

3 Queens Road Lancing BN158ED

21/06/2026

Planning Department
Adur District Council

Re: Retrospective Planning Application for Side Extension and External Cladding Works at 3 Queens Road Lancing BN158ed

Dear Sir/Madam,

I am writing in support of the enclosed retrospective planning application relating to the side extension and external cladding works undertaken at the above property.

The side extension was completed in good faith and with the understanding that the works fell within permitted development rights. Following completion, we were informed by Planning Control that a formal planning application would be required. Upon receiving this advice, we immediately took steps to regularise the situation and have fully cooperated with the relevant departments throughout the process.

Prior to and during the construction works, we submitted a Building Control Notice and have worked closely with Building Control officers. Building Inspectors have visited the site on several occasions during the course of the project and have confirmed that the works carried out comply with the applicable building regulations and standards. We have sought to ensure that all construction has been undertaken to a high standard and in accordance with professional guidance.

The decision to externally clad both the new extension and the existing property was driven by the need to address long-standing and significant damp issues affecting the building. The property is of single-skin construction, which has historically been prone to moisture penetration and associated problems. Following careful consideration, we concluded that the most effective and practical solution was to install an external wall system comprising a vapour barrier, breathable membrane, and Hardie® Plank cladding.

In selecting the cladding, particular care was taken to ensure that the appearance of the property remained sympathetic to its existing character. The colour and finish were chosen to closely reflect the existing property, with the intention of maintaining a cohesive and attractive appearance while improving the building's performance and durability.

The works have significantly enhanced the thermal efficiency, weather resistance, and overall condition of the property, whilst also resolving the chronic damp issues that had previously affected the building. At all times, our intention has been to improve and preserve the property rather than alter its character in any detrimental way.

We respectfully request that the Council gives favourable consideration to this application. The works were undertaken without any intention to circumvent the planning process, and we have acted promptly to address the matter once we became aware that planning permission was required.

Should you require any further information, please do not hesitate to contact me.

Yours faithfully,

Steve Nicklin