
Sussex Building Consultancy Limited



Design and Access Statement for 'Change of Use from Existing 6-Bed Dwelling (currently used as a HMO) into an 8-Bed House in Multiple Occupation, including the Conversion of the Existing Garage into a Living Room'.

8 Mead Court, Mead Lane, Bognor Regis, PO22 7RZ.

Date : 19 May 2019

Ref : SBS/8MC/01

Revision :

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1.0 Introduction

- 1.1 This application is for detailed planning approval for change of use of the existing end of terrace 6-Bed dwelling which is currently used as a house in multiple occupation into an 8-Bed house in multiple occupation.
- 1.2 The development also involves the conversion of the garage into a living area which has already received approval for planning permission under LPA file reference BR/27/19/HH.
- 1.3 This application responds to the need for a greater amount of student accommodation in the area close to the local college, especially following the recent additions to the campus and increased number of students studying there.

2.0 Site Assessment

- 2.1 The existing dwelling is a 3 storey end of terrace town house set in comfortable grounds within the Hotham Park Conservation Area.
- 2.2 The original development of the house was part of a development of 8 x 3-storey Georgian style town houses set in two terraces.
- 2.3 The property has painted external rendered walls to the ground floor with facing bricks above with interlocking concrete tiles to the pitched roof.
- 2.4 Windows and doors are white painted wooden framed double glazed windows and doors.
- 2.5 The application site is just over 327 m² in area with the existing dwelling taking up 61 m² of this plot.
- 2.6 The site enjoys good vehicular access to the front boundary off Mead Court with parking for up to 8 or so cars on the large driveway and hardstanding area.
- 2.7 Mead Court is a private road (cul-de-sac) off Mead Lane and the area is characterised by detached, terraced and semi-detached two to three storey houses on varying sized plots.
- 2.8 The plot is in a sustainable position with Bognor Regis town centre with its shops and amenities a short walk away. Likewise there are good bus, train and road links.

3.0 Planning History.

Reference	Location	Applicant	Accepted	Proposal	Type	Status
BR/27/19/HH	8 Mead Court Mead Lane Bognor	Mr A Smyth	31-01-19	Conversion of existing integral garage into living	Planning Householder	Approved Conditionally

	Regis PO22 8BL			area. This applicati on affects the character & appearan ce of the Upper Bognor Road & Mead Lane Conserva tion Area & may affect the setting of a listed building.		
<u>BR/24/19/ BR</u>	8 Mead Court Mead Lane Bogno r Regis PO22 8BL		29-01- 19	Conversi on of garage to living room.	Building Bldg Regs-Ex Of Time	Passed Condit'n
<u>BR/280/1 Z/PL</u>	Land adjac ent to 8 Mead Court Mead Lane Bogno r Regis	Mr A Smyth	14-11- 17	1 No. dwelling. This applicati on may affect the setting of Listed Buildings & affects the character	Planning Plan Application	Refused

	PO22 8BL			& appearan ce of the Upper Bognor Road & Mead Lane Conserva tion Area.		
<u>BR/330/0</u> <u>Z/BR</u>	8 Mead Court Mead Lane Bogno r Regis		18-10- 07	Ground floor Lounge, kitchen & bedroom en-suite extension .	Building Bldg Regs-Ex Of Time	Passed Condit'n
<u>BR/197/0</u> <u>Z/L</u>	8 Mead Court Mead Lane Bogno r Regis	Mr & Mrs School ey	26-06- 07	Ground floor lounge, kitchen & bedroom en suite extension .	Planning Plan Application	ApproveCondit'i onally
<u>BR/222/0</u> <u>Z/TC</u>	8 Mead Court Mead Lane Bogno r Regis	Southe rn Englan d Tree Service s	08-08- 02	Fell 1 Sycamor e tree and replace with a Birch tree further away from boundary wall within	Planning Tree Cons Area	No Objection

				the Upper Bognor Road & Mead Lane Conserva tion Area.		
<u>BR/215/0</u> <u>2/</u>	8 Mead Court Mead Lane Upper Bogno r Road	Mrs P Spenc e	30-08- 02	Conserva tory to rear & side elevations	Planning Plan Application	Withdrawn

- 3.1 The only relevant application is the recent submission to convert the garage into living accommodation under LPA reference BR/27/19/HH approved on 28 March 2019.

4.0 Design Proposal.

- 4.1 The proposal is to again convert the garage into living accommodation and to change the use of the property from the current 6-Bed dwelling into an 8-Bed house in multiple occupation.
- 4.2 It should be noted that the building is currently used as a 6-Bed house in multiple occupation with appropriate approval obtained from Arun District Council Environmental Health Housing Department for up to 8 people, this application effectively represents an intensification of the existing use with the addition of two more bedrooms.
- 4.3 The dwelling will be set over three storeys, and, other than the conversion of the garage area already approved, there are no internal or external alterations to the building.
- 4.4 The layout of the rooms are unchanged from that which exists with four bedrooms on each of the top two floors and the living space all located on the ground floor.

5.0 Use

- 5.1 The residential use will be for an 8-Bedroom house in multiple occupation for students from the local Bognor College.

- 5.2 The buildings current use under planning terms is a single residential dwelling, however, the building has already been used as a 6-Bed HMO again for students from the local college.

6.0 Amount

- 6.1 The floor area of the existing dwelling is 62 m2 on each of the three floors giving a total of **186 m2** in total floor area.
- 6.2 The room sizes comply with the standards as laid out in Arun District Councils adopted space standards under the Housing Act.
- 6.3 The building sits on a generous plot size of **321 m2**.

7.0 Site Layout

- 7.1 The proposals also include provision for cycle and bin storage to the rear to serve the proposed dwelling.
- 7.2 The current internal arrangement of the building is such that there is no loss of privacy to adjoining occupier and meets the aspirations of modern living.

8.0 Scale

- 8.1 The scale of the building is unchanged.

9.0 Landscaping

- 9.1 No changes to landscaping are proposed with the existing hardstanding and garden areas retained.

10.0 Trees

- 10.1 There are no trees that effect this application.

11.0 Appearance/Materials

- 11.1 There is little change to the external appearance of the building save for the replacement of the garage door with new infill windows and French doors that will be timber framed double glazed units to match existing in terms of scale and proportion.

12.0 Access

- 12.1 The building enjoys good vehicular access off Mead Lane, via the private road used by all Mead Court properties
- 12.2 The development will be served by a very large private vehicle hardstanding which could accommodate up to around 8 cars if they were ever needed.
- 12.3 In addition to this a cycle storage shed is proposed for the use of the students.

- 12.4 As previously stated the building is within easy pedestrian reach of all the local amenities that Bognor Regis has to offer.
- 12.5 A level or stepped approach, both to accord with requirements under Document M of the Building Regulations, will be provided to the proposed dwelling. The internal arrangement, including circulation space, cloakroom and services, will additionally be in accordance with Approved Document M. This means that the proposed dwelling will be fully accessible in accord with current standards.



Pic. – There is a very large area for parking on site.

13.0 Sustainability Statement

- 13.1 This sustainability statement has been prepared in support of a full planning application. It will examine how the proposal is efficient in terms of energy and water usage, and how the general level of accessibility is concerned.
- 13.2 The proposal is for the conversion of the garage area and the change of use from a single dwelling into an 8-Bedroom HMO, sited in a sustainable and established residential location.
- 13.3 The intention is to provide a well-designed, low-maintenance house, which will be insulated to exceed the requirements of Part L of the current Building Regulations.
- 13.4 Domestic heating is via energy efficient condensing boilers and heating. Low-energy electrical equipment and apparatus will be installed where practical, including low-energy lamps.
- 13.5 Ventilation is via natural means of opening windows and trickle vents, with mechanical extractors for the kitchen and bathrooms.

- 13.6 The main living areas have been located to take advantage of solar gain, where possible.
- 13.7 Selection of materials throughout the construction process will ensure, where possible, the usage of sustainable materials from managed sources. All timber used within the construction of the dwelling will be FSC certified.
- 13.8 The choice of materials will also reflect future requirements in terms of maintenance redecoration and component replacement.
- 13.9 Any soil excavated during construction will be either reused on site, or disposed of in an environmentally friendly way.
- 13.10 Refuse and recycling bin storage and cycle storage will be provided for both dwellings.
- 13.11 Overall, the building will be constructed in a manner which seeks to comply with the most up-to-date standards, and where possible, development will seek to exceed those standards.

14.0 Flood Risk

- 14.1 The site is located within Flood Zone 1 as indicated on the Environment Agency plans and therefore outside the areas at risk of flooding.
- 14.2 Floor levels will be a minimum of 150 mm above ground level as it currently exists with existing house.

15.0 Drainage

- 15.1 Both foul and surface water drainage is unaffected by this proposal as the current arrangements will be retained.

16.0 Planning Policy and Conclusions

Policy General

- 16.1 The Development Plan consists of the Arun District Local Plan 2003, West Sussex County Council's Waste and Minerals Plans, and the Adopted Bognor Regis Neighbourhood Development Plan. The Emerging Arun Local Plan 2011-2031 is also a material consideration.

Arun District Council's Development Plans:

- 16.2 Paragraph 215 of the NPPF ensures that specific policies in the Arun District Local Plan 2003 can carry weight. The weight afforded to the policies with Local Plan policies can be assessed according to their level of consistency of the various policies with the National Planning Policy Framework.
- 16.3 Paragraph 216 of the NPPF confirms that weight can be given to policies in emerging plans from the day of publication. The Council resolved that the policies and maps in the Publication Version of the Local Plan be used in the determination of planning applications. Following publication of the Local Plan, a formal public consultation, examination and adoption process takes place.
- 16.4 The policies are published under Regulations 19 and 35 of the Town and Country Planning (Local Planning) (England) Regulations 2012.

Development Plan Policies

The key policies of relevance to this application are as follows:

Arun District Local Plan 2003

- ⌘ GEN2 Built-up Area Boundary
- ⌘ GEN7 Form of New Development
- ⌘ GEN12 Parking in New Development

Emerging Arun Local Plan 2011-2031

- ⌘ SD SP1 Sustainable Development
- ⌘ SD SP2 Built-Up Area Boundary
- ⌘ D DM1 Aspects of Form and Design Quality
- ⌘ D SP1 Design
- ⌘ D DM2 Internal Space Standards
- ⌘ D DM3 External Space Standards
- ⌘ T SP1 Transport and Development
- ⌘ ECC SP1 Adapting to Climate Change
- ⌘ QE SP1 Quality of the Environment

Bognor Regis Neighbourhood Plan

- ⌘ Contains no policies of relevance to the proposed development.

West Sussex County Council's Waste and Minerals Plans

- ⌘ Contains no policies of relevance to the proposed development.

The National Planning Policy Framework and National Planning Practice Guidance also contain policy and guidance of relevance to this proposal.

Policy Considerations

- 16.5 The application site is located within the built-up area, where the principle of development is acceptable, subject to accordance with relevant planning policies. The main criteria against which the application must be assessed are contained within the Arun District Local Plan which in this case is considered to be policies GEN7 and GEN12 of the Arun District Local Plan 2003, and policies D DM1, D DM2, D DM3, QE SP1, ECC SP1 and T SP1 in the Emerging Arun Local Plan 2011-2031. These policies seek to prevent development that would have an adverse impact upon visual and residential, adverse impact on the environment, and to secure satisfactory access and parking provision.

Hotham Park Conservation Area

- 16.6 The site sits with the Hotham Park Conservation Area and as such the design needs to comply with the guidance as set out in the Design Statement of Arun District Council's policy for Conservation Areas.
- 16.7 The main principles of the guidance are that buildings should be in harmony with the local context and protect and enhance the characteristics that make the area which is valued and enjoyed.
- 16.8 Particular attention is to be paid to sympathetic front elevation treatment and the contribution to the streetscene. The new doors and windows match the remainder of the

- fenestration on this building as well as others in the terrace.
- 16.9 Soft landscaping is preferred to the area in front of the property to maintain rural character and existing access points should be maintained.
- 16.10 Materials chosen should also be sympathetic to the local area as should size and window proportions.
- 16.11 It is contended that the design proposal adheres to all of those design items above identified as being important.

Policy Conclusions

- 16.12 The development proposed is in accord with Council policies and in particular those relating to Area of Special Character, since it meets the criteria and guidelines set out in those policies. The development is located within an area of dwellings where there is mixed design and materials, and it does not give rise to any significant impact on the street scene, nor on the amenity of surrounding occupiers. The design is sympathetic to its location, and separation between developments is generally maintained.
- 16.13 Section 38(6) of the Planning and Compulsory Purchase Act 2004 states:-
"If regard is to be had to the development plan for the purpose of any determination to be made under the planning Acts, the determination must be made in accordance with the plan, unless material considerations indicate otherwise."
- 16.14 The proposal is considered to comply with relevant Development Plan policies in that it would have no materially adverse effect on the visual amenities of the locality or materially adverse impact on the residential amenities of the adjoining properties, nor would it have an adverse impact upon the established character of the surrounding area.
- 16.15 The planning application is to seek change of use along with the conversion of the garage area. The proposal is sympathetic to the site, its surroundings, and the locality in general.
- 16.16 The proposed development is sited on previously developed land within the settlement boundary of Bognor Regis, which is a sustainable location for development.
- 16.17 Suitable off street parking is provided in line with existing and the proposal deemed acceptable and has no undue impact on highway safety.
- 16.18 The site is within walking distance of local amenities and bus services, and provides unrestricted access for the elderly and disabled.
- 16.19 The proposal is in accordance with all development related policies in the Development Plan and in accord with all other material considerations. It does not give harm to amenity, or the appearance of the area. We hope therefore the Council will feel it appropriate to grant Planning Permission.
- 16.20 There are considered to be no material considerations nor harm to amenity or other matters which would give rise to a justification for a refusal of planning permission.
- 16.21 There is a need to provide such accommodation in the area to provide students suitable places to rent whilst they are studying at the college especially following the recent additions to the campus facilities and increased numbers of students studying there.