

Planning Services, Adur & Worthing Councils

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Householder Application for Planning Permission for works or extension to a dwelling

Town and Country Planning Act 1990 (as amended)

Publication of applications on planning authority websites

Please note that the information provided on this application form 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.

Site Location

Disclaimer: We can only make recommendations based on the answers given in the questions.

If you cannot provide a postcode, the description of site location must be completed. Please provide the most accurate site description you can, to help locate the site - for example "field to the North of the Post Office".

Number	14
Suffix	
Property Name	
Address Line 1	West Street
Address Line 2	
Address Line 3	West Sussex
Town/city	Shoreham-by-sea
Postcode	BN43 5WG

Description of site location must be completed if postcode is not known:

Easting (x)	Northing (y)
521386	105121
Description	

Applicant Details

Name/Company

Title

First name

Surname

Company Name

Address

Address line 1

Address line 2

Address line 3

Town/City

County

Country

Postcode

Are you an agent acting on behalf of the applicant?

☐ Yes

☒ No

Applicant Contact Details

Primary number

Secondary number

Fax number

Email address

Description of Proposed Works

Please describe the proposed works

Has the work already been started without consent?

- ☐ Yes
☒ No

Materials

Does the proposed development require any materials to be used externally?

- ☒ Yes
☐ No

Please provide a description of existing and proposed materials and finishes to be used externally (including type, colour and name for each material)

Type:

Walls

Existing materials and finishes:

Proposed materials and finishes:

External Wall Specification • Cladding choice attached to 19mm x 38mm pressure treated batten • Breathable membrane • 11mm structural OSB3 External finish • thermowood cladding to front and one side including secret door - colour TBC • Black polymer coated steel to remaining elevations

Type:

Roof

Existing materials and finishes:

Proposed materials and finishes:

• Pent roof with EPDM rubber roof covering • uPVC roof trims to perimeter of roof • uPVC round line black guttering fixed to lowest edge of roof • uPVC black downpipe to ground level

Type:

Windows

Existing materials and finishes:

Proposed materials and finishes:

• Black externally and internally • 28mm Argon filled double glazed units • Toughened safety glass with Low-E UV coating • Dark hinges and Black handles

Type:

Doors

Existing materials and finishes:

Proposed materials and finishes:

• Black externally and internally • 28mm Argon filled double glazed units • Toughened safety glass with Low-E UV coating • Dark hinges and Black handles

Are you supplying additional information on submitted plans, drawings or a design and access statement?

☒ Yes

☐ No

If Yes, please state references for the plans, drawings and/or design and access statement

20260525 GARDEN PLAN WITH DIMS
20260525 STUDIO WITH FRENCH DOORS-1
20260525 STUDIO WITH FRENCH DOORS-2
20260525 STUDIO WITH FRENCH DOORS-3
16 WEST STREET GARDEN BUILDINGS PLAN

Trees and Hedges

Are there any trees or hedges on the property or on adjoining properties which are within falling distance of the 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

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, extinguishment and/or creation of public rights of way?

- ☐ Yes
☒ No

Parking

Will the proposed works affect existing car parking arrangements?

- ☐ Yes
☒ No

Biodiversity net gain

Paragraph 13 of Schedule 7A of the Town and Country Planning Act 1990 sets out that every planning permission granted for the development of land in England shall be deemed to have been granted subject to the 'biodiversity gain condition' requiring development to achieve a net gain of 10% of biodiversity value.

This is subject to exemptions, an exemption applies in relation to planning permission for a development which is the subject of a householder application, within the meaning of article 2(1) of the Town and Country Planning (Development Management Procedure) (England) Order (2015)*.

Applicants for planning permission are required to make a statement as to whether they believe the biodiversity gain condition will apply if permission is granted, please confirm:

☒ It is my belief that if permission is granted for the development to which this application relates the biodiversity gain condition would not apply

*A 'householder application' means an application for planning permission for development for an existing dwellinghouse, or development within the curtilage of such a dwellinghouse for any purpose incidental to the enjoyment of the dwellinghouse which is not an application for change of use or an application to change the number of dwellings in a building.

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?

- ☐ The agent
☒ The applicant
☐ Other person

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):

Officer name:

Title

First Name

Surname

Reference

Date (must be pre-application submission)

Details of the pre-application advice received

Listed Building consent will be required for any such outbuildings. As such I have sought the advice of our Heritage consultant. He visited your home recently.

His advice is as follows:

The proposed is a modern flat roofed garden building finished in a composite cladding measuring approx. 7.2m wide x 3.6m deep. It shall be positioned to the south east corner and project above the boundary wall. Visible elevations shall be painted Wimbledon green.

It is acknowledged that the GDPO would allow such a building in the garden of a non listed building. However this is the garden of a listed building and Section 66 of the Planning (Listed Buildings and Conservation Areas) Act 1990 confers a statutory duty to LPAs when considering whether to grant planning permission, to have special regard to the desirability of preserving the building or its setting or any features of special architectural or historic interest which it possesses." This requirement explains why such PD rights are not afforded within the curtilage of the listed building.

In terms of impact it is noted that the building will occupy a portion of land that is partially occupied by a dilapidated garden shed and it is also noted that a garden office in the neighbouring garden projects above the boundary wall. Despite some reasonable allowance for the semi utilitarian nature of a rear garden and the context that includes both modern and traditional interventions, it is observed that the proposal is particularly large, occupying 25.92 sqm. To afford some context, the national space standards require 11.5sqm for a modern double bedroom and 7sqm for a single bedroom. Thus the proposed affords more space than 2 double bedrooms.

Given the size of the garden, although not precisely detailed, is somewhere in the region of 75sqm, the proposed garden unit is not subtle and by virtue of its size and massing would be a particularly generous addition. It is noted that the neighbouring building is also listed and hosts a garden office, although it is not clear if this building benefits from Planning Permission.

It is suggested that the proposed garden studio is reduced in size both in terms of depth and width, and relocated to align with the office next door, in essence to afford some breathing space between the listed building and the garden office.

In its current guise the proposed is considered to be an overwhelming addition that competes in terms of massing and bulk too readily with the listed building and is within too close proximity to allow distance to mitigate the harm. In relation to policy by way of massing, location and footprint the proposed garden office would not form a policy compliant proposal and as such would be recommended for refusal.

I would therefore suggest that if you intend to pursue an outbuilding application you follow this advice and reduce the overall size of the building proposed and reorientate it along the back garden wall.

Authority Employee/Member

With respect to the Authority, is the applicant and/or agent one of the following:

- (a) a member of staff
- (b) an elected member
- (c) related to a member of staff
- (d) related to an elected 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 above statements apply?

- ☐ Yes
- ☒ No

Ownership Certificates and Agricultural Land Declaration

Title

First Name

Surname

Declaration Date

☒ Declaration made

Declaration

I/We hereby apply for Householder planning permission as described in the questions answered, details provided, 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.

I/We also accept that, in accordance with the Planning Portal's terms and conditions:

- Once submitted, this information will be made available to the Local Planning Authority and, once validated by them, be published as part of a public register and on the authority's website;
- Our system will automatically generate and send you emails in regard to the submission of this application.

☒ I / We agree to the outlined declaration

Signed

Date

Amendments Summary