

Application for listed building consent for alterations, extension or demolition of a listed building.

Planning (Listed Buildings and Conservation Areas) 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	13
Suffix	
Property name	
Address line 1	South Terrace
Address line 2	
Address line 3	
Town/city	Littlehampton
Postcode	BN17 5NZ
Description of site location must be completed if postcode is not known:	
Easting (x)	503591
Northing (y)	101517

Description	
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2. Applicant Details

Title	Mrs
First name	Kim
Surname	Anderson
Company name	
Address line 1	13
Address line 2	South Terrace
Address line 3	
Town/city	Littlehampton

2. Applicant Details

Country	
Postcode	BN17 5NZ
Are you an agent acting on behalf of the applicant? ☐ Yes ☐ No	
Primary number	
Secondary number	
Fax number	
Email address	

3. Agent Details

No Agent details were submitted for this application

4. Description of Proposed Works

Please describe details of the proposed development or works including details of proposals to alter, extend or demolish the listed building(s):

1. To re-paint front elevation where already previously painted. Paint colour is pale grey 'Shallows' by Little Greene Paint Company. Colour approved by Conservation Officer, Martyn White, during a pre-works site inspection on 7/6/2021. The colour is in keeping with the original listing of 13-15 South Terrace in 1975 therefore has historical relevance.
2. To replace two UPVC windows on top floor at front of house with timber framed casement windows with slimline double glazed glass. This was approved by Conservation Officer during a site visit. The traditional wooden windows will be more in keeping with the historical period of the house.
3. To replace a modern push-bar fire exit door on first floor with a wooden exterior Georgian style door with secure locking system. This will enable secure access to the rear of the property and will be more in keeping with the period of the house. This was also discussed and approved by the Conservation Officer during a site visit.

Has the development or work already been started without consent?

☐ Yes ☐ No

If Yes, please state when the development or work was started (date must be pre-application submission)

15/07/2021

Has the development or work already been completed without consent?

☐ Yes ☐ No

5. Listed Building Grading

What is the grading of the listed building (as stated in the list of Buildings of Special Architectural or Historical Interest)?

- ☐ Don't know
☐ Grade I
☐ Grade II*
☐ Grade II

Is it an ecclesiastical building?

☐ Don't know ☐ Yes ☐ No

6. Demolition of Listed Building

Does the proposal include the partial or total demolition of a listed building?

☐ Yes ☐ No

7. Related Proposals

Are there any current applications, previous proposals or demolitions for the site?

☐ Yes ☐ No

8. Immunity from Listing

Has a Certificate of Immunity from Listing been sought in respect of this building? ☒ Yes ☐ No

9. Listed Building Alterations

Do the proposed works include alterations to a listed building? ☒ Yes ☐ No

If Yes, do the proposed works include

a) works to the interior of the building? ☒ Yes ☐ No

b) works to the exterior of the building? ☒ Yes ☐ No

c) works to any structure or object fixed to the property (or buildings within its curtilage) internally or externally? ☒ Yes ☐ No

d) stripping out of any internal wall, ceiling or floor finishes (e.g. plaster, floorboards)? ☐ Yes ☒ No

If the answer to any of these questions is Yes, please provide plans, drawings and photographs sufficient to identify the location, extent and character of the items to be removed. Also include the proposal for their replacement, including any new means of structural support, and state references for the plan(s)/drawing(s).

Please see attached photographs of original listing with pale grey paint on the house and wooden casement windows at top of the house which we intend to reinstate.
Also attached are scale drawing with details of materials for the windows and fire door replacement.

10. Materials

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

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

Please add materials by using the dropdown list to select the type, clicking 'Add' and entering all the details in the popup box

Type	Existing materials and finishes	Proposed materials and finishes
Windows	UPVC casement windows - white plastic	Timber frame casement windows x 2 Slimline double glazing
External Doors	Wooden fire door with push bar handle and no locking system painted in white satinwood.	Wooden door with 2 glass panels - Georgian style - painted in pale grey matt. Secure locking system.
External Walls	Masonry paint in cream	Masonry paint in pale grey

Are you submitting 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

1. Photo of original listing of 13 -15 South Terrace
2. Scale drawings of timber windows and door

11. Neighbour and Community Consultation

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

If Yes, please provide details:

Have consulted with Martin Gibbons at No 14 South Terrace with regards to proposed alterations and improvements. Also with East Beach Residents Association as many members live in South Terrace.

12. 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?

12. Site Visit

- ☐ The agent
☒ The applicant
☐ Other person

13. 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	Mr
First name	Martyn
Surname	White
Reference	Conservation Officer

Date (Must be pre-application submission)

07/06/2021

Details of the pre-application advice received

Advice sought over colour of paint for external walls. Mr White saw some samples on the wall and selected the light grey. Mr White conducted a site visit inside the house and advised that timber windows would be a positive enhancement to the property and that slimline double glazing would be acceptable. Mr White observed the existing fire exit door and approved of a replacement wooden door with secure locking system.

14. 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?

15. Certificates

CERTIFICATE OF OWNERSHIP - CERTIFICATE B - Certificate under Regulation 6 of the 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.

Owner

15. Certificates

1	
Name of Owner	Ross Anderson
Number	44
Suffix	
House Name	
Address line 1	Carholme Road
Address line 2	
Town/city	London
Postcode	SE23 2HS
Date notice served	07/06/2021

Person role

- ☒ The applicant
☐ The agent

Title	Mrs
First name	Kim
Surname	Anderson
Declaration date (DD/MM/YYYY)	02/08/2021

☒ Declaration made

16. 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)	02/08/2021
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