

30 OCT 2014

RECEIVED

Chief Planning Officer
Arun District Council
Arun Civic Centre
Matthamers Road
Littlehampton
West Sussex
BN17 5LF

OUR REF:- 2014/13

27 OCT. 2014

Dear Sir,

Re:- Change of use of 1st Floor from 2N° flats to 1N° flat and an office. Re-submission following withdrawn application BR/146/14PL.
at:- unit 1 5 Waterloo Square Bognor Regis
YOUR REF:- BR/259/14/PL.

We enclose for your council's consideration a application proposing the above change of use and would be glad if you would accept the following as a Design and Access Statement.

5 Waterloo Square is a building located in a conservation area.

USE

Change of use of 1st Floor from 2N° Flats to 1N° Flat and an office.

ACCESS

located on the South Side of the building in Manor Place via a staircase with door entry at ground floor level.

LAYOUT

office areas with separate toilet and kitchen (no change to layout of existing flat).

SCALE

The proposed office would be located at first floor level in a existing two storey building.

continued.

LANDSCAPING.

Only pavement access around existing building.
No alterations intended.

APPEARANCE

White render and timber windows with red tiled pitched roofs. -
No alterations to existing building and surroundings are intended.

DESIGN.

No design input required.

Yours faithfully

