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Arun District Council, Civic Centre, Maltravers Rd, Littlehampton, West Sussex, BN17 5LF
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From: Martin Hill <Martin.Hill@arun.gov.uk>
Sent: 28 October 2021 13:49
To: Planning.Responses <Planning.Responses@arun.gov.uk>
Subject: RE: Planning Consultation on: BR/240/21/PL

Dear Planning,

Comments from Private Sector Housing:

Fire Safety

- Appropriate fire precaution facilities and equipment must be provided of such type, number and location as are considered necessary. Guidance on fire safety is contained in the LACORS guidance document – “Housing – Fire Safety, Guidance on fire safety precautions for certain types of existing housing”
- 30min fire resisting escape route, which would include providing a 30 minute fire resisting and self-closing fire door to each risk room (bedrooms, kitchen/diner and under-stairs)
- Thumb turn devices must be fitted to each final exit door, including the front entrance door, the kitchen exit door and bedroom 2 exit doors, where escape to an point of ultimate safety can be made (not to an enclosed area, where no escape can be made, for example)

- Emergency lighting must be installed throughout the escape route
- Grade A, LD2 fire alarm and detection system,
 - o interlinked hard wired smoke alarms located throughout the escape route and in areas identified as a risk area, such as the boiler compartment under the stairs.
 - o Interlinked hard wired smoke alarms located in each bedsit
 - o Interlinked hard wired heat alarms located in the communal kitchen
 - o Fire blanket to be provided in each shared kitchen

Room Sizes

- Room sizes should meet the minimum standards for houses in multiple occupation.

Note with regards to room sizes where suitable dining facilities are available elsewhere in the property:

6.51sqm – suitable for 1 person
10.2sqm - suitable for 2 persons

- The floor to ceiling height must be at least 2.1 metres from floor to ceiling over at least 50% of the floor area when measured at a height of 1.5metres from the floor and provide sufficient useable space.
- Note with regards to children and how they fit into room size calculations:
Babies up to the age of 1 are discounted
Children aged 1 -10 years are classed as half a person
Children aged over 10 years are classed as a person

Licensing

- Any property that has 5 or more people sharing facilities will require a license from the Council and the property must meet minimum standards. The applicant is advised to make a formal HMO licence application to account for any additional persons they intend to occupy the property and before those additional persons occupy the property.
- If the residents are to be responsible for their own cooking then the kitchen must be equipped with the following equipment, which must be fit for the purpose and supplied in a sufficient quantity for the number of those sharing the facilities, as detailed in Arun District Council's HMO Standards.
 - o sinks with draining boards;
 - o an adequate supply of cold and constant hot water to each sink supplied;
 - o installations or equipment for the cooking of food;
 - o electrical sockets;
 - o worktops for the preparation of food
 - o cupboards for the storage of food or kitchen and cooking utensils;
 - o refrigerators with an adequate freezer compartment (or, where the freezer compartment is not adequate, adequate separate freezers);
 - o appropriate refuse disposal facilities; and
 - o appropriate extractor fans, fire blankets and fire doors.

Ventilation

- All bathrooms and kitchens must have adequate mechanical ventilation.
- All habitable rooms must have an opening window, equivalent to 1/20th of the floor area, to the outside air to provide adequate ventilation. French or patio doors that have no separate openable casements, or where there is no alternative openable casement within the room, are not considered acceptable in bedrooms. Windows in habitable rooms must also provide for a reasonable view.

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 the Arun District Council Houses in Multiple Occupation Standards (2020);
- Must meet the requirements of any other associated Housing and/or Houses in Multiple Occupation legislation or regulations if applicable to the property/site;
- Must meet the requirements of The Licensing and Management of Houses in Multiple Occupation and other Houses (Miscellaneous Provisions) (England) Regulations 2006 (as amended);

No grant of Planning or Building Regulations is inferred or implied and it should be noted that the Housing Standards, including room sizes and facilities must be complied with. In cases where it is found that Housing Standards have not been met, this may result in enforcement action being taken by the Private Sector Housing department.

Kind regards

Martin Hill

Houses in Multiple Occupation Officer
Private Sector Housing & Public Health Team

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**It is a criminal
offence to operate
a licensable HMO
without a licence**

Landlords must apply for a mandatory HMO licence if their property is occupied by five or more people in two or more households regardless of the number of storeys.

If you own/manage a house in multiple occupation subject to the new legislation and require more information please visit www.arun.gov.uk/hmo

If you suspect an HMO is operating without a licence, or are concerned about the standards of an HMO, please contact us.



Please note that during the continuing Coronavirus pandemic and with National and regional restrictions in place including working remotely there may be limited access to incoming mail, so if possible, please send all correspondence via e-mail. **Please also note that to protect staff and customers from unnecessary potential exposure to Covid-19 the team has suspended site visits and inspections at the current time except in urgent emergency situations (as assessed by the case officer) and these will only be undertaken where appropriate precautions are in place and social-distancing can be achieved.** Any inspections arranged may be subject to change or cancellation at short notice in line with

any National, Regional or Council-specific guidelines and requirements or any newly imposed restrictions and Officers have the discretion to abort a visit if they consider that appropriate precautions are not in place or social distancing cannot be achieved.

From: Planning.Responses <Planning.Responses@arun.gov.uk>

Sent: 20 October 2021 09:19

To: EHPlanningConsultations [REDACTED]

Subject: Planning Consultation on: BR/240/21/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/240/21/PL

Registered: 18th October 2021

Site Address: 9 Annandale Avenue Bognor Regis PO21 2ES

Grid Reference: 493190 99629

Description of Works: Change of use from a House of Multiple Occupation (class C4 up to 6 unrelated people) to a House of Multiple Occupation with over 6 unrelated people (Sui Generis). Construction of a first floor rear extension over the kitchen and ground floor single storey extension remodelling the ground floor to create a new entrance and the replacement of the existing front door with a window. Removal of the existing chimney to the rear of the property and the removal of the small window on the 2nd floor (N E Elevation).

The Council have received the above application.

[Click here to view the application details](#)

This application has been identified as CIL Liable. Therefore please be aware that, in accordance with Appendix 2 of the Arun CIL Charging Schedule, your consultation response should only include requests for Section 106 for on site mitigation, Pagham Harbour Management Contributions (if applicable) or Affordable Housing. "Off" Site mitigation measures directly related to this development should be dealt with by condition if possible to ensure the scaling back of Section 106 if possible. CIL contributions will be used for "off" site infrastructure mitigation schemes. Therefore if this proposal triggers the need for "off" site mitigation, please ensure that you engage in the CIL Infrastructure List Consultation process upon receipt of a consultation letter.

Should you have any comments to make, these should be sent by replying to this email by 18th November 2021 . 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://app.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

Maria Tomalova

Planning Officer- Arun District Council

Telephone: 01903 737510

Email: maria.tomalova@arun.gov.uk

PLCONSULT (ODS) 2020