You can use the Planning Portal to find the correct email address for your local planning authority.

www.planningportal.co.uk/localauthoritysearch

Notification for Prior Approval for a Proposed Change of Use of a Building from Shops (Class A1), Financial and Professional Services (Class A2), a Betting Office, Pay Day Loan Shop, Launderette or a Mixed Use Combining Use as a Dwellinghouse with a Betting Office, Pay Day Loan Shop, Launderette, Shops (Class A1) or Financial and Professional Services (Class A2) to a use falling within Class C3 (Dwellinghouses), and for Associated Operational Development

Town and Country Planning (General Permitted Development) Order 2015
Schedule 2, Part 3, Class M

Development is not permitted where the cumulative floor space changing use exceeds 150 square metres.

Development is not permitted where the building is a listed building, or is a scheduled monument, or where the building is located on Article 2(3) land, in a site of special scientific interest, in a safety hazard area or in a military explosives storage area.

Publication of notifications on planning authority websites

Please note that the information provided on this notification and in supporting documents may be published on the Authority's website. If you require any further clarification, please contact the Authority's planning department.

Please note: you need to download the form to complete it electronically. Please complete using block capitals and black ink if sending by post.

1. Developer Name and Address

Title:	Mrs	First name:	Lorraine		
Last name:	Luke				
Company (optional):					
Unit:		House number:	57	House suffix:	
House name:					
Address 1:	Kings Road				
Address 2:					
Address 3:					
Town:	Shoreham By Sea				
County:	West Sussex				
Country:	England				
Postcode:	BN15 8EG				

2. Agent Name and Address

Title:	Mr	First name:	Matt		
Last name:	Bridle				
Company (optional):	Downsview Associates Ltd				
Unit:		House number:		House suffix:	
House name:	Little Acorns				
Address 1:	Hampers Lane				
Address 2:					
Address 3:					
Town:	Storrington				
County:	West Sussex				
Country:	England				
Postcode:	RH20 3HZ				

ADUR & WORTHING
PLANNING SERVICES

PLAN	NOTICE/0001/17
DATE VALID	31 JAN 2017

3. Site Address Details

Please provide the full postal address of the application site.

Unit:		Building number:	106	Building suffix:	
Building name:					
Address 1:	106 Stoney Lane				
Address 2:					
Address 3:					
Town:	Shoreham By Sea				
County:	West Sussex				
Postcode:	Bn43 6LD				

4. Description of proposal

If the building was not in use on 20th March 2013, what date was it last in use? (DD/MM/YY)

What was the use of the building on 20th March 2013 or the last use before that date?

Snack bar/ cafe

Please specify (*including any floor space that has already changed use to a dwellinghouse under Class M of Part 3 of Schedule 2 to the Town and Country Planning (General Permitted Development Order) 2015)* the cumulative floor space of building which is proposed to change use to a dwellinghouse:

23m2

What is the net increase in dwellinghouses proposed by the development?
The number of dwellinghouses proposed by the development that is additional to the number of dwellinghouses on the site immediately prior to the development.

1

Please describe the proposed development, and provide relevant information on transport and highways, contamination and flooding risks on site. A flood risk assessment should be provided with the application where the building is located in Flood Zones 2 and 3, and in Flood Zone 1 where an area which has critical drainage problems has been notified to the Local Planning Authority by the Environment Agency:

The 'Snack Bar' is located beneath already residential accommodation and sits amongst two other commercial buildings at the bottom of Stoney Lane. Over the past few years the demand of small commercial shops/ cafe's in this location has become far less due to the creation of the larger stores (Tesco & Next) located at the top of Stoney Lane.

Historically the commercial units have been difficult to re-let or sell, the far right shop was vacant for 18 months but has recently become a financial office whilst the shop next door has been vacant for 4 years with very little/ no interest. The existing snack bar has now become empty and the landlord has carried out some market research on the demand for commercial premises in this location and as proven next door there is very little interest.

4. Description of proposal (Continued)

Please provide a view on the impact of the change of use on the provision of services and an assessment of how likely it is that the building could be occupied by another retail or financial/professional services use:

As highlighted on the attached drawings the proposal includes to convert the existing snack bar into a studio flat with minor alterations to the layout and redesign of the front window to make the accommodation more aesthetically pleasing.

Where the building is located in a key shopping area, please provide a view on the impact of the proposed change of use on the sustainability of that shopping area:

We wouldn't consider this area as a key shopping area.

Please give a description of any exterior alterations which are proposed to the building, including information of any intended partial demolition reasonably necessary to carry out these works:

We intend to remove the existing large glazed front screen together with the sign and canopy above, make good the external wall as necessary to match the neighbours property, install sliding sash windows to match those above and to infill the remaining areas with rendered blockwork. The front door will remain where it is.

5. 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 could result in your notification being deemed invalid. It will not be considered valid until all information required by the Local Planning Authority has been submitted. Please note that as part of this procedure, if any objections are received the Local Planning Authority may require submission of further information at a later date.

All sections of this notification completed in full, dated and signed (typed signature if sent electronically). ☒

A plan indicating the site and showing the proposed development. A plan drawn to an identified scale will assist the authority in assessing your development proposal. ☒

The correct fee. ☒

Plans can be bought from one of our accredited suppliers using our Buy-a-Plan service (www.planningportal.co.uk/buyaplan)

6. Declaration

I/we hereby apply for prior approval as described in this notification and the accompanying plans/drawings and additional information. I/we confirm that, to the best of my/our knowledge, any facts stated are true and accurate and any opinions given are the genuine opinions of the person(s) giving them.

Signed - Developer:	Or signed - Agent:	Date (DD/MM/YYYY):	
	[redacted]	06/01/2017	(date cannot be pre-application)

7. Developer Contact Details

Telephone numbers

Country code:	National number:	Extension number:

Country code:	Mobile number (optional):

Country code:	Fax number (optional):

Email Address - If this is given then it will be assumed that the applicant consents to all correspondence being done electronically.

8. Agent Contact Details

Telephone numbers

Country code:	National number:	Extension number:
01903	746367	

Country code:	Mobile number (optional):
07525	844965

Country code:	Fax number (optional):

Email Address - If this is given then it will be assumed that the applicant consents to all correspondence being done electronically.

matt@downsview-surveyors.co.uk