



To register to receive notification of planning applications in your area please go to
<https://www1.arun.gov.uk/planning-application-finder>

Arun District Council, Civic Centre, Maltravers Rd, Littlehampton, West Sussex, BN17 5LF
www.arun.gov.uk

Sign up to our newsletter [here](#)



From: Martin Hill <Martin.Hill@arun.gov.uk>
Sent: 26 January 2022 09:57
To: Planning.Responses <Planning.Responses@arun.gov.uk>
Subject: RE: Planning Consultation on: BR/4/22/PL

Dear Planning,

Please see Private Sector Housing comments, below:

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”
- The external staircase must be protected from the effects of fire. The sensitive area is 1.8m horizontally, therefore any windows in this region must be of fire resisting construction and fixed shut. Any doors opening onto this area must be fire resisting and self-closing.
- There must be adequate fire separation (usually 60 minutes) between the commercial unit and the residential property, both horizontally and vertically.

- The internal escape route must provide 30 minutes fire resistance. This includes the provision of 30-minute fire resisting and self-closing fire doors (FD30S) to each bedroom, the communal kitchen area, laundry, tea kitchen, internal staircase on the first floor, external staircase on the first floor and any other risk areas such as cupboards and storage areas along the escape route (unless otherwise to be kept locked shut, in which case self-closing devices may not be needed). N.B. Additional fire doors may be required along the escape route to the ground and first floor if the travel distance is considered excessive. This should be addressed in the Fire Risk Assessment
- Under-stairs areas, including the laundry on the ground floor and store area on the first floor, must afford a minimum 30 minutes fire resistance. The floor, door, ceiling and walls, including the spandrel wall, must be free from holes and lined with a material that has a minimum integrity of 30 minutes fire resistance. Fire doors not in constant use must be kept locked shut at all times.
- Locks fitted to communal entrance doors, all bedroom doors and external staircase door should not require the use of a key, code or card and must be fitted with thumb turn devices to enable a swift and safe escape in the event of an emergency.
- A Grade A, LD2 fire alarm and detection system must be installed. Grade A detection is required in the following areas:
 - Interlinked smoke detection throughout the escape routes
 - Interlinked smoke detection to each bedroom
 - Interlinked smoke or heat detection (as determined by the fire risk assessment) to the laundry area on the ground floor
 - Interlinked smoke detection to the store area on the first floor landing
 - Interlinked smoke detection to the commercial unit
 - Interlinked heat detection to the communal tea kitchen on the first floor
- Fire blankets must be provided to all kitchen areas
- Emergency lighting must be provided throughout the internal escape routes. Maintained emergency lighting also to be installed to illuminate the external escape stairs and external route along the side of the property.

Room Sizes

- Room sizes should meet the minimum standards for houses in multiple occupation, as detailed in Arun's HMO Standards document
- The floor to ceiling height must be at least 2.1 metres 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 minimum room sizes:
 - 6.5m² – suitable for 1 person
 - 10m² – suitable for 2 persons

These dimensions are exclusive of any en-suite sizes. En-suite facilities must be in addition to the minimum room sizes quoted above.

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 up to 10 years are classed as half a person

- Children aged 10 years+ are classed as a person
- A number of the bedrooms appear large enough to be double-occupancy rooms, however additional occupants may require additional facilities to be provided

Licensing

- Any property that has 5 or more people sharing facilities will require a license from the Council and the property must meet minimum standards.
- 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
 - sinks with draining boards;
 - an adequate supply of cold and constant hot water to each sink supplied;
 - installations or equipment for the cooking of food;
 - electrical sockets;
 - worktops for the preparation of food
 - cupboards for the storage of food or kitchen and cooking utensils;
 - refrigerators with an adequate freezer compartment (or, where the freezer compartment is not adequate, adequate separate freezers);
 - appropriate refuse disposal facilities; and
 - appropriate extractor fans, fire blankets and fire doors.

Ventilation

- Kitchens must have adequate mechanical ventilation
- Mechanical ventilation must be provided to all bathrooms/shower rooms/en suites. This should extend to the separate WC compartment in the commercial unit on the ground floor as there is no openable window.

Windows

- Opening limiters should be installed to all windows above the ground floor to prevent windows being opened more than 100mm. Opening limiters should not be key operated.
- Access to the flat roof on the first floor must be sufficiently restricted to prevent persons accessing this area, upon the assumption the flat roof is not intended to be load bearing, the roof is not fitted with safety railings around the perimeter and that it is not a designated escape route.
- The bedrooms on the second floor to the North side of the property only have skylights/roof casements available. As they appear to be the only source of light and ventilation within these rooms, they must meet all of the following criteria;
 - Must be able to be fully opened for ventilation during spells of prolonged and heavy rain or snow without allowing it to enter the room;
 - Must have integral passive ventilation even when the window is shut; and
 - Must provide a reasonable view. The Housing Health and Safety Rating System (HHSRS) states as a relevant matter that there should be a “reasonable view out of all rooms, other than those where privacy is required, such as bathrooms and WCs”, as this can have a negative effect on mental health, especially over the longer-term

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 The Management of Houses in Multiple Occupation (England) Regulations 2006
- Must meet the requirements of The Licensing and Management of Houses in Multiple Occupation and other Houses (Miscellaneous Provisions) (England) Regulations 2006 (as amended)
- Must meet the requirements of any other associated Housing and/or Houses in Multiple Occupation legislation or regulations if applicable to the property/site

Kind regards

Martin Hill
Houses in Multiple Occupation Officer
Private Sector Housing & Public Health Team

T: 01903 737639
E: martin.hill@arun.gov.uk

Arun District Council, Civic Centre, Maltravers Rd, Littlehampton, West Sussex, BN17 5LF
www.arun.gov.uk



Sign up to our newsletter [here](#)



**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: 17 January 2022 16:58

To: EHPlanningConsultations [REDACTED]

Subject: Planning Consultation on: BR/4/22/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/4/22/PL

Registered: 17th January 2022

Site Address: 83 Aldwick Road Bognor Regis PO21 2NW

Grid Reference: 492655 98790

Description of Works: Enlargement of existing HMO (Sui Generis), single storey rear extension, rear roof dormer, front and rear rooflights (resubmission following BR/79/21/PL).

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 17th 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://app.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

Telephone: 01903 737510

Email: maria.tomalova@arun.gov.uk

PLCONSULT (CDB) 2020