# Planning Services, Adur & Worthing Councils

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Tel : 01903 221065
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Adur & Worthing councils

## Application for Planning Permission.
## Town and Country Planning Act 1990

**blication of applications on planning authority websites.**
ase note that the information provided on this application form and in supporting documents may be published on the Authority's website.
ou require any further clarification, please contact the Authority's planning department.

### . Applicant Name, Address and Contact Details

tle: Ms | First name: Sarah | Surname: Heselgrave

ompany name:

reet address: 6 Broad Reach

own/City: Shoreham by Sea

ounty: West Sussex

ountry: England

ostcode: BN43 5EY

| | Country Code | National Number | Extension Number |
|---|---|---|---|
| Telephone number: | | [redacted] | [redacted] |
| Mobile number: | | | |
| Fax number: | | | |

Email address: [redacted]

re you an agent acting on behalf of the applicant? ○ Yes ◉ No

### . Agent Name, Address and Contact Details

lo Agent details were submitted for this application

### . Description of the Proposal

lease describe the proposed development including any change of use:

wish to apply for change of use on the ground floor of 6 Broad Reach, Ropetackle Shoreham by Sea. This is a 3 storey property currently registered as a live/work unit and t present the ground floor is registered for commercial use. I would like its use changed to residential as are the first and second floors of this property.

las the building, work or change of use already started? ◉ Yes ○ No — If Yes, please state the date when the building, work, or use started: 05/05/2013

las the building, work or change of use been completed? ◉ Yes ○ No — If Yes, please state the date when the building, work, or change of use was completed: 05/05/2013

### . Site Address Details

ull postal address of the site (including full postcode where available)

ouse: 6 | Suffix:

ouse name:

reet address: Broad Reach

own/City: Shoreham-by-Sea

ounty: West Sussex

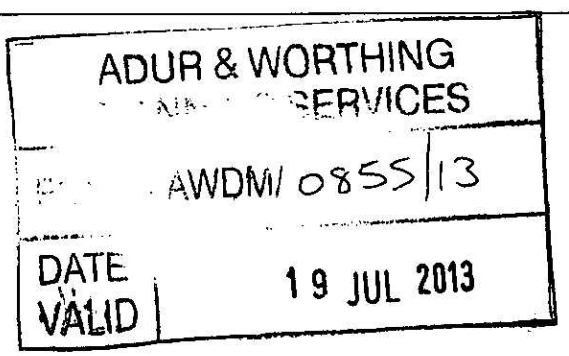
ostcode: BN43 5EY

escription of location or a grid reference
nust be completed if postcode is not known):

asting: 521196

orthing: 105235

Description:



## . Pre-application Advice

las assistance or prior advice been sought from the local authority about this application? (•) Yes ( ) No

Yes, please complete the following information about the advice you were given (this will help the authority to deal with this application more efficiently):

fficer name:

tle: Mr First name: Peter Surname: Barnett

eference:

ate (DD/MM/YYYY): 24/06/2013 (Must be pre-application submission)

etails of the pre-application advice received:

djacent properties originally designated as work/live units on the Ropetackle development have already had a change of use agreed (numbers 8 & 9) I had a telephone onversation with Mr Barnett to assess how an application might be viewed. I was given to understand that there would not be an issue with a change of use being ranted as other neighbouring properties had already been granted full residential use.

## . Pedestrian and Vehicle Access, Roads and Rights of Way

a new or altered vehicle access proposed to or from the public highway? ( ) Yes (•) No

a new or altered pedestrian access proposed to or from the public highway? ( ) Yes (•) No

re there any new public roads to be provided within the site? ( ) Yes (•) No

re there any new public rights of way to be provided within or adjacent to the site? ( ) Yes (•) No

o the proposals require any diversions/extinguishments and/or creation of rights of way? ( ) Yes (•) No

## . Waste Storage and Collection

o the plans incorporate areas to store and aid the collection of waste? ( ) Yes (•) No

lave arrangements been made for the separate storage and collection of recyclable waste? ( ) Yes (•) No

## . Authority Employee/Member

/ith 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

Do any of these statements apply to you? ( ) Yes (•) No

## . Materials

lease state what materials (including type, colour and name) are to be used externally (if applicable):

**/alls - description:**

escription of *existing* materials and finishes:

a

escription of *proposed* materials and finishes:

a

**oof - description:**

escription of *existing* materials and finishes:

a

escription of *proposed* materials and finishes:

a

**/indows - description:**

escription of *existing* materials and finishes:

a

escription of *proposed* materials and finishes:

a

**oundary treatments - description:**

escription of *existing* materials and finishes:

a

escription of *proposed* materials and finishes:

a

**9. (Materials continued)**

**Vehicle access and hard standing - description:**

Description of *existing* materials and finishes:

a

Description of *proposed* materials and finishes:

a

**Lighting - add description**

Description of *existing* materials and finishes:

a

Description of *proposed* materials and finishes:

a

**Others - description:**

Type of other material: na

Description of *existing* materials and finishes:

a

Description of *proposed* materials and finishes:

a

Are you supplying additional information on submitted plan(s)/drawing(s)/design and access statement? ○ Yes ◉ No

## 10. Vehicle Parking

Please provide information on the existing and proposed number of on-site parking spaces:

| Type of vehicle | Existing number of spaces | Total proposed (including spaces retained) | Difference in spaces |
|---|---|---|---|
| Cars | 1 | 1 | 0 |
| Light goods vehicles/public carrier vehicles | 0 | 0 | 0 |
| Motorcycles | 0 | 0 | 0 |
| Disability spaces | 0 | 0 | 0 |
| Cycle spaces | 0 | 0 | 0 |
| Other (e.g. Bus) | 0 | 0 | 0 |
| Short description of Other | | | |

## 11. Foul Sewage

Please state how foul sewage is to be disposed of:

Mains sewer ☒ Package treatment plant ☐ Unknown ☐

Septic tank ☐ Cess pit ☐

Other

Are you proposing to connect to the existing drainage system? ○ Yes ◉ No ○ Unknown

## 12. Assessment of Flood Risk

Is the site within an area at risk of flooding? (Refer to the Environment Agency's Flood Map showing flood zones 2 and 3 and consult Environment Agency standing advice and your local planning authority requirements for information as necessary.) ○ Yes ◉ No

If Yes, you will need to submit an appropriate flood risk assessment to consider the risk to the proposed site.

Is your proposal within 20 metres of a watercourse (e.g. river, stream or beck)? ○ Yes ◉ No

Will the proposal increase the flood risk elsewhere? ○ Yes ◉ No

How will surface water be disposed of?

☐ Sustainable drainage system ☐ Main sewer ☐ Pond/lake

☐ Soakaway ☐ Existing watercourse

## 3. Biodiversity and Geological Conservation

o assist in answering the following questions refer to the guidance notes for further information on when there is a reasonable likelihood that any important biodiversity r geological conservation features may be present or nearby and whether they are likely to be affected by your proposals.

laving referred to the guidance notes, is there a reasonable likelihood of the following being affected adversely or conserved and enhanced within the application site, Of n land adjacent to or near the application site:

) Protected and priority species

○ Yes, on the development site ○ Yes, on land adjacent to or near the proposed development ◉ No

) Designated sites, important habitats or other biodiversity features

○ Yes, on the development site ○ Yes, on land adjacent to or near the proposed development ◉ No

) Features of geological conservation importance

○ Yes, on the development site ○ Yes, on land adjacent to or near the proposed development ◉ No

## 4. Existing Use

lease describe the current use of the site:

he property is a 3 storey 3 bedroom house with ground floor designated as work area, used as recreational space currently.

; the site currently vacant? ○ Yes ◉ No

oes the proposal involve any of the following?
yes, you will need to submit an appropriate contamination assessment with your application.

and which is known to be contaminated? ○ Yes ◉ No

and where contamination is suspected for all or part of the site? ○ Yes ◉ No

. proposed use that would be particularly vulnerable to the presence of contamination? ○ Yes ◉ No

## 5. Trees and Hedges

.re there trees or hedges on the proposed development site? ○ Yes ◉ No

.nd/or: Are there trees or hedges on land adjacent to the proposed development site that could influence the evelopment or might be important as part of the local landscape character? ○ Yes ◉ No

Yes to either or both of the above, you may need to provide a full Tree Survey, at the discretion of your local planning authority. If a Tree Survey is required, this and the ccompanying plan should be submitted alongside your application. Your local planning authority should make clear on its website what the survey should contain, in ccordance with the current 'BS5837: Trees in relation to design, demolition and construction - Recommendations'.

## 5. Trade Effluent

oes the proposal involve the need to dispose of trade effluents or waste? ○ Yes ◉ No

## 7. Residential Units

oes your proposal include the gain or loss of residential units? ○ Yes ◉ No

## 8. All Types of Development: Non-residential Floorspace

oes your proposal involve the loss, gain or change of use of non-residential floorspace? ◉ Yes ○ No

| Use class/type of use | | Existing gross internal floorspace (square metres) | Gross internal floorspace to be lost by change of use or demolition (square metres) | Total gross new internal floorspace proposed (including changes of use) (square metres) | Net additional gross internal floorspace following development (square metres) |
|---|---|---|---|---|---|
| A1 | Shops Net Tradable Area | 0.0 | 0.0 | 0.0 | 0 |
| A2 | Financial and professional services | 0.0 | 0.0 | 0.0 | 0 |
| A3 | Restaurants and cafes | 0.0 | 0.0 | 0.0 | 0 |
| A4 | Drinking estabishments | 0.0 | 0.0 | 0.0 | 0 |
| A5 | Hot food takeaways | 0.0 | 0.0 | 0.0 | 0 |
| B1 (a) | Office (other than A2) | 33.0 | 33.0 | 0.0 | -33 |
| B1 (b) | Research and development | 0.0 | 0.0 | 0.0 | 0 |
| B1 (c) | Light industrial | 0.0 | 0.0 | 0.0 | 0 |
| B2 | General industrial | 0.0 | 0.0 | 0.0 | 0 |
| B8 | Storage or distribution | 0.0 | 0.0 | 0.0 | 0 |

## 18. All Types of Development: Non-residential Floorspace (continued)

| | | | | | |
|---|---|---|---|---|---|
| C1 | Hotels and halls of residence | 0.0 | 0.0 | 0.0 | 0 |
| C2 | Residential institutions | 0.0 | 0.0 | 0.0 | 0 |
| D1 | Non-residential institutions | 0.0 | 0.0 | 0.0 | 0 |
| D2 | Assembly and leisure | 0.0 | 0.0 | 0.0 | 0 |
| Other | Please Specify | 0.0 | 0.0 | 0.0 | 0 |
| | Total | 33.0 | 33.0 | 0.0 | -33 |

or hotels, residential institutions and hostels, please additionally indicate the loss or gain of rooms:

| Use Class | Types of use | Existing rooms to be lost by change of use or demolition | Total rooms proposed (including changes of use) | Net additional rooms |
|---|---|---|---|---|

## 19. Employment

known, please complete the following information regarding employees:

| | Full-time | Part-time | Equivalent number of full-time |
|---|---|---|---|
| Existing employees | 0 | 0 | 0 |
| Proposed employees | 0 | 0 | 0 |

## 20. Hours of Opening

known, please state the hours of opening for each non-residential use proposed:

| Use | Monday to Friday Start Time | Monday to Friday End Time | Saturday Start Time | Saturday End Time | Sunday and Bank Holidays Start Time | Sunday and Bank Holidays End Time | Not Known |
|---|---|---|---|---|---|---|---|

## 21. Site Area

What is the site area? 33.00 sq.metres

## 22. Industrial or Commercial Processes and Machinery

lease describe the activities and processes which would be carried out on the site and the end products including plant, ventilation or air conditioning. Please include the ype of machinery which may be installed on site:

one

the proposal for a waste management development? ○ Yes ◉ No

## 23. Hazardous Substances

any hazardous waste involved in the proposal? ○ Yes ◉ No

## 24. 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 out a site visit, whom should they contact? (Please select only one)

○ The agent ◉ The applicant ○ Other person

## 25. Certificates (Certificate B)

**Certificate of Ownership - Certificate B**

**Town and Country Planning (Development Management Procedure) (England) Order 2010 Certificate under Article 12**

ertify/ 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 pplication, was the owner *(owner is a person with a freehold interest or leasehold interest with at least 7 years left to run)* and/or agricultural tenant *("agricultural tenant" has th eaning given in section 65(8) of the Town and Country Planning Act 1990)* of any part of the land or building to which this application relates.

| wner/Agricultural Tenant | | Date notice served |
|---|---|---|
| Name | Brian Syphas | 01/05/2013 |
| Number: | 6 Suffix: | |
| Street: | Broad Reach | |
| Locality: | | |
| Town: | Shoreham by Sea | |
| Postcode: | BN43 5EY | |

## 5. Certificates (Certificate B - continued)

| | | | | | |
|---|---|---|---|---|---|
| tle: | Ms | First name: | Sarah | Surname: | Heselgrave |
| erson role: | Applicant | Declaration date: | 27/06/2013 | ☒ | Declaration made |

## 6. Declaration

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

☒ Date 16/07/2013