

Application for Planning Permission.
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	15
Suffix	
Property name	
Address line 1	Beach Road
Address line 2	
Address line 3	
Town/city	Littlehampton
Postcode	BN17 5HZ
Description of site location must be completed if postcode is not known:	
Easting (x)	502958
Northing (y)	102047

Description	
-------------	--

2. Applicant Details

Title	
First name	Graham
Surname	Nicolls
Company name	Ridgehurst Properties Ltd
Address line 1	Maltravers Drive
Address line 2	
Address line 3	
Town/city	Littlehampton
Country	United Kingdom

2. Applicant Details

Postcode

BN17 5EY

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

Graham

Surname

Nicolls

Company name

GRaham Nicolls Ltd

Address line 1

13

Address line 2

Washington Street

Address line 3

Chichester

Town/city

Arundel

Country

United Kingdom

Postcode

BN189BJ

Primary number

Secondary number

Fax number

Email

4. Site Area

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

154.00

Unit

Sq. metres

5. Description of the Proposal

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

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.

Full planning application incorporating permitted change of use of part of an existing office use to form two dwellings on the two upper floors.

Has the work or change of use already started?

Yes

No

6. Existing Use

Please describe the current use of the site

Office use on three floors plus basement storage

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

7. 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):

Walls	
Description of existing materials and finishes (optional):	Brickwork
Description of proposed materials and finishes:	Brickwork to match existing

Doors	
Description of existing materials and finishes (optional):	Painted timber
Description of proposed materials and finishes:	To match existing

Windows	
Description of existing materials and finishes (optional):	Painted timber and some pvcu
Description of proposed materials and finishes:	pvcu as some existing

Roof	
Description of existing materials and finishes (optional):	Flat roof mineral felt
Description of proposed materials and finishes:	Flat roof extension to match existing

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

See Planning Statements covering whole application and drawings as listed.

8. 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

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

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 their reference numbers

A door door in the Beach Road frontage to provide access to the new flats

9. Vehicle Parking

Does the site have any existing vehicle/cycle parking spaces or will the proposed development add/remove any parking spaces?

☐ Yes ☐ No

10. 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'.

11. 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

☐ Main sewer

☐ Pond/lake

12. 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

12. Biodiversity and Geological Conservation

c) Features of geological conservation importance:

- ☒ Yes, on the development site
- ☒ Yes, on land adjacent to or near the proposed development
- ☒ No

13. 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.

See Drawing TP02 Revision 'C'

14. Waste Storage and Collection

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

☒ Yes ☒ No

If Yes, please provide details:

Bins in rear yard See Drawing TP.02.Revision'C'

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

☒ Yes ☒ No

If Yes, please provide details:

Separate bins in rear yard

15. Trade Effluent

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

☒ Yes ☒ No

If Yes, please describe the nature, volume and means of disposal of trade effluents or waste

Remaining office use provided with bins in rear yard and own commercial collector

16. 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

16. Residential/Dwelling Units

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

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

2

Total existing residential units

0

Total net gain or loss of residential units

2

17. 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' covers ALL uses execept Use Class C3 Dwellinghouses

Please add details of the use classes and floorspace (if the relevant use class is not shown, please select 'Other' and provide details)

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)
A2 - Financial and professional services	161.8	153.8	171.8	10
Total	161.8	153.8	171.8	10

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

18. Employment

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

☒ Yes ☒ No

Existing Employees

Please complete the following information regarding existing employees:

Full-time

4

Part-time

2

Total full-time equivalent

5.00

Proposed Employees

If known, please complete the following information regarding proposed employees:

18. Employment

Full-time

Part-time

Total full-time
equivalent

19. Hours of Opening

Are Hours of Opening relevant to this proposal?

☐ Yes ☐ No

20. 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

21. Hazardous Substances

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

☐ Yes ☐ No

22. 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

23. 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

Planning Officer

First name

Anita

Surname

Gardner

Reference

Date (Must be pre-application submission)

11/06/2020

Details of the pre-application advice received

Advice received as a result of the earlier planning application

24. 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

24. Authority Employee/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?

25. 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.

Person role

- ☐ The applicant
☐ The agent

Title	
First name	Graham
Surname	Nicolls
Declaration date (DD/MM/YYYY)	27/10/2020

☒ Declaration made

26. 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)	27/10/2020
----------------------------------	------------