

Design & Access & Planning Statement for:

Site Address: Link House (Formerly Amherst House), Ferring Street, Ferring, BN12 5JR

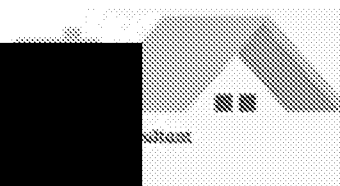
Applicant: Link to Hope

Date: 4th February 2021



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Ferring
BN12 5JR



The Site & Surroundings

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The site is situated in a sustainable and accessible location in the centre of Ferring Village. It is within the main retail/business area of the village with retail and other local businesses adjoining.

The site is approached by a hard surfaced access road and is situated to the rear of the parade of shops. Its siting means that the building is not highly visible from the Ferring Village streetscene.

The site comprises a detached part single storey and part two storey commercial building. There is a detached single storey storage building and an area of car parking.

Use



The building was previously used for many years as printworks with ancillary office accommodation. The applicants (Link to Hope) who are a local charity purchased the property last year and set out below is a statement from the charity outlining the intended use of the site.

"PLANS FOR AMHERST HOUSE

Link to Hope will be moving to Amherst House and using it as their charity head office including storage, warehouse and retail.

Link to Hope have 20 staff throughout their 6 shops however only 6 are based at the head office. There is a hope to increase this to 7-8 staff/volunteers over the next year. Of the current 6 staff Link to Hope have 5 staff members with cars that will need to park although we will be encouraging car sharing and the use of public transport.

To supply the six shops the charity has two Luton vans and a transit van. Each morning the two Luton vans are loaded with furniture/bric a brac etc and leave the HO. Several times a week one or both may return at lunchtime but mostly they do not return until the end of the day where they unload the stock they have picked up. The transit goes out during the day to move stock between shops and to deliver and collect small pieces of furniture and other items. This vehicle also returns at the end of the day.

The three vans would stay in situ apart from the rare occasion where they may be used by the charity for another role eg a fundraising event.

We aim to open up the warehouse where we store furniture to the general public. During Mon-Friday members of the public will be able to enter our

warehouse and buy goods from us. On a Saturday we are also proposing to be open. As we have car parking spaces, a limited amount of people will be able to park in our car park. On a Saturday of course we will only have one member of the team who will park there as the office staff will not be working. Nothing will be open on a Sunday or a Bank Holiday.

There a very limited amount of visitors to our Head Office during the week – one or two a week at most. In terms of visits to the retail warehouse we imagine that between 4-8 people may be in there at any one time (3 or 4 extra cars). Mostly we expect it to be local residents who already come to the retail shop we have on the corner around 100 yards from our new head office and will walk up to the new retail warehouse.

SHOEBOX APPEAL

We run a shoebox appeal each year between 5th November and the mid December each year. During this time staff and volunteers process around 40,000 shoeboxes. Currently 7/8 HGV lorries will between those dates, be loaded with shoeboxes at Amherst House to go over to Eastern Europe. Each lorry can take between 2 hours and 6 hours to load. There will also be 3 HGV lorries that arrive and need to be offloaded during this time. There is always a member of staff there to greet them regardless of what time of the day they arrive and monitor their leaving of the premises. Lastly there may be 3-4 deliveries a week of supporters from around the country arriving with shoeboxes.

During the month of November and first two weeks of December the retail operation will completely close and no members of the public will be allowed into our warehouse. The space will move over to the processing and running of the Shoebox Appeal. The parking places that were for people shopping will now be filled with the cars of volunteers helping us process shoeboxes. It is an amazing community event. By mid December

everything returns to normal and we go back to just the six staff members at head office."



The use is for a mixed use of the building for retail warehouse - Use Class E (a), together with ancillary offices – Use Class E (g) (i). As the site has been used a commercial printers for many years it is considered that the proposed change of use is appropriate for the building and the site's sustainable and accessible location.

Amount

The schedule of internal floor areas are as follows:

GROUND FLOOR

WAREHOUSE	350
STORAGE	80
TOILETS/KITCHEN/CIRCULATION	45
GROUND FLOOR AREA	= 475sqm

FIRST FLOOR

OFFICES	87
TOILETS/KITCHEN/CIRCULATION	22
FIRST FLOOR AREA	= 109sq m

DETACHED BUILDING

STORAGE	= 56sq m
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The total site area is approximately 960sqm.

Scale

The scale of the building will remain unaltered as no extensions or alterations to the building that would increase the scale are proposed.

Layout

Internal Layout

On the ground floor there is an entrance lobby, and this leads to an inner hall with access to the main retail warehouse area.

Also on the ground floor are toilets, kitchen and storage areas.

On the first floor are offices together with toilets and a kitchen area.

The old inefficient oil central heating system has been removed and a new very efficient electric system has been installed.

External Layout

The site is approached via an access road off Ferring Street leading a car parking and turning area and a detached outbuilding that will be used as storage.

Appearance

No structural alterations to the building are proposed.

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Since purchasing the site, the applicants have replaced many of the first floor windows with new double glazed windows and have also replaced some of the ground floor windows. They have also replaced and upgraded all the facias and guttering together with replacing the front entrance door.

All of the flat roofs have been replaced and additional insulation installed. Also, the old pitched asbestos cement roof has been removed and replaced.

The works that have already been carried out have improved the appearance of the building which was left in a fairly poor state of repair.

Landscaping

There are no proposals to alter the external areas which will remain for car parking and turning.

Access

Level disabled access to the building is provided.

The existing access road gives adequate access to the site's hard surfaced parking and turning areas.

PLANNING STATEMENT



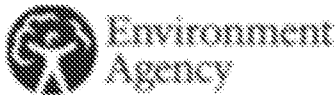
Context

The following factors have been taken into consideration when preparing this application.

- ✓ Relevance to local planning policies
- ✓ Relevance to appropriate contained in the National Planning Policy Framework
- ✓ The building and site's relationship with nearby buildings and their uses
- ✓ Provision of employment opportunities
- ✓ The site's sustainable location

Flood Risk Assessment

On the Environment Agency's Flood Risk Maps for Planning the site is being identified as being in Flood Zone 1 'Low risk of flooding from sea and rivers'. It is also identified as a site that has a very low risk of flooding from surface water. Therefore, a separate flood risk assessment should not be required. Please see below print outs from the Environment Agency's Flood Risk Maps for Planning.



Flood map for planning

Your reference	Location (easting/northing)	Created
Link House	509572/102915	26 Jan 2021 13:43

Your selected location is in flood zone 1, an area with a low probability of flooding.

This means:

- you don't need to do a flood risk assessment if your development is smaller than 1 hectare and not affected by other sources of flooding
- you may need to do a flood risk assessment if your development is larger than 1 hectare or affected by other sources of flooding or in an area with critical drainage problems

Notes

The flood map for planning shows river and sea flooding data only. It doesn't include other sources of flooding. It is for use in development planning and flood risk assessments.

This information relates to the selected location and is not specific to any property within it. The map is updated regularly and is correct at the time of printing.

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<https://www.nationalarchives.gov.uk/doc/open-government-licence/version/3/>

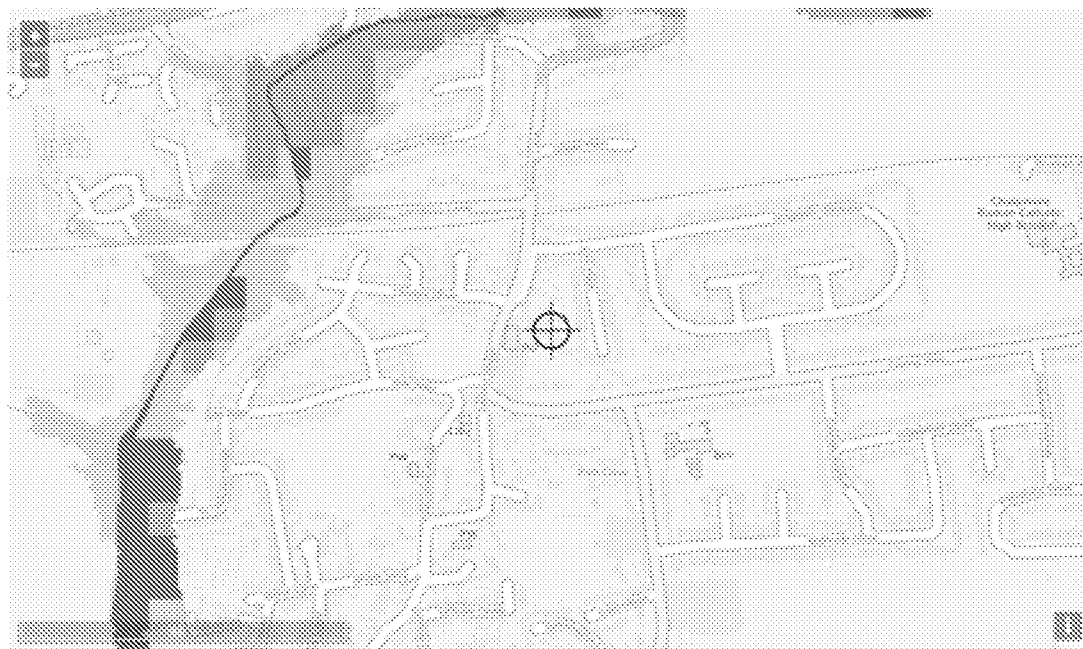


Flood risk

Extent of flooding

Location

Enter a place or postcode



Extent of flooding from rivers or the sea



Bin Storage

This is sited at the rear of the building as shown on the site plan. There are one 660 litre bin for commercial general waste and one normal size recycling bin. There are also four cardboard 1100 litre wheeled bins that are used during the appeal at the end of the year and these are supplied by Grundon Waste Management.

Local Planning Policies

The relevant policies contained in the Arun District Council Local Plan July 2018 are as follows.

Policy SD SP1 – Sustainable Development

The Government's overarching sustainability development objectives as set out in The National Planning Policy Framework are Economic, Social and Environmental.

It is considered that the proposal is compliant in providing the sustainable objectives of the NPPF and these are set out in full under the '*The National Planning Policy Framework*' section later in this statement.

The site is situated in a sustainable and accessible location within the heart of the commercial area of Ferring Village centre. The building has been empty, but this proposal now represents an excellent opportunity to reuse a commercial building which will offer employment opportunities and assist the vitality and economy of Ferring Village centre.

The proposal is considered to be sustainable development in terms of local economy, the local environment, location and transport.

Policy SD SP2 – Built Up Area Boundary

The site is situated within the designated built up area of Ferring Village.

Policy ENP DM1 – Employment Land & Policy SKILLS SP1 – Employment and Skills

The policy states that existing employment and business premises will be protected where there remains a reasonable prospect of employment use.

The proposal to change the use of the building from a printers works to the mixed uses as proposed will enable the building to be reused by a local

charity which will provide both employment opportunities and an essential service to the local and wider communities.

Policy T SP1 – Transport and Development; Policy T DM1 – Sustainable Travel & Parking Standards SPD

The site has been used for many years as a printers business which would have generated daily traffic to and from the site through deliveries, collections and visits from the general public.

It is not considered that the proposed use will increase traffic movements or congestion to and from the site or to the village generally.

The site offers car parking for staff and visitors and the building can also house secure cycle parking again for staff or visitors.

Staff will be encouraged to use car sharing or public transport.

Estimated travel movements to and from the site are set out in the applicant's statement on page 3.

Policy W DM2 – Flood Risk

As set out in this statement the site is in Zone 1 risk for rivers and sea, and very low risk for surface water flooding as defined in the Environment Agency's Flood Risk Maps for Planning. Therefore, it is not proposed to submit a separate flood risk assessment with this application.

Policy QE SP1 – Quality of Environment

As the premises will only be used for retail warehousing and offices, there will be no manufacturing or use of machinery on site. Therefore, the proposal is not likely adversely affect the local environment.

Policy QE DM1 – Noise Pollution; Policy QE DM2 – Light Pollution & Policy QE DM3 – Air Pollution

The proposed use will be less intrusive to the local area than the previous use as a print works. Therefore, it is not considered that there will be any increase in noise or air pollution. With regard to light pollution, no increase in artificial light levels is proposed and the building will only be in operation during daytime working hours, not overnight.

Policy QE DM4 – Contaminated Land

The proposed uses will not produce any contaminants that will affect contamination of the site. Its former use as a local print works which should not have led to any undue contamination at the site.

Community Infrastructure Levy

The site is in a zero charging zone and the applicants are a registered charity.

The National Planning Policy Framework

The Government's revised NPPF was published on the February 2019 and is now a material consideration in all planning applications.

At the heart of the NPPF is a presumption in favour of sustainable development.

I set out below the particular sections of the Framework that I consider appropriate to this development.

Section 2: Achieving Sustainable Development

Under this section it sets out the three overarching objectives of achieving sustainable development which are:

- ◆ *An economic objective;*
- ◆ *A social objective;*
- ◆ *An environmental objective*

Economic

The proposal reuses a commercial building in the heart of the village centre which has been empty. It will provide local employment opportunities as well as potentially bringing extra visitors to the village, which will be of benefit to other nearby businesses and assist in the economic viability of the village centre businesses.

It is considered that the proposal satisfies the economic objective of sustainable development.

Social

As well as providing employment opportunities the proposal is for use by a local charity for their direct sales, distribution and administration and it will fulfil a community use as well as a business use. Therefore, it is compliant with the Government's aims to provide socially inclusive communities.

Environmental

There will be no manufacturing on site and no extraction equipment, therefore the use will not be anti-social in terms of noise or pollution and it is considered that the proposal will have no adverse effect on the local environment.

It is considered that the proposal will have no adverse effect upon the local environment.

Section 4: Decision-Making

Paragraph 38 states that local planning authorities should approach decisions on proposed development in a positive and creative way. They should use the full range of planning tools available, including brownfield registers and permission in principle, and work proactively with applicants to secure developments that will improve the economic, social and environmental conditions of the area. Decision-makers at every level should seek to approve applications for sustainable development where possible.

Section 6: Building a Strong, Competitive Economy

This states that planning policies and decisions should help create the conditions in which businesses can invest, expand and adapt.

Section 9: Promoting Sustainable Transport

Paragraph 102 states that transport issues should be considered from the earliest stages of plan-making and development proposals, so that the potential impacts of development on transport networks can be addressed.

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The building is in a sustainable location within the village centre. The previous use of the building was as a local printworks therefore, it is not anticipated that the proposed use would significantly increase traffic movements to and from the site. As shown on the application drawings there are ample car parking spaces on site for staff and visitors and access for delivery lorries to access the warehouse.

Section 12: Achieving Well-Designed Places

There will be no external extensions to the existing building.

The building is sited behind the main parade of shops in Ferring Village and is not visible within the village streetscene.

The building layout is ideal for the purpose proposed. As can be seen from the application drawings, it provides good retail warehouse and storage accommodation together with office accommodation for the charity's administrative work.

Conclusion

It is hoped that the Council will support this application for the reuse of a redundant commercial building within Ferring Village centre, which will contribute to the vitality of the village centre and offer a service to the local community.