PLANNING PORTAL

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ADUR & WORTHING
23 JUL 2019
PLANNING SERVICES

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PLANNING SERVICES

PLAN	AWDM/ 1154/19.
DATE	23 JUL 2019

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

ivacy Notice

is form is provided by Planning Portal and based on the requirements provided by Government for the sole purpose of submitting ormation to the Local Planning Authority in accordance with the legislation detailed on this form and 'The Town and Country Planning evelopment Management Procedure) (England) Order 2015 (as amended)'.

ease be aware that once you have downloaded this form, Planning Portal will have no access to the form or the data you enter into it. Any osequent use of this form is solely at your discretion, including the choice to complete and submit it to the Local Planning Authority in reement with the declaration section.

on receipt of this form and any supporting information, it is the responsibility of the Local Planning Authority to inform you of their ligations in regards to the processing of your application. Please refer to their website for further information on any legal, regulatory and mmercial requirements relating to information security and data protection of the information you have provided.

ocal Planning Authority details:

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

Adur & Worthing councils

ublication on Local Planning Authority websites

ormation provided on this form and in supporting documents may be published on the authority's planning register and ebsite.

ease ensure that the information you submit is accurate and correct and does not include personal or sensitive information. If you require y further clarification, please contact the authority directly.

rinted, please complete using block capitals and black ink.

s important that you read the accompanying guidance notes and help text as incorrect completion will delay the processing of your plication.

. Applicant Name and Address

tle:	MR
First name:	LIONEL
ast name:	PARSONS
ompany ptional):	
nit:	
House number:	51
House suffix:	
ouse ame:	
ddress 1:	PRATTON AVENUE
ddress 2:	
ddress 3:	
own:	LANCING
ounty:	WEST SUSSEX
ountry:	
ostcode:	BN15 9NX

2. Agent Name and Address

Title:	MR
First name:	GEOFFREY
Last name:	LAWRANCE
Company (optional):	
Unit:	
House number:	32
House suffix:	
House name:	
Address 1:	PARKSIDE
Address 2:	
Address 3:	
Town:	SHOREHAM-BY-SEA
County:	WEST SUSSEX
Country:	
Postcode:	BN43 6HA.

. Description of Proposed Works

lease describe the proposed works:

CONSRUCTION OF A CONSERVATORY FORMING AN EXTENSION TO THE REAR OF THE PROPERTY

as the work already started? ☐ Yes ☑ No

Yes, please state when the work was started (DD/MM/YYYY): (date must be pre-application submission)

as the work already been completed? ☐ Yes ☑ No

Yes, please state when the work was completed (DD/MM/YYYY): (date must be pre-application submission)

. Site Address Details

ease provide the full postal address of the application site.

nit: House number: 51 House suffix:

ouse ame:

ddress 1: PRATTON AVENUE

ddress 2:

ddress 3:

own: LANCING

ounty: WEST SUSSEX

ostcode ptional): BN15 9NX

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):

Pre-application Advice

as assistance or prior advice been sought from the local thority about this application? ☑ Yes ☐ No

Yes, please complete the following information about the advice u were given. (This will help the authority to deal with this plication more efficiently).

ease tick if the full contact details are not own, and then complete as much possible: ☐

fficer name: DAWN AYRES

eference: PREAPP 0028/19

Date (DD MM YYYY): 16/01/2019
ust be pre-application submission)

etails of the pre-application advice received:

LETTER TO APPLICANT CONFIRMING NECESSITY FOR A PLANNING APPLICATION INCLUDING REASON

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 proposed development? ☐ 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.

3. Parking

Will the proposed works affect existing car parking arrangements? ☐ Yes ☑ No

If Yes, please describe:

9. Authority Employee / 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 following statements apply to you and/or agent? ☑ Yes ☐ No

With respect to the authority, I am:
(a) a member of staff
(b) an elected member
(c) related to a member of staff
(d) related to an elected member

If Yes, please provide details of their name, role and how you are related to them.

THE APPLICANT IS A COUNCILLOR FOR LANCING PARISH MANOR SOUTH

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
Walls	MULTI STOCK FACE BRICKWORK	MULTI STOCK FACE BRICKWORK TO MATCH EXISTING	☐	☐
Roof	BROWN COLOURED INTERLOCKING CONCRETE TILES	OPAL WHITE TONE POLYCARBONATE SHEETS	☐	☐
Windows	DOUBLE GLAZED GLASS IN WHITE UPVC FRAMES DIAMOND PATTERN LEADED FANLIGHTS	DOUBLE GLAZED GLASS IN WHITE UPVC FRAMES DIAMOND PATTERN LEADED FANLIGHTS	☐	☐
Doors	DOUBLE GLAZED GLASS IN WHITE UPVC FRAMES	DOUBLE GLAZED GLASS IN WHITE UPVC FRAMES	☐	☐
Boundary treatments e.g. fences, walls)	N/A	N/A	☑	☐

10. Materials

If applicable, please state what materials are to be used externally. Include type, colour and name for each material:

Vehicle access and hard-standing	N/A	N/A	☑	☐
Lighting	MAINS ELECTRIC INTERIOR LIGHTING	MAINS ELECTRIC WALL & TABLE INTERIOR LIGHTING.	☐	☐
Others (please specify)	N/A	N/A	☐	☐

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:

1:1250 SCALE LOCATION PLAN, 1:500 SCALE BLOCK PLAN
1:100 SCALE PLANS AS EXISTING, 1:100 SCALE PLANS AS PROPOSED
1:100 SCALE ELEVATIONS AS EXISTING, 1:100 SCALE ELEVATIONS AS PROPOSED

11. Ownership Certificates and Agricultural Land Declaration

One Certificate A, B, C, or D, must be completed with this application form

CERTIFICATE OF OWNERSHIP - CERTIFICATE A

Town and Country Planning (Development Management Procedure) (England) Order 2015 Certificate under Article 14

certify/The applicant certifies that on the day 21 days before the date of this application nobody except myself/ the applicant was the)wner* 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 s part of, an agricultural holding**

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 ıpplication relates but the land 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.

Signed - Applicant:	Or signed - Agent: [redacted]	Date (DD/MM/YYYY):
		18/07/2019

CERTIFICATE OF OWNERSHIP - CERTIFICATE B

Town and Country Planning (Development Management Procedure) (England) Order 2015 Certificate under Article 14

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* and/or agricultural tenant** of any part of the land or building to which this ıpplication relates.

* "owner" is a person with a freehold interest or leasehold interest with at least 7 years left to run.
** "agricultural tenant" has the meaning given in section 65(8) of the Town and Country Planning Act 1990

Name of Owner / Agricultural Tenant	Address	Date Notice Served

Signed - Applicant:	Or signed - Agent:	Date (DD/MM/YYYY):

11. Ownership Certificates and Agricultural Land Declaration (continued)

CERTIFICATE OF OWNERSHIP - CERTIFICATE C

Town and Country Planning (Development Management Procedure) (England) Order 2015 Certificate under Article 14

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* and/or agricultural tenants** of the land or building, or of a part of it, but I have/ the applicant has been unable to do so.

"owner" is a person with a freehold interest or leasehold interest with at least 7 years left to run.

* "agricultural tenant" has the meaning given in section 65(8) of the Town and Country Planning Act 1990

The steps taken were:

Name of Owner / Agricultural Tenant	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):

CERTIFICATE OF OWNERSHIP - CERTIFICATE D

Town and Country Planning (Development Management Procedure) (England) Order 2015 Certificate under Article 14

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* and/or agricultural tenant** of any part of the land to which this application relates, but I have/ the applicant has been unable to do so.

"owner" is a person with a freehold interest or leasehold interest with at least 7 years left to run.

"agricultural tenant" has the meaning given in section 65(8) of the Town and Country Planning Act 1990

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):

2. Planning Application Requirements - Checklist

lease read the following checklist to make sure you have sent all the information in support of your proposal. Failure to submit all ıformation required will result in your application being deemed invalid. It will not be considered valid until all information required by ıe Local Planning Authority (LPA) has been submitted.

ıe original and 3 copies* of a ɔmpleted and dated application form: ☐

ıe original and 3 copies* of a plan which lentifies the land to which the application ılates drawn to an identified scale ıd showing the direction of North: ☐

ıe original and 3 copies* of other plans ıd drawings or information necessary to escribe the subject of the application: ☐

The original and 3 copies* of a design and access statement if proposed works fall within a conservation area or World Heritage Site, or relate to a Listed Building: ☐

The correct fee: ☐

The original and 3 copies* of the completed, dated Ownership Certificate (A, B, C or D – as applicable) and Article 14 Certificate (Agricultural Holdings): ☐

National legislation specifies that the applicant must provide the original plus three copies of the form and supporting documents (a ɔtal of four copies), unless the application is submitted electronically or, the LPA indicate that a smaller number of copies is required. PAs may also accept supporting documents in electronic format by post (for example, on a CD, DVD or USB memory stick). ɔu can check your LPA's website for information or contact their planning department to discuss these options.

3. Declaration

we hereby apply for planning permission/consent as described in this form and the accompanying plans/drawings and additional ıformation. I/we confirm that, to the best of my/our knowledge, any facts stated are true and accurate and any opinions given are the enuine opinions of the person(s) giving them.

ɨigned - Applicant: | Or signed - Agent: [redacted] | Date (DD/MM/YYYY): 19/07/2019 (date cannot be pre-application)

4. Applicant Contact Details

elephone numbers

Country code:	National number:	Extension number:
	[redacted]	

Country code:	Mobile number (optional):
	[redacted]

Country code:	Fax number (optional):

:mail address (optional): [redacted]

15. Agent Contact Details

Telephone numbers

Country code:	National number:	Extension number:
	01273 462793	

Country code:	Mobile number (optional):

Country code:	Fax number (optional):

Email address (optional): geofflawrance@yahoo.co.uk

6. Site Visit

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

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

Other has been selected, please provide:

Contact name: | Telephone number:

:mail address: