

Cian Cronin  
Arun District Council  
Arun Civic Centre  
Maitravers Road  
Littlehampton  
West Sussex  
BN17 5LF

20 December 2012  
CBK/C01 P1061

Dear Cian

**Certificate of Lawfulness for proposed Change of Use of first floor above  
A2 premises to a single flat at 17 High Street, Bognor Regis, West Sussex**

I am writing to you in relation to the above planning application, submitted to the Council for consideration via the planning portal; Ref; PP-02340183

The application comprises the following documents/plans:

- Application Form
- Ownership Certificate/Agricultural Certificate
- Location Plan (1:1250)
- Site Plan (1:500)
- Floor Plans (Existing and Proposed)
- An application fee cheque for £192.50

This letter also provides supporting information in relation to why the proposed change of use is considered to be permitted development.

Under the provisions of Schedule 2 Part 3 Class F of the Town and Country Planning (General Permitted Development Order 1995 As Amended (2012) the following is considered to be permitted development;

***Development consisting of a change of the use of a building—***

***(a) to a mixed use for any purpose within Class A1 (shops) of the Schedule to the Use Classes Order and as up to two flats, from a use for any purpose within Class A1 of that Schedule;***

***(b) to a mixed use for any purpose within Class A2 (financial and professional services) of the Schedule to the Use Classes Order and as up to two flats, from a use for any purpose within Class A2 of that Schedule;***

***(c) where that building has a display window at ground floor level, to a mixed use for any purpose within Class A1 (shops) of the Schedule to the***

Directors

G Barker MATH MPTPI  
A King BA BAon RIBA  
M Evans AADip RIBA  
A Clark MCIAT

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*Use Classes Order and as up to two flats, from a use for any purpose within Class A2 (financial and professional services) of that Schedule.*

#### **F.1 Conditions**

*Development permitted by Class F is subject to the following conditions—*

*(a) some or all of the parts of the building used for any purposes within Class A1 or Class A2, as the case may be, of the Schedule to the Use Classes Order shall be situated on a floor below the part of the building used as up to two flats;*

*(b) where the development consists of a change of use of any building with a display window at ground floor level, the ground floor shall not be used in whole or in part as up to two flats;*

*(c) the single flat shall not be used otherwise than as a dwelling (whether or not as a sole or main residence)*

*(i) by a single person or by people living together as a family, or*

*(ii) by not more than six residents living together as a single household (including a household where care is provided for residents).*

The proposed development meets the above conditions for the following reasons;

- The existing premises has been established for a period of at least 10 years as Class A1 (Shops) and has recently secured permission for a Change of Use to Class A2 (Estate Agency Office) under application reference. BR/182/12/ (Decision Notice attached for reference)
- The Lawful Use Class of the Building 17 High Street is Class A2 (Estate Agency Office)
- The A2 use is situated on a floor below the part of the building proposed to be used as a single flat.
- There will be no residential use at ground floor level.
- The single flat will not be used otherwise than as a dwelling.
- The single flat will not be occupied by more than six residents and will not be a house of multiple occupation. (HMO)
- No external alterations are necessary to the building and the appearance of the property will be unaffected by this change of use.

Therefore under the provisions Schedule 2 Part 3 Class F of the Town and Country Planning (General Permitted Development Order 1995 As Amended (2012) the proposal is considered to represent permitted development and does not require further planning permission.

I trust that the submitted information is acceptable and this supporting information justifies fully why the proposed Change of Use is Permitted Development.

If you have any queries please do not hesitate to contact me.

Yours sincerely,



Director

Encs