You can use the **Planning Portal** to find the correct email address for your local planning authority.

www.planningportal.gov.uk/localauthoritysearch

Prior Approval of a Proposed Change of Use of a building from Office (Use Class B1) Use to a use falling within Use Class C3 (Dwellinghouse)

Town and Country Planning (General Permitted Development) Order 1995 (as amended)
Development consisting of a change of use of a building and any land within its curtilage to a use falling within Class C3 (dwellinghouses) of the Schedule to the Use Classes Order from a use falling within Class B1(a) (offices) of that Schedule*

*Development is not permitted where the building is on Article 1(6a) land, is a Listed Building or Scheduled Ancient Monument, or is or forms part of a safety hazard area or military explosives storage area.

Publication of notifications on planning authority websites

Please note that the information provided on this notification 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.

Please note: you need to download the form to complete it electronically. Please complete using block capitals and black ink if sending by post.

1. Developer Name and Address

Title:	MR
First name:	JULIEN
Last name:	SLADE
Company (optional):	TOWERSTILE LTD
Unit:	
House number:	
House suffix:	
House name:	EASTLANDS FARM
Address 1:	WARNINGLID LANE
Address 2:	PLUMMERS PLAIN
Address 3:	
Town:	HORSHAM
County:	WEST SUSSEX
Country:	
Postcode:	RH13 6NY

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. Site Address Details

Please provide the full postal address of the application site.

Unit:	
Building number:	
Building suffix:	
Building name:	A-Z OFFICES
Address 1:	BROADWAY COURT
Address 2:	339-341 BRIGHTON ROAD
Address 3:	LANCING
Address 4:	EAST SUSSEX
Postcode:	BN15 8JT

ADUR & WORTHING
PLANNING SERVICES

PLAN	NOTICE/0017/14 ~~AWDM~~
DATE VALID	19 DEC 2014

4. Description of the Proposed Development

Please describe the proposed development, including relevant information covering transport and highways impacts of the development; contamination risks on the site; and flooding risks on the site.

IT IS PROPOSED TO CHANGE THE USE OF THE A-Z OFFICES AT BROADWAY COURT FROM OFFICES TO RESIDENTIAL VIA THE PRIOR NOTIFICATION REGIME.

TRANSPORT AND HIGHWAYS IMPACTS:
THE PROPOSAL WOULD SIGNIFICANTLY REDUCE THE NUMBER OF VEHICLE TRIPS COMPARED TO THE LAWFUL USE.
IT IS CONCLUDED THAT THE PROPOSAL WOULD NOT LEAD TO ANY ADVERSE IMPACTS IN TERMS OF HIGHWAY AMENITY, ROAD SAFETY OR TRAFFIC CAPACITY.
IT IS ANTICIPATED THAT THE CONVERSION WOULD RESULT IN FOUR STUDIO UNITS AND IS THERFORE UNLIKELY TO RESULT IN A MATERIAL INCREASE OR MATERIAL CHANGE IN THE CHARACTER OF THE TRAFFIC IN THE VICINITY OF THE SITE.

CONTAMINATION RISKS:
THE SITE HAS NOT BEEN USED BY CONTAMINATING USES IN THE PAST AND THEREFORE THERE WOULD BE NO RISK TO HUMAN HEALTH AS A RESULT OF THE RESIDENTIAL USE OF THE BUILDING.

FLOODING RISKS:

Supporting Statement

The application site is within Flood Risk Zone 3 and is at risk from flooding from the sea or river but is not in an area at risk from extreme flooding.
The application proposal is for conversion of offices into residential units. The proposal is not for an extension nor is it proposed that additional hardstanding is created.
There are no internal or external physical changes that will have any impact on the flood risks of the site. There will be no material impact on flood risk in the area.

Conclusion

The application does not increase the floor area and does not increase areas of hardstanding.
The intensity of use will not increase with this proposal.
This application does not increase the risk of flooding in this area as it does not make any additions to the application site which would increase the risks of flooding.

If the building was not in use immediately before 30th May 2013, when was it last in use? [ ] Date (DD/MM/YYYY)

What was the use of the building immediately before 30th May 2013 or the last use before that date?

OFFICES

5. 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 could result in your notification being deemed invalid. It will not be considered valid until all information required by the Local Planning Authority has been submitted. Please note that as part of this procedure, if any objections are received the Local Planning Authority may require submission of further information at a later date.

- [x] All sections of this notification completed in full, dated and signed (typed signature if sent electronically).
- [ ] The correct fee £80
- [x] A plan indicating the site and showing the proposed development. A plan drawn to an identified scale will assist the authority in assessing your development proposal. Plans can be bought from one of our accredited suppliers using our **Buy-a-Plan service** (www.planningportal.gov.uk/buyaplan)

6. Declaration

I/we hereby apply for prior approval as described in this notification and the 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 opinions of the person(s) giving them.

Signed - Developer: [redacted]

Or signed - Agent:

Date (DD/MM/YYYY): 28/11/2014 (date cannot be pre-application)

7. Developer Contact Details

Telephone numbers

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

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

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

Email address:

8. Agent Contact Details

Telephone numbers

Country code: National number: Extension number:

Country code: Mobile number (optional):

Country code: Fax number (optional):

Email address: