



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: 03 February 2022 14:49
To: Planning.Responses <Planning.Responses@arun.gov.uk>
Subject: RE: Planning Consultation on: BR/285/21/PL

Dear Planning,

Comments from Private Sector Housing:

From the Design, Access and Planning Statement, it is understood from the application that Units 1 & 2 are not intended to be used as family occupation and that those units comprise one and two bedroom units. The floor plans provided, however, show Unit 1 being a three bedroom unit (1 bedroom illustrated on the ground floor) and Unit 2 has one bedroom and, unusually for a non-family dwelling, a "home office" on the ground floor. Comments made below are based on the assumption that Units 1 & 2 are intended to be Houses in Multiple Occupation (HMO) and Unit 3 a single household dwelling.

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" and in the Approved suite of Documents for Building regulations.

- A minimum 30 minutes fire resistance to be provided throughout the escape routes of Units 1 & 2.
- A room where the only escape route is through another room is termed an "inner room" and poses a risk to its occupiers if a fire starts unnoticed in the outer room. The escape routes from the bedrooms on the ground and first floor of Unit 1, the bedroom on the ground floor in unit 3 and the "Home Office" of Unit 2 are all via the kitchen and living room areas and are deemed inner rooms and the means of escape passes through high risk areas. This can be overcome as follows:

Unit 1: By creating a hallway on the ground floor and separating the kitchen from the other areas, with provision of an FD30S fire door to access the kitchen off the hallway. This overcomes the inner room situation and all rooms would open onto the hallway, which would be the means of escape.

Unit 2: Providing an emergency escape window from the "Home Office" room, installation of interlinked smoke detection in the vicinity of the access door (suitably located away from cooking appliances and reconfiguration of cooking appliances may be required) and provision of an FD30S fire door to the Home Office room. Please note that the escape route from any escape window must be unobstructed and provide a safe route away from the building, to a point of ultimate safety (e.g. not a courtyard or other enclosed area where escape would be restricted).*

Unit 3: By creating a hallway separating the kitchen from the bedroom, with provision of a close fitting conventional door (as a minimum) to access the kitchen off the hallway. This overcomes the inner room situation and all rooms would open onto the hallway, which would be the means of escape.

- There should be adequate fire separation between the commercial unit and the residential dwellings. It should also be carefully considered as to the nature of the commercial undertaking adjoining the property from a fire safety perspective, such as the use and storage of flammable substances in order to determine the correct level of fire resisting separation required.
- FD30S fire doors to be installed to each risk room in Units 1 & 2 and must include an overhead self-closing device, 3 fire rated hinges, intumescent strips and cold smoke seals (bedrooms, kitchens, office)
- Grade D, LD3 fire alarm and detection system to be installed in Unit 3:
 - o Mains wired smoke alarms with integral battery back-up located throughout each escape route.
 - o Interlinked heat alarm with integral battery back-up is recommended in the kitchen
- Grade D, LD2 fire alarm and detection system to be installed in Units 1 & 2:
 - o Interlinked mains smoke alarm with integral tamper-proof battery back-up located throughout each escape route, bedrooms, living rooms and office.
 - o Interlinked mains heat alarm with integral tamper-proof battery back-up located in each kitchen.
 - o Fire blankets to be provided in each shared kitchen

Room Sizes

- Room sizes should meet the minimum standards if the dwellings are intended to be rented.
- 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 room sizes:
 - 6.51sqm – suitable for 1 person
 - 10.2sqm - suitable for 2 persons
- 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

HMOs

- A property is classified as an HMO where three or more people, forming two or more households share basic facilities such as kitchens and/or bathrooms. Such properties must meet Arun District Council's HMO Standards, which can be found at: www.arun.gov.uk/hmo

HMO Licensing

- Any property that has 5 or more people sharing facilities will require an HMO licence from the Council and the property must meet minimum standards, as mentioned above..
- 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
 - 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

- Any bathrooms and kitchens without windows for natural ventilation should 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 and provide for a reasonable view from the room. 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.

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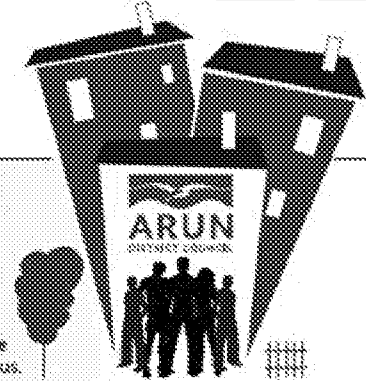
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It is a criminal offence to operate a licensable HMO without a licence

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: 31 January 2022 13:49

To: EHPlanningConsultations [REDACTED]

Subject: Planning Consultation on: BR/285/21/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/285/21/PL**

Registered: 18th January 2022

Site Address: Rear of 73-75 Aldwick Road Bognor Regis PO21 2NW

Grid Reference: 492696 98785

Description of Works: Change of use from Class E (retail) / B8 storage to C3 residential and the creation of three dwelling units through the conversion of the rear of nos. 73 & 75 and the erection of a part single storey / part two storey rear extension with associated amenity space and refuse / recycling stores.

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 24th February 2022 . 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://acp.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

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PLCONSULT (008) 2020