



Arun District Council
 Maltravers Road
 Littlehampton
 West Sussex BN17 5LF
 Tel: 01903 737756
www.arun.gov.uk

Application to determine if prior approval is required for a proposed: Change of use from Commercial, Business and Service (Use Class E), or betting office or pay day loan shop to mixed use including up to two flats (Use Class C3)

Town and Country Planning (General Permitted Development) (England) Order 2015 (as amended) - Schedule 2, Part 3, Class G

Publication of applications on planning authority websites

Please note that the information provided on this application form and in supporting documents may be published on the Authority's website. If you require any further clarification, please contact the Authority's planning department.

Site Location

Disclaimer: We can only make recommendations based on the answers given in the questions.

If you cannot provide a postcode, the description of site location must be completed. Please provide the most accurate site description you can, to help locate the site - for example "field to the North of the Post Office".

Number

Suffix

Property Name

Address Line 1

Address Line 2

Address Line 3

Town/city

Postcode

Description of site location must be completed if postcode is not known:

Easting (x)

Northing (y)

492775

98778

Description

Applicant Details

Name/Company

Title

Mr.

First name

Chandran

Surname

Sasikumar

Company Name

Address

Address line 1

51 A

Address line 2

Aldwick Road

Address line 3

Town/City

Bognor Regis

County

Country

United Kingdom

Postcode

Are you an agent acting on behalf of the applicant?

Yes

No

Contact Details

Primary number

***** REDACTED *****

Secondary number

***** REDACTED *****

Fax number

Email address

***** REDACTED *****

Eligibility

Permitted development rights are subject to conditions set by legislation to ensure that only appropriate proposals are eligible.

The need to apply to the Local Planning Authority to see if prior approval is required is one such condition.

The questions below will help determine if the proposals are eligible for this permitted development right

Would the proposed change of use result in the building containing more than two flats?

- Yes
 No

Would a part of the building continue to be:

- In a commercial/business/service use; and/or
- Used as a betting office and/or a pay day loan shop

- Yes
 No

Would the proposed flat(s) only be situated on floor(s) above a floor where at least some of the other proposed mixed uses are to be provided?

- Yes
 No

If the building has a ground floor display window, would any of that ground floor be used as a flat?

- Yes
 No / The building does not have a ground floor display window

Will all the proposed flats have gross internal floor areas of at least 37 square metres, and comply with the [nationally described space standard?](#)

- Yes
 No

Following the change of use, will each flat only be used as a dwelling:

- By a single person or by people living together as a family; or
- By not more than 6 residents living together as a single household (including a household where care is provided for residents)

- Yes
 No

Description of Proposed Works, Impacts and Risks

Proposed works

Please describe the proposed development including details of the flat(s) and other works proposed

This is a Property consist of 3 Floors including Ground Floor. Whereas, Ground floor is a Commercial Shop space with the space of around 900 square feet, The upper 2 floors are renovated newly with all the amenities including kitchen and 2 toilet bathroom along with 2 Separate WC. I am more interested and keen to rent the top 2 floors as an accommodation provider. I am looking to change the current use of property as i completed the purchase on 29th May 2025 and since then working on the property renovation.

Please provide details on the provision of adequate natural light in all habitable rooms of the dwellinghouses

All habitable rooms, including all 5 bedrooms and the living rooms on the first and second floors, are provided with adequate natural light through existing windows, Each room benefits from at least one external window that provides direct natural daylight and ventilation. The windows are of standard residential size and orientation to ensure sufficient natural lighting levels throughout the day.

What will be the net increase in dwellinghouses?

1

This figure should be the number of dwellinghouses proposed by the development that is additional to the number of dwellinghouses in the existing building prior to the development.

Please provide details of any arrangements required for the storage and management of domestic waste

Adequate provision has been made for domestic and Commercial waste and recycling. A designated bin area will be provided at the front side of the property with sufficient space for standard household refuse and recycling bins in accordance with local council authority collection requirements. Waste will be stored in enclosed bins to prevent odour or pest issues and will be collected as part of the regular council service.

Impacts and risks

Please provide details of any contamination risks and how these will be mitigated

The Existing use of ground floor is a standard commercial unit and there is no history of any contaminative uses on the site. The proposal involves a change of use of the upper floor only, with no intrusive groundworks and external works proposed. As such, the risk of land contamination is very low. In the unlikely event that any contamination is discovered during any building works, works will cease in the effected areas and appropriate advice would have been sought from Local Planning Authority.

Please provide details of any flooding risks and how these will be mitigated.

According to the Environment Agency's flood mapping, the site is located in an area at low probability of flooding. There is no record of property flooding and the proposal does not involve any extensions or changes to ground level that would increase flood On or Off site.

A flood risk assessment should accompany the application where the site:

- is in Flood Zones 2 or 3; or
- is in an area with critical drainage problems (such areas will have been notified to the Local Planning Authority by the Environment Agency).

[Check if your site location is in Flood Zone 2 or 3 online](#)

Check with your Local Planning Authority to see if your site is in an area with critical drainage problems.

Please provide details of the impacts of noise from any commercial premises on the intended occupiers of the new dwellinghouses and how these will be mitigated

The Commercial unit of ground floor is a small retail shop with activity limited mainly to normal trading hours. Noise is restricted to customer movements and occasional deliveries; there is no amplified music or heavy industry plant. the proposed dwelling is located on the first and second floors, separated from the commercial unit. The throughout floor is meeting the standards of building regulations and standards for sound insulation. Therefore, Noise impact on future occupiers is expected to be minimal and acceptable.

Declaration

I/We hereby apply for Prior Approval: Change of use - commercial/business/service/etc to mixed use incl up to two flats as described in the questions answered, details provided, and the accompanying plans/drawings and additional information.

I/We confirm that, to the best of my/our knowledge, any facts stated are true and accurate and any opinions given are the genuine opinions of the person(s) giving them.

I/We also accept that, in accordance with the Planning Portal's terms and conditions:

- Once submitted, this information will be made available to the Local Planning Authority and, once validated by them, be published as part of a public register and on the authority's website;
- Our system will automatically generate and send you emails in regard to the submission of this application.

I / We agree to the outlined declaration

Signed

Chandran Sasikumar

Date

06/12/2025