

Janice Chapman

From: HUTCHINS MICHAEL [REDACTED]
Sent: 04 March 2013 16:47
To: Janice Chapman
Subject: Re: BR/129/11 - Replacement first floor bay to front elevation and installation of additional second floor bay to match, Langford House, 7 The Steyne, Bognor Regis

Dear Mrs Chapman

Thank you very much for your clarification. That is extremely helpful.

Regards

Mike Hutchins

On 4 March 2013 16:34, Janice Chapman <Janice.Chapman@arun.gov.uk> wrote:

Dear Mr Hutchins,

In response to your subsequent e-mail of 4th March in respect of the above planning approval BR/129/11 the approved drawings show a flat roof.

The 3rd paragraph was referring to the Churchill Interior Finishing Limited drawing not to the CAD drawing with three windows which is not acceptable.

The Conservation Officer and myself would need to see a detailed plan with elevations showing the new sloped roof before we could advise you whether this could be treated as an amendment rather than a new application. However, any amendment would still require an application for a Non-Material Amendment.

I hope this clarifies the situation.

Regards

Janice Chapman

Planner

From: HUTCHINS MICHAEL [mailto:]

Sent: 04 March 2013 15:36

To: Janice Chapman

Subject: Re: BR/129/11 - Replacement first floor bay to front elevation and installation of additional second floor bay to match, Langford House, 7 The Steyne, Bognor Regis

Dear Mrs Chapman

Many thanks for your Email. This is very helpful.

We are having problems with Amazon because they do not seem to be aware of Planning & Building Regulation requirements. They seem to believe that planning permission is in place for a conservatory no matter what type of roof they decide upon and that no building regulation permission is needed before starting the job; Mr Shoulder told the judge that building regs is something which is ongoing through a job, ie that no permission is actually needed before starting the job, but I am not at all happy with this scenario and do not trust him. The Judge was keen for Planning to be fully involved (every detail followed) so that a build was not done only to be ordered to be taken down later. Therefore, I have been asking more questions of your department than might otherwise be expected. I am pleased to tell you that I have found all of the Planning & Building Regulation staff so helpful, even when I have been asking the most basic of questions, and I wholeheartedly thank all of you for this (this situation is so stressful for us and has been ongoing for 7 years).

Could I please ask you for your clarification on the roof design as it is this that has caused the problem all along; After the plans BR/31/06, drawn by their external architects (Real Architects), were approved on 10.05.06, Amazon then said they could not build a FLAT roof. The drawing resubmitted for the Planning Application BR/129/11 shows a FLAT roof. Also, when I spoke to you last year, you confirmed that it is a FLAT roof shown and that this was what you were expecting to be built. If I remember correctly, you said a slight alteration could be entered as an adjustment whereas anything too different would require a totally new set of plans to be presented. **Can you confirm the plans show a FLAT roof at the moment and tell us what would be required for any change?**

Also, in your recent reply (3rd paragraph), you mention that 'the revision to the roof detail would be acceptable'. **Can you confirm that you are referring to the Churchill Interior Finishing Ltd drawing (rather than the CAD drawing with 3 windows)?** I assume that you are happy with this because the roof is at a lower level than on the agreed Planning Permission drawings.

Janice Chapman

From: Janice Chapman
Sent: 04 March 2013 16:34
To: 'HUTCHINS MICHAEL'
Subject: RE: BR/129/11 - Replacement first floor bay to front elevation and installation of additional second floor bay to match, Langford House, 7 The Steyne, Bognor Regis

Dear Mr Hutchins,

In response to your subsequent e-mail of 4th March in respect of the above planning approval BR/129/11 the approved drawings show a flat roof.

The 3rd paragraph was referring to the Churchill Interior Finishing Limited drawing not to the CAD drawing with three windows which is not acceptable.

The Conservation Officer and myself would need to see a detailed plan with elevations showing the new sloped roof before we could advise you whether this could be treated as an amendment rather than a new application. However, any amendment would still require an application for a Non-Material Amendment.

I hope this clarifies the situation.

Regards

Janice Chapman
Planner

From: HUTCHINS MICHAEL [REDACTED]
Sent: 04 March 2013 15:36
To: Janice Chapman
Subject: Re: BR/129/11 - Replacement first floor bay to front elevation and installation of additional second floor bay to match, Langford House, 7 The Steyne, Bognor Regis

Dear Mrs Chapman

Many thanks for your Email. This is very helpful.

We are having problems with Amazon because they do not seem to be aware of Planning & Building Regulation requirements. They seem to believe that planning permission is in place for a conservatory no matter what type of roof they decide upon and that no building regulation permission is needed before starting the job; Mr Shoulder told the judge that building regs is something which is ongoing through a job, ie that no permission is actually needed before starting the job, but I am not at all happy with this scenario and do not trust him. The Judge was keen for Planning to be fully involved (every detail followed) so that a build was not done only to be ordered to be taken down later. Therefore, I have been asking more questions of your department than might otherwise be expected. I am pleased to tell you that I have found all of the Planning &

Building Regulation staff so helpful, even when I have been asking the most basic of questions, and I wholeheartedly thank all of you for this (this situation is so stressful for us and has been ongoing for 7 years).

Could I please ask you for your clarification on the roof design as it is this that has caused the problem all along; After the plans BR/31/06, drawn by their external architects (Real Architects), were approved on 10.05.06, Amazon then said they could not build a FLAT roof. The drawing resubmitted for the Planning Application BR/129/11 shows a FLAT roof. Also, when I spoke to you last year, you confirmed that it is a FLAT roof shown and that this was what you were expecting to be built. If I remember correctly, you said a slight alteration could be entered as an adjustment whereas anything too different would require a totally new set of plans to be presented. **Can you confirm the plans show a FLAT roof at the moment and tell us what would be required for any change?**

Also, in your recent reply (3rd paragraph), you mention that 'the revision to the roof detail would be acceptable'. **Can you confirm that you are referring to the Churchill Interior Finishing Ltd drawing (rather than the CAD drawing with 3 windows)?** I assume that you are happy with this because the roof is at a lower level than on the agreed Planning Permission drawings.

We met with Churchill Designs some time ago and were told that the SLOPED roof would meet the fascia board and not cut into the roof of the flats at all (we did not want it to be cut in because of possible future maintenance issues and the Building Regs Dept had not seemed keen on this either.) **Again, what sort of drawing would you need for this adjustment?** Would it depend on the angle of the roof as to whether you needed an adjustment or a completely new planning application?

At the moment, we are under the impression that we only have permission for a FLAT roof and we want to be completely sure that we have all the permissions in place before any work is started. I know you must be especially busy, and I am sorry for taking up your time, but the Judge has made it clear that the planning permission is ultimately our responsibility so that, if Amazon build something you are not allowing, the cost be ours and we will have more of a problem than at the moment.

I will contact Mr Windust in Building Regulations separately for his requirements prior to any building work starting.

Regards
Mike Hutchins

On 4 March 2013 09:47, Janice Chapman <Janice.Chapman@arun.gov.uk> wrote:

Dear Mr Hutchins,

I refer to your e-mail of 1st March and previous telephone conversations regarding the above planning application. I have been contacted by Mr Shoulder of Amazon Windows on the 28th February 2013 and as previously explained the proposed bay windows should be carried out in accordance with Drawing No 1393 as approved by Condition No 2 on planning approval BR/129/11. This application was a re-submission of a previous approval BR/31/06 approved on 10.5.06 which had lapsed.

I have spoken to Richard Windust, Building Inspector for the western area who remembers speaking to you when you visited the planning reception at the Council Offices. It was not a pre-arranged meeting and he gave informal advice as there was no Building Regulations submission for this work. The bay windows at first and second floor level would require a submission under the Building Regulations and it would need to include structural calculations and weathering details of junction with existing building.

I have viewed the submitted drawings and the revision to the roof detail would be acceptable. However, the drawing of the bay window and elevations do not accord. The existing windows have two panels of glazing to the front which has been approved and the drawing has three panels of glazing. This would be totally out of keeping with the existing design of the windows on the host building and would require the submission of a new planning application. I have spoken to the Conservation Officer, Mr White who informs me that to preserve and enhance the Steyne Conservation Area we are requesting that any wooden windows be replaced like for like in details and materials. If an application were to be received for the three panel windows then it would be likely to be refused. It should be noted that as the property is flats then any replacement of windows in the building which should be like for like in design would require the submission of a planning application as flats have no "Permitted Development".

In answer to your questions:

1. Planning is assessed on whether the proposal is in keeping with the existing structure in design and scale, especially in a Conservation Area where it is to preserve or enhance and effect on neighbouring properties and the street scene. The cutting in to the existing roof line would be controlled under the Building Regulations.

2. and 3. The change from wooden soffits and fascias to white PVCu and rainwater pipe would not require a planning application for this work.

I am afraid that it would not be possible for me to meet you or a representative of the Council on site on 6th March 2013 regarding this matter but I trust that the above information is of assistance.

Regards

Janice Chapman

Planner

<http://www.arun.gov.uk>

NLPG UPRN 100062237016

DX 57406 Littlehampton

Important Notice This e-mail is intended exclusively for the addressee and may contain information that is confidential and/or privileged. If you are not the intended recipient (or authorised to receive it for the addressee), please notify the sender and delete the e-mail immediately; using, copying, or disclosing it to anyone else, is strictly prohibited and may be unlawful. Any views, opinions or options presented are solely those of the author and do not necessarily represent those of Arun District Council. The information in this e-mail may be subject to public disclosure under the Freedom of Information Act 2000, therefore we cannot guarantee that we will not provide the whole or part of this e-mail to a third party. The Council reserves the right to monitor e-mails in accordance with relevant legislation. Whilst outgoing e-mails are checked for viruses, we cannot guarantee this e-mail is virus-free or has not been intercepted or changed and we do not accept liability for any damage caused. Any reference to "e-mail" in this disclaimer includes any attachments.

Janice Chapman

From: Janice Chapman
Sent: 04 March 2013 09:48
To: [REDACTED]
Subject: BR/129/11 - Replacement first floor bay to front elevation and installation of additional second floor bay to match, Langford House, 7 The Steyne, Bognor Regis

Dear Mr Hutchins,

I refer to your e-mail of 1st March and previous telephone conversations regarding the above planning application. I have been contacted by Mr Shoulder of Amazon Windows on the 28th February 2013 and as previously explained the proposed bay windows should be carried out in accordance with Drawing No 1393/1 as approved by Condition No 2 on planning approval BR/129/11. This application was a re-submission of a previous approval BR/31/06 approved on 10.5.06 which had lapsed.

I have spoken to Richard Windust, Building Inspector for the western area who remembers speaking to you when you visited the planning reception at the Council Offices. It was not a pre-arranged meeting and he gave informal advice as there was no Building Regulations submission for this work. The bay windows at first and second floor level would require a submission under the Building Regulations and it would need to include structural calculations and weathering details of junction with existing building.

I have viewed the submitted drawings and the revision to the roof detail would be acceptable. However, the drawing of the bay window and elevations do not accord. The existing windows have two panels of glazing to the front which has been approved and the drawing has three panels of glazing. This would be totally out of keeping with the existing design of the windows on the host building and would require the submission of a new planning application. I have spoken to the Conservation Officer, Mr White who informs me that to preserve and enhance the Steyne Conservation Area we are requesting that any wooden windows be replaced like for like in details and materials. If an application were to be received for the three panel windows then it would be likely to be refused. It should be noted that as the property is flats then any replacement of windows in the building which should be like for like in design would require the submission of a planning application as flats have no "Permitted Development".

In answer to your questions:

1. Planning is assessed on whether the proposal is in keeping with the existing structure in design and scale, especially in a Conservation Area where it is to preserve or enhance and effect on neighbouring properties and the street scene. The cutting in to the existing roof line would be controlled under the Building Regulations.
2. and 3. The change from wooden soffits and fascias to white PVCu and rainwater pipe would not require a planning application for this work.

I am afraid that it would not be possible for me to meet you or a representative of the Council on site on 6th March 2013 regarding this matter but I trust that the above information is of assistance.

Regards

Janice Chapman
Planner



Janice Chapman

From: Carolyn Nysingh on behalf of Planning
Sent: 01 March 2013 09:46
To: Janice Chapman
Subject: FW: BR/129/11 Flat 3 Langford House The Steyne Bognor Regis (Conservation Area).
Attachments: Planning Drawing.jpg; CAD.jpg; Steel Support.jpg

Carolyn Nysingh | PA to Assistant Director, Planning and Economic Regeneration, Arun District Council | Location: First Floor, Arun Civic Centre, Maltravers Road, Littlehampton, BN17 5LF

Internal: 37778 | External: +44 (0) 1903 737778 | E-mail: carolyn.nysingh@arun.gov.uk

Visit Arun's web site at www.arun.gov.uk



Save the environment - think before you print.

From: HUTCHINS MICHAEL [mailto:mike.hutchins@ntlworld.com]
Sent: 28 February 2013 14:12
To: Planning
Subject: BR/129/11 Flat 3 Langford House The Steyne Bognor Regis (Conservation Area).

For the Attention of Mrs Janice Chapman

I understand that you spoke to Mr Shoulder of Amazon Windows yesterday in respect of the planning permission on the above property. I am the owner & have had some serious problems with Amazon Windows over the proposed building of sun rooms. The company obtained planning permission without consulting me on the detail.

When I spoke to you in September last year, you advised me that the planning permission was for a **flat** roof, as we had just seen on your website (the company had never given us a copy) and that we could not cut into the existing roof for the new build (I do not want to cut into the existing roof as this may give me maintenance problems in the future). The drawings that the company has given to me now are for a **sloping** roof. You advised me, at that time, that an amendment to the plans would be required for a **sloping** roof if the change was only slight but, if the roof was too different, new planning permission would be required. The planning permission describes the build as 'additional second floor bay to match' the first floor bay; as the first floor has a **flat** roof, this indicates that the second floor one should also have a **flat** roof. I desperately need clarification on planning requirements concerning the interpretation. As you may know, this build is the subject of a very drawn out court case (the build was ordered in 2005) and the company stand to lose a lot if we do not allow them to complete the build. This position is likely to mean that they will try to cut corners/not do things according to the permission and hope to get retrospective permission, in order to be able to tell the court they have completed the contract. We do not trust them at all and we want to be sure that all permission is gained before any start is made. The company also tells us that they do not require any permissions from the Building Regulations department before starting but we do not know if this is the case or not. Two years ago we had a meeting with Richard Windust because the company had no idea, as the conservatories were being built on the 1st and 2nd floors, the builds would be treated as rooms within a property, therefore needing all the sound, fire and ventilation requirements of such a room. The company had told us that the building regulations department had given permission to use a reduced thickness of insulation in the floors but we were told by Richard that this was not the case and there was no record of such a conversation. I am sure you can understand our mistrust of this company; they spent 5 years telling us that they could not produce a roof while refusing to pay back our money. It was only after taking them to court for this that they decided that they could perhaps do it after all but, two more years on, we still do not seem to have the correct planning permission.

I attach copies of the planning permission drawing, a CAD of the proposed sun room (with sloping roof) and a drawing of the proposed steel supports which also shows how the new (sloping) roof will attach to the existing property. I am meeting Amazon windows next week to try and get their explanation of how the 3 different drawings can be reconciled and actually be built. The judge, on Tuesday, was keen for a meeting to take place with a planning officer, on site, so that all was clear and permissions were given in writing before any work takes place, and so that a build is not done which may later have to be removed. I would really like to stick to his suggestion, for complete transparency, and therefore request a time when it is convenient for you to meet with us and the company.

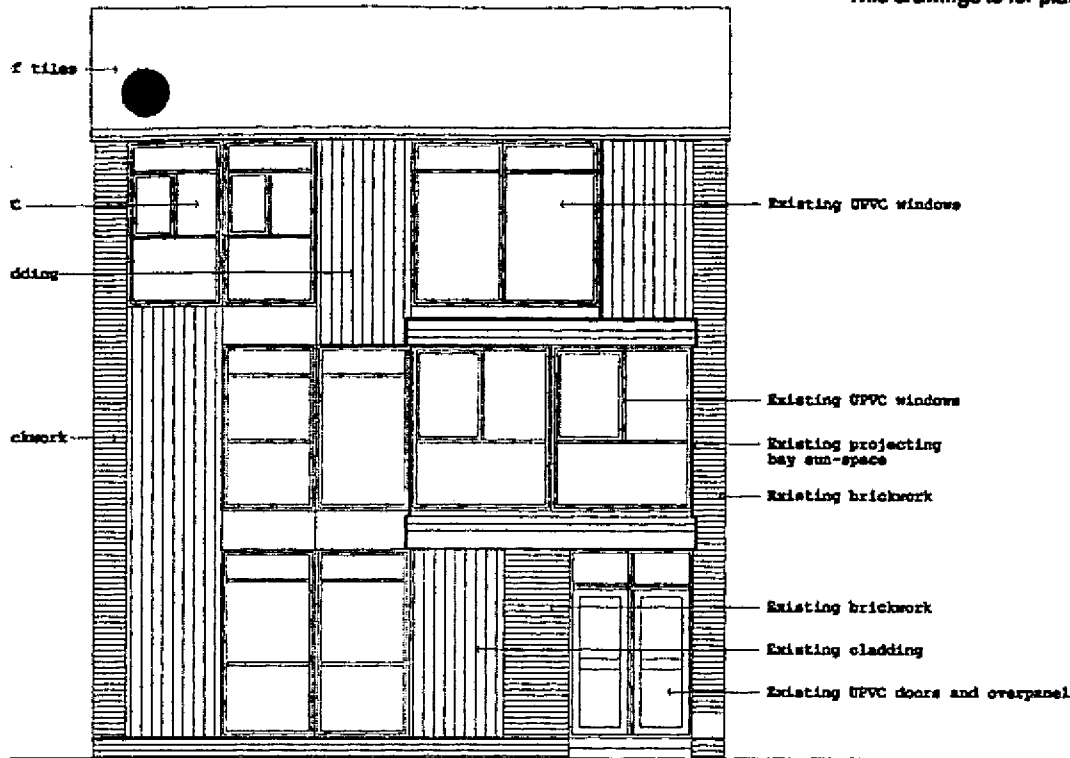
I am due to meet the MD of the company & its surveyor on Wednesday 6th March at noon. I would really appreciate it if you or a representative could meet with us.

In the mean time, I would appreciate your comments on the following;

1. Does the Planning Permission allow for cutting into the existing roof line? If so, by how much? (Obviously this affects the overall look of the roof line in the Conservation Area of The Steyne.)
2. Do I need Planning Permission to change the existing wooden soffits & fascias to white UPVC?
3. Do I need Planning Permission to change the existing grey rainwater down pipe from the side of the building to a white pipe on the front?

Regards
Mike Hutchins

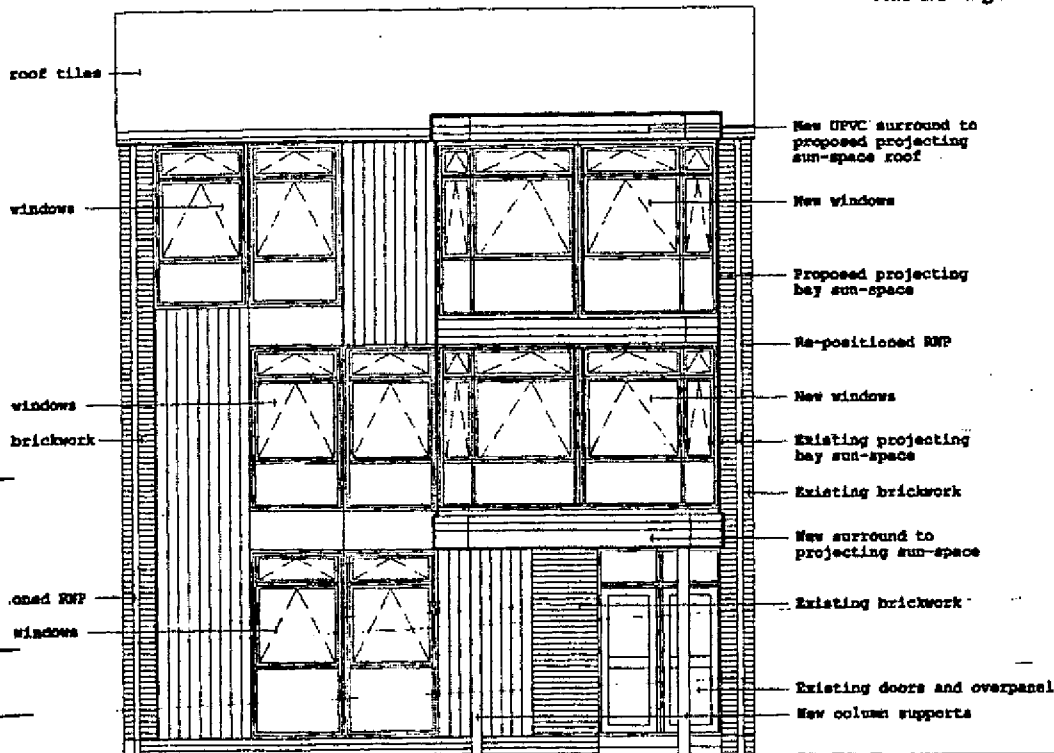
Do not scale of this drawing
Check all dimensions on site
Report any discrepancies to the CA
This drawings is for planning purposes only



Existing east elevation (front)

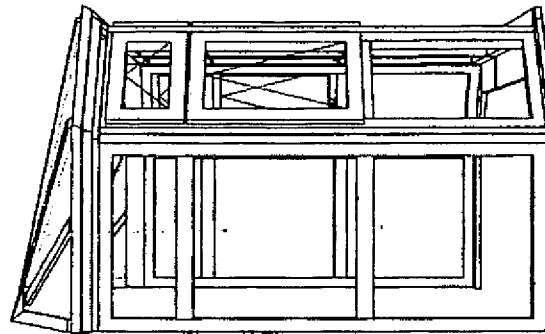
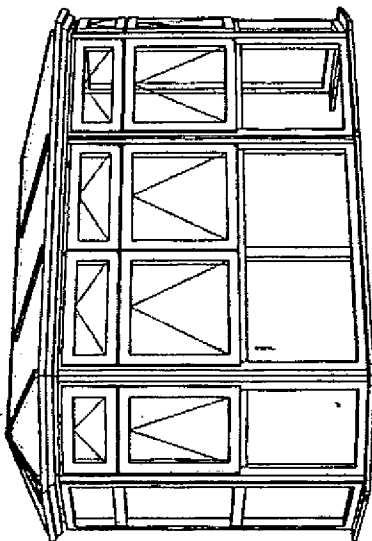
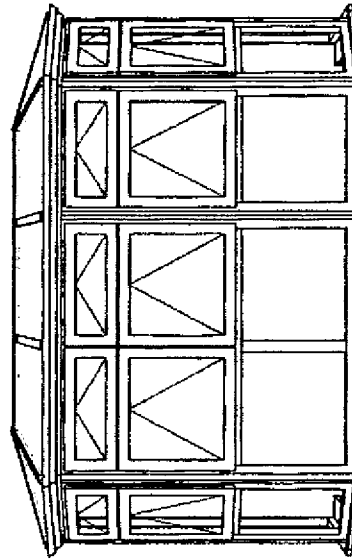
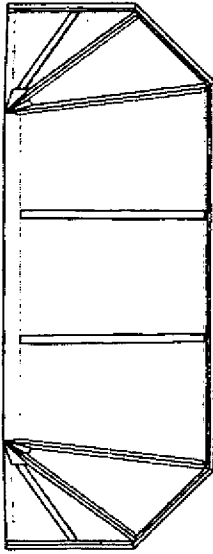
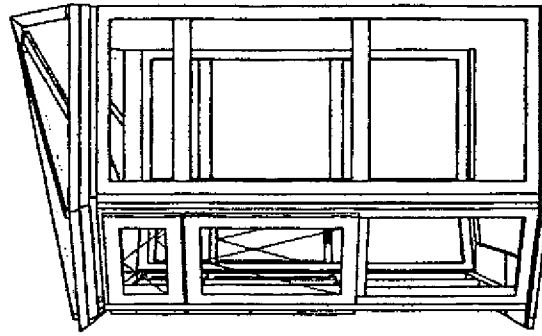
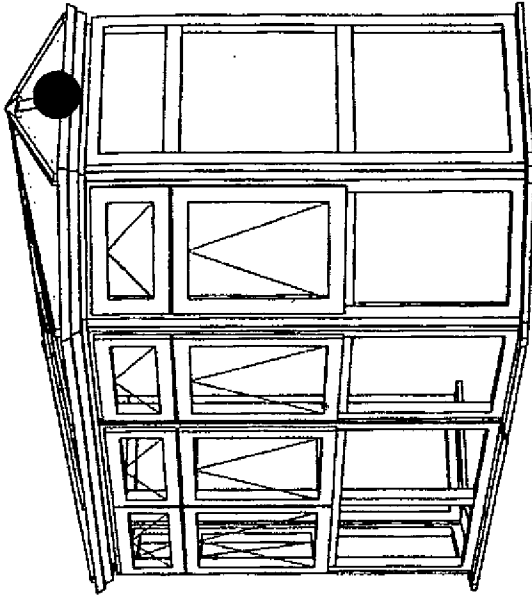
Notes

Do not scale of this drawing
Check all dimensions on site
Report any discrepancies to the CA
This drawings is for planning purposes only



Proposed east elevation (front)





Amazon Windows

TEL: 01252 829955
FAX:

All dimensions are in millimetres

These drawings will not form part of any subsequent contract documentation

Hutchings

