

## 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. Applicant Name, Address and Contact Details

| Title:                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 | <input type="text" value="Mr"/>                     | First name:                   | <input type="text" value="Wayne"/> | Surname: | <input type="text" value="Orr"/> |              |                 |                  |                   |                               |                               |                |                               |                               |             |                               |                               |                |                               |  |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------|-------------------------------|------------------------------------|----------|----------------------------------|--------------|-----------------|------------------|-------------------|-------------------------------|-------------------------------|----------------|-------------------------------|-------------------------------|-------------|-------------------------------|-------------------------------|----------------|-------------------------------|--|
| Company name                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           | <input type="text" value="Barrington Orr Limited"/> |                               |                                    |          |                                  |              |                 |                  |                   |                               |                               |                |                               |                               |             |                               |                               |                |                               |  |
| Street address:                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        | <input type="text" value="23 Western Rd"/>          |                               |                                    |          |                                  |              |                 |                  |                   |                               |                               |                |                               |                               |             |                               |                               |                |                               |  |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        | <input type="text"/>                                |                               |                                    |          |                                  |              |                 |                  |                   |                               |                               |                |                               |                               |             |                               |                               |                |                               |  |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        | <input type="text"/>                                |                               |                                    |          |                                  |              |                 |                  |                   |                               |                               |                |                               |                               |             |                               |                               |                |                               |  |
| Town/City                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              | <input type="text" value="Littlehampton"/>          |                               |                                    |          |                                  |              |                 |                  |                   |                               |                               |                |                               |                               |             |                               |                               |                |                               |  |
| County:                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                | <input type="text" value="West Sussex"/>            |                               |                                    |          |                                  |              |                 |                  |                   |                               |                               |                |                               |                               |             |                               |                               |                |                               |  |
| Country:                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               | <input type="text"/>                                |                               |                                    |          |                                  |              |                 |                  |                   |                               |                               |                |                               |                               |             |                               |                               |                |                               |  |
| Postcode:                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              | <input type="text" value="bn17 5np"/>               |                               |                                    |          |                                  |              |                 |                  |                   |                               |                               |                |                               |                               |             |                               |                               |                |                               |  |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        | <input type="text" value=""/>                       |                               |                                    |          |                                  |              |                 |                  |                   |                               |                               |                |                               |                               |             |                               |                               |                |                               |  |
| <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 10%;">Country Code</th> <th style="width: 40%;">National Number</th> <th style="width: 50%;">Extension Number</th> </tr> </thead> <tbody> <tr> <td>Telephone number:</td> <td><input type="text" value=""/></td> <td><input type="text" value=""/></td> </tr> <tr> <td>Mobile number:</td> <td><input type="text" value=""/></td> <td><input type="text" value=""/></td> </tr> <tr> <td>Fax number:</td> <td><input type="text" value=""/></td> <td><input type="text" value=""/></td> </tr> <tr> <td>Email address:</td> <td colspan="2"><input type="text" value=""/></td> </tr> </tbody> </table> |                                                     |                               |                                    |          |                                  | Country Code | National Number | Extension Number | Telephone number: | <input type="text" value=""/> | <input type="text" value=""/> | Mobile number: | <input type="text" value=""/> | <input type="text" value=""/> | Fax number: | <input type="text" value=""/> | <input type="text" value=""/> | Email address: | <input type="text" value=""/> |  |
| Country Code                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           | National Number                                     | Extension Number              |                                    |          |                                  |              |                 |                  |                   |                               |                               |                |                               |                               |             |                               |                               |                |                               |  |
| Telephone number:                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      | <input type="text" value=""/>                       | <input type="text" value=""/> |                                    |          |                                  |              |                 |                  |                   |                               |                               |                |                               |                               |             |                               |                               |                |                               |  |
| Mobile number:                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         | <input type="text" value=""/>                       | <input type="text" value=""/> |                                    |          |                                  |              |                 |                  |                   |                               |                               |                |                               |                               |             |                               |                               |                |                               |  |
| Fax number:                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            | <input type="text" value=""/>                       | <input type="text" value=""/> |                                    |          |                                  |              |                 |                  |                   |                               |                               |                |                               |                               |             |                               |                               |                |                               |  |
| Email address:                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         | <input type="text" value=""/>                       |                               |                                    |          |                                  |              |                 |                  |                   |                               |                               |                |                               |                               |             |                               |                               |                |                               |  |
| Are you an agent acting on behalf of the applicant? <input type="radio"/> Yes <input checked="" type="radio"/> No                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |                                                     |                               |                                    |          |                                  |              |                 |                  |                   |                               |                               |                |                               |                               |             |                               |                               |                |                               |  |

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

No Agent details were submitted for this application

### 3. Description of the Proposal

Please describe the proposed development including any change of use:

Build additional storey to create a two bedroom flat, atop existing single storey building. Thereby creating additional dwelling on the site.  
The development is designed to convert what is an unsightly structure and convert it via development into a overall building more in keeping with the existing row of properties.

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)

|                 |                                                  |         |                                |
|-----------------|--------------------------------------------------|---------|--------------------------------|
| House:          | <input type="text" value="135"/>                 | Suffix: | <input type="text" value="A"/> |
| House name:     | <input type="text" value="Chauffeur Taxis Ltd"/> |         |                                |
| Street address: | <input type="text" value="Wick Street"/>         |         |                                |
|                 | <input type="text" value="Wick"/>                |         |                                |
| Town/City:      | <input type="text" value="Littlehampton"/>       |         |                                |
| County:         | <input type="text"/>                             |         |                                |
| Postcode:       | <input type="text" value="BN17 7JY"/>            |         |                                |

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

|           |                                     |
|-----------|-------------------------------------|
| Easting:  | <input type="text" value="502654"/> |
| Northing: | <input type="text" value="103279"/> |

Description:

A single storey disused taxi office built circa 2005 adjacent to a residential house, which has also been recently purchased by the applicant. The taxi office has been empty for 18 months and now has consent for change of use to a 2 bedroom flat (ref: LU/37/13/), although no work has commenced.

## 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:

A previous application was submitted and after the statutory notice period had expired and after a good discussion with the planning officer, it was agreed that to ensure privacy for the adjacent bungalow's front garden, that it would be better to create some type of enclosure at the top of the staircase. As this was deemed a material change it was deemed prudent to withdraw the application and resubmit, this application is the resubmission.

## 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:

A 240L waste storage bin will be provided and kept at the rear of the property.

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

☒ Yes ☐ No

If Yes, please provide details:

A 240L recycling bin will be provided, and space is provided outside the rear of the property for storage of the bins.

## 8. 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

## 9. 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:

N/A

Description of *proposed* materials and finishes:

Traditional loadbearing masonry construction using medium density and/or lightweight thermally efficient blockwork.

### Roof - description:

Description of *existing* materials and finishes:

Description of *proposed* materials and finishes:

Traditional cut and pitched timber construction bearing onto new steel beams at ceiling level, using clay tiles for the external tiles.

### Windows - description:

Description of *existing* materials and finishes:

N/A

Description of *proposed* materials and finishes:

Timber framed triple vent windows

### Doors - description:

Description of *existing* materials and finishes:

N/A

Description of *proposed* materials and finishes:

UPVC external door.

## 9. (Materials continued)

### Boundary treatments - description:

Description of *existing* materials and finishes:

N/A

Description of *proposed* materials and finishes:

N/A

### Vehicle access and hard standing - description:

Description of *existing* materials and finishes:

N/A

Description of *proposed* materials and finishes:

N/A

### Lighting - add description

Description of *existing* materials and finishes:

N/A

Description of *proposed* materials and finishes:

A 60w rated rain proof, external PIR motion sensor detection light will be installed to the rear of the property to give lighting to the external stair case.

### Others - description:

Type of other material:

Staircase

Description of *existing* materials and finishes:

N/A

Description of *proposed* materials and finishes:

Galvanised steel spiral staircase.

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:

1010-020P4; 1010-021P4; 1010(a) Design & Access Statement

## 10. 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                         | 0                                          | 0                    |
| Light goods vehicles/public carrier vehicles | 0                         | 0                                          | 0                    |
| Motorcycles                                  | 0                         | 0                                          | 0                    |
| Disability spaces                            | 0                         | 0                                          | 0                    |
| Cycle spaces                                 | 0                         | 2                                          | 2                    |
| Other (e.g. Bus)                             | 0                         | 0                                          | 0                    |
| Short description of Other                   |                           |                                            |                      |

## 11. 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

## 12. 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

13. 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

14. Existing Use

Please describe the current use of the site:

The existing single storey is currently a disused taxi office, and has been empty for almost two years. Change of use consent was approved 19th April 2013, (ref LU/37/13/) from sui generis to C3 residential usage. No work has been undertaken until the outcome of this planning application is known.

Is the site currently vacant? ☒ Yes ☐ No

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

The site was previously a taxi control office, but has been unused and empty for nearly two years.

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

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

15. 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'.

16. Trade Effluent

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

17. 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            |                    |   |   |    |         |
| Flats/Maisonettes |                    | 2 |   |    |         |
| Live-Work units   |                    |   |   |    |         |
| Cluster flats     |                    |   |   |    |         |
| Sheltered housing |                    |   |   |    |         |
| Bedsit/Studios    |                    |   |   |    |         |
| Unknown           |                    |   |   |    |         |

Proposed Market Housing Total

Market Housing - Existing

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

Existing Market Housing Total

Overall Residential Unit Totals

|                                  |   |
|----------------------------------|---|
| Total proposed residential units | 2 |
| Total existing residential units | 1 |

## 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

## 19. 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                              |

## 20. 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 |           |

## 21. Site Area

What is the site area?

52.00

sq.metres

## 22. 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:

None

Is the proposal for a waste management development?

☐ Yes ☒ No

## 23. Hazardous Substances

Is any hazardous waste involved in the proposal?

☐ Yes ☒ No

## 24. 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

## 25. Certificates (Certificate A)

### Certificate of Ownership - Certificate A

#### Town and Country Planning (Development Management Procedure) (England) Order 2010 Certificate under Article 12

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 to which the application relates, and that none of the land to which the application relates is, or is part of, an agricultural holding (*"agricultural holding" has the meaning given by reference to the definition of "agricultural tenant" in section 65(8) of the Act*).

Title:  First name:  Surname:

Person role:  Declaration date:  ☒ 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