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 (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: 100

Suffix:

Property Name:

Address Line 1: Old Fort Road

Address Line 2:

Address Line 3: West Sussex

Town/city: Shoreham-by-sea

Postcode: BN43 5HB

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

Easting (x): 522711

Northing (y): 104538

Description:

Applicant Details

Name/Company

Title

Ms

First name

Jo

Surname

Taswell

Company Name

Address

Address line 1

100 Old Fort Road

Address line 2

Address line 3

Town/City

Shoreham By Sea

County

Country

United Kingdom

Postcode

BN43 5HB

Are you an agent acting on behalf of the applicant?

◯ Yes
⊘ No

Contact Details

Primary number

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

Secondary number

Fax number

Email address

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

Description of Proposed Works

Please describe the proposed works

Retrospective planning required for a garden room that has been erected in place of a large greenhouse/shed/workshop that previously had planning permission on the same site.

The Garden Room was built by Rapide Garden Rooms and we were assured that it did not need planning permission as it is under ceiling height restrictions, the SIPP panels are not of residential thickness (the building is not able to be used as a permanent living space) and it has also been brought forward 2 metres from our front boundary. After contacting your offices, it has now become clear that any structures in a front garden need planning permission, (even if they replace something that was there before that had planning consent).

The previous building was a large metal framed greenhouse and insulated wooden workshop/shed which ran the width of the boundary wall and was built against it. After having been told we needed to bring the new structure forward to keep in line with regulations, the garden room now sits about 2 metres nearer the house. Since completion the hedges and trees have flourished and make the building unnoticeable at the front from the road. The side is slightly visible as you approach from the west (as was the greenhouse/workshop), as the drive does not have gates. There are Eucalyptus trees along the west side which have been in situ for about 10 years, they are fast growing and already screen a lot of the building.

Has the work already been started without consent?

- [x] Yes
- [ ] No

If Yes, please state when the development or work was started (date must be pre-application submission)

05/12/2021

Has the work already been completed without consent?

- [x] Yes
- [ ] No

If Yes, please state when the development or work was completed (date must be pre-application submission)

16/06/2022

Materials

Does the proposed development require any materials to be used externally?

- [x] 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)

Type:
Walls

Existing materials and finishes:
metal, glass, large sliding metal panels. Insulated wood walls at workshop end .

Proposed materials and finishes:
SIPP panels clad in natural cedar colour cladding.

Type:
Roof

Existing materials and finishes:
glass, metal, felt roof on workshop end.

Proposed materials and finishes:
low level roof covered with EPDM rubber sheet.

Type:
Windows

Existing materials and finishes:
wooden framed window at workshop end. Large windows in metal frames.

Proposed materials and finishes:
windows and double doors in anthracite (UPVC double glazed).

Type:
Lighting

Existing materials and finishes:

Proposed materials and finishes:
connection of electricity from garage .

Are you supplying additional information on submitted plans, drawings or a design and access statement?

- [x] Yes
- [ ] No

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

1. Land Registry showing boundary for 100 OFR
2. Position of Garden Room (outlined in yellow)
3. Previous Planning Permit for Greenhouse in front garden (on same site as new build)
4. Approved plans showing previous structure that garden room has replaced.
5. Picture showing progress during build
6. Drawing with new dimensions
7. Picture of new structure
8. Picture of previous structure being demolished showing position against boundary wall

Trees and Hedges

Are there any trees or hedges on the property or on adjoining properties which are within falling distance of the proposed development?

◯ Yes
⊘ No

Will any trees or hedges need to be removed or pruned in order to carry out your proposal?

◯ Yes
⊘ No

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

Parking

Will the proposed works affect existing car parking arrangements?

◯ Yes
⊘ No

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

Pre-application Advice

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

◯ Yes
⊘ 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

Ownership Certificates and Agricultural Land Declaration

Certificates under Article 14 - Town and Country Planning (Development Management Procedure) (England) Order 2015 (as amended)

Please answer the following questions to determine which Certificate of Ownership you need to complete: A, B, C or D.

Is the applicant the sole owner of all the land to which this application relates; and has the applicant been the sole owner for more than 21 days?

⊘ Yes
◯ No

Is any of the land to which the application relates part of an Agricultural Holding?

◯ Yes
⊘ No

Certificate Of Ownership - Certificate A

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

Jo

Surname

Taswell

Declaration Date

07/03/2023

☑ Declaration made

Declaration

I / We hereby apply for Householder planning permission as described in this form and 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 options of the persons giving them. I / We also accept that: Once submitted, this information will be transmitted to the Local Planning Authority and, once validated by them, be made available 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

Jo Taswell

Date

07/03/2023