Planning Services, Adur & Worthing Councils

Portland House,
44 Richmond Road,
Worthing,
West Sussex,
BN11 1HS

Tel : 01903 221065
websites : www.adur.gov.uk or www.worthing.gov.uk
e-mail : planning@adur-worthing.gov.uk

Householder Application for Planning Permission for works or extension to a dwelling.
Town and Country Planning Act 1990

Publication of applications on planning authority websites.

Please note that the information provided on this application form 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.

1. Site Address

Number	39
Suffix	
Property name	
Address line 1	Adur Drive
Address line 2	
Address line 3	
Town/city	Shoreham-By-Sea
Postcode	BN43 6PN

Description of site location must be completed if postcode is not known:

Easting (x)	522381
Northing (y)	105482

Description

2. Applicant Details

Title	Ms
First name	Amber
Surname	Maddox
Company name	
Address line 1	39, Adur Drive
Address line 2	
Address line 3	
Town/city	Shoreham-By-Sea
Country	

2. Applicant Details

Postcode	BN43 6PN

Are you an agent acting on behalf of the applicant? (●) Yes ( ) No

Primary number	
Secondary number	
Fax number	
Email address	

3. Agent Details

Title	Ms
First name	Catherine
Surname	Whitby
Company name	Catherine Whitby Architects
Address line 1	110 College Lane
Address line 2	Hurstpierpoint
Address line 3	
Town/city	
Country	West Sussex
Postcode	BN6 9AJ
Primary number	
Secondary number	
Fax number	
Email	

4. Description of Proposed Works

Please describe the proposed works:

Garage conversion, (re-built as habitable structure) with small single storey side extension.
Hip-to-gable loft conversion.

Has the work already been started without consent? ( ) Yes (●) No

5. Materials

Does the proposed development require any materials to be used externally? (●) Yes ( ) No

Please provide a description of existing and proposed materials and finishes to be used externally (including type, colour and name for each material):

Walls	
Description of existing materials and finishes (optional):	Red facing brickwork

5. Materials

Description of proposed materials and finishes:	Red facing brickwork and red vertical tile hanging to new gable end and dormer

Roof	
Description of existing materials and finishes (optional):	Interlocking concrete roof tiles, red Bituminous felt
Description of proposed materials and finishes:	Interlocking concrete roof tiles, red Bituminous felt

Windows	
Description of existing materials and finishes (optional):	uPVC, white
Description of proposed materials and finishes:	uPVC,white

Doors	
Description of existing materials and finishes (optional):	uPVC, white
Description of proposed materials and finishes:	uPVC, white

Are you supplying additional information on submitted plans, drawings or a design and access statement? ◉ Yes ○ No

If Yes, please state references for the plans, drawings and/or design and access statement

0121_01 Existing Plans, Elevations and Site Location Plan
0121_02 Proposed Plans and Site Location Plan
0121_03 Proposed Elevations and Sections

6. Trees and Hedges

Are there any trees or hedges on your own property or on adjoining properties which are within falling distance of your proposed development? ○ Yes ◉ No

Will any trees or hedges need to be removed or pruned in order to carry out your proposal? ○ Yes ◉ No

7. 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, extinguishment and/or creation of public rights of way? ○ Yes ◉ No

8. Parking

Will the proposed works affect existing car parking arrangements? ◉ Yes ○ No

If Yes, please describe:

No change to existing driveway.
The existing garage, (too small for vehicle parking) will be converted to a habitable living space.

9. 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?

- ○ The agent
- ◉ The applicant
- ○ Other person

10. Pre-application Advice

Has assistance or prior advice been sought from the local authority about this application? ○ Yes ◉ No

11. Authority Employee/Member

With respect to the Authority, is the applicant and/or agent one of the following:
(a) a member of staff
(b) an elected member
(c) related to a member of staff
(d) related to an elected member

It is an important principle of decision-making that the process is open and transparent. ○ Yes ◉ No

For the purposes of this question, "related to" means related, by birth or otherwise, closely enough that a fair-minded and informed observer, having considered the facts, would conclude that there was bias on the part of the decision-maker in the Local Planning Authority.

Do any of the above statements apply?

12. Ownership Certificates and Agricultural Land Declaration

CERTIFICATE OF OWNERSHIP - CERTIFICATE A - Town and Country Planning (Development Management Procedure) (England) Order 2015 Certificate under Article 14

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* of any part of the land or building to which the application relates, and that none of the land to which the application relates is, or is part of, an agricultural holding**

*** 'owner' is a person with a freehold interest or leasehold interest with at least 7 years left to run. ** 'agricultural holding' has the meaning given by reference to the definition of 'agricultural tenant' in section 65(8) of the Act.**

NOTE: You should sign Certificate B, C or D, as appropriate, if you are the sole owner of the land or building to which the application relates but the land is, or is part of, an agricultural holding.

Person role

- ○ The applicant
- ◉ The agent

Title	Ms
First name	Catherine
Surname	Whitby
Declaration date (DD/MM/YYYY)	08/11/2021

☑ Declaration made

13. Declaration

I/we hereby apply for planning permission/consent as described in this form 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. ☑

Date (cannot be pre-application)	08/11/2021