and side dormer resulting in an extent of mutual overlooking between properties.

There will be no loss of light to neighbouring properties as the proposed extension would not extend beyond the existing ridge height or footprint of the house. The proposed new gable extension to the existing hipped roof would be to the north of the neighbouring dwelling at 83 Eastern Avenue and therefore would not cause any loss of natural sunlight or overshadowing to this property. In addition there are no habitable room windows in the north flank elevation of 83 Eastern Avenue that would be affected by the proposed extension.

The extension would not be overbearing as it has been designed to be sympathetic to the bulk and mass of the existing dwelling and other dwellings in the area. The proposed extension would be typical of the type of dormer and gable extensions found in the surrounding area.

b) **Design and materials are sympathetic to both the original dwelling and the area in general.**

The design of the proposed extension is in keeping with extensions to a number of properties in the surrounding area and is sympathetic to the style of the parent building. The proposed extension would

extend the existing ridgeline of the building and the rear dormer has been set down from the ridge and set in from the edge of the roof to maintain an acceptable profile to the roof of the property. With regard to materials it is proposed to use concrete roof tile and vertical tile hanging to match the appearance of the existing roof and surrounding roof extensions. The windows the extension will be upvc units to match the existing windows of the house.

c) The proportion of the garden area taken by the proposal would not be excessive having regard to the character of the area.

The proposed extension would not affect the existing front and rear gardens to the property.

d) Access and car parking provision is acceptable under policy AT12.

The proposed extension would not affect existing parking provision.

e) It accords with the standards adopted by the District Planning Authority.

Regard has been had to the adopted Development Control Standard No.3 – Extensions and Alterations to Dwellings. Particular regard has been had to Paragraphs 2.2 - 2.6 which are concerned with the effect on neighbouring dwellings and the house to be extended as well as general appearance; and paragraphs 3.11 – 3.14 which deals with dormers and roof extensions and provides detailed design guidance. The proposed rear dormer extension compiles with all relevant parts of this guidance.

The guidance states that the forming of a new gable from a hipped roof on a semi detached property would not normally be acceptable as it would result in a lack of symmetry. In this case however the resulting extension would increase the symmetry of the street scene as the neighbouring (non-attached) semi-detached house at 83 has been extended with a gable extension that extends the ridge of the original dwelling and has a full width dormer to the rear roof slope.

The proposed dormer and roof extension would be almost identical to that of the adjacent dwelling in terms of its bulk, siting and impact on the visual appearance of the resultant dwelling and for these

reasons would have the effect of restoring symmetry to the two pairs of semi detached houses that form numbers 81-87 Eastern Avenue.

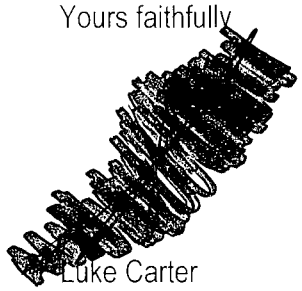
The design, size, materials and style of the proposed scheme are considered to be in keeping with the details and general principles set out in the above policy and Development Control Standard.

Summary

For the reasons above it is our opinion that the proposed scheme is in accordance with the requirements of the policies and guidance of the adopted local plan and there are no material considerations which indicate that planning permission should be refused.

We therefore look forward to receiving your Council's positive decision in due course.

Yours faithfully



Luke Carter
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ADUR DISTRICT COUNCIL
PLANNING DIVISION
ADUR DISTRICT COUNCIL
PLAN No. AA0172/8
DATE RECEIVED - 4 APR 2008

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:	SIMON
Last name:	WILSON
Company (optional):	
Unit:	
House number:	85
House suffix:	
House name:	
Address 1:	EASTERN AVENUE
Address 2:	
Address 3:	
Town:	SHOREHAM-BY-SEA
County:	WEST SUSSEX
Country:	ENGLAND
Postcode:	

2. Agent Name and Address

Title:	
First name:	
Last name:	
Company (optional):	LEWIS & CO. PLANNING
Unit:	
House number:	
House suffix:	
House name:	PAXTON BUSINESS CENTRE
Address 1:	PORTLAND ROAD
Address 2:	
Address 3:	
Town:	HOVE
County:	EAST SUSSEX
Country:	ENGLAND
Postcode:	BN3 5SG

3. Description of Proposed Works

Please describe the proposed works:

ROOF EXTENSION AND REAR DORMER..

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: 85 House suffix:

House name:

Address 1: EASTERN AVENUE

Address 2:

Address 3:

Town: SHOREHAM-BY-SEA

County: ENGLAND, WEST SUSSEX

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	N/A	DORMER TO BE FINISHED IN HANGING TILES. GABLE END TO BE FINISHED IN HANGING TILES	☐	☐	
Roof	CONCRETE TILES	CONCRETE TILES	☐	☐	
Windows	UPVC	UPVC (2 x VELUX WINDOWS TO FRONT ROOF SLOPE)	☐	☐	
Doors			☑	☐	
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:

SEE COVERING LETTER AND DRAWING NUMBER MAC11/001

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 signed - Agent:	Date (DD/MM/YYYY):
	LEWIS & Co PLANNING	25/3/08

CERTIFICATE OF OWNERSHIP - CERTIFICATE B

Town and Country Planning (General Development Procedure) Order 1995 Certificate under Article 7

I certify/ The applicant certifies that I have/the applicant has given the requisite notice 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: LEWIS & CO PLANNING

Date (DD/MM/YYYY): 25/3/08

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: N/A ☐

- National Park
- Site of special scientific interest
- Conservation area
- Area of outstanding natural beauty
- World Heritage Site
- The Broads

The correct fee: ☑

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: LEWIS & CO Planning

Date (DD/MM/YYYY): 25/3/08 (date cannot be pre-application)

14. Applicant Contact Details

Telephone numbers c/o AGENT

Country code:	National number:	Extension number:

Country code: | Mobile number (optional):

Country code: | Fax number (optional):

Email address (optional):

15. Agent Contact Details

Telephone numbers

Country code:	National number:	Extension number:
01273	413700	

Country code: | Mobile number (optional): 07968717523

Country code: | Fax number (optional):

Email address (optional): luke@lewisplanning.co.uk

16. Site Visit

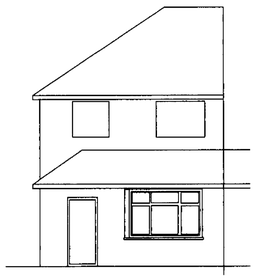
Can the site be seen from a public road, public footpath, bridleway or other public land? ☐ Yes ☑ No

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)

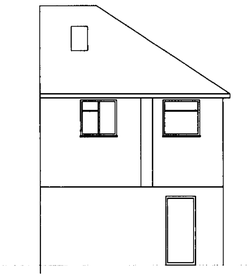
If Other has been selected, please provide:

Contact name: | Telephone number:

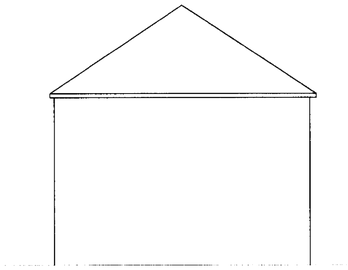
Email address:



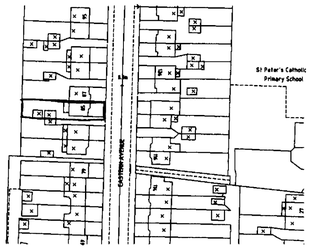
Existing Front Elevation



Existing Rear Elevation



Existing Side Elevation



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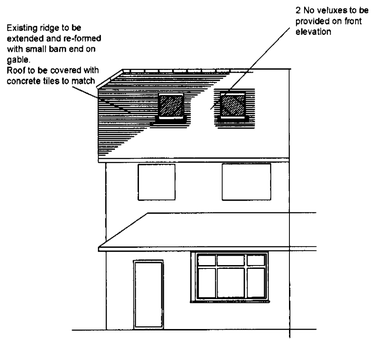
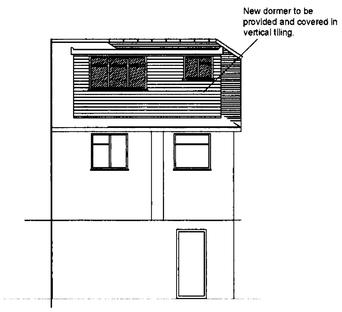
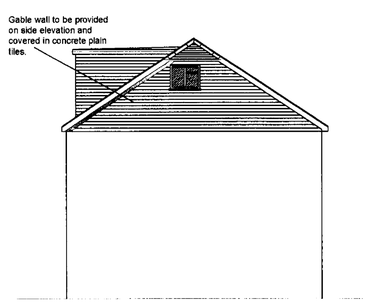
Site Plan 1:1250



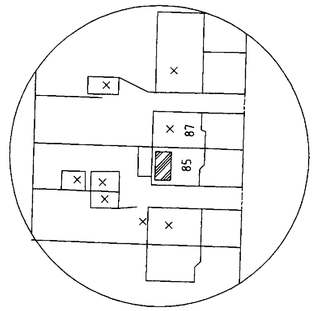
Proposed Front Elevation



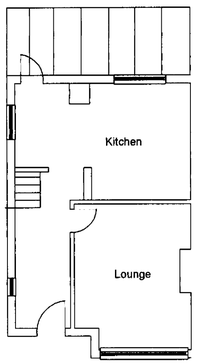
Proposed Rear Elevation



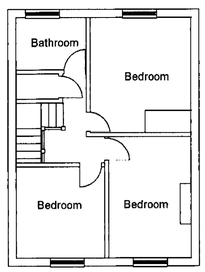
Propsed Side Elevation



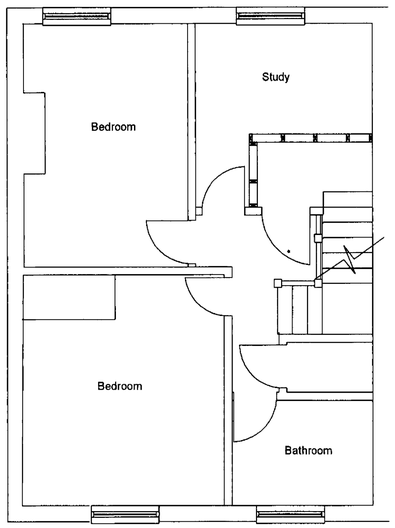
Block Plan 1:500



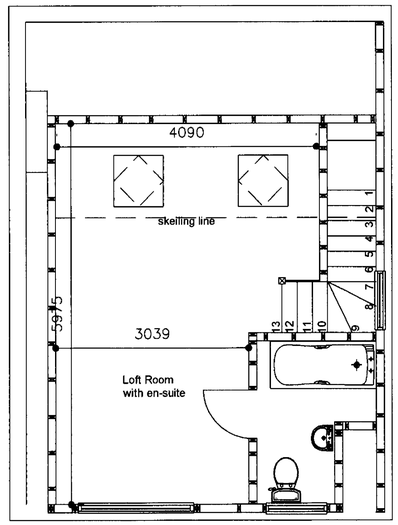
Existing Ground Floor Plan 1:100



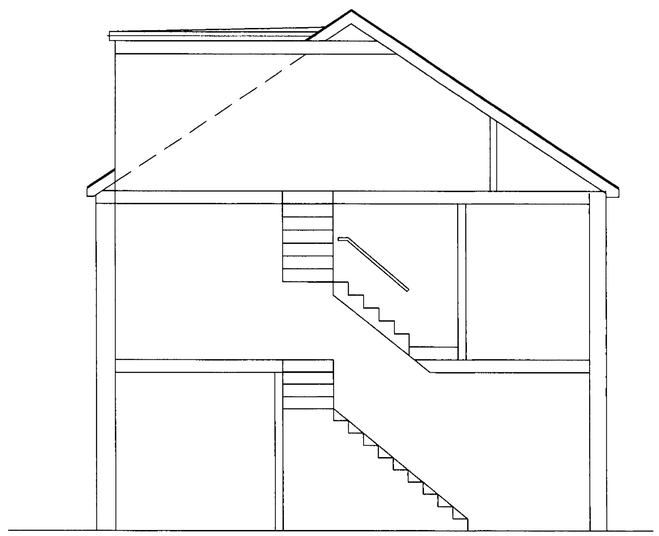
Existing First Floor Plan 1:100



Proposed First Floor Plan 1:50



Proposed Loft Floor Plan 1:50



Section Through

General Notes:

Do not scale, use written dimensions only.

Rev.	Date.	Description.

Title:

Proposed Loft Conversion

Project.

85 Eastern Ave
Shoreham by Sea
West Sussex

ADUR DISTRICT COUNCIL
PLANNING DIVISION

PLAN No. A/dc/08/03

DATE RECEIVED - 4 APR 2008

NIGEL DEWDNEY
ASSOCIATES
CHARTERED BUILDING SURVEYORS

12 SEMLEY ROAD
HASSOCKS
WEST SUSSEX.
BN6 8PE

PHONE / FAX 01273 843466

Drawn: Date:

Checked: Date:

Scale: 1:100, 1:50

Drawing no: macl/001

Rev:

Sheet:

Of: