

Application for Planning Permission and for relevant demolition of an unlisted building 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. Site Address

Number	
Suffix	
Property name	3 - 4 Selborne Place
Address line 1	Selborne Road
Address line 2	
Address line 3	
Town/city	Littlehampton
Postcode	BN17 5NH
Description of site location must be completed if postcode is not known:	
Easting (x)	503313
Northing (y)	101643

Description	
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2. Applicant Details

Title	
First name	
Surname	Mr & Mrs Stojanovsk
Company name	
Address line 1	3-4 Selborne Place
Address line 2	Selborne Road
Address line 3	
Town/city	Littlehampton
Country	

2. Applicant Details

Postcode

BN17 5NH

Are you an agent acting on behalf of the applicant?

Yes

No

Primary number

Secondary number

Fax number

Email address

3. Agent Details

Title

First name

Surname

Funnell Design Partnership

Company name

Funnell Design Partnership

Address line 1

Bizspace

Address line 2

Courtwick Lane

Address line 3

Town/city

Littlehampton

Country

United Kingdom

Postcode

BN17 7TL

Primary number

Secondary number

Fax number

Email

4. Site Area

What is the measurement of the site area?
(numeric characters only).

1231.00

Unit

Sq. metres

5. Description of the Proposal

Please describe details of the proposed development or works including any change of use and details of the proposed demolition.

If you are applying for Technical Details Consent on a site that has been granted Permission In Principle, please include the relevant details in the description below.

Change of Use from A3 Restaurant / A4 Drinking Establishment to C3 Dwelling Houses

Has the work or change of use already started?

Yes

No

6. Explanation for Proposed Demolition Work

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

In order to complete the change of use from A3 Restaurant / A4 Drinking Establishment to C3 Dwelling Houses a number of external and internal alterations are required to facilitate this although there will be no new structures erected.

7. Existing Use

Please describe the current use of the site

Ground Floor A3 Restaurant and A4 Drinking Establishment

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

8. Materials

Does the proposed development require any materials to be used externally? ☐ Yes ☒ No

Please provide a description of existing and proposed materials and finishes to be used externally (including type, colour and name for each material):

Windows	
Description of existing materials and finishes (optional):	South facing UPVc windows and doors to ground floor restaurant and bar.
Description of proposed materials and finishes:	New softwood painted windows

Walls	
Description of existing materials and finishes (optional):	Where there is brickwork these are of facing brickwork, south facing UPVc windows and doors to ground floor restaurant and bar
Description of proposed materials and finishes:	Glazing and doors removed and new brick walling in facing bricks to match the existing installed.

Roof	
Description of existing materials and finishes (optional):	Existing felt covered flat roof
Description of proposed materials and finishes:	Existing flat roof retained with new glazed roof lanterns installed.

Doors	
Description of existing materials and finishes (optional):	UPVc doors to southern elevation. Timber security doors to northern elevation.
Description of proposed materials and finishes:	New painted softwood doors to southern elevation, painted softwood timber windows to replace existing timber doors to the northern elevation.

Are you supplying additional information on submitted plans, drawings or a design and access statement? ☐ Yes ☒ No

If Yes, please state references for the plans, drawings and/or design and access statement

1779-EX-01 Existing GF Plan A1
1779-EX-02 Existing Elevations A1

8. Materials

1779-EX-03 Existing Site Plan A1
1779-P-01 Block and Location Plan A3
1779-P-02 Proposed Ground Floor Plan A1
1779-P-03 Proposed Ground Works Floor Plan A1
1779-P-04 Proposed Elevations A1
1779-P-05 Proposed Site Plan A1
Design Access Statemen - (3-4 Selborne Road - DAS Rev00 02.06.21)

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

- Is a new or altered vehicular 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

10. Vehicle Parking

- Does the site have any existing vehicle/cycle parking spaces or will the proposed development add/remove any parking spaces? ☐ Yes ☐ No
- 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	10	10	0

11. 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'.

12. Assessment of Flood Risk

- Is the site within an area at risk of flooding? (Check the location on the Government's Flood map for planning. You should also refer to national standing advice and your local planning authority requirements for information as necessary.) ☐ Yes ☐ No
- If Yes, you will need to submit a 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
- ☐ Existing water course
- ☐ Soakaway

12. Assessment of Flood Risk

☐ Main sewer

☐ Pond/lake

13. Biodiversity and Geological Conservation

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?

To assist in answering this question correctly, please refer to the help text which provides guidance on determining if any important biodiversity or geological conservation features may be present or nearby; and whether they are likely to be affected by the proposals.

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. Foul Sewage

Please state how foul sewage is to be disposed of:

- ☐ Mains Sewer
☐ Septic Tank
☐ Package Treatment plant
☐ Cess Pit
☐ Other
☐ Unknown

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. Please state the plan(s)/drawing(s) references.

To follow

15. Waste Storage and Collection

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

☐ Yes ☐ No

If Yes, please provide details:

Area shown on drawing P-05

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

☐ Yes ☐ No

If Yes, please provide details:

Area shown on drawing P-05

16. Trade Effluent

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

☐ Yes ☐ No

17. Residential/Dwelling Units

Please note: This question has been updated to include the latest information requirements specified by government. Applications created before 23 May 2020 will not have been updated, please read the 'Help' to see details of how to workaround this issue.

Does your proposal include the gain, loss or change of use of residential units? Yes No

Please select the proposed housing categories that are relevant to your proposal.

- Market Housing
- Social, Affordable or Intermediate Rent
- Affordable Home Ownership
- Starter Homes
- Self-build and Custom Build

Add 'Market Housing - Proposed' residential units

Market Housing - Proposed						
	Number of bedrooms					
	1	2	3	4+	Unknown	Total
Flats/Maisonettes	5	1	0	0	0	6
Total	5	1	0	0	0	6

Please select the existing housing categories that are relevant to your proposal.

- Market Housing
- Social, Affordable or Intermediate Rent
- Affordable Home Ownership
- Starter Homes
- Self-build and Custom Build

Total proposed residential units	6
Total existing residential units	0
Total net gain or loss of residential units	6

18. All Types of Development: Non-Residential Floorspace

Does your proposal involve the loss, gain or change of use of non-residential floorspace? Yes No
Note that 'non-residential' in this context covers all uses except Use Class C3 Dwellinghouses.

Please add details of the Use Classes and floorspace.

Following changes to Use Classes on 1 September 2020: The list includes the now revoked Use Classes A1-5, B1, and D1-2 that should not be used in most cases. Also, the list does not include the newly introduced Use Classes E and F1-2. To provide details in relation to these or any 'Sui Generis' use, select 'Other' and specify the use where prompted. Multiple 'Other' options can be added to cover each individual use. View further information on Use Classes.

Use Class	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)
A3 - Restaurants and cafes	170	170	0	-170
A4 - Drinking establishments	185	185	0	-185
Total	355	355	0	-355

Loss or gain of rooms
For hotels, residential institutions and hostels please additionally indicate the loss or gain of rooms:

19. Employment

Are there any existing employees on the site or will the proposed development increase or decrease the number of employees?

☐ Yes ☐ No

20. Hours of Opening

Are Hours of Opening relevant to this proposal?

☐ Yes ☐ No

21. Industrial or Commercial Processes and Machinery

Does this proposal involve the carrying out of industrial or commercial activities and processes?

☐ Yes ☐ No

Is the proposal for a waste management development?

☐ Yes ☐ No

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 it clear what information it requires on its website

22. Hazardous Substances

Does the proposal involve the use or storage of any hazardous substances?

☐ Yes ☐ No

23. 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?

- ☐ The agent
- ☐ The applicant
- ☐ Other person

24. Pre-application Advice

Has assistance or prior advice been sought from the local authority about this application?

☐ Yes ☐ No

25. Authority Employee/Member

With respect to the Authority, is the applicant and/or agent one of the following:

- (a) a member of staff**
- (b) an elected member**
- (c) related to a member of staff**
- (d) related to an elected member**

It is an important principle of decision-making that the process is open and transparent.

☐ Yes ☐ No

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 above statements apply?

26. Ownership Certificates and Agricultural Land Declaration

CERTIFICATE OF OWNERSHIP - CERTIFICATE A - Town and Country Planning (Development Management Procedure) (England) Order 2015 Certificate under Article 14

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* of any part of the land or building to which the application relates, and that none of the land to which the application relates is, or is part of, an agricultural holding**

*** 'owner' is a person with a freehold interest or leasehold interest with at least 7 years left to run. ** 'agricultural holding' has the meaning given by reference to the definition of 'agricultural tenant' in section 65(8) of the Act.**

NOTE: You should sign Certificate B, C or D, as appropriate, if you are the sole owner of the land or building to which the application relates but the land is, or is part of, an agricultural holding.

26. Ownership Certificates and Agricultural Land Declaration

Person role

- ☐ The applicant
- ☒ The agent

Title	
First name	
Surname	Funnell Design Limited
Declaration date (DD/MM/YYYY)	15/07/2021

☒ 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. 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 (cannot be pre-application)	15/07/2021
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