ADUR DISTRICT COUNCIL

Adur District Council

Town and Country Planning Act 1990

Office use
App
Date Rc 1 APR 2008
Fee
Rec. No.

Householder's planning application form

Use this form to apply for planning permission to extend or alter your house or flat, to build a garage or other structure on your property or to create access for a vehicle onto a classified road (please read note 9).

Please read the notes before you fill in this form.

1 Please give the address of the property to be altered or extended.

228a HARBOUR WAY, SHOREHAM-BY-SEA.

2 Type of property (please tick)

Detached House	☐	Terraced House	☐	Other (please give details)	☐
Semi-detached House	☑	Flat	☐		

3 Please describe the development you are applying for.

PROPOSED LOFT CONVERSION INCLUDING RAISING EXISTING ROOF LEVEL WITH SIDE DORMER WINDOW.

4 Applicant (in block capitals)

Full name :	MR & MRS HANKER
Address (including postcode):	228a HARBOUR WAY, SHOREHAM-BY-SEA, WEST SUSSEX.
Phone Number:	
Home:	
Work:	
Extension:	
Fax Number:	

Agent (if any)

Full name :	ATTERBURY MOORE ASSOC.
Address (including postcode):	UNIT 1 GOSLING CROFT BUSINESS PARK, LONG FURLONG, CLAPHAM, WORTHING, WEST SUSSEX. BN13 3UT.
Phone Number:	
Home:	
Work:	01903 871131.
Extension:	
Fax Number:	

5 **Please enclose four copies of this form and four sets of plans.**
Please number

	Plan number	Scale
Location plan		
Block plan	1 N° A1 PLAN.	As Shown.
Floor plan		
Elevations		
Other		

6 **Will the development involve cutting down any trees?** Yes ☐ No ☑
If "Yes", please show these clearly on the block plan.

7 **Will the development (including any new or altered access affect a public footpath or any other public right of way?** Yes ☐ No ☑

8 **Does this application require a fee?** (See note 3) Yes ☑ No ☐

If "No", please tick the option that applies (See note 3) A ☐ B ☐ C ☐

If "Yes", please state the fee enclosed (See note 4) £135-00.

Signature: [redacted] **Date:** 31/03/08.

Please print your name: C Moore.

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

If anyone else owns the land or part of it, you must fill in Certificate B, which you can get from the Planning Section. You must also tell the owner of the land about this application by serving a notice on them. If you own all of the land, you must fill in Certificate A below.

Certificate A

I confirm that:

- Nobody except the applicant was an owner of any part of the land involved at the beginning of the period of 21 days before the date of this application; and
- none of the land this application relates to is an agricultural holding or part of an agricultural holding.

Signature: [redacted] **Date:** 31/03/08.

Please print your name: C Moore.

ATTERBURY MOORE ASSOCIATES

architectural & quantity surveying services

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date: 31st March 2008

OUR DISTRICT COUNCIL
PLANNING DIVISION
PLAN No. A0d0175108
- 1 APR 2008

DESIGN STATEMENT

Site Address: 228a Harbour Way, Shoreham-by-Sea.
Proposed Works: Proposed loft conversion including raising the existing roof level and side dormer window.

Existing
The existing property is a 3-bedroom semi-detached house with a detached garage to the rear. 228a and 228b Harbour Way both have single pitched mono roofs. 228b has been constructed at a higher level and incorporates 3 storeys. 228a is lower and incorporates 2 storeys.

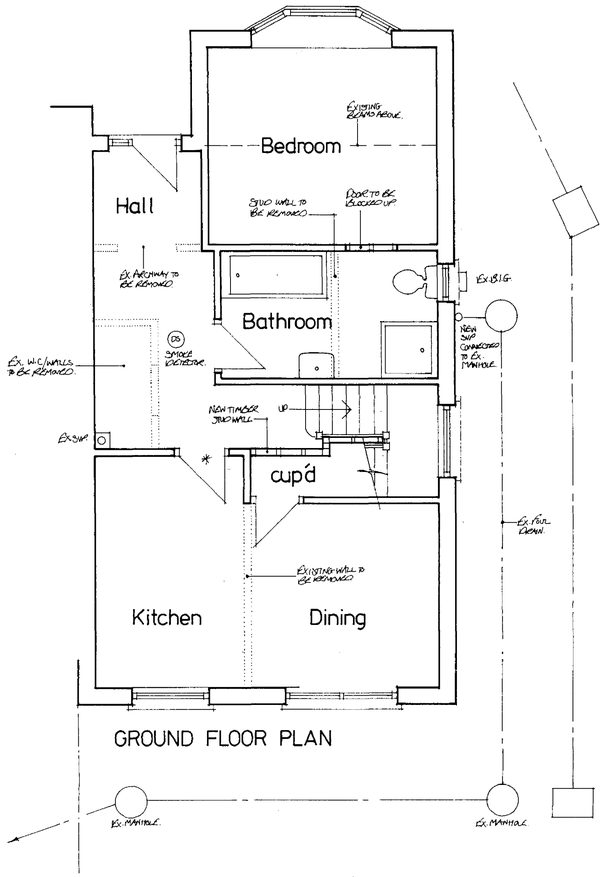
Use:
The proposal is to raise the height of the roof by 1.0m and convert the roof space to provide an additional storey. A side dormer will also be constructed to create a bathroom on the 2nd floor. The new works will provide 2 additional bedrooms and a bathroom. Internal alterations will be included within the proposals.

Amount:
The roof will be raised by 1.0m in total but will not exceed the existing ridge height of the party wall. The roof will be set down from the main ridge by 400mm. The proposed dormer will be 1.2m high and 2.1m wide.

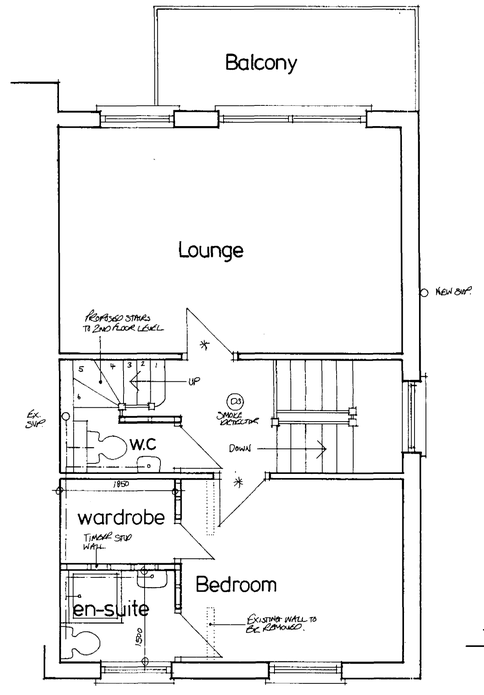
Layout:
The new staircase will be positioned on the first floor landing. Both bedrooms and the new bathroom will be accessed from the second floor landing.

Scale:
The roof height will be raised by 1.0m however the new roof will be set down from the main ridge by 400mm thus retaining the original character and design of the pair of semi-detached dwellings.

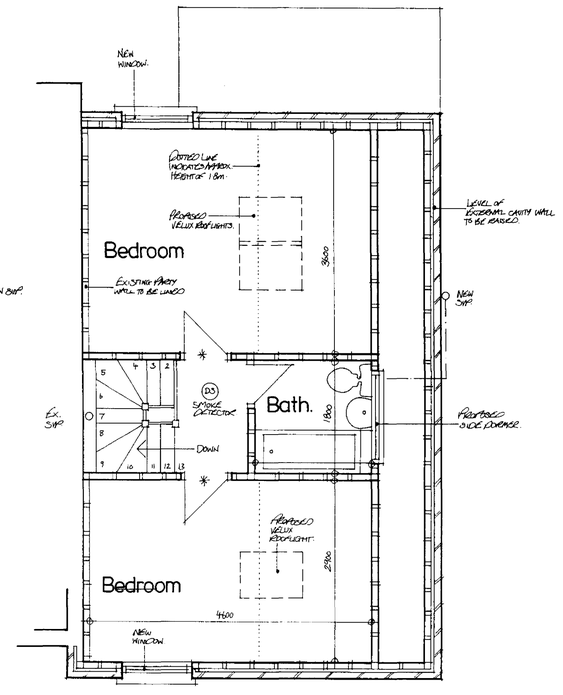
Appearance:
The client is keen to retain the original design and appearance of the original dwelling and therefore we feel that these proposals would not be harmful to the character. The client has looked at the possibility of using permitted development by constructing a large dormer to the side of the property. However sketches for this proposal provides an unsightly extension and change of character. Therefore the client has decided to proceed to the planning route for the proposed roof extension. The external wall will be finished in facing brickwork to match the existing dwelling. The roof tiles and UPVC windows will also match the existing.
New windows will be installed at the front and rear of the property. Both will line up with windows below and will match the 3-storey windows at 228b.



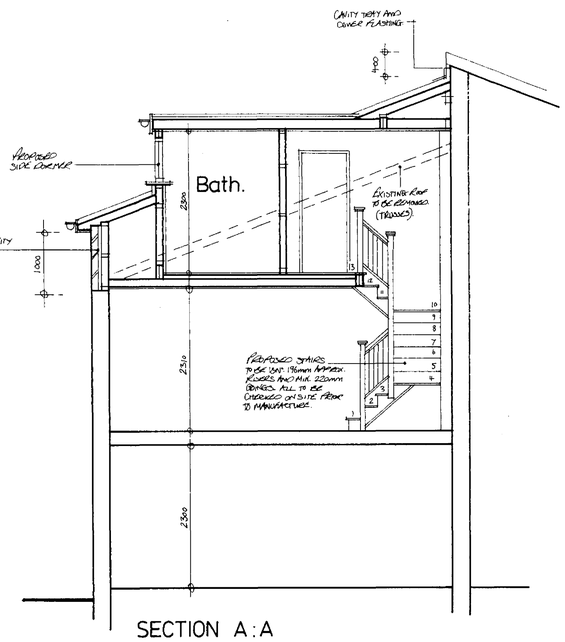
GROUND FLOOR PLAN



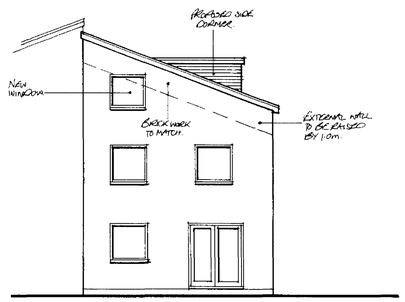
FIRST FLOOR PLAN



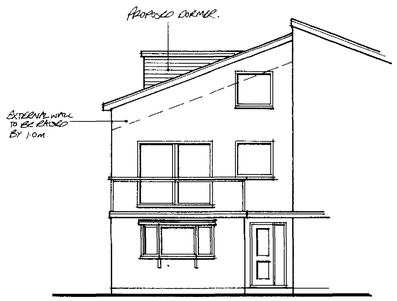
SECOND FLOOR PLAN



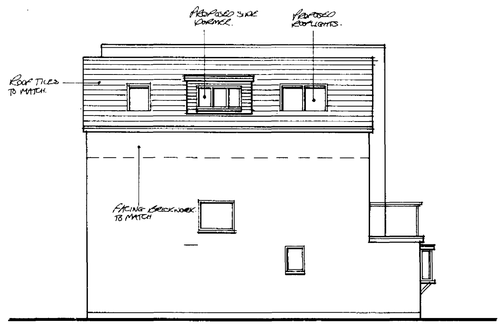
SECTION A:A



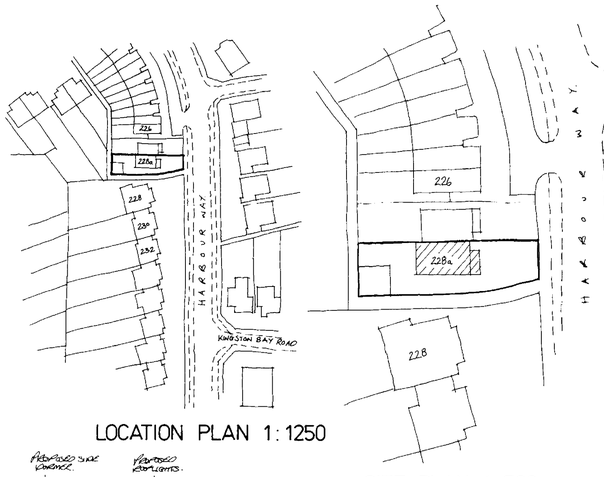
Rear Elevation



Front Elevation



Side Elevation



LOCATION PLAN 1:1250

SITE PLAN 1:500

Lighting
High efficiency light fittings, capable of only accepting lamps having a luminous efficiency greater than 40 lumens per circuit-watt, will be provided, in rooms or circulation areas most frequently used, the number not less than the greater of: 1 per 25m² of floor area or 1 per 4 fixed light fittings.

BUILDING REGULATION NOTES

THIS DRAWING TO BE READ IN CONJUNCTION WITH STRUCTURAL ENGINEERS CALCULATIONS AND RECOMMENDATIONS

Careful inspection is to be carried out prior to the removal of any structural elements to ensure proper and adequate support is provided and maintained by new works.
All building work is to be carried out in accordance with all current building regs and codes of practice in force at this time.
Any parts of structure covered over or inaccessible have not been inspected and no responsibility is accepted for these areas including underground.
All electrics, heating, plumbing and decorations to be altered/extended all to client's choice.
These construction notes are for the purposes of Building Regulation approval only and do not represent a detailed specification.
All lengths of proposed beams to be measured on site prior to ordering, to verify structural engineer's dimensions.
The property owner is reminded of the requirement to serve a Party Structure Notice on any adjoining owner should they need to do so under the requirements of the Party Wall Act 1996.
No work should be undertaken until all consents (Planning and Building Regulations) have been received and approved. Any work undertaken is done so at the clients risk.
Information note: Problems have arisen due to the current trend to use electrical downlighters. The concern is the fire prevention, sound and thermal insulation. If it is the intention to install these fittings then the contractor is advised to contact the Building Control Officer. Incorrect installation will prevent the completion certificate being issued
The building fabric should be constructed so that there are no reasonably avoidable thermal bridges in the insulation layers caused by gaps within the various elements, at the joints between elements and at the edges of elements such as those around window and door openings. Reasonable provision should also be made to reduce unwanted air leakage through the new envelope parts.

Foundations
Note: The client has advised that the existing footings are piled foundations with a ground beam.
All foundations taking additional loads are to be exposed and checked for adequacy and suitability for ground conditions prior to commencement of work.
All existing lintels taking additional loads are to be exposed and checked for adequacy on commencement of work and replaced if necessary.

External Walls
Raised external wall to be timber frame construction to match existing comprising 102mm brick outer leaf, 50mm clear cavity and 100 x 50mm studding at 400mm centres. Studding to be clad externally with breather paper (Sisalkraft), on 12.5mm plywood sheathing, nailed to studwork at 200mm centres, and insulated with 75mm thick Celotex GA3000 insulation fitted between studwork (push insulation hard against ply leaving a 25mm air gap). Internally finish the wall with a 12mm layer of Celotex and one layer of 12.5mm foil backed (vapour barrier) plasterboard with joints taped. All to achieve a U value of 0.30 W/m²K.
All walls constructed with 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.
All external walls running parallel to roof to be restrained at roof level using 1000 x 30 x 5mm galvanised mild steel horizontal restraint straps built into walls at max 1200 centres and screw fixed to joists.

Internal Walls
Internal stud partition walls as shown to be constructed of minimum 100 x 50mm studding at 400mm centres with sw base and head plates and cross noggins at maximum 1200 centres. Studding faced both sides with 12.5mm plasterboard finished with set. Provide 100mm mineral wool between studs for sound insulation purposes.

Flat Roof
Timber roof structures to be fixed in accordance with BS Codes of Practice no CP3 and CP112.
Flat roof to be of warm roof construction. 3 layer built up felt to BS747 finished with 12.5mm white stone chippings bedded in bitumen. All felt work and detailing to be in accordance with CP144. Use Type 3G felt to BS747 as a vapour diffusion first layer. 96mm of Kingspan Thermaroof TR31 zero ODP laminated roofboard on sw firrings laid to give a fall of at least 1 in 40, all on C16 grade sw joists (as shown on plans). To achieve U value provide 30mm Thermapitch TP10 zero ODP between joist. To ensure continuity of vapour barrier provide non-setting gungrade mastic to all upper surfaces of sw firrings before fixing roofboard. Roofing felt dressed up walls by 150mm with code 4 lead cavity tray and cover flashing built into cavity wall dressed down over felt upstand. Ceiling to be 9.5mm plasterboard finished to client's approval. Flat roof to be finished with 18mm UPVC fascia board. All to achieve a U value of 0.20 W/m²K.
Flat roof joists to be restrained with 1000 x 30 x 5mm mild steel straps at1 .2m centres screw fixed securely.

Pitched Roof
Timber roof structures to be fixed in accordance with BS Codes of Practice no CP3 and CP112.
New pitch roof to be of warm construction comprising timber trusses (to be designed by specialist supplier and all details sent to the Building Control Officer prior to commencement of works), with 100mm Kingspan Thermawall TW56 zero ODP fitted between rafters and 25mm Kingspan Thermawall TW56 zero ODP insulation fitted underneath rafters between horizontal treated battens. Finish inside with 12.5mm Gyproc Wallboard fixed to battens under rafters. Above rafters, lay Kingspan Nilvent breathable membrane and fix 38 x 38mm treated counter battens running parallel to rafters. Fix 25 x 38mm horizontal treated tile battens and plain tiles to match existing. 100 x 50mm wall plate strapped to walls at 2000mm centres using 3/1 x 5mm mild steel straps. All to achieve a U value of 0.20 W/m²K.
Rafters to be restrained to gable walls with 1000 x 30 x 5mm mild steel straps at 1 .2m centres screw fixed securely.
Provide code 4 lead stepped cavity tray and cover flashing at junction of pitch roof and existing cavity walling.
Please note that the roof tiles agreed with the planning authority should be able to be laid on the shallow pitch of the proposed roof. Contractor to check with the tile manufacturer to identify the minimum pitch that the roof tiles can be laid.

Beams and Lintels
Catnic or similar approved lintels to be used over door and window openings with min. 150mm bearings. All voids within lintels to be filled with 150mm fibreglass.
Steel beams to be encased to provide ½ hour fire protection with encasing in 2 layers of 12.5mm Gyproc wallboard nailed to timber cradles vertically and longitudinally not less than 44mm x 44mm spaced at 600mm centres, with all joints staggered.

Ventilation
New windows to provide openable 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.
Bathroom to be provided with an extract fan capable of extracting not less than 15 litres per second, operated intermittently and ducted to external air. Mechanical vent to be ducted to the outside and to include cowl and all necessary weathering.
Kitchen to be provided with an extract fan capable of extracting not less than 60 litres per second (or 30 litres per second if fitted within a cooker hood) which may be operated intermittently and ducted to external air.
All new windows to be double glazed timber or UPVC with 16mm air gap between panes. Glazing to be 16mm cavity Low E with an emissivity of 0.15 in order to provide the minimum U value of 1.8 W/m²K.
Velux rooflights to be fitted in accordance with manufacturers instructions, fitted with minimum 8000mm² trickle ventilator. Double up rafters either side.
Utility room to be provided with an extract fan capable of extracting not less than 30 litres per second that may be operated intermittently and ducted to external air.

Foul Water Drainage
All plumbing to BS EN 12056 (BS5572).
All below ground drainage to BS8301.
New soil and vent pipe to be 100mm UPVC and terminate 900mm above any opening windows within 3.0m including a PVC cage. SVP to be connected to manhole with long radius bend at bottom.
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 antisyphonic traps.

Surface Water Drainage
Rainwater to 100mm half round pvc gutter laid to falls to existing extended 65mm downpipes.

Glazing
Any glazing located in walls less than 800mm from floor level or 1500mm in a door (inc. 300mm each side) to be toughened or laminated safety glass in accordance with clause 5.3, BS6206.

Rooms in Roof (3 Storey)
New floor to be ½ hour fire resisting. New floor to be 22mm T & G flooring grade chipboard on joists with strutting at mid span as indicated on plan.
Existing ceilings are of 9.5mm plasterboard with plaster finish. To upgrade to the ½ hour fire resistance required provide minimum 100mm mineral fibre insulating material with a min. density of 10kg/m³ laid between and fixed to the joists. Nails or staples should penetrate into the joist sides to a minimum depth of 20mm. All in accordance with Bre-Digest 208, August 1988.
New rooms shall have a window or rooflight with an unobstructed openable area that is at least 850mm high and 500mm wide when open located to allow access by ladder from the ground. Cill height to be minimum 800mm and maximum 1100mm above floor level.
Means of escape Velux rooflight GHL308E. 780 x 1400mm to be used to allow access by ladder from the ground.
½ hour fire-resisting partitions around stair enclosure should be taken up to the underside of the roof covering and fire stopped.
Internal stud partitions required to be ½ hour fire resisting to be constructed of minimum 100 x 50mm studding at 400mm centres with sw base and head plates and cross noggings at 1.2m centres. Studded each side with 12.5mm Gyproc wallboard & set. Provide 100mm mineral wool between studs for sound insulation purposes.
Dwarf stud partition to be of minimum 100 x 50mm studding at 400mm centres with sw base and head and cross nogged. Insulated with 75mm Celotex GA3000 insulation fitted between studs (pushed to rear of stud leaving a 25mm air gap), lined with 12mm Celotex GA3000 insulation and 9.5mm foil faced plasterboard and set finish. To provide a U value of 0.30W/m²K.
All doors marked thus * to be FD20 standard fire resisting doors. All doors are required to be hung with 3 steel hinges and have intumescent strips in the top and side edges.
Any glazing in doors shall be of wired glass.
Underdraw the soffit of the new stairs with 12.5mm Gyproc wallboard and set.
Party wall to be given a good brushing and have a 12.7mm sand/cement render coat applied with a set coat of plaster finish. In order to provide adequate insulation to the existing party wall provide 50mm thick Celotex installation between battens fixed to wall. Finish with 12.5mm plasterboard with set. All to provide the minimum U value of 0.30 W/m² K

Dormer
Dormer to be constructed of 100 x 50mm studding at 400mm centres with 100 x 100mm posts at corners and window jambs. Studding to be lined externally with plain tile hanging of colour to match main roof on 38 x 19mm battens and breather paper (Sisalkraft) on 12.5mm sheathing ply and insulated with 75mm Celotex GA3000 insulation fitted against plywood between studs (leaving 25mm air space between plasterboard and insulation). Finish internally with a 12mm layer of Celotex GA3000 and 12.5mm foil backed (vapour barrier) plasterboard with joints taped/lapped. Rafters to be doubled up under dormer cheeks. Provide code 4 lead soakers and flashings as necessary. All to achieve a U value of 0.30 W/m²K.

Staircase
Standard timber staircase with rise, going, width and layout as shown on plan. Pitch 42 degrees maximum. Openings in vertical balustrades not to exceed 100mm. Minimum handrail height for stairs and landing to be 900mm. Handrail to be continuous top to bottom of flight, with no finger traps. Minimum headroom over pitch of staircase to be 2000mm, measured vertically above the pitch line. Minimum going at newel posts to be 50mm. ALL DIMENSIONS TO BE CHECKED ON SITE PRIOR TO MANUFACTURE. Provide handrail on widest side of tapered treads.

Smoke Detectors
At least one number mains operated self-contained smoke alarm to BS 5446: Part 1 to be installed in the circulation space of each storey.
All smoke alarms within dwelling to be inter-connected, be permanently wired to a separate fused circuit at the distribution boards in accordance with IEE Regulations. They may operate at a low voltage via a mains transformer.
Smoke alarms must be installed within 7m of the living room and kitchen door, within 3m of all bedroom doors and within 15m of each other in corridors or landings.
If ceiling mounted, smoke alarms should not be installed within 300mm of a light fitting.
If wall mounted, smoke alarm should not be over radiator and should be fixed elsewhere within 150 and 300mm of the ceiling.

Electrical Safety
All electrical work undertaken is to meet the requirements of Part P (Electrical Safety) of the Building Regulations and should 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.

ADUR DISTRICT COUNCIL
PLANNING DIVISION
PLAN
Date Rec'd 07 APR 2008

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Phone: 01903 871131
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E mail: info@atterburymoore.co.uk

Address of works: 228a Harbour Way, Shoreham-by-Sea

Drawing title: Proposed Loft Conversion

Date:	March 2008	Revisions:	
Scales:	1:50,100,500,1250	Dwg No. 01	Job No. AD-113