Planning Services, Adur District Council

Civic Centre,
Ham Road,
Shoreham-by-Sea,
West Sussex,
BN43 6PR

Tel : (01273) 263222 (calls may be recorded)
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ADUR DISTRICT COUNCIL
PLANNING DIVISION
PLAN No. AWD/0075/09
DATE 12 JAN 2009

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:	MRS
First name:	SUSAN
Last name:	KETTLEY
Company (optional):	
Unit:	
House number:	57
House suffix:	
House name:	
Address 1:	NEW ROAD
Address 2:	
Address 3:	
Town:	SHOREHAM-BY-SEA
County:	W. SUSSEX
Country:	UK
Postcode:	BN43 6RB

2. Agent Name and Address

Title:	
First name:	
Last name:	
Company (optional):	
Unit:	
House number:	
House suffix:	
House name:	
Address 1:	
Address 2:	
Address 3:	
Town:	
County:	
Country:	
Postcode:	

3. Description of Proposed Works

Please describe the proposed works:

RENEWAL OF APPLICATION FOR CREATION OF HARD STANDING FOR PARKING FOR 2 CARS. (Original application ref: SU/71/05/TP.)

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: 57 House suffix: _____

House name: _____

Address 1: NEW ROAD

Address 2: _____

Address 3: _____

Town: SHOREHAM-BY-SEA

County: W. SUSSEX

Postcode (optional): BN43 6RB

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: HANNAH BARKER/ CARLOS HON

Reference: _____

Date (DD MM YYYY): 02/01/2009
(must be pre-application submission)

Details of the pre-application advice received:

To submit this application as a renewal of the previous approved application + include draft 106 agreement + copy of previous WSCC comments.

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		To match brickwork on adjacent wall (to west) on ex-tool hire shop premises. (see original application)	☐	☐	
Roof			☑	☐	
Windows			☑	☐	
Doors			☑	☐	
Boundary treatments (e.g. fences, walls)		To match brickwork on adjacent wall (to west) on ex-tool hire shop premises. (see original application)	☐	☐	
Vehicle access and hard-standing		Permeable covering similar to 'grasscrete' (see original application)	☐	☐	
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]		05/01/2009

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: [redacted]

Or signed - Agent:

Date (DD/MM/YYYY): 05/01/2009

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: [redacted]

Or signed - Agent:

Date (DD/MM/YYYY): 05/01/2009 (date cannot be pre-application)

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:

Country code: | Mobile number (optional):

Country code: | Fax number (optional):

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:

ADUR DISTRICT COUNCIL
PLANNING DIVISION
PLAN No. ad0003/09
DATE RECEIVED 12 JAN 2009

Design & Access Statement:

Context:
The land affected by the planning application comprises part of an open grassed verge adjacent to a concreted parking area that forms the forecourt of the tool hire shop that is immediately to the west of the land. The land is on the edge of the New Road conservation area and is directly opposite a listed buildings. (See attached photographs – Current View West & Current View North).

The application has taken into account the fact that this is an open site in a residential conservation area and has been designed to retain the amount of green space whilst improving the overall look of the area. (See attached photographs – Proposed View West & Proposed View North).

Amount:
The proposed development consists of an area of approximately 6.5m (21'4") by 9.9m (32'6") all of which will be used for car parking. The land is mostly flat and level with New Road, except towards the southern boundary where there is an embankment down to Brighton Road. The land is currently laid to grass.

Layout:
The car parking spaces will be accessed by a dropped kerb to be implemented to the north of the land on to New Road. To allow the ground to be levelled and filled a retaining wall will be built along the south, and partially along the east and west boundaries of the plot. A safety barrier of hedging will be planted along the south, east and west boundaries of the development. To ensure the safety of pedestrians on New Road low brick walls at the north-east and north-west corners at a height of 70cms will be included for visibility.

Landscaping:
To retain the grassed effect within the residential area the top surface will be laid with turf reinforcement mesh and relaid to grass. To blend in with the residential area, in particular the listed properties directly opposite the verge, the boundaries will be formed of formal hedging.

Appearance:
There will be no buildings on the site. The retaining walls are to be no higher than the existing verge and are to be finished in the same brick as the adjacent retaining wall to the west of the site. The boundaries are to be hedging to allow the cars to be largely hidden from sight.

Current View West



Proposed View West



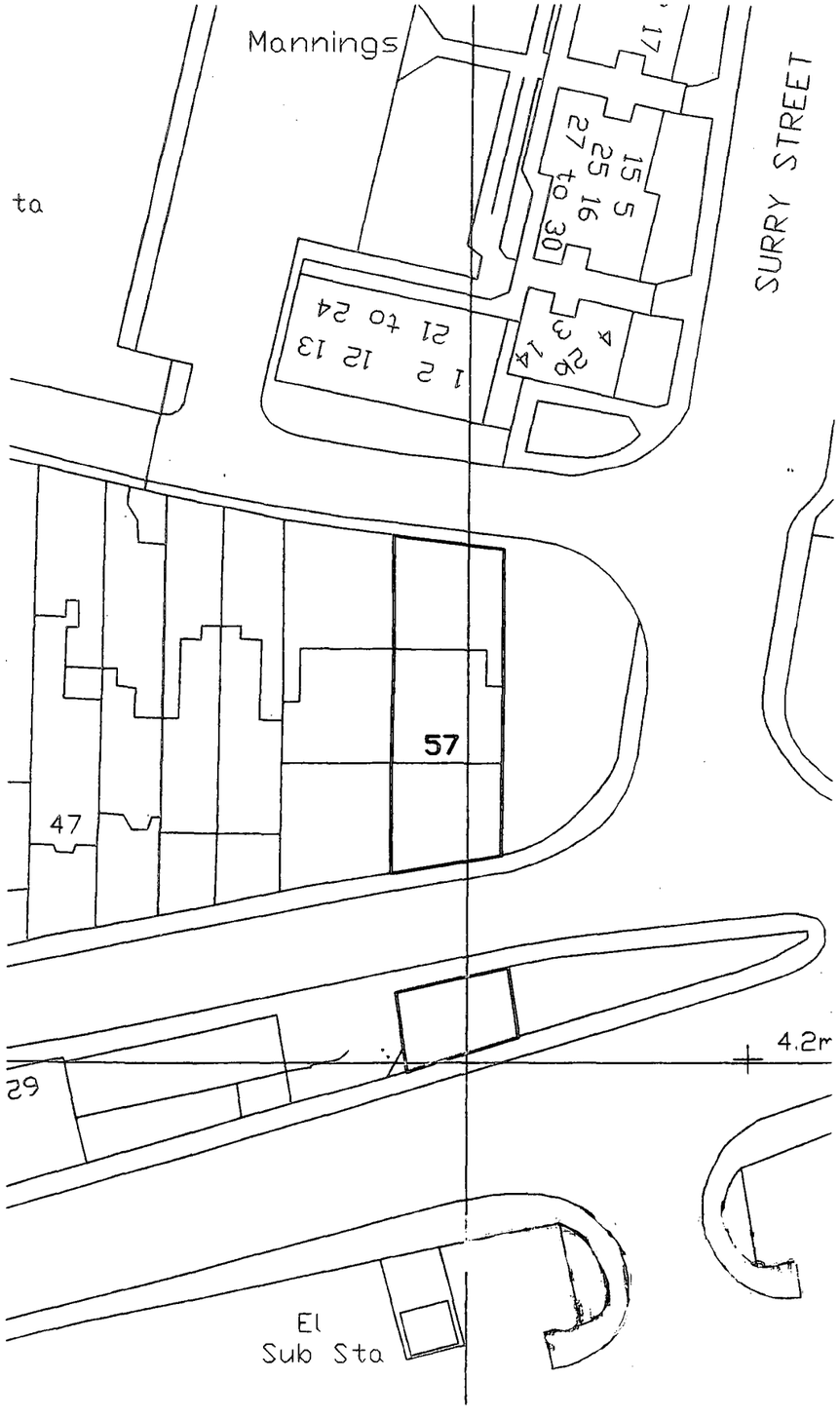
Current View North



Proposed View North



BLOCK - 1



Site Plan - 1:500

LOCATION - 1



Location Plan 1:1250

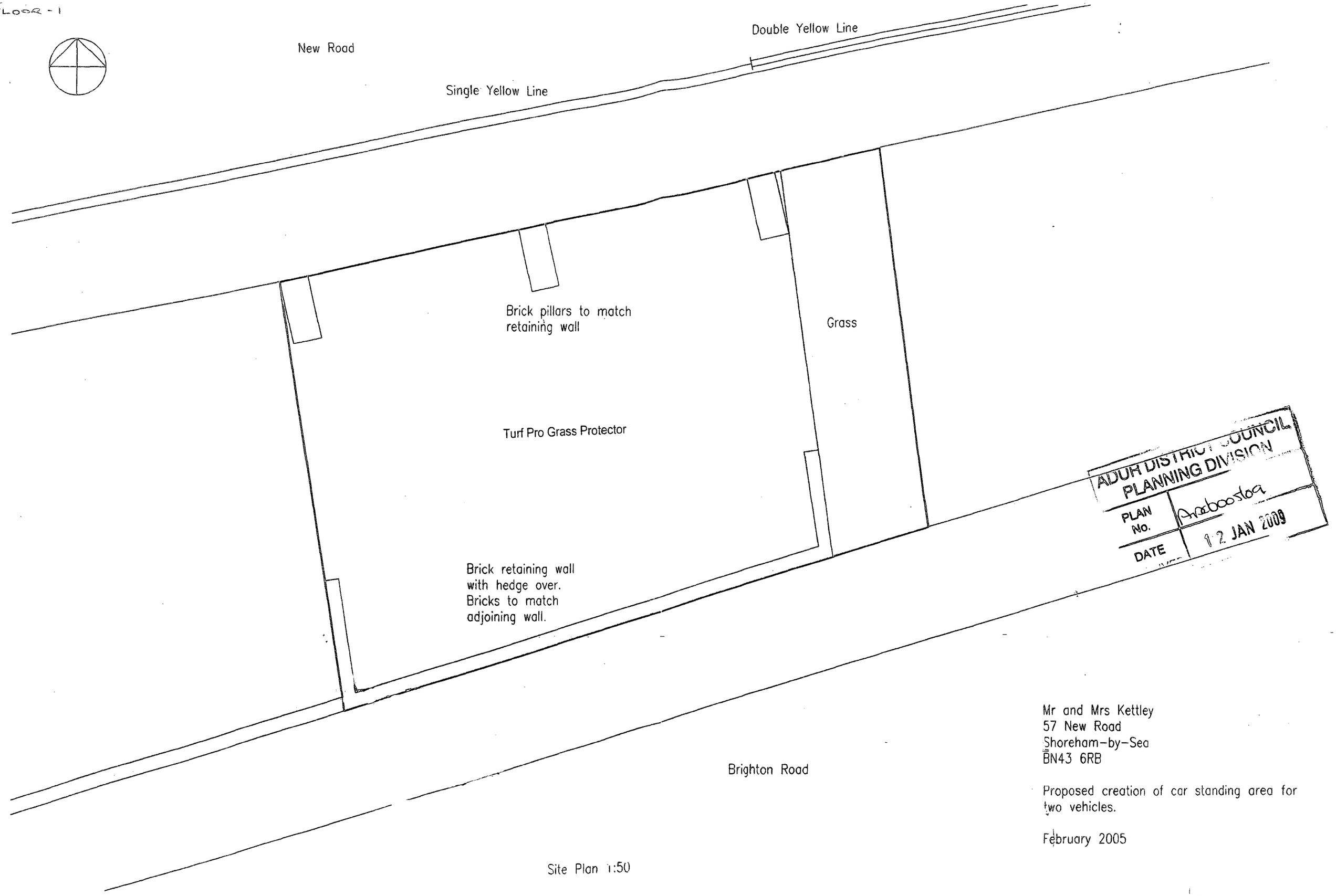
ADUR DISTRICT COUNCIL
PLANNING DIVISION
PLAN No. A0d0005/09
DATE 12 JAN 2009

Mr and Mrs Kettley
57 New Road
Shoreham-by-Sea
BN43 6RB

Proposed creation of car standing area for two vehicles.

February 2005

FLOOR - 1



ADUR DISTRICT COUNCIL
PLANNING DIVISION
PLAN No. Arcboostoa
DATE 12 JAN 2009

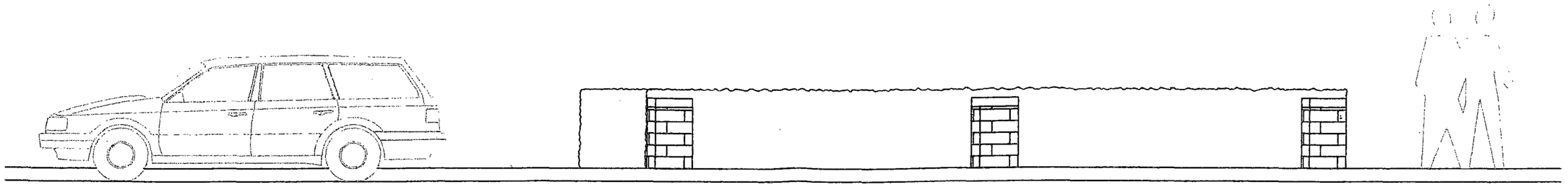
Mr and Mrs Kettley
57 New Road
Shoreham-by-Sea
BN43 6RB

Proposed creation of car standing area for two vehicles.

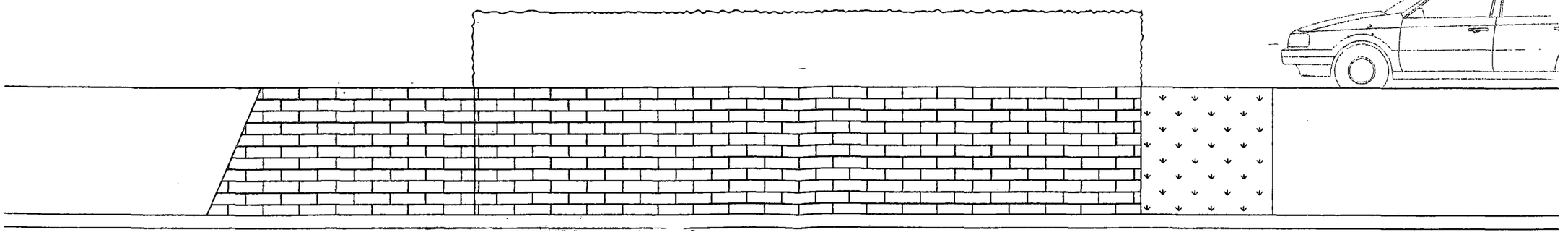
February 2005

Site Plan 1:50

ELEVATIONS - 1



North Elevation 1:50



South Elevation 1:50

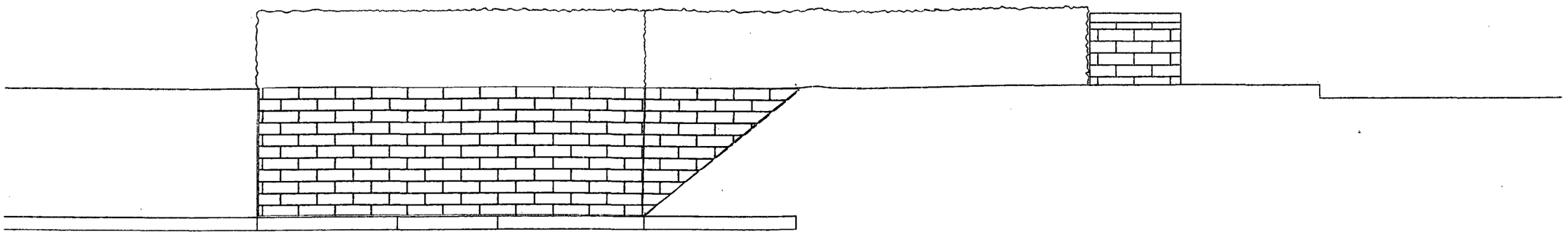
ADUR DISTRICT COUNCIL
PLANNING DIVISION
PLAN No. Ad0005/09
DATE RECEIVED 12 JAN 2009

Mr and Mrs Kettley
57 New Road
Shoreham-by-Sea
BN43 6RB

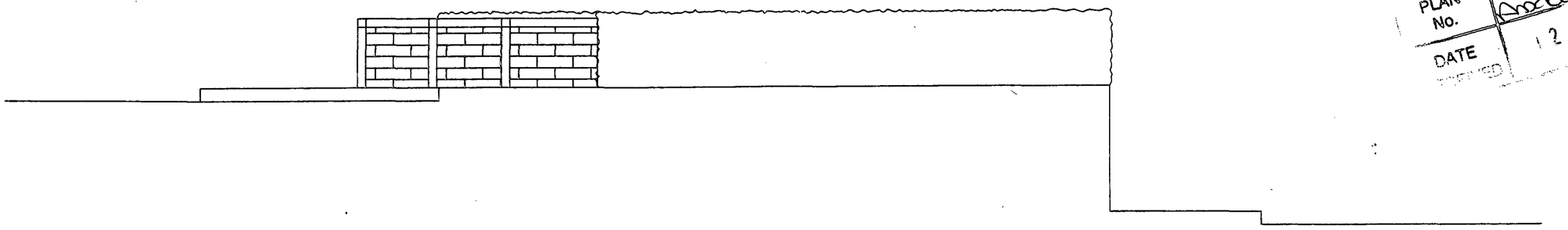
Proposed creation of car standing area for two vehicles.

February 2005

ELEVATIONS - 2



East Elevation 1:50



West Elevation 1:50

ADUR DISTRICT COUNCIL
PLANNING DIVISION
PLAN No. Ad/0009/08
DATE RECEIVED 12 JAN 2009

Mr and Mrs Kettley
57 New Road
Shoreham-by-Sea
BN43 6RB

Proposed creation of car standing area for two vehicles.

February 2005