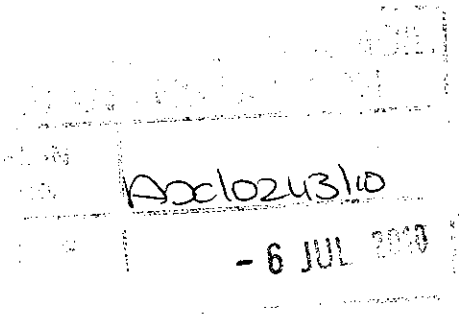
INSITE PLANNING Ltd

Surveying, Planning and Architectural Services
5 Beechwood Avenue, Brighton, East Sussex, BN1 8ED
Telephone and FAX: 01273 558118 email: insiteplanning@yahoo.co.uk

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



Our Ref: 1344

2nd July 2010

Dear Sir/Madam,

Re: Proposed Loft Conversion at:
13 Mile Oak Road, Southwick.

Please find enclosed the following documents with regard to my clients planning application for 'Certificate of Lawfulness' for proposed works out at the above.

a. Three copies of planning application 'Certificate of Lawfulness' form, duly completed, signed and dated.

b. Three copies of drawing numbered 1344/1406 showing the existing plans and elevations.

c. Three copies of drawing numbered 1344/1407A showing the proposed floor plans, elevations, block and location plans.

c. Cheque for £75.00, which represents the appropriate application fee.

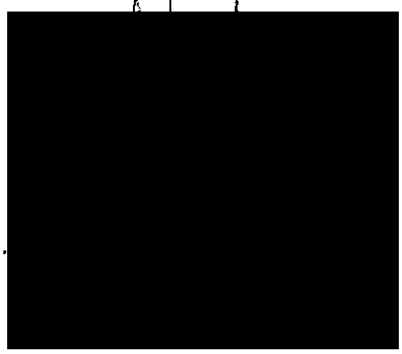
This application is for the benefit of my client to obtain confirmation that the works can be carried out, as permitted development and that planning permission will not be required for the proposals shown.

As you can see, the proposals show a loft conversion on this semi-detached bungalow. The loft conversion will provide additional bedrooms and bathroom on the new floor being created.
Other external works, will include replacing the flat roof over the existing rear extension with a small section of 'token' pitched roof.

The volume of the proposed rear facing dormer together will be 38.7 cubic metres. Therefore within the permitted development of 50.0 cubic metres.

I trust this planning application for 'Certificate of Lawfulness' meets with your satisfaction, however should you require any further information then please do not hesitate to contact me.

Yours sincerely,



M.P.Smith. MCIOB.
Insite Planning Ltd.

Copy to: client