Planning Services, Adur District Council

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

Tel : (01273) 263222 (calls may be recorded)
website : www.adur.gov.uk
e-mail : developmentcontrol@adur.gov.uk

ADUR DISTRICT COUNCIL

PLANNING D...

PLAN No.	AD/0062/08
DATE RECEIVED	23 SEP 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:	LEE
Last name:	CLAXTON
Company (optional):	—
Unit:	
House number:	
House suffix:	
House name:	C/o. PRParchitects.
Address 1:	
Address 2:	
Address 3:	
Town:	
County:	
Country:	
Postcode:	

2. Agent Name and Address

Title:	MR.
First name:	PETER.
Last name:	RAWLINSON.
Company (optional):	PRParchitects
Unit:	
House number:	
House suffix:	
House name:	
Address 1:	7. THE GREEN. HOVE. E.SUSSEX
Address 2:	
Address 3:	
Town:	HOVE
County:	E. SUSSEX.
Country:	U.K.
Postcode:	BN3 6TH.

3. Description of Proposed Works

Please describe the proposed works:

CONVERSION OF INTEGRAL GARAGE TO FORM LOUNGE.

$Date: 2008/05/16 15:23:36 $ $Revision: 1.59 $

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): MAY '08. (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: 68 House suffix: A

House name:

Address 1: OLD SHOREHAM ROAD

Address 2:

Address 3:

Town: LANCING.

County: W. 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:

Two parking spaces within site externally (one replaces garage)

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	rendered.	rendered.	☑	☐	
Roof	—	—	☑	☐	
Windows	white pvc to match existing.		☐	☐	
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:

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):
	[redacted]	7/09/08

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 [redacted] | Date (DD/MM/YYYY): 7/09/08

B) I have/ The applicant has given the requisite notice to every person other than myself/ the applicant who, on the day 21 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.

The original and 3 copies of a completed and dated application form: ☑

The original and 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: ☑

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

The original and 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: ☐

The original and 3 copies of the completed, dated Article 7 Certificate (Agricultural Holdings): ☐

The original and 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 [redacted] | Date (DD/MM/YYYY): 07/09/08. (date cannot be pre-application)

14. Applicant Contact Details

Telephone numbers

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:

Country code: | Mobile number (optional):

Country code: | Fax number (optional):

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:

PLANNING D... ON
PLAN No. A0c10442/08
DATE RECEIVED 23 SEP 2008

Environment Agency

March 2007

Householder and other minor extensions

The guidance below is designed to cater for domestic extensions as well as the extension of an existing building used for non-domestic purposes where the footprint created by the development does not exceed 250 square metres.

The Environment Agency recommends that:

Applicants complete the table below and include it with the planning application submission. The table, together with the supporting evidence, will form the Flood Risk Assessment (FRA) and will act as an assurance to the Planning Authority that flood risk issues have been addressed as part of the development.

Planning Authorities check the planning application and ensure that one or other of the mitigation measures proposed in the table below has been incorporated into the development

Applicant to choose one or other of the flood mitigation measures below.	**Applicant to provide the LPA with the supporting information detailed below as part of their FRA**	**Applicant to tick one of the boxes below**
Either ; Floor levels within the proposed development will be set no lower than existing levels AND, Flood proofing of the proposed development has been incorporated where appropriate.	Details of any flood resilience and resistance techniques to be included in accordance with 'Preparing for floods' (ODPM 2003)	
Or; Floor levels within the extension will be set 300mm above the known or modelled 1% (1 in 100 chance each year) river flood level or 0.5% (1 in 200 chance each year) tidal & coastal flood level.	This must be demonstrated by a plan that shows finished floor levels relative to the known or modelled flood level. All levels should be stated in relation to Ordnance Datum	

Click here for information on flood resilience and resistance techniques

Cumulative impact of minor extensions and the removal of Permitted Development rights.

In circumstances where local knowledge (Strategic Flood Risk Assessment held by the LPA/ letters from the parish council etc.) has indicated that the cumulative impact of minor extensions may have a significant effect on flood risk as highlighted in PPS25 paragraph D14, FRA guidance note 2 can be applied.

End of comment

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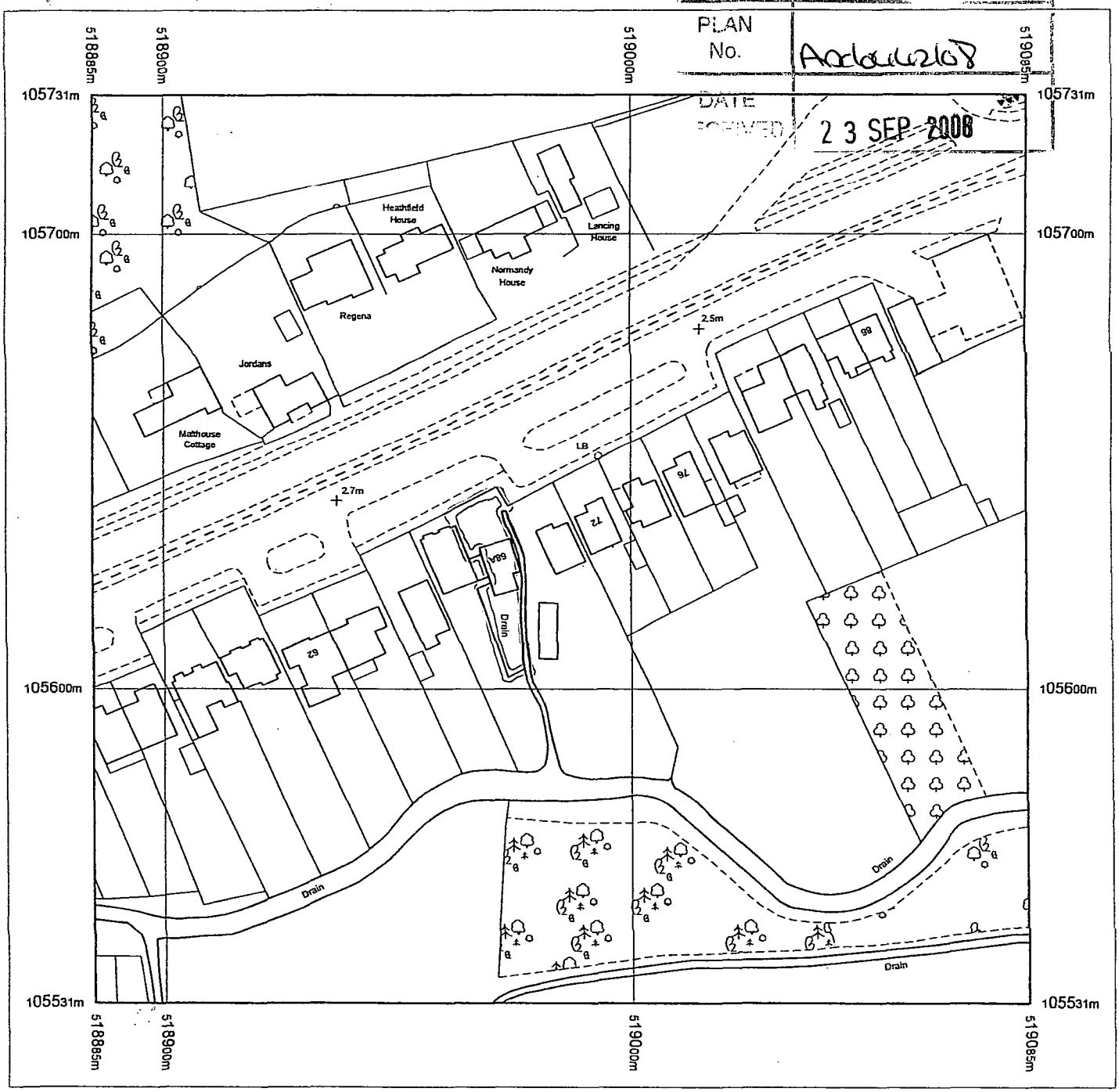
Ordnance Survey®

OS Sitemap™

PLANNING D... ...ON
PLAN No. Ardaul2168
DATE RECEIVED 23 SEP 2008



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The representation of a road, track or path is no evidence of a right of way.

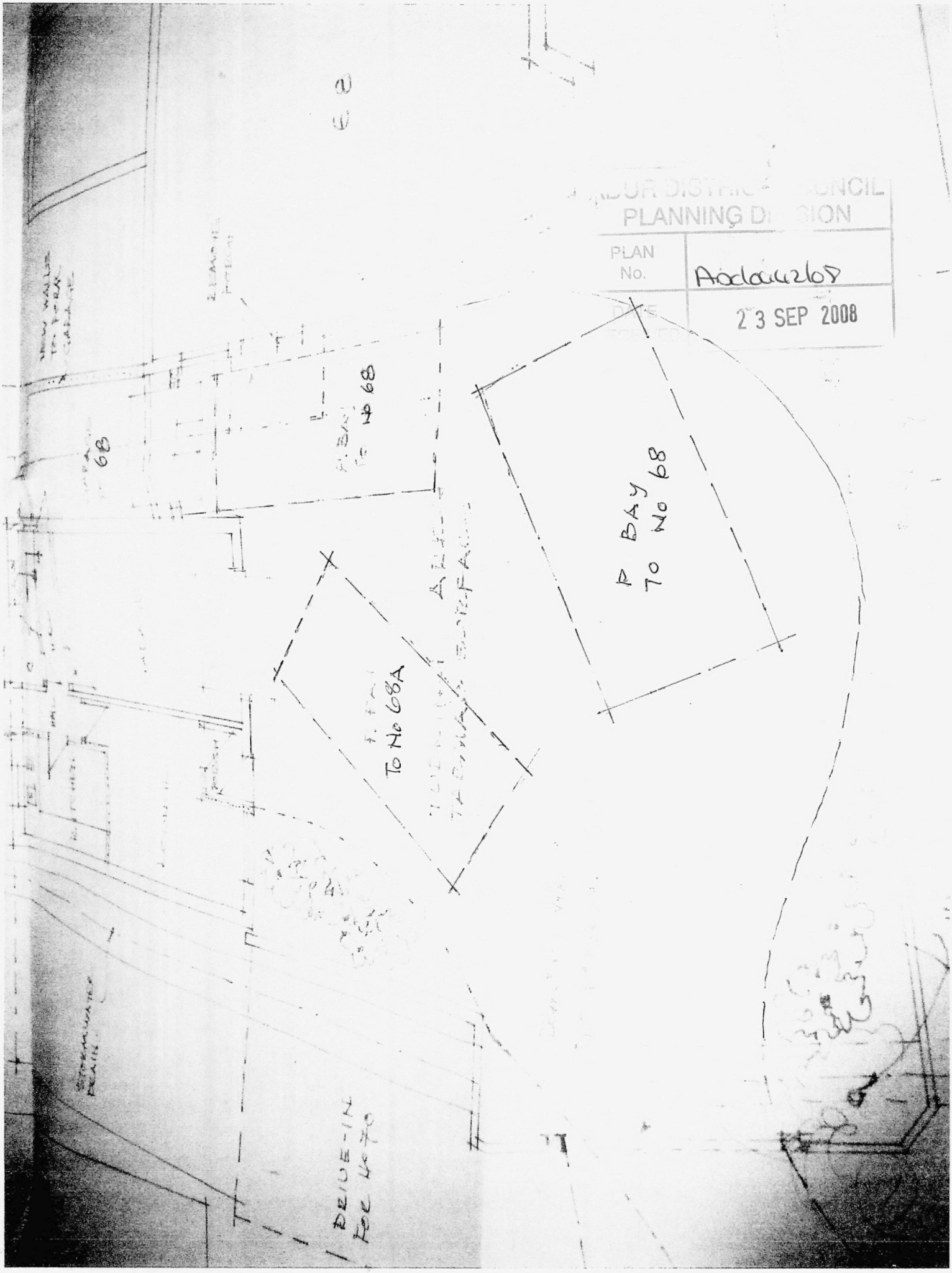
The representation of features as lines is no evidence of a property boundary.

Metres
0 20 40

Scale 1:1250

Supplied by: **Outlet User**
Serial number: 00003400
Centre coordinates: 518985 105631

Further information can be found on the OS Sitemap Information leaflet or the Ordnance Survey web site:
www.ordnancesurvey.co.uk



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PLANNING DI...SION
PLAN No. A0d0442/08
DATE RECEIVED 23 SEP 2008

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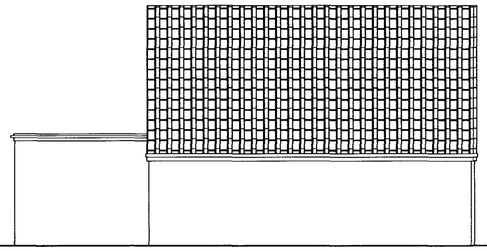
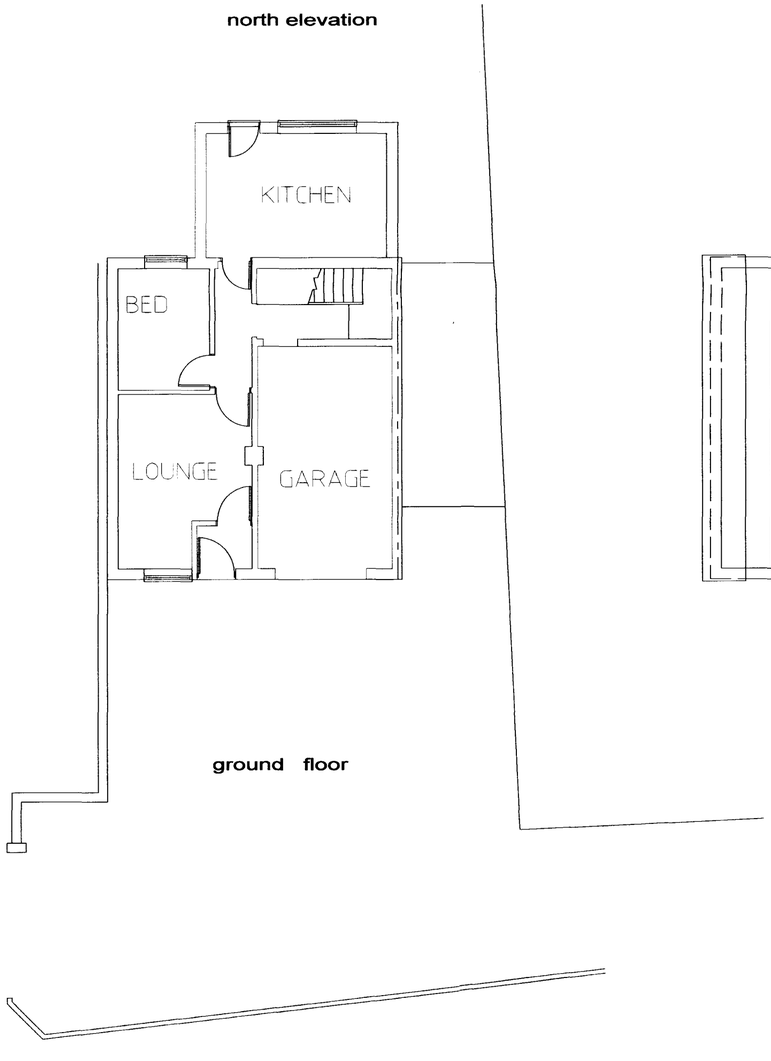
north elevation



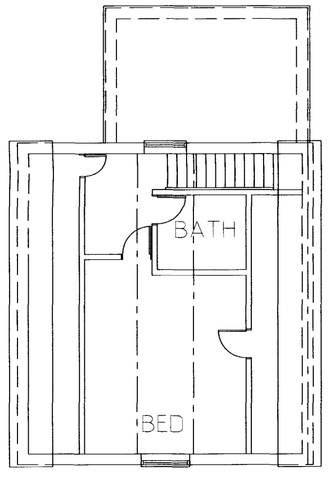
south elevation



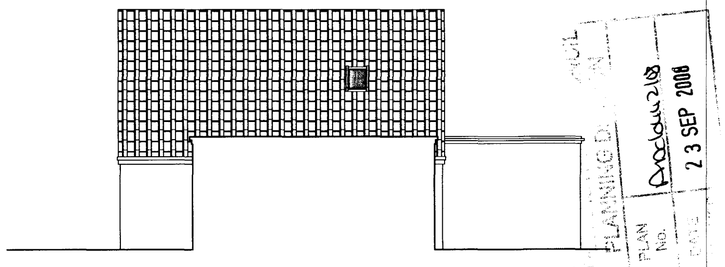
east elevation



ground floor



first floor



west elevation

ARCHITECTS
7, The Green, Hove,
East Sussex BN3 6TH.
Tel. 01273 330929

project: conversion of integral garage to lounge - BUILDING AS EXISTING

location: 68, old shoreham road, lancing

date	job No.	dr'g. No.
08/07	07072	01
scale 1/100		

C

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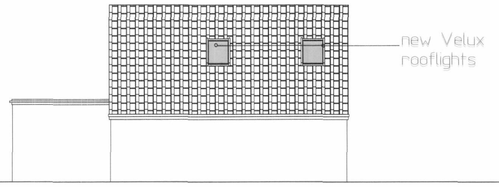
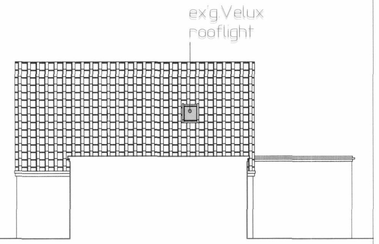
north elevation



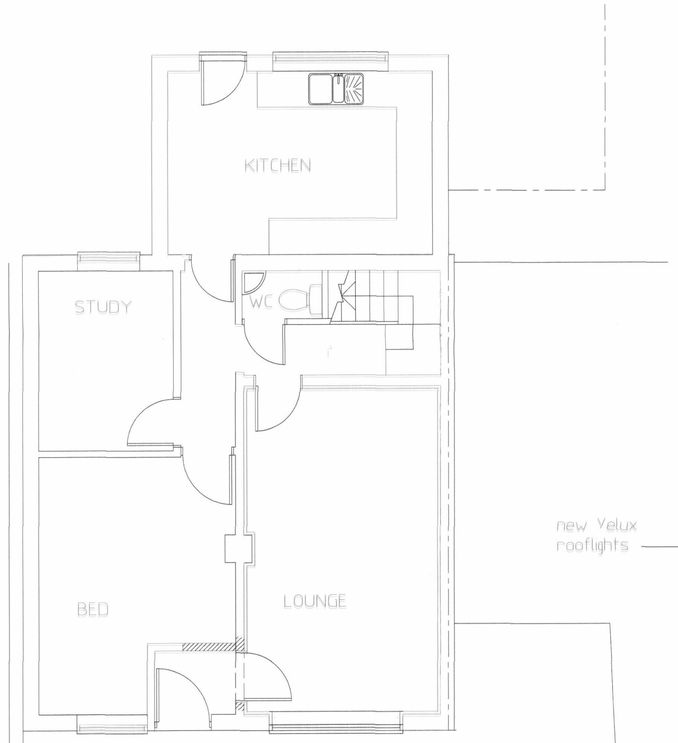
south elevation



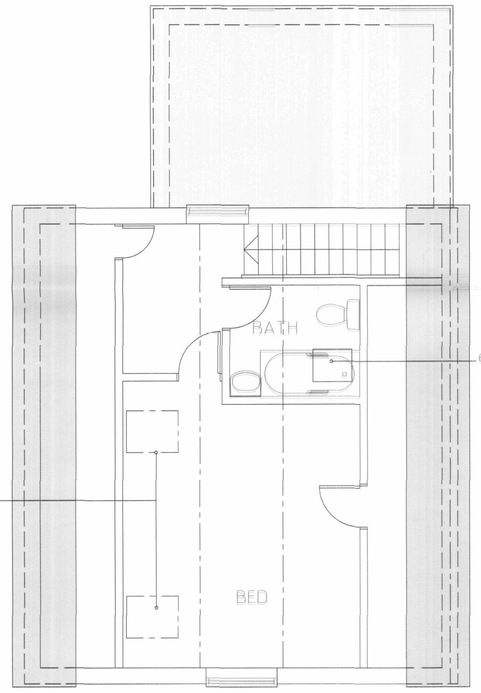
east elevation



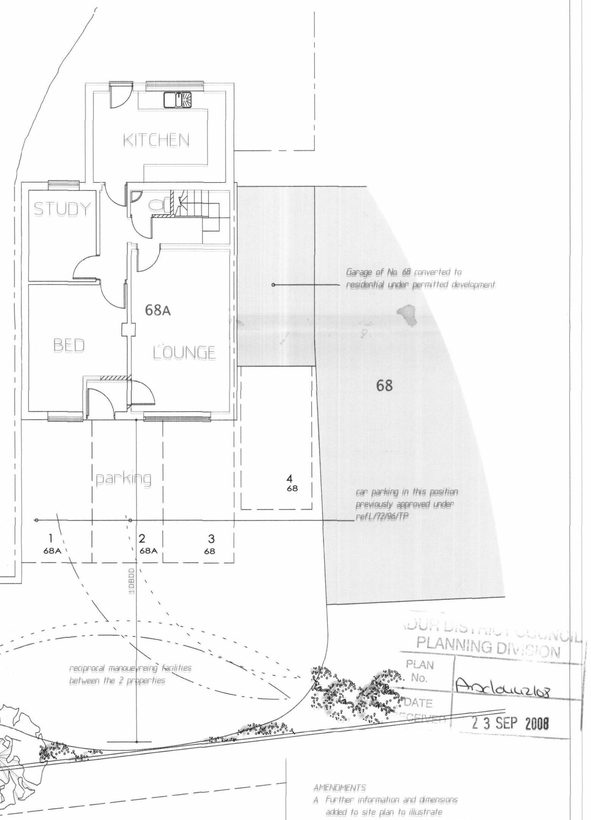
west elevation



GROUND FLOOR



FIRST FLOOR



SITE PLAN - 1 - 100

1/50

0 10

SHEET SIZE - A1

ADUR DISTRICT COUNCIL
PLANNING DIVISION
PLAN No. Ad/aw/168
DATE RECEIVED 23 SEP 2008

AMENDMENTS
A Further information and dimensions added to site plan to illustrate car parking movement 05/08

ARCHITECTS
7, The Green, Hove,
East Sussex BN3 6TH.
Tel. 01273 330929

project conversion of integral garage to lounge proposals

location 68a, old shoreham road, lancing

date	job No.	dr'g. No.
08/07	07072	02 A
scale 1/50-1/100		