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<https://www.planningportal.co.uk/apply>



Application for Planning Permission. Town and Country Planning Act 1990

Privacy Notice

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Upon receipt of this form and any supporting information, it is the responsibility of the Local Planning Authority to inform you of its obligations in regards to the processing of your application. Please refer to its website for further information on any legal, regulatory and commercial requirements relating to information security and data protection of the information you have provided.

Local Planning Authority details:



Arun District Council
 Maltravers Road
 Littlehampton
 West Sussex BN17 5LF
 Tel: 01903 737756
www.arun.gov.uk

Publication of applications on planning authority websites

Information provided on this form and its supporting documents may be published on the authority's planning register and website.

Please ensure that the information you submit is accurate and correct and does not include personal or sensitive information. If you require any further clarification, please contact the Local Planning Authority directly.

If printed, please complete using block capitals and black ink.

It is important that you read the accompanying guidance notes and help text as incorrect completion will delay the processing of your application.

1. Applicant Name and Address		2. Agent Name and Address	
Title:	MR	Title:	
First name:	TERENCE	First name:	
Last name:	KEIL	Last name:	
Company (optional):		Company (optional):	
Unit:		Unit:	
House number:	73	House number:	
House suffix:		House suffix:	
Address 1:	MARLBOROUGH COURT	Address 1:	
Address 2:		Address 2:	
Address 3:		Address 3:	
Town:	BOGNOR REGIS	Town:	
County:	WEST SUSSEX	County:	
Country:		Country:	
Postcode:	PO21 5AQ	Postcode:	

3. Description of the Proposal

Please describe the proposed development, including any change of use:

GARAGE / UTILITY ROOM
Turn into Kitchen diner

Has the building, work or change of use already started? ☐ Yes ☒ No

If Yes, please state the date when building, work or use were started (DD/MM/YYYY):

(date must be pre-application submission)

Has 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: (DD/MM/YYYY):

(date must be pre-application submission)

Reference no. of permission in principle being relied on (technical details consent applications only):

4. Site Address Details

Please provide the full postal address of the application site.

Unit: House number: 73 House suffix:
House name:
Address 1: MAYLOROUGH COURT
Address 2:
Address 3:
Town: BOMBORE REGIS
County: WEST SUSSEX
Postcode (optional): PO21 5QS
Description of location or a grid reference (must be completed if postcode is not known):
Easting: Northing:
Description:

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).

Please tick if the full contact details are not known, and then complete as much as possible: ☐

Officer name:

Reference:

Date (DD/MM/YYYY):

(must be pre-application submission)

Details of pre-application advice received?

7. Waste Storage and Collection

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

☐ Yes

☒ No

If Yes, please provide details:

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

☐ Yes

☒ No

If Yes, please provide details:

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

Will a new or altered vehicle access proposed be:

to or from the public highway?

☐ Yes

☒ No

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 / relinquishments and/or creation of rights of way?

☐ Yes

☒ No

If you answered 'Yes' to any of the above questions, please show details on your plans/drawings and state the reference of the plan (s)/drawing(s):

8. Authority Employee / 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 following statements apply to you and/or agent?

☐ Yes

☒ No

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

If Yes, please provide details of their name, role and how you are related to them.

9. Materials
If applicable, please state what materials are to be used externally, include type, colour and name for each material:

Type of Vehicle	Total Existing	Total proposed (including spaces retained)	Difference in spaces
Cars	602	708	
Light goods vehicles/ public carrier vehicles			
Motorcycles			
Disability spaces			
Cycle spaces			
Other (e.g. Bus)			
Other (e.g. Bus)			

1. Foul Sewage

Please state how foul sewage is to be disposed of:

- ☒ Mains sewer
☐ Cess pit
☐ Septic tank
☐ Other
☐ Package treatment plant

Are you proposing to connect to the existing drainage system? ☒ Yes ☐ No

If Yes, please include the details of the existing system on the application drawings and state references for the plan/drawings:

ARCHITECT PLANS**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.)

If Yes, you will need to submit a Flood Risk Assessment to consider the risk to the proposed site.
☐ Yes ☒ NoIs 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
☐ Existing watercourse
☐ Snakeway
☒ Pond/lake
☒ Main sewer

13. 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

14. Existing Use

Please describe the current use of the site:

CARPARK

Is the site currently vacant? ☒ Yes ☐ No

If Yes, please describe the last use of the site:

CARPARK

When did this use end (if known)?
DD/MM/YYYYDoes 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

15. Trees and HedgesAre there trees or hedges on the proposed development site? ☐ Yes ☒ NoAnd/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.

16. Trade EffluentDoes the proposal involve the need to dispose of trade effluents or waste? ☐ Yes ☒ No

If Yes, please describe the nature, volume and means of disposal of trade effluents or waste

17. Residential Units (Including Conversion)

Does your proposal include the gain, loss or change of use of residential units?
If Yes, please complete details of the changes in the tables below.

☐ Yes ☒ No

Proposed Housing						Existing Housing					
Market Housing	Not known	Number of Bedrooms			Total	Market Housing	Not known	Number of Bedrooms			Total
		1	2	3				4+	1	2	
Houses	☐					Houses	☐				
Flats/maisonettes	☐					Flats/maisonettes	☐				
Sheltered housing	☐					Sheltered housing	☐				
Bedsit/studios	☐					Bedsit/studios	☐				
Cluster flats	☐					Cluster flats	☐				
Other	☐					Other	☐				
Totals (a + b + c + d + e + f) =						Totals (a + b + c + d + e + f) =					
Social, Affordable or Intermediate Rent	Not known	Number of Bedrooms			Total	Social, Affordable or Intermediate Rent	Not known	Number of Bedrooms			Total
Houses	☐					Houses	☐				
Flats/maisonettes	☐					Flats/maisonettes	☐				
Sheltered housing	☐					Sheltered housing	☐				
Bedsit/studios	☐					Bedsit/studios	☐				
Cluster flats	☐					Cluster flats	☐				
Other	☐					Other	☐				
Totals (a + b + c + d + e + f) =						Totals (a + b + c + d + e + f) =					
Affordable Home Ownership	Not known	Number of Bedrooms			Total	Affordable Home Ownership	Not known	Number of Bedrooms			Total
Houses	☐					Houses	☐				
Flats/maisonettes	☐					Flats/maisonettes	☐				
Sheltered housing	☐					Sheltered housing	☐				
Bedsit/studios	☐					Bedsit/studios	☐				
Cluster flats	☐					Cluster flats	☐				
Other	☐					Other	☐				
Totals (a + b + c + d + e + f) =						Totals (a + b + c + d + e + f) =					
Starter Homes	Not known	Number of Bedrooms			Total	Starter Homes	Not known	Number of Bedrooms			Total
Houses	☐					Houses	☐				
Flats/maisonettes	☐					Flats/maisonettes	☐				
Bedsit/studios	☐					Bedsit/studios	☐				
Other	☐					Other	☐				
Totals (a + b + c + d + e + f) =						Totals (a + b + c + d + e + f) =					
Self Build and Custom Build	Not known	Number of Bedrooms			Total	Self Build and Custom Build	Not known	Number of Bedrooms			Total
Houses	☐					Houses	☐				
Flats/maisonettes	☐					Flats/maisonettes	☐				
Bedsit/studios	☐					Bedsit/studios	☐				
Other	☐					Other	☐				
Totals (a + b + c + d + e + f) =						Totals (a + b + c + d + e + f) =					
Total proposed residential units (A + B + C + D + E) =						Total existing residential units (F + G + H + I + J) =					
TOTAL NET GAIN OR LOSS OF RESIDENTIAL UNITS (Proposed Housing Grand Total - Existing Housing Grand Total):											

8. All Types of Development: Non-residential FloorspaceDoes your proposal involve the loss, gain or change of use of non-residential floorspace? ☐ Yes ☒ No

If you have answered Yes to the question above please add details in the following table:

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 internal floorspace proposed (including change of use) (square metres)	Net additional gross internal floorspace following development (square metres)
A1 Shops	☐			
Net tradeable area:	☐			
A2 Financial and professional services	☐			
A3 Restaurants and cafes	☐			
A4 Drinking establishments	☐			
A5 Hot food takeaways	☐			
B1 (a) Office (other than A2)	☐			
B1 (b) Research and development	☐			
B1 (c) Light industrial	☐			
B2 General industrial	☐			
B3 Storage or distribution	☐			
C1 Hotels and halls of residence	☐			
C2 Residential institutions	☐			
D1 Non-residential institutions	☐			
D2 Assembly and leisure	☐			
OTHER	☐			
Please Specify	☐			
Total				

In addition, for hotels, residential institutions and hostels, please additionally indicate the loss or gain of rooms

Use class	Type of use	Not applicable	Existing rooms to be lost by change of use or demolition	Total rooms proposed (including changes of use)	Net additional rooms
C1	Hotels	☐			
C2	Residential institutions	☐			
OTHER		☐			
Please Specify		☐			

19. Employment

Please complete the following information regarding employees:

	Full-time	Part-time	Total full-time equivalent
Existing employees			
Proposed employees			

20. 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	Saturday	Sunday and Bank Holidays	Not known

21. Site AreaPlease state the site area in hectares (ha)

22. 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.

Is the proposal a waste management development? ☐ Yes ☒ No

If the answer is Yes, please complete the following table:

	Is the site a Non-hazardous waste management development?	The total capacity of the void in cubic metres, including engineering surplus and making no allowance for cover or restoration material (for tonnes of solid waste or litres of liquid waste)	Maximum annual operational throughput in tonnes (or litres if liquid waste)
Inert landfill	☐		
Non-hazardous landfill	☐		
Hazardous landfill	☐		
Energy from waste incineration	☐		
Other incineration	☐		
Landfill gas generation plant	☐		
Pyrolysis/gasification	☐		
Metal recycling site	☐		
Transfer stations	☐		
Material recovery/recycling facilities (MRF's)	☐		
Household civic amenity sites	☐		
Open window composting	☐		
In-vessel composting	☐		
Anaerobic digestion	☐		
Any combined mechanical, biological and/or thermal treatment (MBT)	☐		
Sewage treatment works	☐		
Other treatment	☐		
Recycling facilities construction, demolition and excavation waste	☐		
Storage of waste	☐		
Other waste management	☐		
Other developments	☐		
Please provide the maximum annual operational throughput of the following waste streams:			
Municipal			
Construction, demolition and excavation			
Commercial and industrial			
Hazardous			

If this is a landfill application you will need to provide further information before your application can be determined. Your waste planning authority should make clear what information it requires on its website.

23. Hazardous Substances

Does the proposal involve the use or storage of any of the following materials in the quantities stated below? ☐ Yes ☒ No ☐ Not applicable

If Yes, please provide the amount of each substance that is involved:

Acrylonitrile (tonnes)		Ethylene oxide (tonnes)		Phosgene (tonnes)	
Ammonia (tonnes)		Hydrogen cyanide (tonnes)		Sulphur dioxide (tonnes)	
Bromine (tonnes)		Liquid oxygen (tonnes)		Flour (tonnes)	
Chlorine (tonnes)		Liquid petroleum gas (tonnes)		Refined white sugar (tonnes)	
Other:		Other:			
Amount (tonnes):		Amount (tonnes):			

Notice of the application has been published in the following newspaper (circulating in the area where the land is situated):		On the following date (which must not be earlier than 21 days before the date of the application):	
Signed - Applicant		Or signed - Agent:	
Date (DD/MM/YYYY):		Date (DD/MM/YYYY):	