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Your Ref :

Our Ref : **JAT / PPMS / PP / 2356 / LPA2**

Contract / Project No: **2356 / 18**

Date: **January 2019**

**Arun District Council
The Arun Civic Centre
Maltravers Road
Littlehampton
West Sussex
BN17 5LF**

Dear Sirs

**PROPOSED CONVERSION OF OFFICE BUILDING (B1) TO 2 X 2 BEDROOM SELF
CONTAINED FLATS (C3), 56 THE MEADOWS, ST MARY'S DRIVE, EAST PESTON,
BN16 1JB**

PLANNING STATEMENT & DESIGN and ACCESS STATEMENT

This document also includes statements related to:

Proposed development
Planning history
Design statement
Access statement and highways
Infrastructure statement
Historic environment statement
Archaeological statement
Geological statement
Contaminated ground statement
Ecology statement
Flood risk assessment statement
Heritage assessment of significance statement
Significance of site, setting and historic significance
Community infrastructure levy
Site construction waste management plan
Domestic waste disposal.

Cont'd

1.0) Design and Access Statement

1.01) Proposed Development

The proposed development consists of the change of use and conversion of an existing two storey building from office use (B1) to residential use (C3) comprising 2 x 2 bedroom self contained flats.

1.02) Planning History

A planning application has previously been submitted to the local planning authority (LPA) for the change of use from B1 to C3 under application reference number EP/111/ 18/PL. The application included for 4 x 1 bedroom flats. The application was refused planning consent on the grounds of over-development contrary to policies DDM1 and DDM2 of the Arun Local Plan and policy 1 of the East Preston Neighbourhood Plan.

1.03) Justification for the Proposed Development

The office accommodation provided within the subject building was occupied by staff employed by the site owners, Places for People, a housing association, but was found to be surplus to requirements during April 2013. Apart from periodic use as a base for gardening and maintenance staff the building has been vacant since April 2013. The housing association controls other buildings close by that comprise residential (C3) units of accommodation and it is therefore considered that the change of use would be appropriate in the location and that the loss of B1 accommodation would not be detrimental to the area by reducing the opportunity for employment.

1.04) Local and National Policies

Arun Local Plan

The key Policy considerations are considered to be D DM1 and D DM4 of the Arun Local Plan (ALP) and Policies 1 and 3 of the East Preston Neighbourhood Plan. Policy SD SP2 – Built up Area Boundary where development should be focused within the Built up Area Boundaries as shown upon the Policy maps.

1.05) National Planning Policy Framework (NPPF).

Guidance applied to applications relative to the proposed development.

NPPF allows for the presumption in favour of sustainable development. It is considered that the proposed development represents sustainable development and that it complies with the relevant parts of the NPPF.

1.06) Arun Local Plan

Policy D DM1 – Aspects of form and design quality. When considering any application for development the Council will have regard to the following:

- 1) Character,
- 2) Appearance/attractiveness,
- 3) Impact.

The proposed development requires only minimal alteration to the external appearance of the building and no enlargement of the structure is required. The proposed alterations to the exterior facade and roof are required to facilitate revised access and alterations to fenestration commensurate with the provision of adequate light and ventilation into the building and to provide secondary means of escape in the event of fire. In overall terms the proposed alterations will not have an adverse impact upon the character or appearance/attractiveness of the building.

Given that the size and bulk of the subject building remains in extant form the proposed development will not have an adverse impact on neighbouring properties or the spatial character of the area in general.

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Given the aforesaid, the proposed development does not conflict with Policy D DM1 of the Arun Local Plan.

Policy D DM4 – Extensions and alterations to existing buildings (residential and non-residential). When considering applications for alterations to existing buildings, the Council gives importance to good design in respect of visual appearance, siting, massing, form, scale and materials and allows for a high standard of amenity, does not have an adverse impact on neighbouring properties and respects the established spatial character.

Policy D DM2 of the ALP requires that internal spaces to be of an area as described within the Department for Communities and Local Government – Technical housing standards – nationally described space standards. As is demonstrated upon the accompanying drawing, the proposed development exceeds the requirements of the nationally described space standards. Generally, the space standards applied to the proposed development conform with (at least) the sizes as stated within the Worthing Borough Council Space Standards SPD.

Given that the size and bulk of the building remains unchanged and that the proposed alterations to the exterior are minimal and will not adversely impact upon neighbouring properties or the street scene and that the proposed interior space sizes of the provided accommodation exceed those required by the nationally described space standards, the proposed development does not conflict with Policy D DM4.

Built up Area Boundary – The proposed development is located within an area of established development located within a Built up Area Boundary as shown upon the Policy map. In principle therefore, the proposed development should be granted planning approval.

1.07) East Preston Neighbourhood Plan

Policy 1: Housing – General Principles

- i) The proposed development complies with requirements as stated within the Policy.
- ii) Communal car parking is provided opposite and close by the site and along the public highway. It is considered that there is adequate space for vehicles used by the occupiers of the two flats without the additional requirement adversely impacting upon other residents. It is pointed out that the parking environment is much improved since the closure of the offices. Staff were heavily reliant upon motor vehicle transportation to and from the site. The proposed residential use of the building will have far less of an impact upon the parking facilities provided for use by the residents.
- iii) Not applicable to the development.
- iv) All amenity land, incidental open spaces and road side verges are retained and remain unchanged by the proposed development.

Policy 3: Design in Character Area Two

The proposed development complies with Policy 3 in all respects.

1.08) Outside Space

The site includes for an area of enclosed general amenity land immediately adjacent to the south side of the subject building for the exclusive use by the residents of both flats. The enclosed land contains storage sheds that include for the keeping of bicycles. An area for the placement of refuse storage bins has been provided to the east side of the enclosed amenity land facing directly onto an existing access road allowing ready access for bin collections. The site generally is located within an area of open land laid to lawns with some mature trees all of which is accessible for use by the residents of the flats.

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1.09) Summary

a) Application EP/111/18/PL planning officers recommendation report states under the heading 'Residential Amenity and Space Standards': *'The subdivision of the building into flats would be acceptable in principle'*. The revised proposal is mindful of the reasons for the refusal of the first application and the issues have been addressed accordingly.

2.0) Infrastructure

2.01) Foul and Waste Water Disposal

Investigations with South West Water confirm that the public sewer drain located below the public highway has sufficient spare capacity to serve the proposed development.

2.02) Surface Water Disposal

Remains unchanged and is adequate.

2.03) Mains Services.

a) Mains electricity, gas and mains water are extant within the building and close to the site.

3.0) Historic Environment Statement

3.01) Not required.

3.02) Archaeological Statement

a) Not required.

3.03) Geological Statement

a) Not required.

3.05) Ecology Statement

The site forms part of an existing development that has been extensive landscaped. There is no evidence of the presence of any protected species upon the site and therefore the proposed development would not cause any harm or disturbance to the local or wider ecology.

3.06) Flood Risk Assessment Statement

According to investigations with the Environment Agency the site is not located within any flood zone.

3.07) Site Contamination Statement

Investigations with the Environment Agency reveal that the site has no history of contamination and that there is no record of any activities being carried out upon or close by the site that would cause ground contamination to occur.

3.08) Heritage Assessment of Significance Statement

a) Not required

3.09) Significance of Site, Setting and Historic Significance

Not required.

3.10) Cultural Significance

In an historical context the site has no significant cultural significance.

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3.11) Aesthetic Significance

The site provides no significant aesthetic contribution to the locality.

3.12) Community Infrastructure Levy

Community Infrastructure Levy form has been provided as part of the application submissions.

4.00) Site Construction Waste Management Plan

- a) All non-recyclable material to be disposed of at a registered land fill site by a licenced waste disposal contractor who shall provide a copy of his current licence to the freehold owner of the property where work is being undertaken prior to removing any materials or other matter.
- b) Asbestos products should any be present shall be identified within a report to be prepared by a specialist company after a full examination of the site has been undertaken. Any asbestos products shall be removed and disposed of by a registered asbestos waste collection and disposal contractor.
- c) All recyclable materials and components shall be disposed of at a registered recycling plant.
- d) General building waste products to be either disposed of at a registered landfill site and recyclable materials disposed of at a registered recycling plant.
- e) The building contractor shall prepare a Waste Management Plan for the approval of the relevant authority as may be directed by that authority.
- f) Generally, construction waste disposal shall have regard to current County Council waste disposal policies.

4.01) Domestic Waste Disposal.

- a) Shall be by arrangement with the local authority. Normal levels of domestic waste will apply to the development.

John Tadman BD&S Associates.