

Application for Planning Permission and listed building consent for alterations,
extension or demolition of a listed building.

Town and Country Planning Act 1990

Planning (Listed Buildings and Conservation Areas) Act 1990

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.

1. Applicant Name, Address and Contact Details

Title: First name: Surname:

Company name:

Street address:

Town/City:

County:

Country:

Postcode:

Telephone number:
Mobile number:
Fax number:

Country Code:
National Number:
Extension Number:

Email address:

Are you an agent acting on behalf of the applicant? ☒ Yes ☐ No

2. Agent Name, Address and Contact Details

Title: First Name: Surname:

Company name:

Street address:

Town/City:

County:

Country:

Postcode:

Telephone number:
Mobile number:
Fax number:

Country Code:
National Number:
Extension Number:

Email address:

3. Description of Proposed Works

Please describe details of the proposed development or works including details of proposals to alter, extend or demolish the listed building(s):

Change of Use of the rear garden to No. 20 High Street, Arundel, to allow use of garden by Hotel residents & guests.
Forming a new pedestrian access doorway from the Hotel's Courtyard into the rear garden of No. 20 High Street, through the existing brickwork 'party boundary' wall.

Has the development or work(s) already started? ☐ Yes ☒ No

AB/109/15/L

Application for Listed Building consent for change of use of rear garden to No. 20 to allow use of garden by hotel residents & guests & new pedestrian access doorway from the Hotel's Courtyard into rear garden of No. 20 through existing brickwork 'party boundary' wall.

4. Site Address Details

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

Description:

House: 22 Suffix:

House name: Norfolk Arms Hotel

Street address: High Street

Town/City: Arundel

County: West Sussex

Postcode: BN18 9AB

Norfolk Arms Hotel, 22 High Street
and rear of 20 High Street
Arundel

AB/109/15/L

Description of location or a grid reference
(must be completed if postcode is not known):

Easting: 501884

Northing: 107122

5. 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: Mr First name: Martyn Surname: White

Reference: e-mail & subsequent 'phone conversations

Date (DD/MM/YYYY): 09/04/2015 (Must be pre-application submission)

Details of the pre-application advice received:

'Phone conversation on 18th May 2015 - no problems foreseen with proposal, but formal Planning & Listed buildings applications required, to include change-of-use for the rear garden area of No. 20 High Street.

6. 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

Are there any new public roads to be provided within the site?

☐ Yes ☒ No

Are there any new public rights of way to be provided within or adjacent to the site?

☐ Yes ☒ No

Do the proposals require any diversions/extinguishments and/or creation of rights of way?

☐ Yes ☒ No

7. Waste Storage and Collection

Do the plans incorporate areas to store and aid the collection of waste?

☐ Yes ☒ No

Have arrangements been made for the separate storage and collection of recyclable waste?

☐ Yes ☒ No

8. Authority Employee/Member

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

Do any of these statements apply to you?

☐ Yes ☒ No

9. Demolition

Does the proposal include total or partial demolition of a listed building?

☐ Yes ☒ No

10. Listed building alterations

Do the proposed works include alterations to a listed building?

☒ Yes ☐ No

If Yes, will there be works to the interior of the building?

☐ Yes ☒ No

Will there be works to the exterior of the building?

☐ Yes ☒ No

Will there be works to any structure or object fixed to the property (or buildings within its curtilage) internally or externally?

☒ Yes ☐ No

Will there be stripping out of any internal wall, ceiling or floor finishes (e.g. plaster, floorboards)?

☐ Yes ☒ No

If the answer to any of these questions is Yes, please provide plans, drawings and photographs sufficient to identify the location, extent and character of the items to be removed, and the proposal for their replacement, including any new means of structural support, and state references for the plan(s)/drawing(s).

State references for these plan(s)/drawing(s):

329-01 GA Plan & Elevations

1:500 Block Plan

1:1250 Location Plan

329 Design Access and Heritage Statement

11. Listed Building Grading

If known, what is the grading of the listed building (as stated in the list of Buildings of Special Architectural or Historical Interest)?

☐ Don't know

☐ Grade I

☒ Grade II*

☐ Grade II

Is it an ecclesiastical building?

☐ Don't know

☐ Yes

☒ No

12. Immunity from Listing

Has a Certificate of Immunity from listing been sought in respect of this building?

☐ Yes

☒ No

13. 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	0	0	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	Not applicable		

14. Materials

Please provide a description of existing and proposed materials and finishes to be used in the build (demolition excluded):

External walls - add description

Description of *existing* materials and finishes:

Not applicable

Description of *proposed* materials and finishes:

Not applicable

Roof covering- add description

Description of *existing* materials and finishes:

Not applicable

Description of *proposed* materials and finishes:

Not applicable

Chimney - add description

Description of *existing* materials and finishes:

Not applicable

Description of *proposed* materials and finishes:

Not applicable

Windows - add description

Description of *existing* materials and finishes:

Not applicable

Description of *proposed* materials and finishes:

Not applicable

14. Materials (continued)

External doors - add description

Description of *existing* materials and finishes:

Not applicable

Description of *proposed* materials and finishes:

Preservative-treated, solid timber door, frame & sub-frame, all with natural stained finish.
1050mm x 2025mm high, 'framed' door leaf with matching solid timber vertical boarding infill, with black-japanned ironmongery.

Ceilings - add description

Description of *existing* materials and finishes:

Not applicable

Description of *proposed* materials and finishes:

Not applicable

Internal walls - add description

Description of *existing* materials and finishes:

Not applicable

Description of *proposed* materials and finishes:

Not applicable

Floors - add description

Description of *existing* materials and finishes:

Not applicable

Description of *proposed* materials and finishes:

Not applicable

Internal doors - add description

Description of *existing* materials and finishes:

Not applicable

Description of *proposed* materials and finishes:

Not applicable

Rainwater goods - add description

Description of *existing* materials and finishes:

Not applicable

Description of *proposed* materials and finishes:

Not applicable

Boundary treatments - add description

Description of *existing* materials and finishes:

Approx. 4.50m high, two-brick thick, solid brickwork wall along south-east 'party' boundary, between the Hotel's Courtyard & rear garden to No. 20 High Street.
Wall contains old 'bricked-up' window opening, under old timber lintel.
Wall is also covered by extensive 'Virginia Creeper' vegetation.
Approx. 1.25m high, one-brick thick, solid brickwork wall with double-bullnose soldiers coping course, along south-west edge of rear garden to No. 20 High Street
(between rear garden area & lower level rear yard area).

Description of *proposed* materials and finishes:

No new materials for two-brick thick 'party' boundary wall.
Old 'bricked-up' window opening to be opened up & altered to form door opening, underneath existing old timber lintel.
Existing bricks to be re-used to form new reveals to door opening.
Integrity & condition of existing lintel to be checked for suitability to remain, & to be preservative-treated.
New 1800mm high timber close-boarded fencing & gate to be installed along south-west edge of rear garden to No.20 High Street, along line of existing brickwork wall and adjacent to top of existing steps up from lower-level rear yard area (to provide privacy & security to rest of No. 20 High Street).
New fence & gate construction all to comply with B.S.1722:Part 5

Vehicle access and hard standing - add description

Description of *existing* materials and finishes:

Not applicable

Description of *proposed* materials and finishes:

Not applicable

Lighting - add description

Description of *existing* materials and finishes:

Not applicable

Description of *proposed* materials and finishes:

Not applicable

Others - add description

Other

Description of *existing* materials and finishes:

Not applicable

Description of *proposed* materials and finishes:

Not applicable

14. Materials (continued)

Are you supplying additional information on submitted drawings or plans?

☒ Yes ☐ No

If Yes, please state plan(s)/drawing(s) references:

329-01 GA Plan variations

15. Foul Sewage

Please state how foul sewage is to be disposed of:

Mains sewer

☐

Package treatment plant

☐

Unknown

☐

Septic tank

☐

Cess pit

☐

Other

Not applicable

Are you proposing to connect to the existing drainage system?

☐ Yes ☒ No ☐ Unknown

16. 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

17. Biodiversity and Geological Conservation

To 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 or geological conservation features may be present or nearby and whether they are likely to be affected by your proposals.

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

a) Protected and priority species

☐ Yes, on the development site ☐ Yes, on land adjacent to or near the proposed development ☒ No

b) Designated sites, important habitats or other biodiversity features

☐ Yes, on the development site ☐ Yes, on land adjacent to or near the proposed development ☒ No

c) Features of geological conservation importance

☐ Yes, on the development site ☐ Yes, on land adjacent to or near the proposed development ☒ No

18. Existing Use

Please describe the current use of the site:

Norfolk Arms Hotel, 22 High Street.

Rear garden area to No. 20 High Street (retail shop on Ground Floor - use of upper floors of No. 20 High Street not known).

Is the site currently vacant?

☐ Yes ☒ No

Does the proposal involve any of the following?

If yes, you will need to submit an appropriate contamination assessment with your application.

Land which is known to be contaminated?

☐ Yes ☒ No

Land where contamination is suspected for all or part of the site?

☐ Yes ☒ No

A proposed use that would be particularly vulnerable to the presence of contamination?

☐ Yes ☒ No

19. Trees and Hedges

Are there trees or hedges on the proposed development site?

☐ Yes ☒ No

And/or: Are there trees or hedges on land adjacent to the proposed development site that could influence the development or might be important as part of the local landscape character?

☐ Yes ☒ No

If 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 accompanying plan should be submitted alongside your application. Your local planning authority should make clear on its website what the survey should contain, in accordance with the current 'BS5837: Trees in relation to design, demolition and construction - Recommendations'.

20. Trade Effluent

Does the proposal involve the need to dispose of trade effluents or waste?

☐ Yes ☒ No

21. Residential Units

Does your proposal include the gain or loss of residential units?

☐ Yes ☒ No

22. All Types of Development: Non-residential Floorspace

Does your proposal involve the loss, gain or change of use of non-residential floorspace?

☐ Yes ☒ No

23. Employment

If 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

24. Hours of Opening

If known, please state the hours of opening (e.g. 15:30) for each non-residential use proposed:

Use	Monday to Friday Start Time End Time	Saturday Start Time End Time	Sunday and Bank Holidays Start Time End Time	Not Known
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25. Site Area

What is the site area?

2,470

sq.metres

26. Industrial or Commercial Processes and Machinery

Please 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 type of machinery which may be installed on site:

Not applicable

Is the proposal for a waste management development?

☐ Yes ☒ No

27. Hazardous Substances

Is any hazardous waste involved in the proposal?

☐ Yes ☒ No

28. 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? (Please select only one)

☐ The agent ☐ The applicant ☒ Other person

If Other has been selected, please provide:

Contact name:

Title: First name: Surname:

Telephone number:

Country code: National number: Extension number:

Email Address:

29. Certificates (Certificate B)

Certificate Of Ownership - Certificate B

Certificates under Article 14 – Town and Country Planning (Development Management Procedure) (England) Order 2015 & Regulation 6 - Planning (Listed Buildings and Conservation Areas) Regulations 1990

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 (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 the meaning 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.

29. Certificates (Certificate B - continued)

Owner/Agricultural Tenant		Date notice served
Name: Mr. Nigel Draffan		04/08/2015
Number: Suffix: House name: Angmering Park Est		
Street: Estate Office, Upper Broomhurst Farm, Crossbush Lane		
Locality: Crossbush		
Town: Arundel		
Postcode: BN18 9PQ		
Name:		
Number: Suffix: House name:		
Street:		
Locality:		
Town:		
Postcode:		
Name:		
Number: Suffix: House name:		
Street:		
Locality:		
Town:		
Postcode:		
Name:		
Number: Suffix: House name:		
Street:		
Locality:		
Town:		
Postcode:		
Name:		
Number: Suffix: House name:		
Street:		
Locality:		
Town:		
Postcode:		
Title: Mr First name: Anthony Surname: Chubb		
Person role: Agent Declaration date: 04/08/2015	☒ Declaration made	

30. Declaration

I/we hereby apply for planning permission/consent as described in this form 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.

☒ Date 04/08/2015

