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Arun District Council, Civic Centre, Maltravers Rd  
Littlehampton, West Sussex, BN17 5LF  
[www.arun.gov.uk](http://www.arun.gov.uk)

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<https://www1.arun.gov.uk/planning-application-finder>



**Our priorities...**

 Improving the wellbeing of Arun	 Delivering the right homes in the right places	 Supporting our environment to support us	 Fulfilling Arun's economic potential	 
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**From:** Chantelle Bashford [Redacted]  
**Sent:** 12 November 2025 12:01  
**To:** Planning.Responses <Planning.Responses@arun.gov.uk>  
**Subject:** RE: Planning Consultation on: BR/162/25/PL

Dear Planning

Please see Private Sector Housing comments below. These comments are in relation to Houses in Multiple Occupation (HMOs) and have regard to the Housing Act 2004, The Licensing and Management of Houses in Multiple Occupation and Other Houses (Miscellaneous Provisions) (England) Regulations 2006, The Licensing of Houses in Multiple Occupation (Mandatory

Conditions of Licences) (England) Regulations 2018, Arun District Council's HMO Standards, Housing Health and Safety Rating System (England) Regulations 2005 and LACoRS national fire safety guidance.

### **Fire Safety**

- The Fire Statement provided appears to adequately cover the fire safety requirements for the property
- Fire blankets should be provided to all kitchen areas

### **Licensing**

- Any HMO that has five or more occupants will require a Mandatory HMO licence from the Council and the property must meet the Council's HMO standards

### **Facilities**

- The proposed ensuite bathrooms within bedrooms 1 & 2 do not appear to be of an appropriate size/layout to provide adequate changing and drying space for the user. From the proposed plans, the ensuite bathrooms appear quite compact, increasing the likelihood that the users would potentially collide with the walls and/or the amenities around them. The Licensing and Management of Houses in Multiple Occupation and Other Houses (Miscellaneous Provisions) (England) Regulations 2006 specifies that all bathrooms must be of an adequate size and layout, which is also echoed within Arun's HMO Standards. In addition, this could be identified as a hazard under the Housing Health and Safety Rating System (HHSRS). It is also likely that, given the limited space available within both bathrooms, certain facilities would potentially be undersized (e.g. the wash hand basins). Therefore, consideration should be given to reconfiguring the ensuite bathrooms
- All bathrooms/ensuites and separate WC compartments must have a suitable wash hand basin installed within them (please refer to Arun's HMO standards with regards to minimum requirements etc). The WC compartment within bedroom 4 and one of the first floor bathrooms appears to be lacking a wash hand basin. N.B. It is acknowledged a wash hand basin is sited within the room of bedroom 4, but a wash hand basin should be sited within the same room/compartment as the toilet to limit the spread of germs/pathogens

### **Ventilation**

- Kitchens and bathrooms/shower rooms/ensuites should have adequate mechanical extraction in addition to any windows

### **General**

- Must meet the requirements of the Housing Act 2004 and be free of Category 1 and significant Category 2 Hazards
- Must meet the requirements of Arun District Council's Houses in Multiple Occupation Standards
- Must meet the requirements of The Management of Houses in Multiple Occupation (England) Regulations 2006

- Must meet the requirements of The Licensing and Management of Houses in Multiple Occupation and Other Houses (Miscellaneous Provisions) (England) Regulations 2006 (as amended)
- Must meet the requirements of any other associated Housing and/or Houses in Multiple Occupation legislation or regulations if applicable to the property/site

Kind regards

Private Sector Housing & Public Health

Arun District Council, Civic Centre, Maltravers Rd  
Littlehampton, West Sussex, BN17 5LF

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**Arun Additional HMO Licensing Scheme 2024**

<http://www.arun.gov.uk/HMO>

[HMOLicensing@arun.gov.uk](mailto:HMOLicensing@arun.gov.uk)

**Note:** I occasionally send emails outside of working hours. If this arrives outside of your normal working hours, please do not feel compelled to respond immediately.

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**From:** Planning.Responses <[Planning.Responses@arun.gov.uk](mailto:Planning.Responses@arun.gov.uk)>

**Sent:** 14 October 2025 13:19

**Subject:** Planning Consultation on: BR/162/25/PL

To: **Environmental Health - Planning consultation**

## NOTIFICATION FROM ARUN DISTRICT COUNCIL

Town & Country Planning Act 1990 (as amended)

Town and Country Planning (Development Management Procedure) (England) Order 2015

### Planning Permission

**Application No:** BR/162/25/PL  
**Registered:** 10th October 2025  
**Site Address:** 90 Aldwick Road Bognor Regis PO21 2PD  
**Grid Reference:** 492606 98860  
**Description of Works:** Change of use from C1 (9 bed) (Bed and Breakfast) to a 9 bedroom, 9 occupant HMO (Sui Generis) with minor internal alterations. This application is in CIL Zone 4 (Zero Rated) as other development.

The Council have received the above application.

[Click here to view the application and documents](#) The website is updated once a day in the evening, so you may need to wait until the day after this notification to view the documents.

Should you have any comments to make, these should be sent by replying to this email by 13th November 2025 . You can also monitor the progress of this application through the Council web site:

<https://www.arun.gov.uk/planning-application-search>

The application will be determined having regard to the development plan policies (if any are relevant) and other material considerations. The development plan can be accessed via the website

<https://www.arun.gov.uk/development-plan> as can information on what comments we can consider

<https://www.arun.gov.uk/planning-application-comments>

**Please be aware that any comments you may make will be available on our website so please do not insert personal details or signatures on your reply.**

Should the application go to appeal the Planning Inspectorate will publish any comments made to the Council on their website: <https://acp.planninginspectorate.gov.uk/> but they will protect personal details.

In the absence of a reply within the period stated, I shall assume that you have no observations to make.

Yours sincerely

Harry Chalk

Planning Officer- Arun District Council

Telephone: 01903 737577

Email: [harry.chalk@arun.gov.uk](mailto:harry.chalk@arun.gov.uk)