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Grove House, 64 Sutton Grove
Sutton, Surrey, SM1 4LP



from London & West Sussex

Design and Access Statement

for

**Residential Conversion of First and Second Floors and
Alterations to Create an Additional Third Floor
Containing Five One Bed Self-Contained Flats**

at

**37a London Road
Bognor Regis
PO21 1PQ**

prepared for

**Reynolds & Co
31 High Street
Bognor Regis
West Sussex
PO21 1RR**

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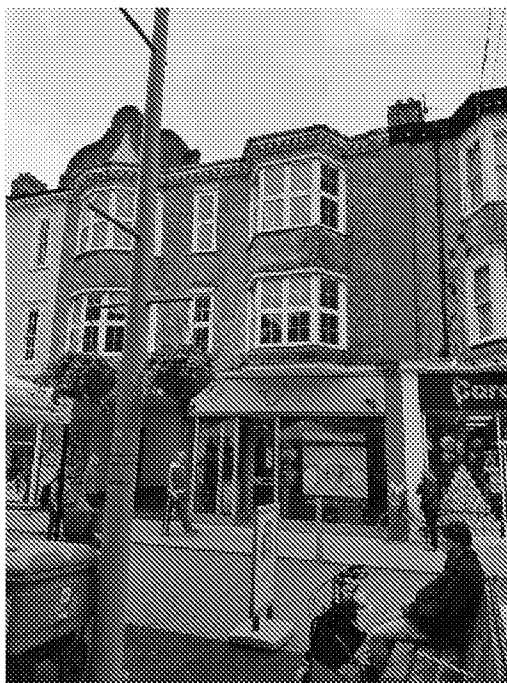
1. **Introduction**

This is a design and access statement that has been produced in accordance with the Government Guidelines within circular 01/2007 and forms part of the Planning submission in connection with the proposed alterations and residential conversion of upper floors to form 5no. self-contained flats.

2. **Assessment of Physical Context**

The property is located on London Road in central Bognor Regis and is situated within the main pedestrian zone between two buildings, both of similar style and construction. The property comprises ground, first and second floor levels. The upper floors are currently vacant, and the ground floor is currently let to TUI travel agents. There is parking found at the rear of the building which can be accessed via Selangor Avenue.

The property is a traditionally constructed 3-storey Victorian building. Main walls are of solid masonry construction, with external render finishes set beneath multiple pitched roof slopes with slate tile cladding and isolated flat roof areas with mixed mineralised felt and metallic type coverings.



The windows are double glazed plastic framed units to the upper floors with aluminium powder coated glazed ground floor shop displays and entrance door.

The site is located within an urban location. The site is flat and visible from public vantage points. The property is not listed nor within a Conservation Area.

3. Social Context

The site is located within 5km of the Pagham Harbour special protection area, which the location falls with Zone B of the local plan policy ENV DM2, Policy AREA13 of the Arun Local Plan. The site is also within the primary shopping area of Bognor Regis and the Arun Local Plan.

The property is located in the heart of Bognor Regis town centre within the main pedestrian area, other occupiers include Costa Coffee, Wilko, TUI, Vodafone, Boots, Sports direct, WHSmith, with mainly residential accommodation to the upper floors provided. The upper floors of 37a London Road are vacant at present.

The proposed development will look to construct flats on the upper floors that will ensure the property is kept in use. We have looked into the Bognor Regis Neighbouring Development Plan (BRNDP) and the proposed changes to re-use empty or underused property above shops and commercial premises along designated primary and secondary retail frontages are supported.

Regarding the use of the existing upper floors, both Local Plan policy AREA21 and BDNP policy 4 states that support will be given to the reuse of empty and/or underused property above shops and commercial premises located along designated primary and secondary retail frontages. BNDP Policy 4 also indicates that extensions may be appropriate.

The National Planning Policy Framework (NPPF) supports effective and efficient use of land for site in the built up area. It also advises that new housing should be well integrated with and should complement neighbouring buildings and the local area in terms of scale, density, layout and access which this scheme does.

Paragraph 23 of the NPPF suggests that town centres are the heart of the community and that local planning authorities should support their viability and vitality. As the proposal is to bring back underused premises into use for residential enterprise, this will support the town centre economy and the proposed scheme is in accordance with this policy.

Most importantly the proposed scheme will provide much needed residential accommodation that is in short supply locally and nationally, that are of a good quality and size sufficient for young people.

4. Involvement of Local Interests

The site is located within 5km of the Pagham Harbour special protection area, and therefore falls within Zone B of the local plan policy ENV DM2. To meet the requirements of the local plan a financial contribution by means of a section 106 legal agreement is intended to be entered into.

5. **Design Principles**

The planned works will transform the existing vacant upper floors into desirable residential self-contained flats, and will convert / alter the roof space into a single residential dwelling. The stair core will be extended to accommodate access.

The main roof structure will be converted to provide new living space, and consequentially involves raising the masonry party walls and the construction of a new timber-framed table-top flat roof with dormer window provision. The proposed works will not exceed the height of the existing ridge line, and the dormer will be clad in slate of similar type to the main roof coverings, forming an un-obstructive feature consistent with existing architectural characteristics of the building and locality.

New windows will be provided to the rear of the third floor flat and be of matching type and presentation to the existing. Velux style roof windows are to be incorporated to the front pitched roof, and rear stairwell respectively, providing maximum daylighting benefits to the internal living space and access areas. The Velux windows will not be visible from street level.

The existing soil and vent pipe will be raised to emit above the new third floor flat. A new soil stack will be installed inside the left aspect of the building and boxed-in. The stack will link and discharge to the existing foul drainage system.

A new staircase will be erected to the rear of the building in order to gain access to the third floor flat. A timber staircase will be used as it will not be visually imposing and will be in keeping with the existing stairwell.

6. **Amount of Development**

The proposed works include the following items:-

- Conversion of the roof space creating a new third floor flat;
- Installation of a table top flat roof and dormer structure to the rear;
- Construction of five 1-bedroom self-contained flats;
- Windows introduced to the proposed third floor rear elevation;
- Roof windows introduced to the main pitched roof;
- Installation of skylight to rear stairwell dormer roof;
- Provision for new timber staircase to the rear of the building;
- Installation of hanging slates to rear dormer;
- Raising existing soil and vent pipe.

7. **Layout**

The proposed layout of the building will include 5 residential self-contained units on each of the first, second and third floors. Circulation and fire escape will be via the proposed new staircase connecting to the existing communal stairwell.

The proposed layouts and elevations are shown in the accompanying drawings 4832/ 05, 06, 07, 08, 09 & 010.

- Flat 1 has a gross area of 34.7m² plus 2.5m² storage: **Total 37.2 m²**
- Flat 2 has a gross area of 46.0m² plus 2.5m² storage: **Total 48.5 m²**
- Flat 3 has a gross area of 34.7m² plus 2.5m² storage: **Total 37.2 m²**
- Flat 4 has a gross area of 46.9m² plus 2.5m² storage: **Total 49.4 m²**
- Flat 5 has a gross area of 56.6m² plus 2.5m² storage: **Total 59.1 m²**

Total GIFA (incl. storage) 231.4 m²

The flats sizes satisfy requirements set out by the Government Technical Housing Standards with the minimum size for a 1 bedroom, 2 person flat being 50m² and a 1 bedroom 1 person flat being 37m². The open plan kitchen / living area suits modern lifestyles and increases the sense of spaciousness. There is a large amount of storage space for each flat which is often neglected. All bathrooms will be provided with mechanical ventilation. All flats will be provided with a dual aspect.

8. Scale

The new roof conversion will be slightly taller than the adjacent buildings at the rear but not exceed the current ridge height. Generally, the properties on the High Street are 2-4 storeys with the majority being 3 storeys high. Therefore, the proposed development would respect the scale and rhythm of the street scene. The floor to ceiling height of levels 1-2 will be at 2.7m minimum or greater and the floor to ceiling height of the loft conversion will be at a minimum of 2.3m.

Due to its High Street location there will be no problems with overlooking or loss of privacy, light etc.

9. Landscaping

The development has no landscaping or amenity space and there is no scope to be able to incorporate it. The properties location however helps mitigate this as there is a public open space to the South and Hotham Park located to the North East of the development and the beach and seafront c.150m to the South.

10. Access

The site is in a highly sustainable location and has existing access and parking to the rear of the property which connects to the front via the undercroft. The site is well served by public transport and given the sites urban location all everyday facilities are available within short walking distance. Ample public car parks are available in the immediate vicinity of the development. As such the traffic generated by the development will be compatible with the environmental character of the area and can be accommodated adequately on the surrounding road network.

11. **Infrastructure**

Adequate services and infrastructure already exists and public resources will not be required to improve services.

12. **Bin Storage**

Bin storage will be provided in the form of x2 1100 Euro-bins comprising a residual waste bin and separate recycling storage bin, for an overall total of 2200 litres. This gives an allowance of 220 litres per flat of general waste and 220 litres for recycling material. We understand the recommended capacity per flat is 240 litres however accounting for the size we believe the proposed is sufficient for one person 1-bedroom flats however we could increase this if required.

All bins will be housed in enclosed close-feather board fencing and the pulling distance for the 1100 litre bins will be within 50 metre as specific under the current Health and Safety Legislation. The proposed bin storage layout is shown on the accompanying drawings 4832/ 07.

13. **Bicycle Storage**

There will be a designated area to the external rear yard for bicycle storage provision. The proposed development will also provide additional storage rooms for each flat located to the 2nd floor. The proposed Bicycle storage layout is shown on the accompanying drawings 4832/ 07.

Conclusion:

The application suitably takes into account Local and National planning policies and guidance.

In accordance with Local plan policies the proposed development will:

1. Reuse vacant floor space on the upper levels for residential purposes without significant adverse effects for the occupiers of neighbouring properties;
2. Make efficient use of an existing building to provide new residential development;
3. Demonstrate that it responds positively to the identified characteristics and resources of the site and the area to create attractive places and spaces with the needs of the people in mind and respects and enhances local distinctiveness;
4. Promote sustainable development, reducing the need to travel, particularly by private car.

In any reasonable balancing exercise it can be concluded that the proposed development will enhance the aesthetic of the street scene and is sustainable development. The proposed development respects the scale of the existing elevation and as such maintains the character of the area.