

**Application for Planning Permission and conservation  
area consent for demolition in a conservation area.  
Town and Country Planning 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:                                                                                                            | <input type="text" value="Mr &amp; Mrs"/>     | First name: | <input type="text" value="A.B. &amp; M.C."/> | Surname:             | <input type="text" value="Clarke"/> |
| Company name                                                                                                      | <input type="text"/>                          |             |                                              |                      |                                     |
| Street address:                                                                                                   | <input type="text" value="Sunny Oast House"/> |             | Country Code                                 | National Number      | Extension Number                    |
|                                                                                                                   | <input type="text" value="Newham Lane"/>      |             | <input type="text"/>                         |                      |                                     |
|                                                                                                                   | <input type="text"/>                          |             | <input type="text"/>                         |                      |                                     |
| Town/City                                                                                                         | <input type="text" value="Steyning"/>         |             | Mobile number:                               | <input type="text"/> | <input type="text"/>                |
| County:                                                                                                           | <input type="text" value="West Sussex"/>      |             | Fax number:                                  | <input type="text"/> | <input type="text"/>                |
| Country:                                                                                                          | <input type="text" value="England"/>          |             | Email address:                               | <input type="text"/> |                                     |
| Postcode:                                                                                                         | <input type="text" value="BN44 3LR"/>         |             | <input type="text"/>                         |                      |                                     |
| 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:          | <input type="text" value="Mr"/>                | First Name: | <input type="text" value="George"/> | Surname: | <input type="text" value="Baxter"/> |
| Company name:   | <input type="text" value="Corner Studio Ltd"/> |             |                                     |          |                                     |
| Street address: | <input type="text" value="The Design Studio"/> |             | <input type="text"/>                |          |                                     |
|                 | <input type="text" value="The Twitten"/>       |             | <input type="text"/>                |          |                                     |
|                 | <input type="text" value="94 High Street"/>    |             | <input type="text"/>                |          |                                     |
| Town/City       | <input type="text" value="Steyning"/>          |             | <input type="text"/>                |          |                                     |
| County:         | <input type="text" value="West Sussex"/>       |             | <input type="text"/>                |          |                                     |
| Country:        | <input type="text" value="England"/>           |             | <input type="text"/>                |          |                                     |
| Postcode:       | <input type="text" value="BN44 3RD"/>          |             | <input type="text"/>                |          |                                     |

**3. Description of the Proposal**

Please provide a description of the proposal, including details of the proposed demolition:

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:          | 0             | Suffix: |  |
| House name:     | Winton Stores |         |  |
| Street address: | The Square    |         |  |
|                 | Findon        |         |  |
| Town/City:      | WORTHING      |         |  |
| County:         |               |         |  |
| Postcode:       | BN14 0TE      |         |  |

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

|           |        |
|-----------|--------|
| Easting:  | 512196 |
| Northing: | 108841 |

#### 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: Ms First name: Eve Surname: Hursey

Reference: Phone call

Date (DD/MM/YYYY): 26/08/2009 (Must be pre-application submission)

Details of the pre-application advice received:

In principle, the concept of two dwellings is acceptable.  
The conversion to two cottages is an improvement over the previous approval for three flats.  
Ensure the scheme relates well to the village green.  
The application must be supported by a detailed marketing history.  
Change of use has been granted previously which will stand us in good stead

#### 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

If Yes, please provide details:

Refuse bin storage is provided for within the rear gardens, and is marked as such on the drawings

Have arrangements been made for the separate storage and collection of recyclable waste? ☒ Yes ☐ No

If Yes, please provide details:

Recycling bin storage is provided for within the rear gardens, and is marked as such on the drawings

#### 8. Neighbour and Community Consultation

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

#### 9. 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

10. Explanation for Proposed Demolition Work

Why is it necessary to demolish all or part of the building(s) and/or structure(s)?

There is a large single storey element, which is incongruous in nature and unsympathetic to the conservation area setting. It will facilitate the creation of amenity space to serve the proposed dwellings.

11. Materials

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

Walls - description:

Description of existing materials and finishes:

White painted render over masonry

Description of proposed materials and finishes:

White painted render over masonry to match existing

Roof - description:

Description of existing materials and finishes:

Plain clay tiles, and matching fittings

Description of proposed materials and finishes:

Plain clay tiles, and matching fittings, all to match existing roof

Windows - description:

Description of existing materials and finishes:

Single glazed windows with painted timber frames

Description of proposed materials and finishes:

Painted timber framed sideways sliding sash windows with double glazed panes

Doors - description:

Description of existing materials and finishes:

Painted timber-framed fully-glazed entrance door

Description of proposed materials and finishes:

Painted 4-panel timber entrance doors to match those on the historical photographs

Boundary treatments - description:

Description of existing materials and finishes:

Existing single storey section forms boundary wall on south east elevation.

Description of proposed materials and finishes:

New close boarded fencing to boundary, to be finished in a wood preservative stain

Others - description:

Type of other material:

Chimneys

Description of existing materials and finishes:

N/A

Description of proposed materials and finishes:

New chimneys to be constructed in facing brickwork in colour sympathetic to the plain clay roof tiling

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  
Historical Photographs  
Photographs of site at present  
1.01 Site Block and Location Plan  
1.02 Plans and Elevations As Existing  
2.01 Plans, Elevations and Section As Proposed

12. 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 |
|-----------------|---------------------------|--------------------------------------------|----------------------|
| Cycle spaces    | 0                         | 6                                          | 6                    |

### 13. Foul Sewage

Please state how foul sewage is to be disposed of:

|             |                                     |                         |                          |         |                          |
|-------------|-------------------------------------|-------------------------|--------------------------|---------|--------------------------|
| Mains sewer | <input checked="" type="checkbox"/> | Package treatment plant | <input type="checkbox"/> | Unknown | <input type="checkbox"/> |
| Septic tank | <input type="checkbox"/>            | Cess pit                | <input type="checkbox"/> |         |                          |
| 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):

There is an assumed sewer in the road fronting the site, and the development will utilise this.

### 14. 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?

|                                                      |                                               |                                    |
|------------------------------------------------------|-----------------------------------------------|------------------------------------|
| <input type="checkbox"/> Sustainable drainage system | <input type="checkbox"/> Main sewer           | <input type="checkbox"/> Pond/lake |
| <input checked="" type="checkbox"/> Soakaway         | <input type="checkbox"/> Existing watercourse |                                    |

### 15. 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

### 16. Existing Use

Please describe the current use of the site:

Vacant retail unit with storage to rear

Is the site currently vacant? ☒ Yes ☐ No

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

Retail - see accompanying marketing report

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

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.

### 17. 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'

18. Trade Effluent

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

19. Residential Units

Does your proposal include the gain or loss of residential units? ☒ Yes ☐ No

Market Housing - Proposed

|                   | Number of bedrooms |   |   |    |         |
|-------------------|--------------------|---|---|----|---------|
|                   | 1                  | 2 | 3 | 4+ | Unknown |
| Houses            |                    | 1 | 1 |    |         |
| Flats/Maisonettes |                    |   |   |    |         |
| Live-Work units   |                    |   |   |    |         |
| Cluster flats     |                    |   |   |    |         |
| Sheltered housing |                    |   |   |    |         |
| Bedsit/Studios    |                    |   |   |    |         |
| Unknown           |                    |   |   |    |         |

Proposed Market Housing Total 2

Market Housing - Existing

|                   | Number of bedrooms |   |   |    |         |
|-------------------|--------------------|---|---|----|---------|
|                   | 1                  | 2 | 3 | 4+ | Unknown |
| Houses            |                    |   |   |    |         |
| Flats/Maisonettes |                    |   |   |    |         |
| Live-Work units   |                    |   |   |    |         |
| Cluster flats     |                    |   |   |    |         |
| Sheltered housing |                    |   |   |    |         |
| Bedsit/Studios    |                    |   |   |    |         |
| Unknown           |                    |   |   |    |         |

Existing Market Housing Total 0

Overall Residential Unit Totals

|                                  |   |
|----------------------------------|---|
| Total proposed residential units | 2 |
| Total existing residential units | 0 |

20. All Types of Development: Non-residential Floorspace

Does your proposal involve the loss, 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                    | Shops Net Tradable Area | 125.0                                              | 125.0                                                                               | 0.0                                                                                     | -125.0                                                                         |
| Total                 |                         | 125.0                                              | 125.0                                                                               | 0.0                                                                                     | -125.0                                                                         |

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 |
|-----------|--------------|----------------------------------------------------------|-------------------------------------------------|----------------------|
|-----------|--------------|----------------------------------------------------------|-------------------------------------------------|----------------------|

21. 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                              |

22. 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 |           |

23. Site Area

What is the site area? 225.2 sq.metres

24. 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:

N/A

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

## 25. Hazardous Substances

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

## 26. 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

## 27. Certificates (Certificate B)

### Certificate Of Ownership - Certificate B Certificate under Article 7 - Town and Country Planning (General Development Procedure) Order 1995 & 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*) of any part of the land or building to which this application relates.

|                    |                              |                                                      |
|--------------------|------------------------------|------------------------------------------------------|
| Notice recipient   |                              | Date notice served                                   |
| Title: Mr          | First name: Rob              | Surname: Harrington                                  |
| Person role: Agent | Declaration date: 15/10/2009 | <input checked="" type="checkbox"/> Declaration made |

## 27. 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: Rob              | Surname: Harrington                                  |
| Person role: Agent | Declaration date: 15/10/2009 | <input checked="" type="checkbox"/> Declaration Made |

## 28. Declaration

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

Date 15/10/2009