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SOUTHAMPTON COVENTRY

Royal Mail House Terminus Terrace Southampton SO14 3FD

**Upper Bognor Road
Bognor Regis
Residential Redevelopment**

Design & Access Statement

PSM/5557/L.P

28 October 2021

1 Introduction

The University of Chichester has sold an area of their estate at their Bognor Regis Campus that includes a number of listed buildings to a developer, Falcon Homes, with planning and listed building consent for its redevelopment. As part of the redevelopment, it is proposed that the listed buildings are refurbished with some alterations to make them suitable to be returned for use as private domestic dwellings. It is also proposed that a new building be constructed to enhance the setting of the listed buildings and so create a courtyard development with a shared outside space that is a positive contribution to the locality.

Similar proposals were approved under planning approval BR/351/19/PL and listed building consent BR/352/19/L. The intention now is to alter the proposals within that approved scheme to make them more suitable for the prospective tenant: The Aldingbourne Trust a local charity that provides accommodation and communal facilities for adults with learning difficulties.

2 Site Location

The site is in the south-east corner of the University of Chichester's Bognor Regis Campus where it abuts Upper Bognor Road. See site location plan below.



3 Site Area

The site area is approximately 3,390 sqm or 0.339 ha.

4 Context

The site is situated within the Hotham Park Conservation Area less than a mile north of the Esplanade. The site is bounded by Grade II listed stone and brick boundary walls to the south along Upper Bognor Road, to the east and partially to the north. The west and remaining north boundary are currently open to the rest of the campus in an area of mainly lawn with mature trees. The site is divided in two by an existing vehicular access road that leads to a University car park. To the west of the access road sits one of the listed buildings: No 65 Upper Bognor Road, known as Charlotte House. To the east of the access road are the remaining listed buildings: 67, 69 and 71 Upper Bognor Road that are linked by another section of Grade II listed brick boundary wall. The area to the east of 67 and 69 Upper Bognor Road is an area of overgrown scrubland with self-seeded plants and small to medium sized trees. Charlotte House and the area to the west of the access road remain in the ownership of the University of Chichester (see attached ownership plan) and although, for consistency with the 2019 application site, the planning application includes them, their redevelopment will not be instigated at the same time as the listed buildings and area to the east of the access road.

4.1 65 Upper Bognor Road – known as Charlotte House

This is a Grade II listed later 19th century detached estate house. This two-storey building features unknapped flint external walls with brick quoins and dressings. The main south-facing elevation features 3 large sash windows on each storey linked by vertical brick bands. The main roof is an L-shaped hipped pitched roof covered in natural slates. Secondary pitched roofs, also covered in slate abut the north and west facades. The building footprint measures circa 117 square metres. It is set back from the south boundary wall which is of unknapped flint and brick and is sited in an area of mainly open soft landscaping with trees.

The building currently provides living accommodation for students. Few original internal features remain. In 2015 the six south facing sash windows were upgraded with like-for-like replacements and all other windows were repaired.

See Appendix 1 for photos of the listed building and its setting.

4.2 67 & 69 Upper Bognor Road

This pair of attached cottages, known as Anne's Cottages, are a Grade II Listed Building. The east facing two-storey houses constructed in the early 19th century abut at right angles and form part of the boundary wall to Upper Bognor Road. They have stone built walls that are stucco rendered to the front and sides and plinth rendered to the rear. The main roof is a shallow hipped pitched roof and the single storey lean-to annexe to the rear is a steeper mono-pitch. Both roofs are covered in natural slate. The east elevation features timber casement windows, with light gabled timber porches to timber entrance doors. No 67 (the south cottage) has a timber bay window with a hipped roof to the ground floor and wooden oriel window on the south side upper storey that overhangs the pavement. The building footprint measures circa 114 square metres and has an enclosed garden to the rear.

Renovation and repairs took place in 1979. In 1994, the buildings were residences for University staff but by 2003 No 67 had become unoccupied. The subsequently refurbished cottages became student accommodation. By 2008 they were again 'redundant cottages' and refurbished to provide student accommodation.

By 2015 the cottages were again unoccupied and in a poor state of repair so further essential refurbishment was undertaken to repair the roofs, replace rainwater goods, remove a late addition dormer to the single-storey roof, repair the stucco render to the external walls and replace all the windows and doors on a like-for like basis. The interiors of the houses were not refurbished, however, and so they have remained unoccupied in a semi-derelict state ever since.

See Appendix 1 for photos of the listed building and its setting.

4.3 71 & 71A Upper Bognor Road

This is a Grade II listed two-storey detached estate house constructed circa 1830. There is a one-and-a-half storey extension to the east with a further single storey extension also to the east that was evidently former offices or stables. The south facing building has external walls that are stucco rendered to the south, west and part of the east elevation with the north and rest of the east elevation finished in a rough textured render. The main south-facing elevation features 2 large sash windows on each storey. The main roof is a U-shaped hipped pitched roof covered in natural slates. Secondary pitched roofs, also covered in slate abut the east and west facades. The building footprint measures circa 136 square metres. The building is set behind Nos 67 & 69 with abutting listed garden walls of knapped flint and brick or purely brick to the north-west, south-west and north-east corners and the building sits within an area of mainly soft landscaping with trees.

At some stage the building has been subdivided horizontally such that the first floor is accessed independently from the north side of the building. Alterations inside the building have been accompanied by changes in the building's surrounding gardens. This includes the demolition of the outbuildings in 1977. In 1979 external renovations including roofing works were carried out on the building. By 1993 refurbishment and renovations works converted the building to the Student Health and Medical Centre. Externally the walls had some renovation work carried out particularly around the windows and door openings and a replacement DPC was injected. The roof, chimneys, the external joinery and all rainwater goods were renewed. Previous faults in relation to water penetration and structural movement were put right. By 2003 the ground floor was still used as a medical centre but the first floor was utilised as a flat. In March 2006 an arson attack caused considerable and extensive damage to the building. The repairs to the fire damaged property were completed in 2007. In 2008 Arun District Council permitted the refurbishment of an existing redundant house to provide general staff offices. Few original internal features remain.

See Appendix 1 for photos of the listed building and its setting.

See the Heritage Statement, by Forum Heritage Services Ltd, included with this application for further details regarding the significance of the listed buildings and the impact of the proposals on the listed buildings. As the site is also an Archaeological Notification Area, see the archaeological appraisal for the site by Forum Heritage Services Ltd, also included with this application.

5 The Proposals

The listed buildings in the south-east corner of the campus, as described above, are of a different scale to most of the other buildings on the campus and so have remained rather under-utilized and in the case of Nos 67 and 69 rather neglected. This redevelopment proposal is an ideal opportunity for these buildings to receive some much needed restoration and to best provide for their ongoing survival by returning them to their original use as private domestic dwellings.

The proposed end user will be the Aldingbourne Trust, who will take a long lease on the finished development. The Trust provides accommodation, work, and recreation for adults with learning difficulties and integrates them into society as much as possible, depending on the individual needs of each person.

The Trust predominantly requires one bedroom accommodation, as most of their clients prefer to live on their own, and this is what has prompted the change in proposals from mainly two-bed flats in the approved scheme to provide more one-bed flats in the current proposals wherever this is possible, without causing undue harm to the listed buildings. The Trust will use the workshops in the new building for group activities for the residents. The Trust also need office accommodation to manage their affairs and warden's accommodation, to allow a member of staff to be available on site 24/7, so this has all led to proposed extensions to the new building and 71 Upper Bognor Road.

5.1 65 Upper Bognor Road – known as Charlotte House

The proposed changes to Charlotte House are exactly as per the 2019 planning approved scheme. The proposed internal changes are more extensive than in the other listed buildings. This is because the building is rather large to be retained as a single dwelling and so it is proposed that it be converted into two semi-detached houses.



Charlotte House viewed from the south-west

The existing staircase would be retained to serve the east half of the building with a new staircase inserted into the west half. The upper storey of the west annexe appears to be of a later date to the rest of the building as it is finished in pebbledash rather than knapped flint and lacks the brick quoins that are a distinctive feature of the rest of the building. As such, in liaison with the heritage consultant, it was concluded that the impact of a major intervention such as a new staircase would be deemed less critical in this part of the building.

Asbestos containing materials have also been used in places to line internal walls and ceilings and these will be replaced.

Charlotte House will be visibly altered externally by the addition of two new windows in a currently rather blank portion of the north elevation. These are proposed to improve the natural light and outlook for the new occupants. The windows would be new timber sliding sashes matching in style to the existing windows complete with brick surrounds. The design of the brick surrounds would be simpler than those to the original windows to differentiate the new interventions. The flints removed to form the new windows would be saved and used to make any necessary repairs to the retained flint walls. The external store housed in a single-storey annexe in the south-west corner of Charlotte House is currently roofed in asbestos cement sheets. These would be replaced with a natural slate roof to match the rest of the building. As was the case with the 2019 approved scheme, the issue of detailed drawings of the new windows and roof to the store could be a condition to development.

As noted above, at the time of this application, Charlotte House, unlike the remainder of the site, remains under the ownership of the University of Chichester. As such, although it forms part of the application site, any alterations would be subject to a change in ownership. It is therefore requested that any conditions relating to Charlotte House and the timing of their discharge do not restrict other aspects of the application scheme.

5.2 67 & 69 Upper Bognor Road

As indicated by the proposed plans, very few changes are proposed to the interiors of No.s 67 and 69 Upper Bognor Road. The changes are restricted to the removal of an internal wall, blocking up an opening in an existing internal wall and relocating the party wall to the rear single storey element to split the space more equitably, all as per the 2019 planning approved scheme.

As stated above, the interior of No s 67 and 69 Upper Bognor Road have not had the benefit of any refurbishment work for many years. The existing timber first floor and roof joists are currently temporarily propped (see photos in Appendix 1). The extent of the repairs required is set out by the structural engineer in the structural report that accompanies this application. Asbestos containing materials were used in places to line the walls internally including the chimney breasts and these have been removed by specialists and will be replaced with a non-asbestos equivalent board.

As with the 2019 planning approved scheme, other than restoration works, minimal changes are proposed to the exterior of 67 and 69 Upper Bognor Road as indicated by the proposed elevation drawings. The only noticeable change would be the addition of conservation rooflights in the monopitch roof over the single-storey rear section to provide daylight and ventilation to the kitchens and bathrooms. To the rear gardens simple painted timber fence enclosures with gates conceal heat pumps that would provide heating and hot water to the two properties as part of the sustainability strategy for the scheme.

5.3 71 & 71A Upper Bognor Road

With No 71 Upper Bognor Road, there is the opportunity to increase the number of one bed apartments favoured by the Aldingbourne Trust. That means that the ground floor apartment proposed within the main body of the building is shown as being changed from a two-bedroom flat in the 2019 planning approved scheme to a one-bedroom apartment with the second bedroom now being attributed to a new proposed flat housed within the existing east annex. This involves minimal changes to the existing layout within the main building and the removal of existing partitions within the existing annex.

The first floor (71A) proposals are exactly as per the 2019 approved scheme, except that one existing window to the living room on the west elevation would be blocked up to allow for the new extension as described below.

A new two-storey extension is proposed to the west side of the existing building. This would house a small office on the ground floor and sleeping accommodation for a warden on the first floor to allow the site to be managed by the Trust on a 24-hour basis. This extension will create a more balanced composition when the building is viewed from the south. The new extension is slightly set back from the existing south elevation to provide a clear distinction between old and new. New windows that match the existing sliding sashes would be included in the south elevation of the new wing and complemented by new windows inserted in the rather blank south elevation of

the east wing. The latter would replace a redundant door and enhance and bring balance to the overall appearance of the building.

To the rear, the west extension is single storey and created by extending the existing monopitch roof to the stair landing. This is extended further to include a small external store to house plant including a heat pump. As part of the sustainability strategy for the scheme, the applicant wishes to install heat pumps to provide heating and hot water to the various buildings. Heat Pumps are ideally sited externally but, due to the prominent location of the proposed heat pump to serve all the accommodation within 71 Upper Bognor Road, an enclosed solution was considered more appropriate. To ensure adequate ventilation to the heat pump, this would need to incorporate louvres to doors and window openings that would be in painted timber to match the existing windows and doors.

The new west elevation attempts to continue the established theme of organic growth and change over time exhibited by the existing east elevation, in particular. As much of the existing building fabric would be retained as possible and the proposed extension and alterations would be undertaken using sympathetic and complimentary materials that no doubt would be the subject of a planning condition, as they were with the approved application.

The proposals allow the building to retain its historic use as a residential property but be suitable for modern living and the particular needs of the prospective tenants.

The opportunity would also be taken to change the colour of the painted stucco render to No 71 Upper Bognor Road from the current rather institutional pale green to a creamy white to match the other listed buildings on the campus such as No 53 Upper Bognor Road - Mordington and No 57 Upper Bognor Road - St Michaels House.

In all three buildings the proposed kitchens and bathrooms have been located where access to the existing drainage infrastructure should be feasible without additional external soil pipes.

It is suggested that the method statement identifying how the works to the listed buildings will be carried out would need further input from the developer and so, should the Council be minded to approve this application, the issue of a method statement could be a condition to development.

5.4 New Building Proposal

The existing listed boundary walls together with Nos 67, 69 and 71 Upper Bognor Road form an enclosed space which is currently an overgrown area of scrubland without any focus. As per the 2019 approved scheme, the proposal remains to create a courtyard style development by introducing a new building to face 67 and 69 Upper Bognor Road and create a more intimate shared space with the south facade of 71 Upper Bognor Road as the dominant focal point. This is demonstrated by the proposed site plan and site section drawings. To ensure that no 71 retains its dominance, and to avoid overpowering Nos 67 & 69, it is proposed that the scale and character of the new building reflects the original cottages. A narrow plan depth has, therefore, been adopted with a similar scaled and pitched hipped roof. It would be a relatively long building, extending from close to No 71 in the north almost up to the boundary wall to the south to create enclosure on the east side of the proposed courtyard. This would improve the outlook for Nos 67 and 69 Upper Bognor Road, partially screening the view of the large Butlins development and adjacent Engineering and Digital Technology Park.

The eastern part of the site is in Flood Zone 3 as the site lies on the edge of a flood plain. The western part of the site including Charlotte House is in Flood Zone 1, however. The design of the new building, which would be within Flood Zone 3, has taken account of this situation. It is proposed that the new building be used to provide offices and workshops on the ground floor and living accommodation on the first floor. The ground floor workshops will be used by the Trust for communal activities for the residents such as Pilates, yoga etc, and include a tv and seating area. It would also house a communal launderette and fully accessible shower and changing facility for those residents with physical disabilities.

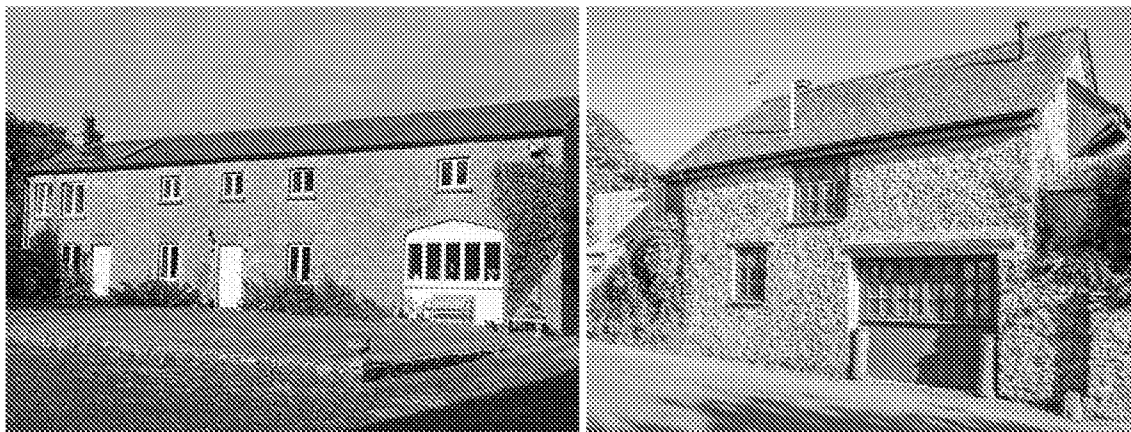
The Trust also require offices and meeting space to operate and so an extension to the new building, compared to the 2019 approved scheme, is proposed to the north-east side of the site. Because of its relative position on the site, this would have no impact on the setting of the listed buildings and so the approved scale and relationships of the three buildings facing the central courtyard would be retained.

The Trust intend to move residents from a local property which is not fit for purpose and does not have adequate recreational space, and some of these residents would require a lift to get to first floor accommodation. Given that the trust care for their clients throughout their life, this need will increase so a lift has now been included within the new building. This now serves three one-bed flats on the first floor each meeting the national space standard recommendation of a minimum of 39sqm for a one person flat as noted on the floor plan. The bedrooms are larger than the 7.5sqm minimum prescribed by the space standard to allow for wheelchair access around the bed space should that be required. Other than bedrooms the standard does not specify a size for other specific rooms Indeed the standard states: *'Relating internal space to the number of bedspaces is a means of classification for assessment purposes only when designing new homes and seeking planning approval (if a local authority has adopted the space standard in its Local Plan). It does not imply actual occupancy, or define the minimum for any room in a dwelling to be used for a specific purpose other than in complying with this standard.'*

The precedent building type in the nineteenth century, from which the listed buildings date, is the coach house with sleeping accommodation over a storage / workshop style space.



Precedent Images of converted coach houses



Precedent Images of converted coach houses

The design of the new building is based on a coach house with wide gently arched painted timber doors providing direct external access into the workshops. These openings are also glazed behind the timber doors to allow the timber doors to be opened up and the internal spaces benefit from natural light in all seasons as well as create a more dynamic frontage to the courtyard. The external finishes comprise painted stucco render walls, natural slate roof and black cast iron rainwater goods to tie in with the existing buildings. To the rear, a simple painted timber fence enclosure with gates conceals heat pumps that would provide heating and hot water to the new building as part of the sustainability strategy for the scheme. See the proposed elevation drawing for details.

This sympathetic new building would, together with the sensitively restored listed buildings, create an attractive courtyard group with a pleasant landscaped shared space at its heart that would also make sense of the currently rather detached listed boundary walls.

5.5 Boundary Treatment

There are existing listed boundary walls that create a natural separation line between the site and the wider campus to the east and to the north. Nos. 67 and 69 Upper Bognor Road already have the benefit of private back gardens. To provide some privacy and garden amenity space for 71 Upper Bognor Road and Charlotte House, it is proposed that new boundaries are created with heritage style black painted metal estate railings to minimize the disturbance to existing trees and to not compete visually with the existing listed knapped flint and brick walls. These railings would be primarily to provide temporary enclosure whilst newly planted traditional boundary hedges become established.



Precedent image for proposed metal railings to form new boundaries

Each of the new apartments would benefit from its own private garden. Timber fences would be used to sub-divide the open space to the east of 71 Upper Bognor Road and the new building to create garden amenity space for the first floor accommodation as indicated on the site plan.

6 Access

There is an existing vehicular access off Upper Bognor Road into the University campus that runs between Charlotte House and the rear gardens to 67 & 69 Upper Bognor Road. The intention remains to seal off the land from the wider University campus by installing new gates that would prevent access for University traffic but still allow for use by emergency vehicles.

There is currently a restriction imposed on the use of the University's access from Upper Bognor Road to operate as an 'in only', with vehicles exiting the site onto Felpham Way. The restriction was introduced to guard against potential increases in traffic flows through the junction as a result of the construction of the new Engineering and Technology Park in 2018. Subsequently all exiting traffic was routed through the campus onto Felpham Way via a new left in, left out priority junction.

The number of vehicular movements is anticipated as being much reduced once the site is separated from the rest of the campus. As part of this application, as per the 2019 approved scheme, the applicant wishes to seek approval to revert to using the access as two-way for vehicles entering and exiting the site but with the exit being a left only turn for optimum safety. Prior to the construction of the Engineering and Technology Park this is exactly how the access operated safely for many years. As such an updated access appraisal was commissioned from transport planning consultants David Tucker Associates to review the detailed implications of such a proposal and this is included with the application. This concludes that, should the access be used as two-way solely for the proposed residential development, it would fully accord with national policy by ensuring safe and suitable access would be provided to the site.

7 Parking

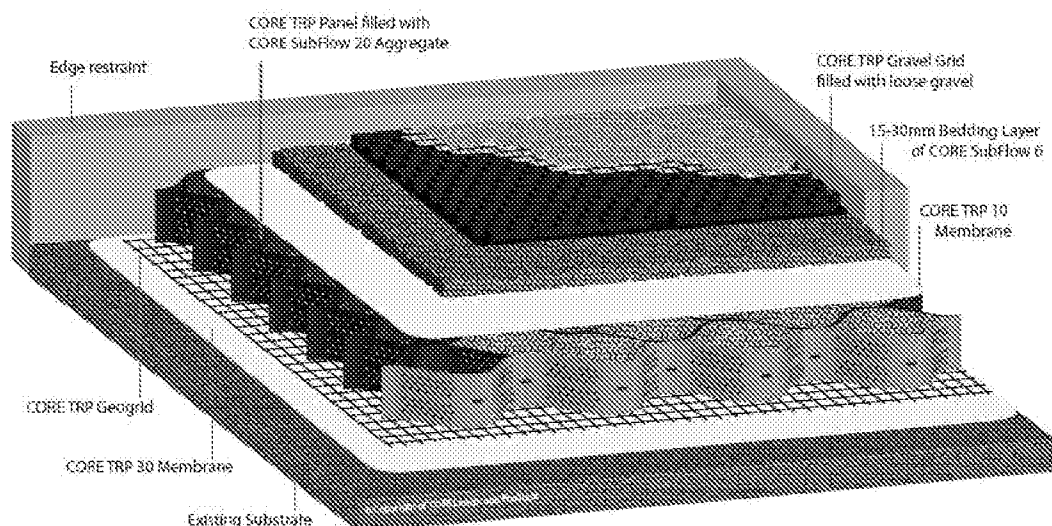
The existing access road separates Charlotte House from the rest of the site so we have indicated an area of grid reinforced gravel dedicated to parking for Charlotte House to the north of the building. To keep the courtyard between the other buildings car free and retain all the existing listed boundary walls intact, the existing area of grass to the west of 71 Upper Bognor Road would be converted into a car park to serve the other eight dwellings, the offices and the workshops. This would include one larger space for disabled users. This is the same as the principles adopted in the 2019 approved scheme. There are now also dedicated spaces for staff and visitors and four electric vehicle charging points.

The impact of the development on the existing trees has been assessed by the arboriculturalist Bernie Harveson and his report is included with this application. To accommodate the west extension to 71 Upper Bognor Road and still meet West Sussex County Council's parking recommendations for the development, two trees that were deemed to be poor quality Category C trees are now shown to be removed. The parking spaces have then been set out to minimize the impact on the retained trees. To compensate for the loss of these trees two new trees are proposed within the private gardens to the east of the site in addition to the two new trees proposed within the shared courtyard space.

Following the recommendations of the arboriculturalist, it is proposed that where the new car park would be formed within the root protection areas of the retained trees, a 'no dig' flexible cellular web root protection system filled with a SUDS compliant granular sub-base and topped with a layer of grid reinforced gravel is used. Replacing the grass areas with free draining

reinforced gravel means that the parking areas, not only do not compromise the well-being of the retained trees but also do not contribute to the rainwater run-off of the site as part of a sustainable drainage strategy.

Storage for cycles has been combined with storage for waste as described in the next section.



Example of a flexible cellular web root protection system topped with grid reinforced gravel.

8 Bin & Cycle Storage and Waste Collection

As with the approved scheme, a store for bins and cycles is indicated north of (but built independently of) the garden wall to 69 Upper Bognor Road. This would house bins for shared use by the residents and cycle storage for No 71 and the new building as well as a section for garden maintenance equipment for the Trust. The store would be a simple timber clad building painted to match the external joinery to the listed and new buildings. See the drawings for details. Dedicated cycle sheds and bin stores have been shown in the rear gardens of 67 and 69 Upper Bognor Road. These are accessed via a new gate in an existing opening in the listed boundary wall.

Being slightly removed from the rest of the buildings, Charlotte House would have its own dedicated bin and cycle store sited within its grounds. This would be a traditional style red brick building with a duo-pitched slate roof to reflect the heritage setting. See the drawings for details.

The access road allows a refuse truck to enter the site, clear of Upper Bognor Road so that bins could be emptied without holding up the traffic; all as illustrated on the proposed site plan.

9 Flooding & Drainage

Aecom provided a site-specific flood risk assessment that accompanied the 2019 planning application. This successfully demonstrated that the new building followed the principles of flood resilient design by having the more vulnerable residential / sleeping accommodation on the first floor and less vulnerable workshops on the ground floor. This together with the more detailed recommendations relating to flood warning and evacuation all still apply to the revised proposals herein and so the 2019 FRA accompanies this application.

All the flood risks to and from the development are the same as they were in 2019. The sites chosen for the Sequential Test in the 2019 FRA are still relevant for the enlarged new building which comprises 3 new one-bedroom dwellings on the first floor with less vulnerable workshops and offices below. The commentary on each of the alternative site still stands and so the conclusion is still relevant. Equally all the salient points in the Exception Test are just as applicable to this application as they were for the approved scheme. The only sections of the FRA that are not now directly relevant are those that set out the specific design proposals as described in Section 3 and illustrated in Appendix A of the FRA. These are superseded by this Design and Access Statement and the as proposed drawings that are part of this application.

As alluded to previously, the proposed changes to the listed buildings have been designed to work with the existing foul drainage. The new building would require to be connected into the existing foul drainage network on the site which would need extending locally.

The only changes to the listed buildings that will affect the surface water drainage is the west extension to the west of 71 Upper Bognor Road. This is a relatively modest extension that could be readily accommodated by the existing drainage network that deals with the listed buildings.

Ground investigations would be required to determine a suitable SUDS scheme to deal with the surface water drainage associated with the new building and the areas of hard landscaping. The latter have been kept to an absolute minimum to provide access.

It should also be noted that areas of existing hard standing once occupied by outbuildings to 71 Upper Bognor Road would be removed in these proposals and replaced with areas of soft landscaping so mitigating the impact of the redevelopment on the surface water drainage system.

As noted in the flood risk assessment, any ground investigations would need to be carried out in the winter when groundwater levels are at their highest and so should the Council be minded to approve this application the details of the drainage design could be a condition to development.

10 Biodiversity

The Ecology Co-op were appointed to undertake an initial ecological assessment of the site and complete Arun District Council's biodiversity checklist in 2019. These are included with the application.

Following the advice in their report, we have proposed that the new hedging to form the boundaries to the gardens of 71 Upper Bognor Road and Charlotte House, together with a proposed new hedge to form the west boundary to the main car park are to comprise native species hedgerow planted at a density of five trees per linear metre to create suitable foraging habitats for bats and birds. In addition the proposed new building would incorporate bat boxes on the southern and eastern elevations along with Sparrow nest boxes more than three metres above external ground level. See the elevation drawing for details.

The ecological assessment also identifies that the redevelopment is an opportunity to rid the site of invasive non-native species such as the porcelain berry vine identified on the site. The report highlights that the net result of all of the above would likely have a positive impact on the local ecology.

In 2019, the ecologist also identified that the proposed development would result in the loss of a suitable reptile habitat. Between April and May 2021 the Ecology Co-op undertook a detailed survey to determine whether reptiles are present. Their survey report is attached. No reptiles were found. Despite the absence of reptiles, a precautionary approach was deemed appropriate by the ecologist to sensitively reduce and then remove favourable habitats in a controlled way to minimize the risk of any harm to reptiles. The Ecology Co-op have prepared a mitigation strategy on that basis that is included with this application.

11 Landscape Strategy

The proposed site plan indicates the principles of the proposed landscaping; some components of which have been described in the previous sections and can be summarized as:

- Create a new attractive shared landscaped courtyard between 67, 69 and 71 Upper Bognor Road and the new building.
- Reinstate private rear gardens to 67 & 69 Upper Bognor Road
- Create private gardens for 71A Upper Bognor Road and the flats in the new building to the east side of the site utilizing the existing listed boundary walls to demarcate their extent.
- Create a new private garden for flats in 71 Upper Bognor Road to the north of the building using metal estate railings and newly planted hedging.
- Create new private gardens for the 2 new dwellings in Charlotte House to the south and west of the building using metal estate railings and newly planted hedging.
- The private gardens would be provided with lawns but otherwise left for the residents to cultivate as they see fit.
- The new hedging to form the boundaries to the gardens of 71 upper Bognor Road and Charlotte House, together with a proposed new hedge to form the west boundary to the main car park are to comprise native species hedgerow planted at a density of five trees per linear metre to create suitable foraging habitats for bats and birds, all as recommended in the ecological assessment that accompanies this application.
- Create a new reinforced gravel parking area for Charlotte House to the north of the building.
- Create a new reinforced gravel parking area for 67, 69 and 71 Upper Bognor road and the new building west of 71 Upper Bognor Road and use a flexible cellular web root protection system to protect the retained trees in that area
- Infill an opening in the existing listed boundary wall to the north of the parking area with matching rat-trap bond red brickwork
- Remove two trees of low quality.
- Plant four new trees within the site as indicated on the site plan.
- Form / reinstate paved pedestrian access routes to the buildings using conservation flag paving.
- Retain existing asphalt access roads.

The proposed tree species for the four new trees are included in the tree planting specification provided by the arboriculturalist included in this application.

12 Consultation

The applicant had an informal meeting with the conservation officer, Martyn White, to appraise him of their intentions and to gain any initial insight he might have. Drawings indicating initial

proposals were also shared with the conservation officer. As a result of his feedback, proposed changes to 67 and 69 Upper Bognor Road will no longer be sought and the internal alterations to 71 Upper Bognor Road have been limited to minimize changes to the existing internal layout of the main building. The conservation officer expressed no particular concerns with the proposed extension to either 71 Upper Bognor Road or the new building, provided the style and materials used were sympathetic and commented that the creation of the courtyard had the potential to enhance the setting of the listed buildings provided 71 Upper Bognor Road remained dominant.

In May 2021 further details were submitted as a formal pre-application submission that resulted in a pre-application response letter dated 25th June 2021. This was followed by telephone discussions and email exchanges with senior planning officer, Amy Myer, that led to some modifications to the proposals in response to the comments raised by the planning officer, the conservation officer and other relevant consultees.

13 Conclusion

We trust that the above explanation together with the drawings and supporting documents that accompany this pre-application demonstrate that this redevelopment proposal retains the essence of the approved scheme whilst adapting it to the needs of the prospective tenant, The Aldingbourne Trust, who are a local charity undertaking important work for the benefit of the community. In this way, the redevelopment remains an ideal opportunity for the listed buildings to receive some much-needed restoration and to best provide for their ongoing survival by returning them to their original use as private domestic dwellings. We also trust that we have shown that the proposed new building would be sympathetically designed to enhance the setting of the listed buildings, shielding the larger buildings adjacent to the site, and so create an attractive courtyard development with a vibrant shared open space.

Appendix 1 – Photographs of the listed buildings and their setting

Appendix 2 – Schedule of Works