

## West Sussex County Council

The Grange, Tower Street, Chichester, West Sussex PO19 1RH  
 Tel: 01243 777100  
 www.westsussex.gov.uk



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

Publication of planning applications on council web sites

Please note that with the exception of applicant contact details and Certificates of Ownership, the information provided on this application form and in supporting documents may be published on the council's website.

If any other information that is provided as part of the application which falls within the definition of personal data under the Data Protection Act and is not to be published on the council's website, please contact the council's planning department.

### 1. Applicant Name, Address and Contact Details

|                                                     |                                                               |             |       |          |       |
|-----------------------------------------------------|---------------------------------------------------------------|-------------|-------|----------|-------|
| Title:                                              | Mrs                                                           | First name: | Sarah | Surname: | Thorp |
| Company name:                                       | County Treasury Capital Unit                                  |             |       |          |       |
| Street address:                                     | The Tannery                                                   |             |       |          |       |
|                                                     | Westgate                                                      |             |       |          |       |
|                                                     |                                                               |             |       |          |       |
| Town/City:                                          | Chichester                                                    |             |       |          |       |
| County:                                             | West Sussex                                                   |             |       |          |       |
| Country:                                            | England                                                       |             |       |          |       |
| Postcode:                                           | PO19 3RL                                                      |             |       |          |       |
|                                                     |                                                               |             |       |          |       |
| Are you an agent acting on behalf of the applicant? | <input checked="" type="radio"/> Yes <input type="radio"/> No |             |       |          |       |

### 2. Agent Name, Address and Contact Details

|                 |                |             |       |          |               |
|-----------------|----------------|-------------|-------|----------|---------------|
| Title:          | Mr             | First Name: | Keith | Surname: | Benyon-Tinker |
| Company name:   | Scott Wilson   |             |       |          |               |
| Street address: | Victoria House |             |       |          |               |
|                 | London Square  |             |       |          |               |
|                 | Cross Lanes    |             |       |          |               |
| Town/City:      | Guildford      |             |       |          |               |
| County:         | Surrey         |             |       |          |               |
| Country:        | United Kingdom |             |       |          |               |
| Postcode:       | GU1 1UJ        |             |       |          |               |
|                 |                |             |       |          |               |
|                 |                |             |       |          |               |

### 3. Description of the Proposal

Please describe the proposed development including any change of use:

Construction of new Children and Family Centre, including access, car parking and external works.

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

#### 4. Site Address Details

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

Description:

House:  Suffix:   
House name:   
Street address:   
  
Town/City:   
County:   
Postcode:

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

Easting:   
Northing:

#### 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:  First name:  Surname:   
Reference:

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

Details of the pre-application advice received:

#### 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

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)/drawings(s)

#### 7. Waste Storage and Collection

Do the plans incorporate areas 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. Neighbour and Community Consultation

Have you consulted your neighbours or the local community about the proposal? ☒ Yes ☐ No

If Yes, please provide details:

#### 9. Council Employee / Member

Is the applicant or agent related to any member of staff or elected member of the council? ☐ Yes ☒ No

#### 10. Materials

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

## 10. Materials (continued)

ARUN DISTRICT COUNCIL:EP/22/09/06/02/2009

### Walls - description:

Description of *existing* materials and finishes:

Not Applicable

Description of *proposed* materials and finishes:

Brickwork to match existing School buildings, and an area of White render.

### Roof - description:

Description of *existing* materials and finishes:

Not Applicable

Description of *proposed* materials and finishes:

Monopitch roofs with bold roll concrete tiles to match existing school buildings, vertical cladding at high level between windows of horizontal cladding- Hardiplank-colour grey.

### Windows - description:

Description of *existing* materials and finishes:

Not Applicable

Description of *proposed* materials and finishes:

Aluminium framed windows and doors powder coated finish, colour-silver grey.

### Doors - description:

Description of *existing* materials and finishes:

Not Applicable

Description of *proposed* materials and finishes:

Aluminium, powder coated finish, colour-silver grey

### Boundary treatments - description:

Description of *existing* materials and finishes:

Not Applicable

Description of *proposed* materials and finishes:

Tubular steel hoop topped Tango Rail fencing, 1800 high, powder coated finish, colour- green.

### Vehicle access and hard standing - description:

Description of *existing* materials and finishes:

Not Applicable

Description of *proposed* materials and finishes:

3 no spaces with Tarmac finish and concrete kerbs.Granite sett margin to highway boundary.

### Lighting - add description

Description of *existing* materials and finishes:

Not Applicable

Description of *proposed* materials and finishes:

Low level bollard lighting to footways on site only.

### Others - description:

Type of other material:

Gutters

Description of *existing* materials and finishes:

Not Applicable

Description of *proposed* materials and finishes:

Gutters and RWPs will be Aluminium with a powder coated finish- colour Silver Grey.

Are you supplying additional information on submitted plan(s)/drawing(s)/design and access statement?

☒ Yes ☐ No

If Yes, please state references for the plan(s)/drawing(s)/design and access statement:

Design and access statement section on appearance, Elevation drawing P205A, and External Works drawingP212

## 11. 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                         | 2                                          | 2                    |
| Disability spaces | 0                         | 1                                          | 1                    |
| Cycle spaces      | 0                         | 8                                          | 8                    |

## 12. 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

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

Existing school drainage system, details as yet unknown

## 13. 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

## 14. 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

## 15. Existing Use

Please describe the current use of the site:

Area of amenity grassland to front of existing School, not required for school purposes.

Is the site currently vacant? ☐ Yes ☒ No

Does the proposal involve any of the following:

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

### Application advice

If you have said Yes to any of the above, you will need to submit an appropriate contamination assessment.

## 16. 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 will need to provide a full Tree Survey with accompanying plan before your application can be determined. 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 construction - Recommendations'

## 17. Trade Effluent

Does the proposal involve the need to dispose of trade effluents or waste? ☐ Yes ☒ No

## 18. Residential Units

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

Does your proposal involve the loss or 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                    | Net Tradable Area                   |                                                    |                                                                                     |                                                                                         |                                                                                |
| A2                    | Financial and professional services |                                                    |                                                                                     |                                                                                         | 0.0                                                                            |
| A3                    | Restaurants and cafes               |                                                    |                                                                                     |                                                                                         | 0.0                                                                            |
| A4                    | Drinking establishments             |                                                    |                                                                                     |                                                                                         | 0.0                                                                            |
| A5                    | Hot food takeaways                  |                                                    |                                                                                     |                                                                                         | 0.0                                                                            |
| B1 (a)                | Office (other than A2)              |                                                    |                                                                                     |                                                                                         | 0.0                                                                            |
| B1 (b)                | Research and development            |                                                    |                                                                                     |                                                                                         | 0.0                                                                            |
| B1 (c)                | Light industrial                    |                                                    |                                                                                     |                                                                                         | 0.0                                                                            |
| B2                    | General industrial                  |                                                    |                                                                                     |                                                                                         | 0.0                                                                            |
| B8                    | Storage or distribution             |                                                    |                                                                                     |                                                                                         | 0.0                                                                            |
| C1                    | Hotels and halls of residence       |                                                    |                                                                                     |                                                                                         | 0.0                                                                            |
| C2                    | Residential institutions            |                                                    |                                                                                     |                                                                                         | 0.0                                                                            |
| D1                    | Non-residential institutions        |                                                    |                                                                                     |                                                                                         | 0.0                                                                            |
| D2                    | Assembly and leisure                |                                                    |                                                                                     |                                                                                         | 0.0                                                                            |
| Other                 |                                     | 0.0                                                | 0.0                                                                                 | 166.9                                                                                   | 166.9                                                                          |
| Other                 |                                     |                                                    | 0.0                                                                                 |                                                                                         |                                                                                |
| Total                 |                                     | 0.0                                                | 0.0                                                                                 | 166.9                                                                                   | 166.9                                                                          |

For 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 |
|-----------|--------------------------|----------------------------------------------------------|-------------------------------------------------|----------------------|
| C1        | Hotels                   | 0                                                        | 0                                               | 0                    |
| C2        | Residential institutions | 0                                                        | 0                                               | 0                    |
| Other     |                          | 0                                                        | 0                                               | 0                    |
| Other     |                          |                                                          |                                                 |                      |

## 20. 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 | 1         | 1         | 1                              |

## 21. Hours of Opening

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

| Use   | Monday to Friday |          | Saturday   |          | Sunday and Bank Holidays |          | Not Known                |
|-------|------------------|----------|------------|----------|--------------------------|----------|--------------------------|
|       | Start Time       | End Time | Start Time | End Time | Start Time               | End Time |                          |
| Other | 9.00             | 18.00    | 9.00       | 13.00    | 0                        | 0        | <input type="checkbox"/> |

## 22. Site Area

What is the site area?  hectares

## 23. 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 for a waste management development?

☐ Yes ☒ No

## 24. Hazardous Substances

Is any hazardous waste involved in the proposal? ☐ Yes ☒ No

## 25. 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

## 26. Certificates (Certificate A)

### Certificate of Ownership - Certificate A

#### Town and Country Planning (General Development Procedure) Order 1995 Certificate under Article 7

I certify/The applicant certifies that on the day 21 days before the date of this application nobody except myself/ the applicant was the owner (owner is a person with a freehold interest or leasehold interest with at least 7 years left to run) of any part of the land or building to which the application relates.

Title: Mr First name: Keith Surname: Benyon-Tinker

Person role: Applicant Declaration date: 26/01/2009 ☒ Declaration made

## 26. Certificates (Agricultural Holdings Certificate)

### Agricultural Holding Certificate

#### Town and Country Planning (General Development Procedure) Order 1995 Certificate under Article 7

Agricultural Land Declaration - You Must Select Either A or B

(A) None of the land to which the application relates is, or is part of an agricultural holding. ☒

(B) I have/The applicant has given the requisite notice to every person other than myself/the applicant who, on the day 21 days before the date of this application, was a tenant of an agricultural holding on all or part of the land to which this application relates, as listed below: ☐

Title: Mr First Name: Keith Surname: Benyon-Tinker

Person role: Applicant Declaration date: 26/01/2009 ☒ Declaration Made

## 27. Declaration

I/we hereby apply for planning permission/consent as described in this form and the accompanying plans/drawings and additional information. ☒

Date 26/01/2009