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
PLAN No. AD/0200/08
DATE RECEIVED 15 APR 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:	
Last name:	Neil
Company (optional):	
Unit:	
House number:	60
House suffix:	
House name:	
Address 1:	Adur Avenue
Address 2:	
Address 3:	
Town:	Shoreham-by-Sea
County:	West Sussex
Country:	
Postcode:	BN43 5NL

2. Agent Name and Address

Title:	
Last name:	Mel Humphrey
Company (optional):	MRICS MBEng
Unit:	39 Northease Drive
House name:	Hove, East Sussex BN3 8PQ
Address 1:	Mobile: 07701 055182
Address 2:	Email: mel_humphrey_uk@yahoo.co.uk
Address 3:	
Town:	
County:	
Country:	
Postcode:	

3. Description of Proposed Works

Please describe the proposed works:

Rooms in Roof (with Part-hipped side gable & rear dormer)

.... resubmission of ADC/0070/08

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): (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: House suffix:

House name:

Address 1: As (1) overleaf

Address 2:

Address 3:

Town:

County:

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: Adrian Ridsdale-Smith

Reference:

Date (DD MM YYYY): (must be pre-application submission)

Details of the pre-application advice received:

Consultation with applicant, resubmission proceeded with, following the fact that the neighbouring dwelling is constructing similar scheme.

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:

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		Vertical tiling	☐	☐	
Roof		tiles to match	☐	☐	
Windows		PVC white	☐	☐	
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 [redacted]	Date (DD/MM/YYYY):
		14/4/8

CERTIFICATE OF OWNER[redacted]CATE B

Town and Country Planning (General Development [redacted]der 1995 Certificate under Article 7

I certify/ The applicant certifies that I have/the applicant has given the [redacted]tice to everyone else (as listed below) who, on the day 21 days before the date of this application, was the owner *(owner is a pe[redacted] 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 re[redacted]

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 Proced[redacted] 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 [redacted]lding.

Signed - Applicant:

Or signe[redacted]

Date (DD/MM/YYYY): 14/4/8

B) I have/ The applicant has given the requisite notice to every pers[redacted]myself/ the applicant who, on the day21 days before the date of this application, was a tenant of an agricultural holding [redacted] 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.

3 copies of a completed and dated application form: ☑

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: ☑

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

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: Nil ☒

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

3 copies of the completed, dated Ownership Certificate (A, B, C or D - as applicable): ☐

resubmission

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 si[redacted]

Date (DD/MM/YYYY): 14/4/8 (date cannot be pre-application)

14. Applicant Contact Details

Telephone numbers

Country code:	National number:	Extension number:
[redacted]	[redacted]	
Country code:	Mobile number (optional):	
[redacted]	[redacted]	
Country code:	Fax number (optional):	

Email address (optional):

15. Agent Contact Details

Telephone numbers

C		Extension number:
C		
C		

Mel Humphrey
MRICS MBEng
39 Northease Drive
Hove, East Sussex BN3 8PQ
Mobile: 07701 055182
Email: mel_humphrey_uk@yahoo.co.uk

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:

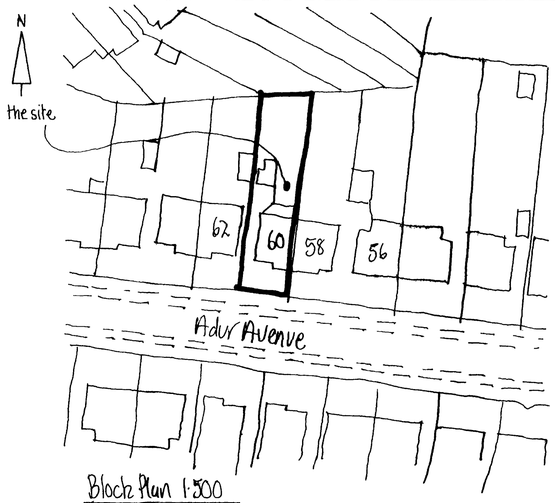
Contact name:

Telephone number:

Email address:

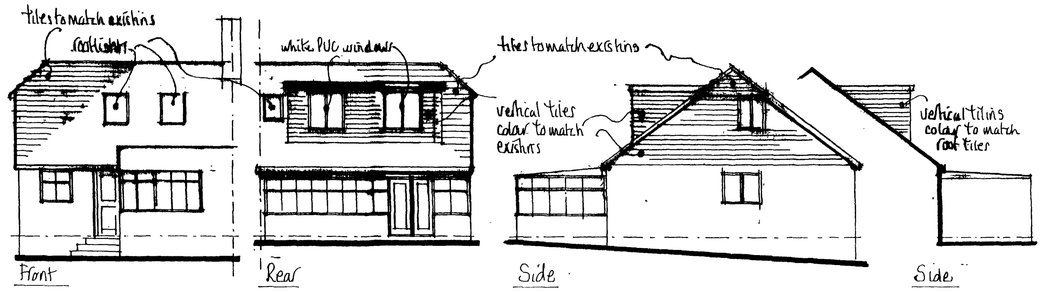


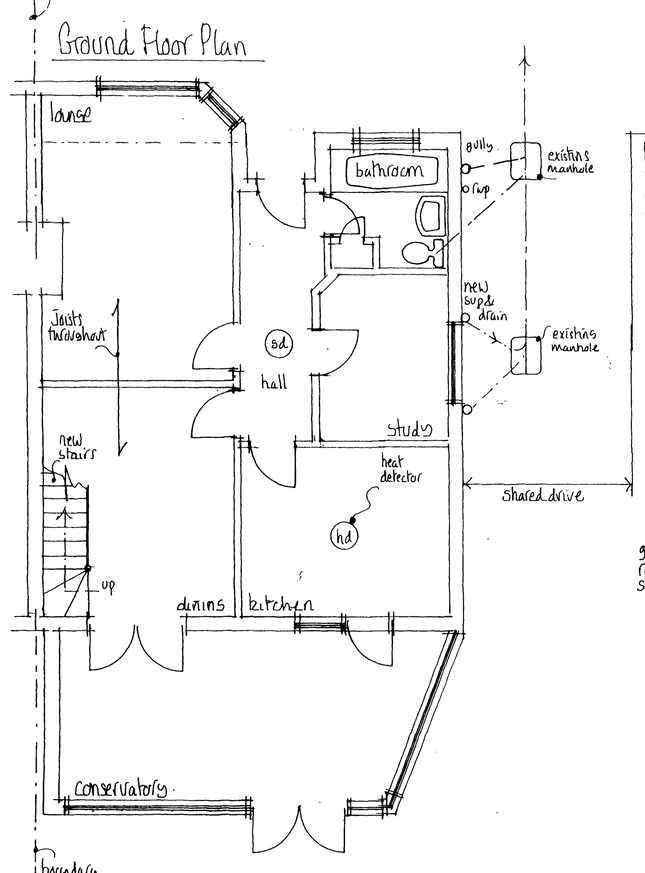
Site Location Plan 1:1250

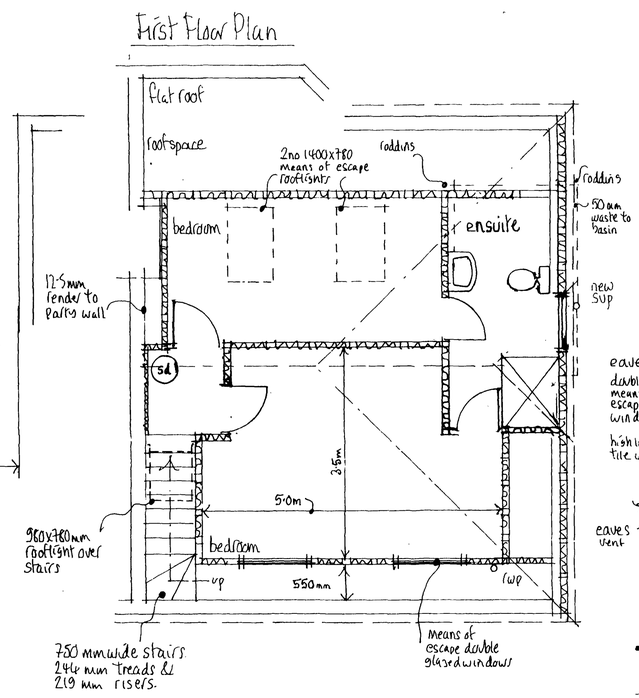


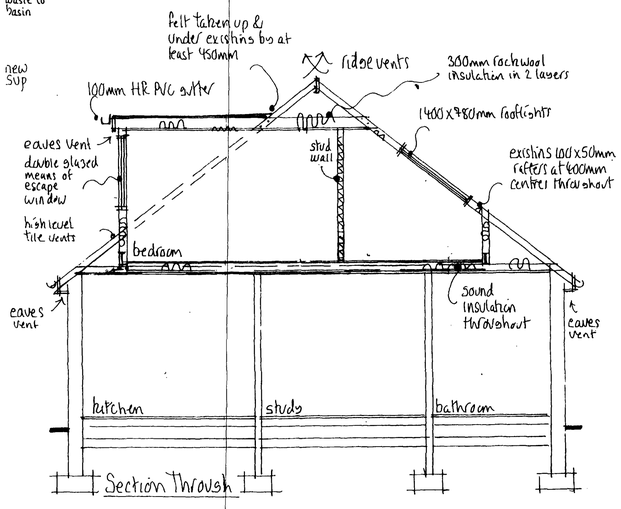
Block Plan 1:500

Elevations









Building Regulation Notes

Any parts of structure covered over or inaccessible have not been inspected and no responsibility is accepted for these areas including underground. All electrics, heating, plumbing and decorations to be altered/extended all to client's choice. All lengths of proposed beams to be measured on site prior to ordering, to verify structural engineer's dimensions. THIS DRAWING TO BE READ IN CONJUNCTION WITH STRUCTURAL ENGINEERS CALCULATIONS AND RECOMMENDATIONS The property owner is reminded of the requirement to serve a Party Structure Notice on any adjoining owner should they need to do so under the requirements of the Party Wall Act 1996.

Foundations

All foundations and lintels supporting additional loads are to be exposed and checked for adequacy and suitability for ground conditions prior to commencement of work. All existing lintels taking additional loads are to be exposed and checked for adequacy on commencement of work and replaced if necessary.

Floor

New floor to be 22mm T & G flooring (moisture resistant within en suite) grade chipboard of 15kg/m² on joists with strutting at mid span insulated with 100mm rockwool quilt for sound insulation as indicated on plan. Existing ceiling is of 12.5 mm plasterboard 10kg/m² to provide the modified ½ hour fire resistance required. Dwarf stud partition to be of minimum 100 x 50mm studding at 400mm centres with sw base and head and cross nogged. Insulated with 100mm Celotex insulation, lined with 1000-gauge polythene vapour barrier under 12.5mm plasterboard and set finish. All skeilings to be insulated with 50mm Celotex, securely supported and battened to achieve a minimum airspace of 50mm over the insulation and under draw with a further 70mm of Celotex with 1000 gauge polythene vapour barrier between insulation and plasterboard finish. Ridge or high-level tile ventilators to be installed to assist cross ventilation of roof space. To be equal to a continuous strip of 5mm wide. Provide ventilation to the existing soffit equivalent to a 25mm continuous ventilation strip fitted with a fly screen. All existing binders supporting ceiling joists are to remain in position where cut. Steel beams to be coated with fire resistant intumescent paint (Nullifire or similar) to provide at least ½ hour fire resistance. Internal stud partition walls as shown to be constructed of minimum 100 x 50mm studding at 400mm centres with sw base and head plates and cross noggings at maximum 1200mm centres. Insulated with 100mm quilt for sound insulation, faced both sides with 12.5mm plasterboard finished with set. Ceiling above bedrooms are to receive 300mm rockwool in 2 layers of 150mm laid at right angles to each other.

Dormers and Gable End

To be constructed of 100 x 50mm studding at 400mm centres with 100 x 100mm posts at corners and window jambs. Studding to be lined externally with plain tile hanging of colour to match main roof on 38 x 19mm battens and breather paper (Sisalkraft) on 12.5mm sheathing ply and internally with 1000 gauge polythene vapour barrier over 100mm Celotex insulation in between studwork and 12.5mm plasterboard finished with set. Rafters to be doubled up under dormer cheeks. Provide code 4 lead soakers and flashings as necessary. Dormer cheeks within 1.0m of the boundary to be lined externally with 12.5mm Superlux and internally with 12.5mm plasterboard to achieve ½ hour fire resistance from both sides with 1000 gauge polythene vapour barrier between 100mm Celotex insulation & plasterboard finish. All joints to be lapped & taped.

Flat Roof

Timber roof structures to be fixed in accordance with BS Codes of Practice no CP3 and CP112. Flat roof covered with 3 layer built up felt to BS747 finished with 12.5mm white stone chippings bedded in bitumen. All felt work and detailing to be in accordance with CP144. 18mm WBP plywood decking on sw firrings to give min 1 in 40 fall and SC3 grade sw joists (size and centres as shown on plan) with 120mm Celotex laid in between joists and a further layer of 30mm Celotex under. Roofing felt taken up under existing sarking felt minimum 450mm. Ceiling lined with 1000-gauge polythene and 12.5mm plasterboard finished to client's approval. Flat roof to be ventilated at eaves by setting ex 25mm sw fascia min 25mm from face of wall with insect mesh backing opening to form continuous ventilation strip along full length of eaves on all sides. 100mm x 50mm wall plate strapped down to walls using 1000 x 30 x 5mm mild steel straps at 1.2m centres. Rainwater to 100mm half round pvc gutter laid to falls to the 65mm down pipes as shown discharging on existing roof.

Ventilation

New windows to provide open able ventilation area of not less than 1/20th of the floor area of the rooms, which they serve, all fitted with a minimum 8000mm² trickle ventilator. All new windows to be double glazed PVC with 16mm air gap and a "soft" low-E coating. The room shall have a window at least 850mm high and 500mm wide when open with a cill height of between 800mm and 1100mm. All glazing in those critical locations to be of toughened or laminated safety glass in accordance with clause 5.3, BS6206. Any new bathroom to be provided with an extract fan capable of extracting not less than 15 litres per second operated intermittently and ducted to external air

Foul Water Drainage

All complying with BS EN 752. All fittings to be provided with trapped waste pipes as follows: Sink, shower & baths - 40mm diameter Wash hand basin 32mm diameter WC - 100mm diameter Common waste pipes to be 50mm diameter. All traps to be 75mm deep seal & all waste pipes are to be fitted with rodding access on tight bends. Common wastes or runs in excess of 1.7m long are to be fitted with anti-syphonic traps, all to discharge into existing soil and vent pipe to be 100mm UPVC and terminate 900mm above any opening windows within 3.0m including a PVC cage. Any new drains to be 100mm diameter UPVC pipes laid and surrounded in pea beach to fall 1 in 40, provide concrete cover where invert is less than 450mm. All manholes within the building to be fitted with double seal screw down covers. Provide rodding access at the base of the soil and vent pipe. New inspection chambers/manholes to be proprietary plastic mouldings supplied by "Osma" or similar approved. Installed strictly in accordance with manufacturer's instructions.

Stairs

Standard timber staircase with rise, going, width and layout as shown on plan. Pitch 42 degrees maximum. Openings in vertical balustrades not to exceed 100mm. Minimum handrail height for stairs and landing to be 900mm. Handrail to be continuous top to bottom of flight, with no finger traps. Minimum headroom over pitch of staircase to be 2000mm, measured vertically above the pitch line. Minimum going at newel posts to be 50mm. ALL DIMENSIONS TO BE CHECKED ON SITE PRIOR TO MANUFACTURE

Smoke Detectors

At least one number main operated self-contained smoke alarm to BS 5446: Part 1 to be installed in the circulation space of each storey. All smoke alarms within each dwelling to be inter-connected, be permanently wired to a separate fused circuit at the distribution boards in accordance with IEE Regulations. They may operate at a low voltage via a mains transformer. Smoke alarms must be installed within 7m of the living room and kitchen door, within 3m of all bedroom doors and within 15m of each other in corridors or landings. If ceiling mounted, smoke alarms should not be installed within 300mm of a light fitting. If wall mounted, smoke alarm should not be over radiator and should be fixed elsewhere within 150 and 300mm of the ceiling. Provide a heat detector within kitchen.

Electrics

All electrical work required to meet the requirements of Part P (Electrical Safety) must be designed, installed, inspected and tested by a person competent to do so. Prior to completion the Council should be satisfied that Part P has been complied with. This may require an appropriate BS 7671 electrical installation certificate to be issued for the work by a person competent to do so. Energy efficient lightings are to be provided at a rate of one / 25m² or one for every 4 fixed fittings provided.

PLANNING D...
PLAN No. A06/0208
15 APR 2008

Mel Humphrey
MRICS MBEng
39 Northease Drive
Hove, East Sussex BN3 8PQ
Mobile: 07701 055182
Email: mel_humphrey_uk@yahoo.co.uk

Loft Conversion @
60 Adur Avenue Shoreham

Scale: 1:50, 1:100, 1:1250, 1:500

Date: Dec 07 Drawn by:

Drg No. Rev.