

WEST SUSSEX COUNTY COUNCIL CONSULTATION

TO:	Arun District Council FAO: Amber Willard
FROM:	WSSC – Highways Authority
DATE:	7 November 2025
LOCATION:	17 High Street Bognor Regis PO21 1RJ
SUBJECT:	BR/174/25/PL Conversion of vacant Class E building and erection of a first-floor extension to create 7 No dwellings and a reduced Class E unit (resubmission following BR/72/25/PL). This application may affect the setting of a listed building and is in CIL Zone 4 (Zero Rated) as other development.
DATE OF SITE VISIT:	n/a
RECOMMENDATION:	No Objection

WSSC as the County Highway Authority (CHA) has considered the above proposal to convert the existing E class units into 7 dwellings, 3 x studio flats and 4 x 1 bed flats and top provide a 100sqm E class unit to the front of the site. No Objection is raised subject to any conditions attached.

Access

This site will provide pedestrian access only and this is taken from the front of the site on the High Street. The proposals provide access to 3 of the flats from a new entrance created onto the High Street, with the remaining 4 flats accessible from an existing pedestrian access to the left side of the front of the building. The site is a car free development and as it is centrally located in Bognor High Street is considered to be highly sustainable within good walking or cycling distance to public transport.

High Street is a pedestrianised road open only to buses and cyclists; there are some restrictions for loading between the hours for 4.30pm and 11am and no parking is allowed at any time. Double yellow lines are in situ to enforce this restriction.

Bicycles and Travel Information packs

Storage for bike and bins is provided on the ground floor adjacent to a shared amenity space and as such will provide residents the option to own a bicycle and keep it in a secure and covered location, in accordance with NPPF guidance on promoting sustainable transport options. Ideally bike storage racks should be Sheffield stands as these are easy to install and use. As part of the wider vision to create sustainable communities for the future the applicant is not required but should consider promoting the car free location by providing a sustainable travel information pack with each dwelling encouraging the use of public transport locally. This could include information on bus and train times and local car sharing clubs.

Deliveries

Home deliveries or services which involve loading or unloading can be accommodated in specific areas nearby; however, there are no waiting at any time restrictions directly

outside the site on the High Street. The nearest loading/unloading bays are found on Sussex Place and York Road.

Construction Traffic

Details of the construction site set up and traffic management can be secured via condition however given the restrictions in place locally the applicant may need to apply for temporary licences should they require sections of the highway to support the construction traffic.

Alison Meeus West Sussex County Council – Planning Services

Construction plant and materials

No development shall be commenced until such time as plans and details have been submitted to and approved in writing by the Local Planning Authority showing the site set up during construction. This shall include details for all temporary contractors, buildings, plant and stacks of materials, provision for the temporary parking of contractors vehicles and the loading and unloading of vehicles associated with the implementation of this development. Such provision once approved and implemented shall be retained throughout the period of construction.

Reason: To avoid undue congestion of the site and consequent obstruction to access.

Travel Information Packs

No part of the development shall be first occupied until such time as a Travel Information Pack is submitted for approval and in writing by the Local Planning Authority. The Travel Information pack will be provided to new residents of each dwelling to raise awareness of access to public transport and cycle routes in the local area.

Reason: To encourage and promote sustainable transport

Regards

Alison Meeus

Please do not reply directly to this email.

Any formal reconsultation on the application should be directed to [REDACTED] but the responding officer can be contacted directly via email if there are any questions relating to this response.

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