

Development Management
Planning Department
Arun District Council
Maltravers Road
Littlehampton
West Sussex
BN17 5LF

14 May 2021
Ref: RH/Let/P1826

Dear Sir / Madam,

RE: Full Planning Permission for the ‘Sub-division of existing four-bedroom flat on first and second floors to create 2no. 1-bedroom flats, insertion of three dormer windows at second floor, insertion of rooflights to north and south elevations and removal of window to western elevation’ at 2 Clayton House, Elm Grove, Bognor Regis, PO21 2SW.

This planning application, made on behalf of **Geneva Investment Group**, has been submitted online via the Planning Portal, under reference **PP-09820296** and is accompanied by the following supporting documents:

- Application Form and Notices;
- Location and Block Plans;
- Existing and Proposed Floorplans & Elevations;
- CIL Forms;
- Planning Letter incorporating Design & Access Statement.

The Site

2 Clayton House is located on the western side of Elm Grove, on the corner of Tennyson Road in Bognor Regis. The immediacy is residential and comprises of a mix of three storey chalet bungalows and 2.5 storey detached/semi-detached houses. On the ground floor of 2 Clayton House are two existing residential flats. In total, the site area is approximately 0.05ha.

The site is situated within Flood Zone 1 and therefore has a low probability of flooding. The site is not subject to any landscape or heritage designations.

Planning History

Arun District Council's planning portal has been reviewed and reveals no available planning history for the site.

The following application is considered relevant in the determination of this application, as discussed later within this Letter.

Managing Director
Chris Barker MATP MRTPI
Directors
Huw James MRTPI
Adam King RIBA
Adam Stanforth FCCA

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Reference BR/302/19/PL. Demolition of outbuildings & construction of 1 No. 2-bed dwelling & associated works (amendment to planning permission ref: BR/46/19/PL). Chandos, Elm Grove, Bognor Regis, PO21 2SW. Permitted 13 January 2020.

Proposals

This application seeks consent for the sub-division of the existing four-bedroom flat on first and second floors to create 2no. 1-bedroom flats. The proposals would therefore result in the creation of an additional residential unit which should be recognised as a small but valuable contribution towards the District's housing need.

In order to facilitate the conversion, the proposals seek minor internal alterations and the addition of three dormer windows at second floor and the insertion of rooflights to the north and south elevations. The proposals would also seek the removal of an existing window on the western elevation. The alterations would be very minor and would allow the proposed flats to benefit from substantial natural light. The use of dormer windows and rooflights within the vicinity has already been established as recognised on properties such as 4 Elm Grove, 30 Shelley Road and 28 Tennyson Road.

The external alterations to the proposals have been sensitively designed in order to conform to the existing property and immediacy. In this regard, similar materials to the existing building will be used on the dormers.

Furthermore, the proposed dormers have been sensitively designed to avoid inter-looking and overlooking. This has been achieved by positioning the dormers to either overlook Tennyson Road (to the north) or the front garden of Chandos (to the south).

In addition to the above, it is confirmed that the proposed units would meet the National Space Standards as they would result in at least 75% of the gross internal area being 2.3m in height.

In terms of bike and bin storage, the existing garage to the south of the site would be optimised and would be large enough to accommodate at least 1no. bike per unit, in accordance with Arun District Council's Parking Standards.

The proposals do not seek to accommodate any additional off-street parking. As set out above, the proposals would result in the creation of one additional residential unit and it is therefore considered that only one additional car parking space is required as a result of this application. The requirement for an additional parking space could be accommodated on street, as accepted under reference BR/302/19/PL, *'it is however reasonable to assume that the parking demand of 1 space can be met through existing on-street parking in the area which would be eased by additional cumulative on-street capacity'*. It is therefore considered that the same conclusions can apply in this instance and that the proposals would not result in detrimental impact to highway safety.

It is noted that the site is situated within Zone 4 of Arun District Council's Community Infrastructure Levy (CIL) Charging Schedule. As the proposal seeks the creation of two residential flats, the rate of CIL would be £0 per sqm. For completeness, a CIL Form 1 has been submitted with this application, despite not incurring a charge.

Conclusion

In conclusion, the proposals will make efficient use out of an existing building within a highly sustainable location. The proposals will result in an additional residential unit which should be recognised as a small but valuable contribution towards the District's housing need.

The alterations to the building are minor in nature and would not result in detrimental impact to highway safety or residential amenity.

We therefore request that planning permission is granted. If you have any further queries or require further information, please contact me on 01903 248777.

Yours sincerely
ECE Planning

A large black rectangular redaction box covering the signature area.

Huw James MRTPI
Director