

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	
Suffix	
Property name	Tortington Manor
Address line 1	Ford Road
Address line 2	Tortington
Address line 3	
Town/city	Arundel
Postcode	BN18 0FG
Description of site location must be completed if postcode is not known:	
Easting (x)	502998
Northing (y)	101990

Convert current window
first floor north elevation to
fire escape door + install
steel fire landing + stair -
case on north elevation

Description

The Tortington Manor Estate Community Room comprises the upper floor of a separate garage block situated to the east of The Arundel Wing and was built at the same time as the whole estate was developed in around 2000.

The Room is used exclusively by the Tortington Manor residents for community meetings and leisure activities.

The Community room has only one access route, located at the south end of the room via a flight of stairs, which also forms the one escape route from the Room. The compliance with current regulations is open to interpretation, but in any case limits the occupancy to 50 persons.

It is the consensus residents that this limit is restrictive and also considers that the risk to persons in the event of a fire is high with one exit.

The Proposal is to build an escape exit at the north end of the Room, converting the current window to an escape door and installing a steel fire landing and stair case externally, exiting to the east onto edge of the current residence car park, connecting to the current route to the assembly area in the tennis court space.

This will significantly improve the escape access and greatly reduce the risk to persons. It will also allow the occupancy to be increased.

2. Applicant Details

Title	Mr
First name	Stephen
Surname	Brocklebank
Company name	Tortington Manor Management Company

2. Applicant Details

Address line 1	41A Beach Road
Address line 2	
Address line 3	
Town/city	Littlehampton
Country	
Postcode	BN17 5JA
Primary number	
Secondary number	
Fax number	
Email address	

Are you an agent acting on behalf of the applicant?

☒ Yes ☐ No

3. Agent Details

Title	Mr
First name	Stephen
Surname	Brocklebank
Company name	
Address line 1	10 The Arundel Wing
Address line 2	Tortington Manor
Address line 3	Ford Road
Town/city	Arundel
Country	
Postcode	BN18 0FG
Primary number	
Secondary number	
Fax number	
Email	

4. Site Area

What is the measurement of the site area? (numeric characters only)	6.5
Unit	hectares

5. Description of the Proposal

Please describe the proposed development including any change of use

The Tortington Manor Estate Community Room comprises the upper floor of a separate garage block situated to the east of The Arundel Wing and was built at the same time as the whole estate was developed in around 2000.

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No change of use.

Has the work or change of use already started?

☐ Yes ☒ No

6. Existing Use

Please describe the current use of the site

Community Room for Tortington Manor residents

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 in the build?

☒ Yes ☐ No

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

Doors

Description of existing materials and finishes (optional):

None existing

Description of proposed materials and finishes:

External opening fire escape door

Other type of material (e.g. guttering) Steel Fire Escape Stair

Description of existing materials and finishes (optional):

Not existing

Description of proposed materials and finishes:

Steel construction with either galvanised or powder coating finish

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

DRAWING NO. REV DRAWING TITLE SCALE

TMMC-PP-E00010 SITE AREA PLAN 1:2500

TMMC-PP-E00020 BLOCK PLAN 1:500

TMMC-PP-E00030 PLAN ON UPPER FLOOR - EXISTING 1:200

TMMC-PP-E00040 SECTION A-A - EXISTING 1:50

TMMC-PP-E00050 NORTH ELEVATION - EXISTING 1:50

TMMC-PP-E00060 EAST ELEVATION - EXISTING 1:200

TMMC-PP-P0001 Not Used

TMMC-PP-P0002 Not Used

TMMC-PP-P00030 PLAN ON UPPER FLOOR - PROPOSED 1:200

7. Materials

TMMC-PP-P00040SECTION A-A - PROPOSED1:50
TMMC-PP-P00050NORTH ELEVATION - PROPOSED1:50
TMMC-PP-P00060EAST ELEVATION - PROPOSED1:200

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

Do the proposals require any diversions/extinguishments and/or creation of rights of way?

☐ Yes ☒ No

9. Vehicle Parking

Is vehicle parking relevant to this proposal?

☐ 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? (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 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

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 (see guidance note):

12. Biodiversity and Geological Conservation

- ☐ 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 (see guidance note):

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

c) Features of geological conservation importance (see guidance note):

- ☐ 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

Other

No foul sewage

Are you proposing to connect to the existing drainage system?

☐ Yes ☒ No ☐ Unknown

14. Waste Storage and Collection

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

☐ Yes ☒ No

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

☐ Yes ☒ No

15. Trade Effluent

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

☐ Yes ☒ No

16. Residential/Dwelling Units

Does your proposal include the gain, loss or change of use of residential units?

☐ Yes ☒ No

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

18. Employment

Will the proposed development require the employment of any staff?

☐ Yes ☒ No

19. Hours of Opening

Are Hours of Opening relevant to this proposal?

☐ Yes ☒ No

20. 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:

Not applicable

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

Is any hazardous waste involved in the proposal?

☐ 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? (Please select only one)

- ☒ 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

24. Authority Employee/Member

With respect to the Authority, is the applicant 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

Do any of these statements apply to you?

☐ Yes ☒ No

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	Mr
First name	Stephen
Surname	Brocklebank
Declaration date (DD/MM/YYYY)	20/07/2018

☒ 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)

20/07/2018

