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

Application for a Lawful Development Certificate for a Proposed Use or Development

Town and Country Planning Act 1990 (as amended)

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.

Site Location

Disclaimer: We can only make recommendations based on the answers given in the questions.

If you cannot provide a postcode, the description of site location must be completed. Please provide the most accurate site description you can, to help locate the site - for example "field to the North of the Post Office".

Number: 88

Suffix:

Property Name:

Address Line 1: Overhill

Address Line 2:

Address Line 3: West Sussex

Town/city: Southwick

Postcode: BN42 4WJ

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

Easting (x): 524282

Northing (y): 106626

Description:

Applicant Details

Name/Company

Title

Mr

First name

Ben

Surname

Clark

Company Name

Address

Address line 1

88 Overhill

Address line 2

Address line 3

Town/City

Southwick

County

West Sussex

Country

Postcode

BN42 4WJ

Are you an agent acting on behalf of the applicant?

- [x] Yes
- [ ] No

Contact Details

Primary number

***** REDACTED ******

Secondary number

Fax number

Email address

Agent Details

Name/Company

Title

Mr

First name

Kevin

Surname

Ling

Company Name

Cotech CAD

Address

Address line 1

6 Swynford Drive

Address line 2

Address line 3

Town/City

St Leonards on Sea

County

Country

United Kingdom

Postcode

TN38 9NE

Contact Details

Primary number

***** REDACTED ******

Secondary number

Fax number

Email address

***** REDACTED ******

Description of Proposal

Does the proposal consist of, or include, the carrying out of building or other operations?

- [x] Yes
- [ ] No

If Yes, please give detailed description of all such operations (includes the need to describe any proposal to alter or create a new access, layout any new street, construct any associated hard-standings, means of enclosure or means of draining the land/buildings) and indicate on your plans (in the case of a proposed building the plan should indicate the precise siting and exact dimensions)

Loft Conversion incorporating dormer extension to rear of Property and extension of ridge line to form part gable

Does the proposal consist of, or include, a change of use of the land or building(s)?

- [ ] Yes
- [x] No

Has the proposal been started?

- [ ] Yes
- [x] No

Grounds for Application

Information about the existing use(s)

Please explain why you consider the existing or last use of the land is lawful, or why you consider that any existing buildings, which it is proposed to alter or extend are lawful

Existing Property is Private Dwelling

Please list the supporting documentary evidence (such as a planning permission) which accompanies this application

Drawing No.'s :-
P-491(25)01 - Floor, Roof, Site Block and Site Location Plans - As Existing (1:50, 1:500 and 1:1250 @ A1)
P-491(25)02 - Existing Elevations (1:50 @ A1)
P-491(25)03 - Floor, Roof and Site Block Plans - As Proposed (1:50 and 1:500 @ A1)
P-491(25)04 - Proposed Elevations (1:50 @ A1)
P-491(25)CIL - Community Infrastructure Levy Questions
Environment Agency - Flood Risk for Planning

Select the use class that relates to the existing or last use.

C3 - Dwellinghouses

Information about the proposed use(s)

Select the use class that relates to the proposed use.

C3 - Dwellinghouses

Is the proposed operation or use

- [x] Permanent
- [ ] Temporary

Why do you consider that a Lawful Development Certificate should be granted for this proposal?

Notes to demonstrate compliance (right to build) under Class B : Permitted Development rights : Loft Conversion

1. The application property is not located on designated land.
2. Volume : Area hatched thus indicates additional area created to / within Roof Space. Additional area created does not exceed that permissable (ie 50 cubic metres for semi-detached properties).
3. No part of the dwelling house, will extend, as a result of the Proposed Works extend beyond the plane of any existing roof slope which forms the principal elevation of the dwelling house or fronts a highway.
4.The materials used in the exterior works shall be of similar appearance to those used in construction of the exterior of the existing dwelling house. Dormer face & cheeks shall have tile finish, tile type and colour to match or be in keeping with that of main roof finish. With regard to pitched roof finish to dormer and main roof is to be concrete plain tiles to match existing, the flat roof finish to the dormer, the materials specified would be deemed acceptable as this element would not be considered to have any visual impact.
5. The height of the dwelling house DOES NOT, as a result of the Proposed Works exceed the height of the highest part of the existing building.
6. No veranda, balcony or raised platform form any part of the proposed works.
7. The roof enlargement does not overhang the outer face of the wall of the original house.
8. A minimum distance of 200mm (325mm actual as indicated on adjacent elevations) exists from eaves to edge of enlargement measured along roof slope from the edge of the enlargement to the outer edge of the eaves. This to ensure that the enlargement cannot overhang the outer face of the wall of the original house.

Site Visit

Can the site be seen from a public road, public footpath, bridleway or other public land?

- [ ] Yes
- [x] No

If the planning authority needs to make an appointment to carry out a site visit, whom should they contact?

- [ ] The agent
- [x] The applicant
- [ ] Other person

Pre-application Advice

Has assistance or prior advice been sought from the local authority about this application?

- [ ] Yes
- [x] No

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.

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?

◯ Yes
⊘ No

Interest in the Land

Please state the applicant's interest in the land

⊘ Owner
◯ Lessee
◯ Occupier
◯ Other

Declaration

I/We hereby apply for Lawful development: Proposed use as described in the questions answered, details provided, 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.
I/We also accept that, in accordance with the Planning Portal's terms and conditions:
- Once submitted, this information will be made available to the Local Planning Authority and, once validated by them, be published as part of a public register and on the authority's website;
- Our system will automatically generate and send you emails in regard to the submission of this application.

☑ I / We agree to the outlined declaration

Signed

Kevin Ling

Date

21/03/2025