e-mail: planning@horsham.gov.uk

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

PLANNING DIVISION
PLAN No. A0d02a1d
DATE 15 APR 2008

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 & MRS
First name:	M.
Last name:	GAMON.
Company (optional):	
Unit:	
House number:	58
House suffix:	
House name:	
Address 1:	58 GARDNER ROAD.
Address 2:	
Address 3:	
Town:	SOUTHWICK.
County:	W-SUSSEX.
Country:	
Postcode:	

2. Agent Name and Address

Title:	MR
First name:	T.
Last name:	CORDING.
Company (optional):	
Unit:	
House number:	140
House suffix:	
House name:	
Address 1:	140 HIGH STREET.
Address 2:	
Address 3:	
Town:	STEYNING.
County:	W-SUSSEX.
Country:	
Postcode:	BN44 3LH.

3. Description of Proposed Works

Please describe the proposed works:

TWO STOREY EXTENSION AT SIDE AND LOFT CONVERSION WITH REAR DORMER WINDOW.

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: 58 House suffix: _____

House name: _____

Address 1: GARDNER ROAD.

Address 2: _____

Address 3: _____

Town: SOUTHWICK.

County: W- SUSSEX.

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:

Reference:

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

Details of the pre-application advice received:

~~Advice received by Roberta Zoanetti in regards to registering the application~~

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	RENDER & BRICKWORK	BRICKWORK & TILE HANGING.	☐	☐	
Roof	PLAIN TILES.	PLAIN TILES.	☐	☐	
Windows	WHITE UPVC	WHITE UPVC	☐	☐	
Doors	WHITE UPVC	WHITE UPVC	☐	☐	
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 signed - Agent:	Date (DD/MM/YYYY):
	[redacted]	05.04.08

CERTIFICATE OF OWNERSHIP - CERTIFICATE B

Town and Country Planning (General Development Procedure) Order 1995 Certificate under Article 7

I certify/ The applicant certifies that I have/the applicant has given the requisite notice to everyone else (as listed below) 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 or building to which this application relates.

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 Procedure)Order 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 of, an agricultural holding.

Signed - Applicant:

Or signed - Agent: [redacted]

Date (DD/MM/YYYY): 05.04.08

B) I have/ The applicant has given the requisite notice to every person other than myself/ the applicant who, on the day21 days before the date of this application, was a tenant of an agricultural holding on all or part 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: ☑

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): ☑

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 signed - Agent: [redacted]

Date (DD/MM/YYYY): 05.04.08 (date cannot be pre-applicati

14. Applicant Contact Details

Telephone numbers

Country code:	National number:	Extension number:

Country code: | Mobile number (optional):

Country code: | Fax number (optional):

Email address (optional):

15. Agent Contact Details

Telephone numbers

Country code:	National number:	Extension number:
01903	814836	

Country code: | Mobile number (optional):

Country code: | Fax number (optional):

Email address (optional): tim_cording@hotmail.co.uk.

16. Site Visit

Can the site be seen from a public road, public footpath, bridleway or other public land? ☐ Yes ☑ No

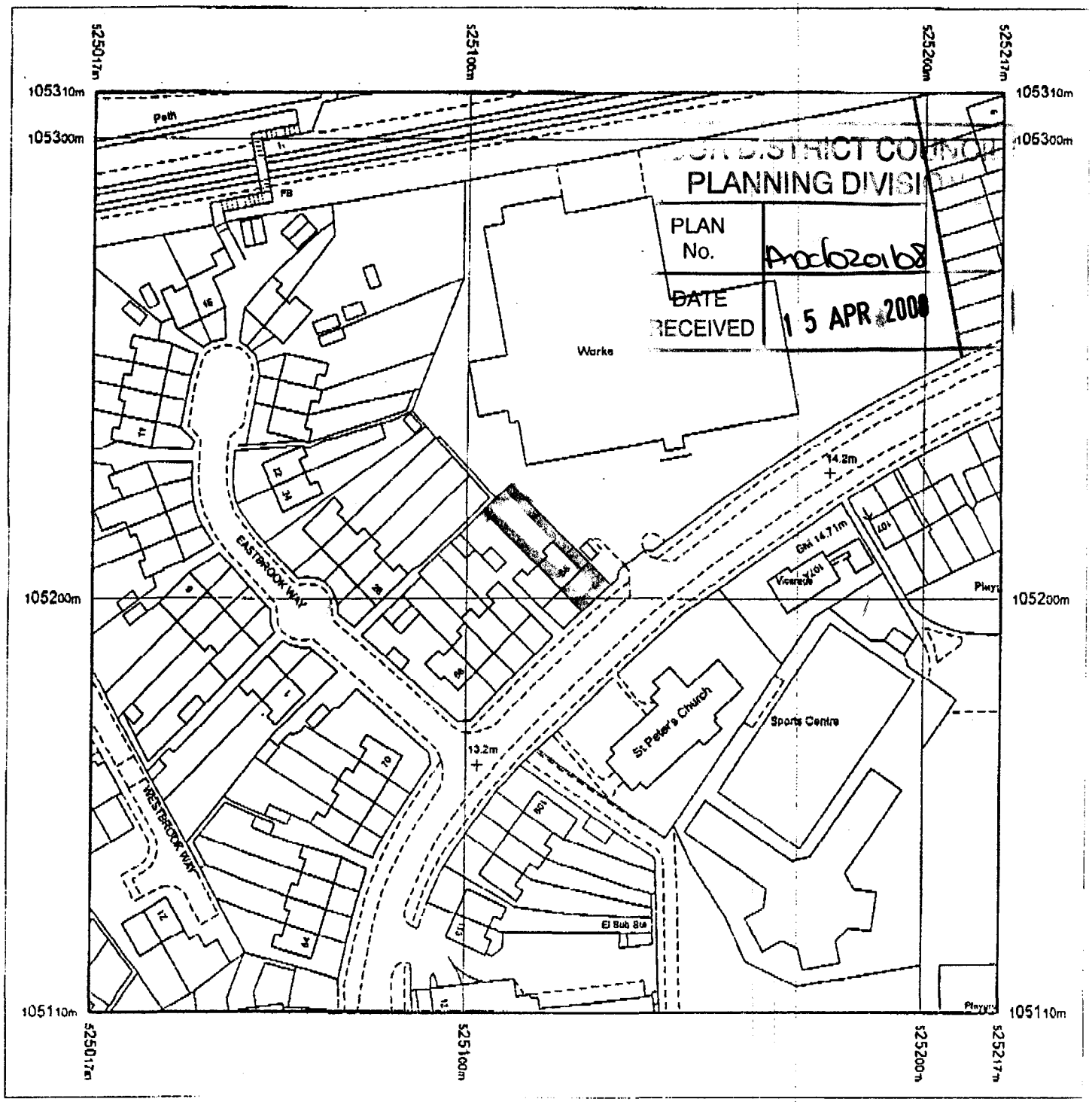
If the planning authority needs to make an appointment to carry out a site visit, whom should they contact? *(Please select only one)* ☑ Agent ☐ Applicant ☐ Other (if different from the agent/applicant's details)

If Other has been selected, please provide:

Contact name: | Telephone number:

Email address:

OS Sitemap



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The representation of a road, track or path is no evidence of a right of way.

The representation of features as lines is no evidence of a property boundary.

Metres
0 20 40

Scale 1:1250

Supplied by: Blackwells
Serial number: 01150400
Centre coordinates: 525117 105210

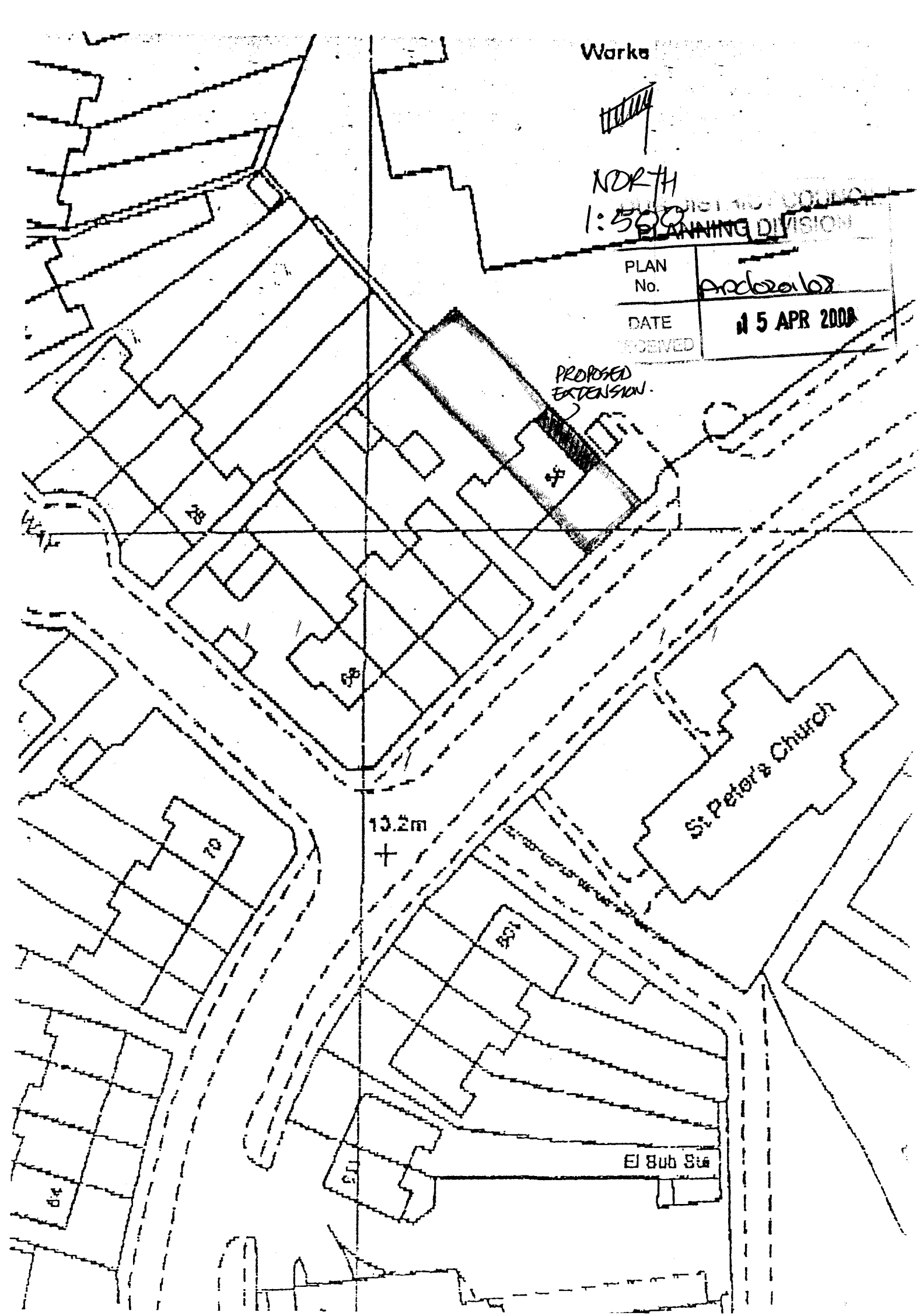
Further information can be found on the OS Sitemap Information leaflet or the Ordnance Survey web site: www.ordnancesurvey.co.uk

58 GARDNER ROAD

PORTSLADE

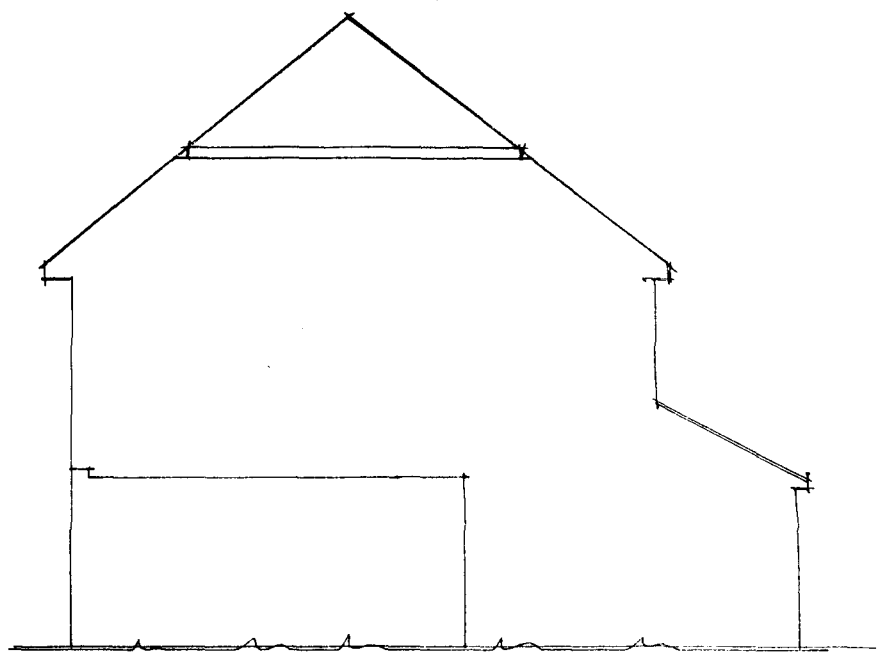
BRIGHTON

BN41 1PL

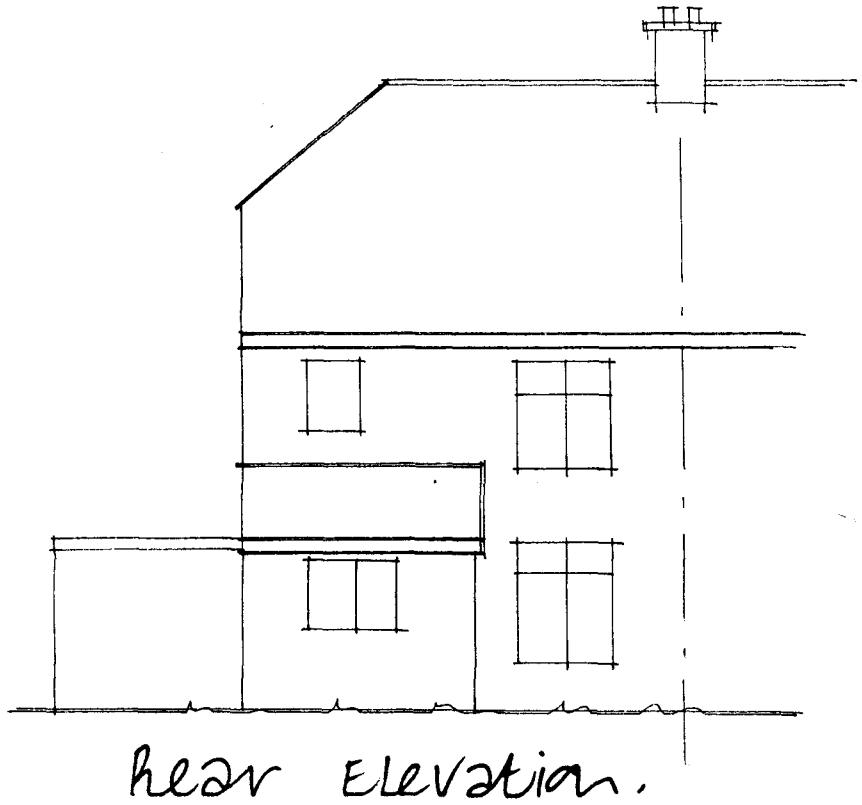

Works
NORTH
1:500
PLANNING DIVISION
PLAN No.
DATE RECEIVED
15 APR 2008
PROPOSED EXTENSION.
St. Peter's Church
13.2m
El Sub Sta



Front Elevation.



side Elevation.

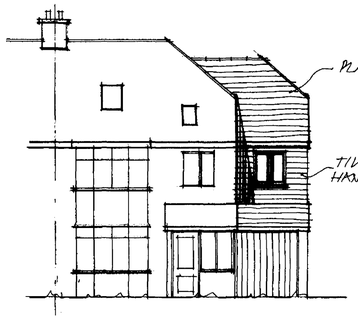


Rear Elevation.

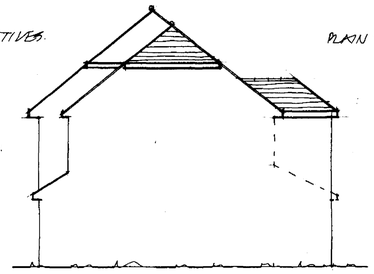
EXISTING ELEVATIONS: 1:100
58 GARDNER ROAD. SOUTHWICK.



ALL NEW MATERIALS TO BE CAREFULLY SELECTED TO MATCH EXISTING.



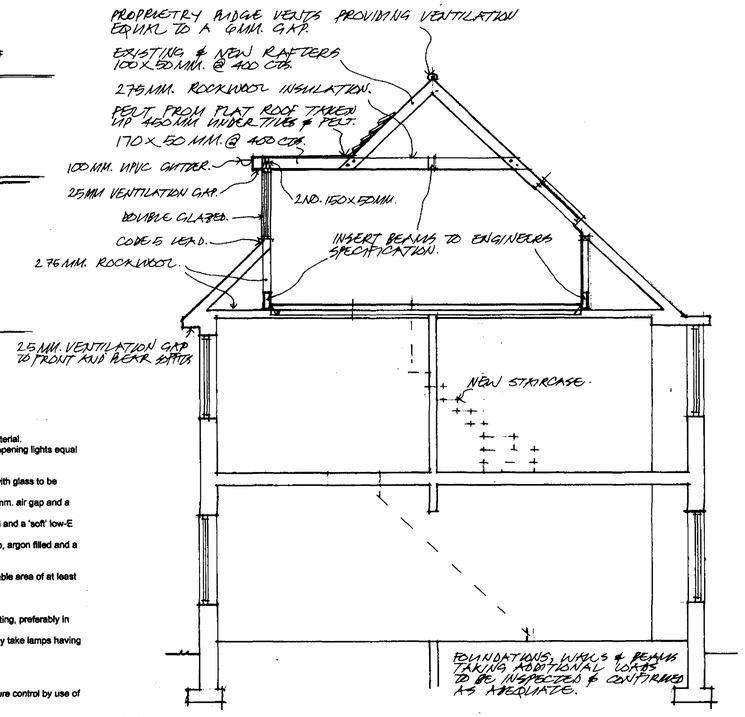
front elevation.



side elevation.



rear elevation.



GENERAL:
All works are to be completed in a good workmanship manner and to comply with all relevant codes of practice.
Contractor is to check all dimensions on site with any error/omission reported to client.
Sample materials are to be submitted to and approved by both client and Local Authority prior to commencement of work and are to be carefully selected to reflect character of area.
Heating,lighting and power to be installed as directed by client and all to be completed to statutory authority regulations.
Contractor is to agree with client all types and style of new doors, windows and other secondary fixings.

FOUNDATIONS:
Excavate for new foundation to suitable bearing soil approximately 1 metre deep but to be confirmed on site with Building Inspector.
Lay 4:2:1 concrete 300mm.deep by 600mm.wide strip foundation or trench fill type 450mm.wide.Foundation within 1 metre of drain to be taken down to invert level.If any drain pass below building the foundation to be stepped down and bridge over with p.c.concrete lintols.

GROUND FLOOR:
New ground floor to be 150mm. clean compacted hardcore, 50mm. sand blinding and 1200 gauge visqueen or equal polythene sheet d.p.m. with fully lapped joints. 100mm flooring grade polystyrene or 90mm. Styrofoam with 100mm. concrete slab and 50mm. sand and cement screed. Floor level to be continuous with existing.

WALLS:
Walls below ground level to be class 3 common bricks or proprietry concrete foundation blocks to BS 6073 part 1 type A laid in 1:1:3 mortar. Walls above ground level to be an external skin of 103mm. face brickwork with 100 mm. thermalite or celcon block inner leaf and 90mm. cavity filled with Rockwell/Drytherm . (95mm. if dense blockwork.) with 13 mm. lightweight plaster finish.
Wall ties to be provided at 750mm. horizontal and 450mm. vertical intervals.
Cavity to be continuous and closed at its head with brick or slate.
Additional wall ties to be provided at all closures.
D.P.C. to be provided min. 150mm. above ground level bedded in mortar.
At all window and door reveals provide vertical D.P.C. of 150mm. wide hyload pitch polymer well lapped into cavity.

Wall at higher level to be as above only external skin to be 100mm. dense concrete blocks with 22mm. render finish applied in a two coat application with a water proofer added to mix.

INTERNAL WALLS:
Internal load bearing walls to be 100mm.3.5N/mm^2 blocks laid in 1:1:6 mortar with 9.5mm.plasterbrd.and skim finish both sides.

Partitions to be constructed in 50 x 100mm.studs at 450mm.centres finished both sides with 12.5mm.plasterbrd.and set coat.Provide head and sole plates and noggins at third points.
Floor joists running parallel to partitions to be doubled-up.

Run skirtings to clients direction.

FIRST FLOOR:
First floor to be 18mm.t&g boarding on joists as specified,strapped to walls with 5 x 30mm.galvanised anchor straps fixed to 3no.joists at 2 metre centres.Ceiling of 9.5mm.plasterboard with finish to clients direction. (Min.skim coat of plaster or plastic finish.)

ROOF:
The whole to be covered with a reinforced roofing felt type F laid over rafters and lapped 150mm.horizontally and vertically. Carried well into gutters and secured with clout nails.
Provide 38 x 25mm. treated softwood battens secured with wire nails to rafters. Battens to be at least 1200mm.in length and be supported by min.3no.rafters.
Smooth faced interlocking tiles to be fixed to manufacturers direction.
All bedded mortar to consist of 3:1 sharp sand/portland cement struck off to give a smooth face and pointed all in one operation.
Ventilation to comply with BS.5250. 250mm.fibreglass insulation laid between ceiling joists. Ceiling to be 9.5mm.plasterbrd.with skim or artex finish.
The eaves soffits are to be formed with 6mm.masterboared and a glidevale roof space ventilator type SV604 or other equal and approved to give min.25mm.continuous ventilation gap. Fascia to clients direction.
Provide proprietry ridge vents in position to be agreed with Building Inspector. Provide code 4 lead at valleys and other roof junctions.

DRAINAGE:
Pipes shall be hepsleve flexible jointed laid in straight lines and even gradients and bedded and surrounded in 150mm.peabeach under garden areas and in leanmix under footpaths.Flexible joints kept flexible where covered in lean mix.
All pipes of 100mm.diameter laid at fall of 1:40.
Inspection chambers to be proprietry 'osma' type or constructed in 100mm. semi-engineering brick work on 150mm.concrete base.Internal joints to be flush pointed and chamber rendered externally. Channels to be formed in hepworth vitrified clay channels fittings.

PLUMBING:-BS.5572
Traps shall be 75mm.deep upvc.sealed traps.
Waste pipes to sinks and baths/showers shall be 38mm.upvc.and 32mm.from basins.Rodding eyes provided at all changes of direction and fit anti-vacuum waste traps where necessary.

RAINWATER:
Rainwater to be directed into 100mm.upvc.gutters and 75mm.downpipes and there to new soakaways 1 metre cubed with 100mm concrete cover. Pipes below ground to be 100mm.osma laid in peabeach at fall of 1:40. Soakaways to be min.5 metres away from any building.

WINDOWS:
New windows to be confirmed with client for style, patern and material.
To provide glazed areas equal to 1/10th. of floor areas and with opening lights equal to 1/20th. of floor areas.
All windows to have a trickle vent min. 8,000mm. sq.
Glazing to comply with part N of the latest Building Regulations with glass to be toughened or laminated to B.S. 6206.
Glazing in timber or plastic frames to be double glazed with a 16mm. air gap and a 'soft' low-E coating or double glazing with a 12mm. air gap, argon filled and a 'soft' low-E coating.
Glazing in metal frames to be double glazed with a 16mm. air gap, argon filled and a 'soft' low-E coating.
All first floor windows in dwellings to have an unobstructed openable area of at least 0.33m.sq. and be not less than 450 x 450mm.

INTERNAL LIGHTING:
Provision shall be made for the installation of energy efficient lighting, preferably in those areas where the lighting is expected to have most use.
Therefore it is necessary to install 4no. light fittings, which will only take lamps having a luminous efficiency greater than 40 lumens per circuit-watt.

HEATING AND HOT WATER SYSTEMS:
The following to be included in the heating system.
1. Areas with differing heating needs to have individual temperature control by use of room thermostats or individual radiator valves.
2. Separate timing controls to be provided for space heating and hot water(except for combination boilers and solid fuel appliances) The system must allow the provision of only space heating, only water heating or both when required.
3. Boiler controls to include provision to prevent the boiler operation when neither the space heating system nor the hot water system requires heat.
4. Hot water storage vessels should have a min. 35mm.factory applied coating of PU-foam or the equivalent. Pips and ducts should also be insulated. Hot pipework connecting to boilers and hot water storage vessels to be insulated for at least 1m.from the point of connection.
5. All heating and hot water systems to be fully commissioned and a certificate confirming correct compliance to both client and Building Inspector.
6. Proper instructions to owners to be provided to inform them how to operate the system efficiently, what routine maintenance is required and the benefits of conserving fuel and power.

FLAT ROOF:
New flat roof to be 13mm. white spar chippings bedded in bitumen on 3no. layers of roofing felt to B.S. 747 onto 18mm. plywood decking on firrings to give fall of 1:40 to gutters.
Provide 150mm Celotex or 90mm celotex between and 45mm celotex under.
between joists with 50mm. air gap over.
Ensure adequate ventilation via 25mm. gap in soffit and if necessary provide 50mm. battens over joists.
Ceilings of 9.5mm plasterboard and set coat.
Provide 30 x 5mm. galvanised anchor straps at 2 metre centres.

SKEILING:
Where skeiling forms part of room provide 90mm. Celotex (GA2000) securely supported and battened to achieve a minimum airspace of 50mm. over the insulation and underdraw with a further 45mm. of Celotex (GA2000) with 1000 gauge polythene vapour barrier between insulation and plasterboard. All joints to be lapped and taped.

STAIRCASE:
Construct timber staircase in position as shown with pitch not exceeding 42 degrees.Equal risers of 214mm.and treads of 238mm.going.
Stairs to be 900mm.wide between handrails.Form handrail 900mm.above pitch line and terminate with newal post.
Maintain a 2 metre headroom throughout its length.
Balustrading to clients direction of non climbable type,900mm.high and with gappings max.100mm.

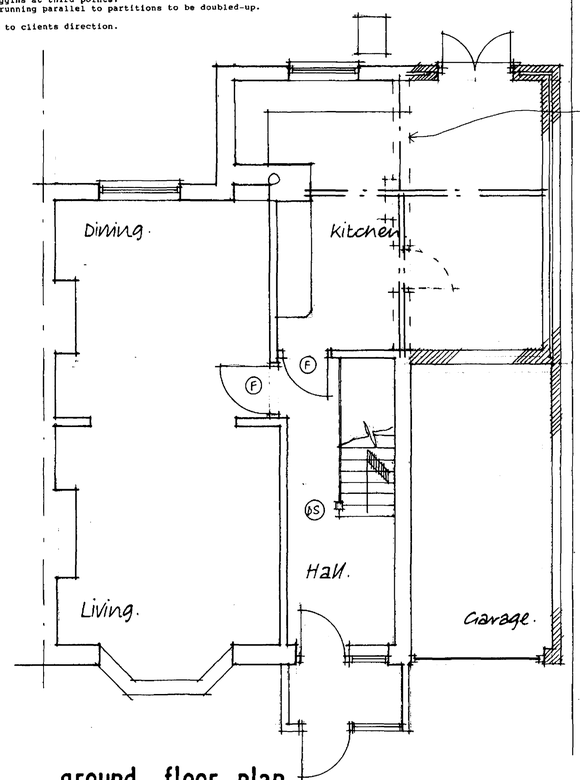
DORMERS:
New external studwork construction to be Plain tiles on 38 x 25mm. s.w. treated battens and breather type felt on 9mm.celotex double-R thermal sheathing TS2. on 12mm.exterior grade plywood stress skin on 50 x 100mm.studs at 400mm.centres.Corner and reveal posts to be 100 x 100mm. Internally provide 12mm.plasterbrd.and set.
Dormer cheeks within 1 metre of boundary to have 9mm.thickness of supalux between plywood stress skin and felt.
Dormer walls to be strapped to floor with 30 x 5mm.galv.anchor straps at 2 metre centres.

EXTERNAL FIRST FLOOR WALLS:
New external studwork construction to be plain tiles on 38 x 25mm. Sw. treated battens and breather type felt on 12mm. Exterior grade plywood stress skin on 50 x 147mm. Studs at 400mm centres. Corner and reveal posts to be 100 x 147mm. Between studs use 120mm celotex thermal sheathing with 100 gauge polythene vapour barrier and 12mm plasterbrd and set.
Studwork to be strapped to floor and walls below with 30 x 5mm. Galv. Anchor straps. At 2 metre centres.

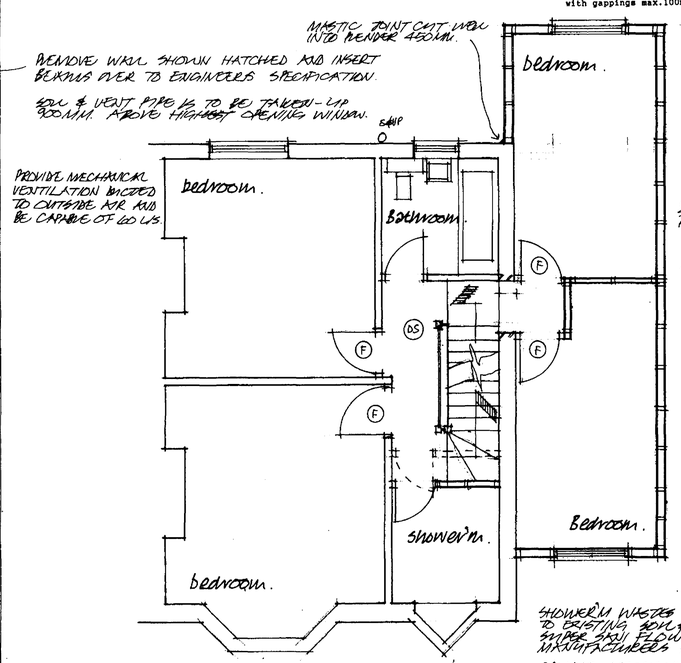
P1 - Design, Installation, Inspection & Testing
All electrical work required to meet the requirements of Part P (Electrical Safety) must be designed, installed, inspected and tested by a person competent to do so. Prior to completion the Council should be satisfied that Part P has been complied with. This may require an appropriate BS7671 Electrical Installation Certificate to be issued for the work by a person competent to do so.

LINTOLS:
All openings to external walls to have catnic lintols as specified cut to correct lengths with a min.end bearing of 150mm.
Internal openings to have 150mm.deep p.s.concrete lintols with min.end bearing of 100mm.

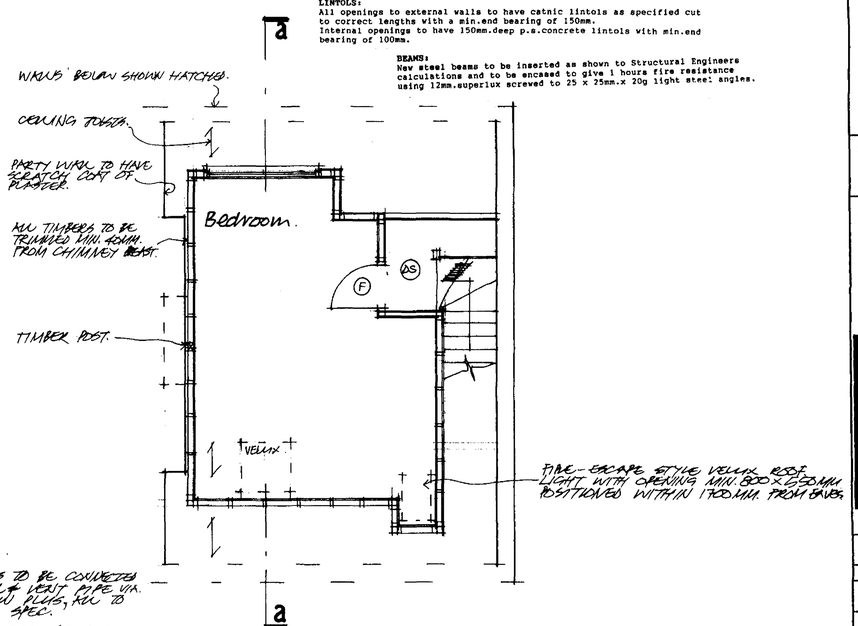
BEAMS:
New steel beams to be inserted as shown to Structural Engineers calculations and to be encased to give 1 hours fire resistance using 12mm.superlux screwed to 25 x 25mm.x 20g light steel angles.



ground floor plan.



first floor plan.



second floor plan.

NOTES:

All dimensions must be checked on site and not scaled from this drawing

PLANNING
PLAN NO. P/0620/08
DATE 15 APR 2008

A		
	Date	Revisions

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TIM CORDING
Architectural and Planning Services
"Kingshead", 140 High Street,
Steyning, West Sussex BN44 3LH
Tel/Fax: 01903 814836

Client
MR & MRS GAMMON.

Job Title
TWO STOREY SIDE EXTENSION AND LOFT CONVERSION.

Drawing Title
58 GARDNER ROAD.
SOUTHWICK.
W-SUSSEX.

Scale 1:50 & 1:100

Date FEB. 2008 | **Drawn by**

Drg. No. | **Rev.**

594 x 841 mm. A1