



University of Chichester
Upper Bognor Road
Residential Redevelopment

Design & Access Statement

PSM/5542/L.P

11 December 2019

1 Introduction

The University wishes to dispose of an area of their existing estate at their Bognor Regis Campus that includes a number of listed buildings. The intention is to sell the site to a developer 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 largely internal 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.

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 University of Chichester's Bognor Regis campus 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.

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. The University regards this redevelopment proposal as 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.

As referred to above the single-storey extension to 71 Upper Bognor Road was most likely former offices or stables. This part of the building does not have the benefit of damp proofing and so would not be readily converted for use as a dwelling. It is, therefore, proposed that it be set up as a workshop with the benefit of its own toilet and kitchen facilities. It could then be used by one of the new occupants of the dwellings in 71 Upper Bognor Road or let out separately.

5.1 Listed Building Exteriors

Other than restoration works, minimal changes are proposed to the exterior of these buildings as indicated by the proposed elevation drawings. Indeed only 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.

It is suggested that detailed drawings of the new windows and roof to the store would need to be provided by the developer and so should the Council be minded to approve this application the issue of construction details could be a condition to development.

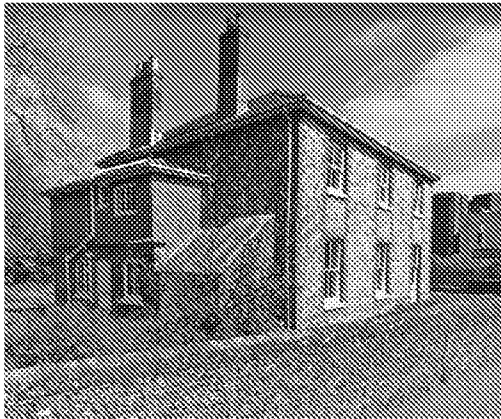
The opportunity would also be taken to change the colour of the painted stucco render to No 71 Upper Bognor Road from the current rather institutional pale green to a creamy white to match the other listed buildings on the campus such as No 53 Upper Bognor Road - Mordington and No 57 Upper Bognor Road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

5.2 Listed Building Interiors

As indicated by the proposed plans, limited changes are proposed to the interiors of No.s 67, 69 and 71 Upper Bognor Road. The changes are restricted to the removal of a few internal walls, forming new openings in existing internal walls and constructing new partitions to create a suitable layout that allows the buildings to retain their historic use as residential property but be suitable for modern living.

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 and replacement to existing timbers in the first floor make-up and the roof joists is set out by the structural engineer in the structural report that accompanies this application. The existing ground floor make-up and timber stairs were also checked for structural integrity and found to be sound by the structural engineer. Asbestos containing materials have been used in places to line the walls internally including the chimney breasts and this will be removed by specialists and replaced with a non-asbestos equivalent board.

In Charlotte House the proposed internal changes are more extensive. 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.

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 the input of 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.

5.3 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

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. The proposal is 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 to within a few metres of 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 live-work units with workshops on the ground floor and living accommodation on the first floor. This mix of workshops and dwellings follows the example established by what is being proposed for 71 Upper Bognor Road and would create a dynamic environment for the occupants. 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

The design of the new building is based on a coach house with wide gently arched painted timber doors providing the main access into the workshops with a narrower painted timber door for general access to the first floor apartments and internal access to the workshops for the residents. The timber side-hung casement windows would match the style of 67 and 69 Upper Bognor Road as would the painted stucco render, natural slate roof and black cast iron rainwater goods. See the proposed elevation drawing for details.

Each of the new apartments would benefit from its own private garden to the east as well as the shared courtyard space to the west. Timber fences would provide separation for the new gardens.

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.

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. When the site is sold to a developer, the intention is 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.

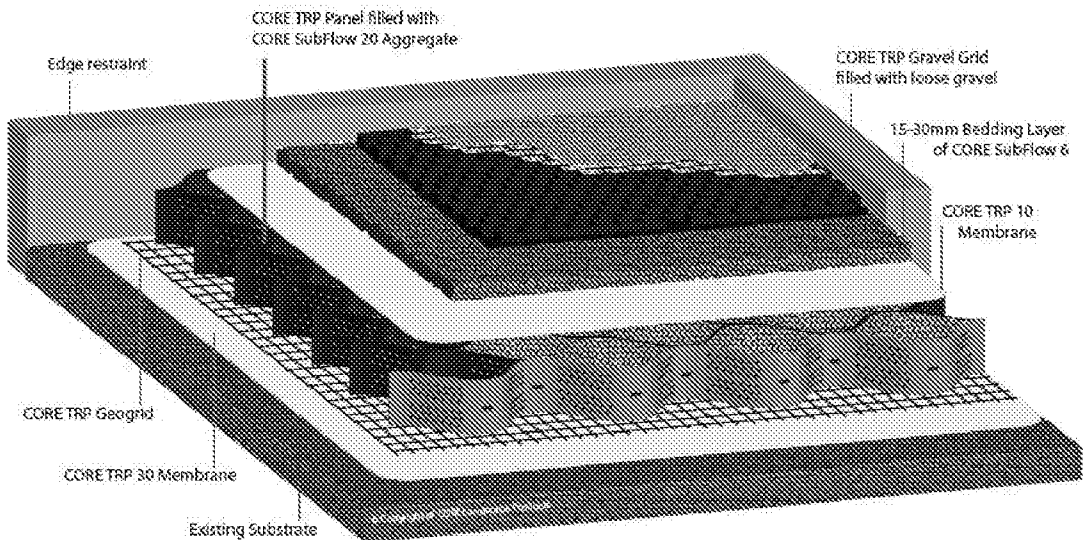
The number of vehicular movements is anticipated as being much reduced once the site is separated from the rest of the campus. As part of this application, the University wish to seek approval to revert to using the access as two-way for vehicles entering and exiting the site but with the exit being 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 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 six dwellings and three workshops. This would include one larger space for disabled users. The parking spaces have been set out to minimize the impact on the existing retained trees.

The impact of the development on the existing trees has been assessed by the arboriculturalist Bernie Harveson and his reports are included with this application. Following his recommendations it is proposed that the new car park would be formed using 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. 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

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 live-work units. Dedicated cycle sheds have been shown in the rear gardens of 67 and 69 Upper Bognor Road. The bin and cycle store would be a simple timber clad building painted white to match the external joinery to the listed and new buildings. See the drawings for details.

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.

Both of the new purpose built bin enclosures would be readily accessible from the access road. 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 Foul & Surface Water Drainage

As alluded to previously, the proposed changes to the listed buildings have been designed to work with the existing foul drainage. There are no changes to the listed buildings that will affect the surface water drainage.

The new building would require to be connected into the existing foul drainage network on the site which would need extending locally.

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.

It is suggested that any ground investigations should be the responsibility of the developer 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. 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 ecologist has also identified that the proposed development would also result in the loss of a suitable reptile habitat. The Ecology Co-op advise that it is currently the wrong season to undertake a detailed survey to determine whether reptiles are present as this should be undertaken between April and October. On the basis that there are likely to be reptiles on the site The Ecology Co-op have prepared a mitigation strategy that is included with this application.

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.

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 live /work units.
- Reinstate private rear gardens to 67 & 69 Upper Bognor Road
- Create private gardens for 71A Upper Bognor Road and the New Live work units to the east side of the site utilizing the existing listed boundary walls to demarcate their extent.
- Create a new private garden for 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 live /work units west of 71 Upper Bognor Road and use a flexible cellular web root protection system to protect the retained trees in that area
- Infil an opening in the existing listed boundary wall to the north of the parking area with matching rat-trap bond red brickwork
- Remove five trees for sound arboricultural reasons; action that would be required regardless of the redevelopment proposals (see accompanying Arboricultural Assessment for details)
- The University has committed to plant five high value trees in more suitable locations across the campus to replace the five low value trees removed for sound arboricultural reasons.
- Form / reinstate paved pedestrian access routes to the buildings using conservation flag paving.
- Retain existing asphalt access roads.
- Retain existing asphalt footpath to west of 71 Upper Bognor Road to avoid disturbance to trees in close proximity.

It is suggested that the precise details of the landscaping to the semi-public spaces, including plant species and hard landscape material specifications , should involve the input of the developer and so should the Council be minded to approve this application the issue of a more detailed landscape strategy could be a condition to development.

12 Consultation

The University have had a couple of informal meetings with the conservation officer, Martyn White, to appraise him of their intentions and to gain any initial insight he might have. He expressed no particular concerns with the proposed works to the listed building and in principle supported the notion of creating a courtyard development with a new building having the potential to enhance the setting of the listed buildings provided the style and materials used were sympathetic to 67 and 69 Upper Bognor Road and provided 71 Upper Bognor Road remained dominant.

13 Conclusion

We trust that the above explanation together with the drawings and supporting documents that accompany this application demonstrate that this redevelopment proposal is an ideal opportunity for the listed buildings in this part of the University's campus 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, partially shielding the larger buildings adjacent to the site, and so create an attractive courtyard development with a vibrant shared open space whilst providing each of the new residents with their own private gardens.

Appendix 1 – Photographs of the listed buildings and their setting

Appendix 2 – Schedule of Works