



Bognor Regis Arcade

Planning Application BR/97/25/PL

Consultation Response

Arun District Council – Property, Estates, and Facilities

The Property, Estates, and Facilities Service (PEF) of Arun District Council hold responsibility for managing and operating the Council's General Fund asset portfolio. Bognor Regis Arcade is one such asset, and so this consultation response is provided from a landlord's position with consideration for the direct impacts on existing tenants, potential future usability and function, and ongoing maintenance.

A focused review of the Design & Access Statement (DAS) raises the following observations and questions:

Pg 28 - Local Materials Study

PEF comments:

- a) None.

Pg 31 - Proposed Materials

The proposed materials are;

- Grey textured brick with red textured brick bands.
- Natural slate pitched roofs.
- White render panels.
- Dark grey metalwork and window frames.

PEF comments:

- a) Clarification required on the areas of white render on the elevations and on the type of render (monocouche?) There seems to be potential for external wall insulation?
- b) Details are required for the door and window types that are proposed. Are Juliet balconies proposed? Secure By Design and Child-Safe are required.

Pg 32 - Disabled Access

Note - this Section relates more widely to access and use of the dwellings and facilities, and the requirements of Building Regulations Part M – Access to and use of Buildings.

M4(1) Category 1 – Visitable dwellings (mandatory requirements)

13 of the proposed Flats are not compliant with the mandatory requirements of M4(1) due to access routes from the building entrances via the retained stairs and corridors, Stairs 2, 3 & 4 etc;

- 8 Flats on 1st Floor; 1.05, 1.06, 1.13, 1.14, 1.15, 1.16, 1.17 and 1.18.
- 5 Flats on 2nd Floor; 2.14, 2.15, 2.16, 2.17 and 2.18.

M4(2) Category 2 – Accessible and adaptable dwellings

Dwellings designed for occupants with differing needs, including older or disabled people and which allow simple adaptations to meet the changing needs of occupants over time.

None of the proposed Flats meet M4(2) without the installation of a communal lift.

9 of the proposed Flats could provide accessible and adaptable dwellings as M4(2) subject to the installation of a communal lift, which is shown on the plans at Stair 1 core.

- 4 Flats on 1st Floor; 1.07, 1.08, 1.09 and 1.11
- 5 Flats on 2nd Floor; 2.07, 2.08, 2.09, 2.10 and 2.13

M4(3) Category 3 – Wheelchair user dwellings

None of the proposed Flats meet the requirements of M4(3) for wheelchair user dwellings.

PEF comments;

- a) With regard to the 13 non-compliant Flats, have the designers obtained Pre-Application Advice on whether Planning Policy requires that all the proposed Flats must comply with mandatory M4(1)?
- b) The overall proposals must provide for the landlord to let every Flat with access to the communal facilities without discrimination, in compliance with the Equalities Act.
- c) Part M-compliant access provisions are required for all the communal facilities including the refuse stores, cycle stores and roof terrace to enable all tenants to access and use all the communal facilities.
- d) As the access routes via Stairs 2, 3 & 4 cause 13 of the proposed Flats to be non-compliant with M4(1), do these same access routes provide compliant emergency escape routes for the occupants of the 9 x M4(2) Category 2 Flats?
- e) Are vehicle drop-off facilities proposed?

Pg 33 - Separation Distances

The DAS explains that the separation distances required in the Arun District Guide SPD cannot be met if the buildings are converted to residential use. The proposals show the existing windows in the East-facing walls of Flats 1.16, 1.17, 2.17 and 2.18 being mostly blocked up, with some fitted with privacy (obscured) glazing.

PEF comments:

- a) It should be noted that these 4 Flats are amongst the 13 that are not compliant with the requirements of Part M4(1) Access.
- b) What are the proposals for natural daylight and ventilation for Flats 1.16, 1.17, 2.17 and 2.18?

Pg 34 - Waste Management

The DAS proposes two internal refuse stores being provided for the residences, with Store 2 on York Road side potentially shared with the adjoining ADC commercial units.

PEF comments:

- a) Cleansing have advised that the waste management facilities as proposed are insufficient and have provided further advice on the Waste Management requirements, see below.

In addition to considerations regarding the DAS, the following observations and questions are raised:

Facilities Management

- Drainage proposals are to be more fully described, with information on the drain capacities and proposed connections and flow rates, etc.


Estate Management

- York Road existing/proposed elevations not provided where presumably changes are proposed to frontage.

Parking

Although not consulted directly, PEF have taken advice from Arun District Council's Parking Service with regards to the considerations of parking provision within the planning application.

Arun District Council currently offer town centre parking permits, available to residents of the Arun district at a discounted rate. The town centre parking permits can be used within Hothampton, Fitzleet, Lyon Street and Regis Centre car parks, and offer significant savings compared with the cost of paying for parking daily. Alternatively, the Council also offer seasonal parking permits, also available to residents at a discounted rate, and can be used



in nearby Gloucester Road car park. Further information on our parking permits can be found on our website - [Car park permits | Arun District Council](#)

Additionally, as The Arcade falls within the West Sussex County Council Controlled Parking Zone (CPZ), residents can request an on-street resident parking permit enabling them to park within the resident only and shared use bays. Further information on these permits is available on our website - [Resident permits | Arun District Council](#)

As the Council already offer parking permits for all of the car parks mentioned and surveyed within the report, alongside the on-street permits available, we wouldn't enter into any separate resident parking arrangements.

Climate Change and Sustainability

PEF have also taken advice from Arun District Council's Climate Change and Sustainability Manager with regards to the environmental impacts of this planning application.

Several sustainability factors have been included within the development design, and align with planning policy:

- The development is taking place on a brown field site.
- Current plans show that there will be roof space on the new eastern wing roof to install PV panels. This will support the generation of onsite renewable energy.
- Current plans show that secure and covered cycle storage will be available for residents (number of storage units is not currently confirmed), additionally, no off-site parking is available on site. This development therefore supports sustainable travel and encourages residents to utilise active and public transport available near the site.
- Current plans show that x2 additional internal refuse storage locations will be installed, supporting the proper separation of waste (no indication of specific separation, or where food waste would be stored).
- Current reports confirm that high spec/efficient insulation and windows will be installed to ensure the building envelope is strong (no indication on what this 'means' in terms of u-values).
- Current policies that have been referenced include: ECC SP2 and Policy QE SP1

Cleansing

PEF have also taken advice from Arun District Council's Cleansing Service with regards to domestic refuse provision.

Reviewing the plans it seems that there is proposed provision of 9 x 1100-litre bulk bins (5 refuse, 4 recycling) This is broadly acceptable for the number of units—particularly given the high proportion of single-occupancy flats—it is significantly lower than standard household provision. Ideally there would be more containers given the expected move to fortnightly collections.



This may be manageable if supported by a robust management plan.

Bin Store Capacity Observations:

- Bin Store 2 appears to accommodate 6 x 1100L bins.
- Bin Store 1 appears to accommodate 3 x 1100L bins (end-to-end).
- This totals 9 bins, but does not allow space for food waste containers.

Food Waste Provision:

- The current proposal of 3 x 140L food waste bins is insufficient for 53 residents.
- We recommend provision for up to 5 x 140L food waste containers, ideally located in the service yard, to allow for weekly collection - this may be a low uptake in a flat block.

Additional Requirements:

- Provision should also be made for 3 x 1100L overspill refuse bins in the service yard to manage peak waste periods such as Christmas time.
- A robust bin store management plan is essential as space appears limited. Communal bin stores in flatted developments are frequently misused, with:
 - Bulky items dumped
 - Cardboard left unbroken
 - Incorrect waste separation

This plan should include:

- Regular monitoring and cleaning
- Clear signage and resident education
- Enforcement measures for misuse

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

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<https://www1.arun.gov.uk/planning-application-finder>



From: Sam Horwill <Sam.Horwill@arun.gov.uk>
Sent: 16 July 2025 15:42
To: Planning.Responses <Planning.Responses@arun.gov.uk>
Cc: Simon Davis <Simon.Davis@arun.gov.uk>
Subject: RE: Planning Consultation on: BR/97/25/PL

Dear Planning.

In response to the below consultation, please see attached.

Kind regards,

Mr Sam Horwill BArch, PGDip Surv
Property, Estates, and Facilities Manager
Property, Estates, and Facilities

T: 01903 737516
E: sam.horwill@arun.gov.uk
[REDACTED]

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From: Planning.Responses <Planning.Responses@arun.gov.uk>
Sent: 03 June 2025 09:34
To: Property Estates <property.estates@arun.gov.uk>
Subject: Planning Consultation on: BR/97/25/PL

To: **Estates Manager**

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/97/25/PL
Registered: 2nd June 2025
Site Address: The Arcade High Street Bognor Regis
Grid Reference: 493695 99021
Description of Works: Partial change of use from Class E to form 35 No residential units (Class C3), partial demolition of existing building, development of new retail and residential spaces, minor changes to existing elevations, new entrance to Arcade from Belmont Street, solar panels and other minor works to the existing building. This application may affect the setting of listed buildings and is in CIL Zone 4 (Zero Rated) as other development.

The Council have received the above application.

[Click here to view the application and documents](#) The website is updated once a day in the evening, so you may need to wait until the day after this notification to view the documents.

Should you have any comments to make, these should be sent by replying to this email by 3rd July 2025 . 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

Mr S Davis

Planning Officer- Arun District Council

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Email: Simon.Davis@arun.gov.uk

PLCONSULT (ODB) 2020