

From: Anita Gardner
Sent: 20 December 2018 14:25
To: Planning.Responses
Subject: FW: FG/171/18/DOC - Peugeot Garage Premises, Littlehampton Road,

Please scan as additional info from agent

Anita Gardner | Principal Planner, Directorate of Place, [Arun District Council](#) | Location: First Floor, Arun Civic Centre, Maltravers Road, Littlehampton, BN17 5LF
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From: Kevin Conlon [REDACTED]
Sent: 07 December 2018 15:52
To: Anita Gardner
Subject: RE: FG/171/18/DOC - Peugeot Garage Premises, Littlehampton Road,

Dear Anita,

Further to your email from Tuesday, and the comments received from the Council's Environmental Health officer, we can confirm the following with assistance from our preferred main contractor, noted against the original comment:

1. *Hours of operation: Information supplied indicates Monday to Saturday working alone (08:00 to 18:00 hours). Please clarify whether works are intended on any Saturday and if so, this to be confirmed as between the hours 08:00 to 13:00 only. No operation to occur at all on any Sunday, Monday or Bank or Public holiday. The Contractor will not be working any unsociable hours on this project. Works will commence at 8.00am and works will cease no later than 6.00pm Monday to Friday. Should works be required beyond these hours, the Contractor will contact the local Environmental Health officer to inform them, stating reasons and times of activity. In the highly unlikely need for Saturday working, hours will be restricted to 8.00am to 1pm only. No operations will occur on a Sunday, Bank and Public holidays.*
2. *The Construction Management Plan shall state whether any pile driving operation is intended and measures which will be taken to prevent noise and vibration detriment to any nearby sensitive receptor. The CMP has been updated to note that no pile driving operations will be carried out on this site.*
3. *Please confirm suitable means of communication of site operations which will be provided to neighbours. The main contractor's site manager will engage with all local neighbours at the outset of the project and throughout. They will keep people informed via newsletters and advise up-coming events as necessary to maintain good relations. The site manager will let people have his telephone details to allow instant contact if it is necessary.*

As a consequence of the above clarifications, and to be of assistance in communicating these further, we have updated our Construction Management Plan accordingly. Please find attached updated copy.

I understand that our electrical engineer will contact the EH officer on her return from leave on Monday to discuss the external lighting design comments further. Hopefully to a resolution asap.

As per my email of Monday, we would also be grateful to hear a way forward with our surface water drainage issue at your earliest convenience.

Kind regards,

Kevin

Kevin Conlon
Senior Architect



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From: Anita Gardner <Anita.Gardner@arun.gov.uk>

Sent: 04 December 2018 17:38

To: Kevin Conlon

Subject: FW: FG/171/18/DOC - Peugeot Garage Premises, Littlehampton Road,

Dear Kevin,

Further to your e-mail which I received yesterday I have received the comments below from the environmental health officer.

Without prejudice, please can you provide the clarification requested within the next 10 days.

I would also appreciate your agreement to an extension of time on the application until 16-01-2019 to allow for processing and re-consultation of the additional information

Regards

Anita Gardner

Anita Gardner | Principal Planner, Directorate of Place, Arun District Council | Location: First Floor, Arun Civic Centre, Maltravers Road, Littlehampton, BN17 5LF

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From: Carol Reynolds

Sent: 04 December 2018 13:33

To: Anita Gardner

Subject: Re: FG/171/18/DOC - Honda Garage Premises, Littlehampton Road,

Dear Anita

Please apply the following comment.

Environmental Health: Application for discharge of conditions. Further information required.

*Hours of operation: Information supplied indicates Monday to Saturday working alone (08:00 to 18:00 hours). Please clarify whether works are intended on any Saturday and if so, this to be confirmed as between the hours 08:00 to 13:00 only. No operation to occur at all on any Sunday, Monday or Bank or Public holiday.

*The Construction Management Plan shall state whether any pile driving operation is intended and measures which will be taken to prevent noise and vibration detriment to any nearby sensitive receptor.

*Please confirm suitable means of communication of site operations which will be provided to neighbours

Reason: In order to safeguard the amenity

Lighting Plan: Lower level lighting, specified as 'Type 1' to be provided to areas proximal to sensitive receptors and to the north of the site in order to prevent detriment to the amenity of these properties and South Downs National Park.

Reason: In order to prevent detriment to the amenity

<http://www.arun.gov.uk>

DX 57406 Littlehampton

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17036 – YEOMANS HONDA & HQ OFFICES, WORTHING

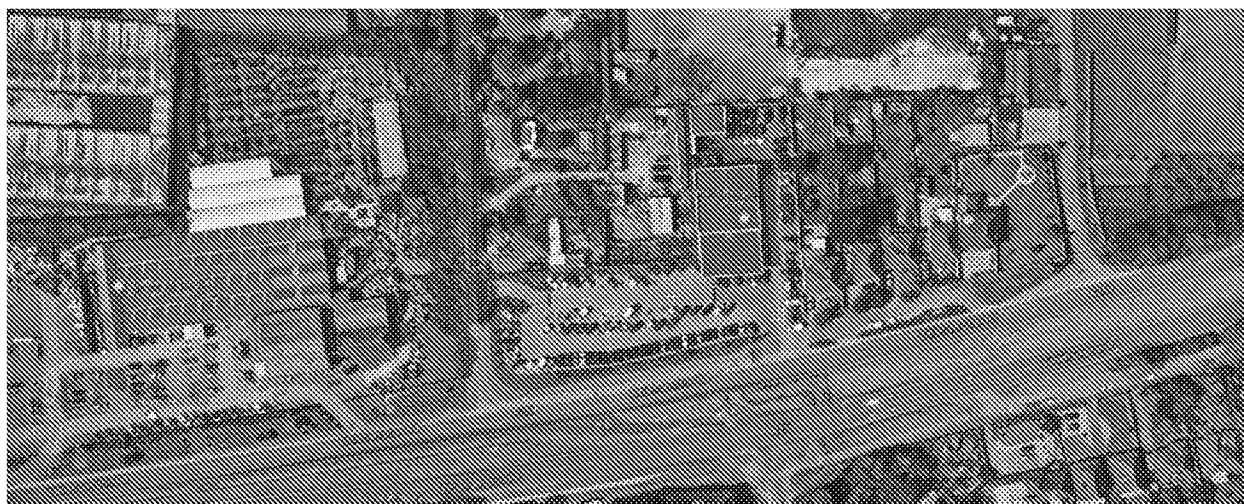
Construction Management Plan

Status: Planning

Rev	Amendments	By	Ch	Date
-	DISCHARGE OF CONDITIONS APPLICATION ISSUE	KC	-	21.09.2018
A	Updated to address Highways comments.	KC	SD	03.12.2018
B	Updated to address Environmental Health officer comments.	KC	SD	07.12.2018

PLANNING APPLICATION FG/39/18/PL: Condition 15

NEW BUILD HONDA SHOWROOM, DISPLAY PARKING, CAR SERVICING WORKSHOP, YEOMANS CORPORATE HEADQUARTERS OFFICES.



Introduction

The following document has been developed in line with the requirements as set out by Arun District Council's granting of Conditional consent. And, this has been further developed with comments received from West Sussex County Council's Highways officer, dated 31st October 2018 and Environmental Health Officer comments, dated 4th December 2018. Namely sizes of delivery vehicles and turning access within the site, and main contractor working practices. Consequently, the site area directly to the north of the proposed building site, currently being used a vehicle storage compound will be utilised by the main contractor for site set up and work operations during the construction period.

The site is a clear open space and free of obstructions. The area highlighted for main contractor site set up accommodation is an area surplus to Yeoman's current storage requirements.

This CMP will detail appropriate mitigation measures to minimise dust and emissions. The measures incorporated will be based on the Council's own 'Construction Code of Practice'.

The Development

The development proposes a new-build motor retail showroom for Honda cars, with further associated offices, customer lounge/reception areas, new Yeomans corporate HQ offices all built adjacent to the existing Peugeot dealership. External car sales display areas will also be laid out. The construction of these new facilities is part of Yeomans commitment to business growth and employment opportunities for the local economy.

Prior to construction, a period of demolition will commence to remove the vacant 'Hill View' bungalow, and further sundry timber out-buildings.

The new buildings will sit connected to the adjacent existing Yeomans Peugeot dealership.

Site Establishment

The site will be hoarded to the perimeter with solid plywood 2m high hoardings along the site boundary which will be maintained throughout the demolition and construction periods as part of the security measures. Refer to **Appendix A** for the site accommodation set up plan. Similar timber hoardings will be constructed across the car display forecourt to safely divide the existing Peugeot site operations. Static or mobile security on site will be reviewed as work proceeds. The proposed works site will be accessed only via the vehicle compound area directly to the north and not from the Hangleton Lane. The site set up will consist of the following:

- Site Office
- Site Canteen
- Site Welfare & Drying facilities
- Site Storage, Refuse and Recycling skips.

Demolition Phase

The site currently consists of an existing vacant single storey bungalow with sundry garages and timber outbuildings that will be demolished by a specialist demolition contractor prior to any construction works commencing. The first activity will be to terminate the existing statutory services in order to safely progress the demolition. Once the buildings have been demolished, the site will be



levelled flat for the main contractor to progress works once suitably appointed and mobilised. The main contractor will then progress the foundation and steelworks packages.

New Build Construction

Superstructure

Once the foundations have been cast, then steel erection can commence. This will be done in a regulated sequence of erection. Once the steel is erected this will be lined and levelled. Roofing will be carried out with the protection of fall arrest netting and edge protection. On completion of the roofing works, the wall cladding will commence, with the glazing works and secondary openings completing the shell.

Piling Works

It shall be noted that no pile driving operations will be carried out on this site.

Internal Works

In line with the superstructure commencing, works will begin to commence on the newly installed ground floor slab. Internal works will commence after the superstructure, with the installation of the floor slabs. Fit out will continue once the envelope is water tight.

External Works

External works will be carried out continually throughout the project with the following activities being key to completion:

1. Formation
2. Foul Drainage
3. Surface water drainage
4. Hard Standing
5. Services infrastructure
6. Landscaping

These activities will be carried out at logical times to suit the building process and seasons.

Fit out

The fit out will commence when the building is watertight, and the following activities will be key processes:

1. Mechanical and Electrical 1st Fix
2. Forming of walls
3. Forming of ceilings
4. Floor Finishes
5. Painting and decoration
6. Mechanical 2nd Fix
7. Electrical 2nd fix
8. Testing and Commissioning
9. Final fit of loose items (furniture)
10. Cleaning

General Methodology

CONTROL OF DUST / DIRT POLLUTION

The Contractor will ensure that all dust is controlled and kept to a minimum during the construction phase in order to protect the adjacent public highways and nearby residents & businesses from



pollution, and as such, measures will be taken to suppress dust generated from construction activities. The Contractor will carry out works in accordance with the Council's 'Construction Code of Practice'.

Pre planning and Training

The Contractor will have copies of the Council's 'Construction Code of Practice' on site for reference, and will insist that all Site Managers refer to this document when required. The Contractor will hold "tool box talks" on dust control. The Contractor will pre-plan the control of dust prior to the activities taking place.

The demolition contractor will be made aware of the presence of Asbestos Containing Materials by way of a site pre-assessment report R&D Asbestos Survey. The demolition contractor will remove all ACM's from suit in a safe and methodical manner.

Vigilance by the groundworks contractor for asbestos containing material is recommended throughout the development with a discovery strategy in place should any asbestos containing material be encountered. Any residual traces of ACM encountered during the development are removed from site and disposed of appropriately.

Haulage Routes

The Contractor will take possession of the proposed site and utilise a section of the existing adjacent Yeoman's vehicle storage compound area which has suitable hard standing areas for vehicle unloading and turning for this use and their general site works accommodation. **Refer to Appendix C for largest rigid delivery vehicle turning head details.**

The existing Yeomans Peugeot site is serviced by this rear vehicle compound as consented under previous planning applications, so the new development will utilise this existing principle. This to minimise stopping, waiting and turning into the former bungalow development site, whereby the size of the vehicle compound is adequate to take the largest of delivery vehicles.

The Contractor will ensure all activities minimise the amount of dust and debris leaving site onto adjoining highways together with a wheel washing where necessary.

Static and Mobile Combustion Plant Emissions

The Contractor will ensure all emissions from Plant Machinery will be kept to a minimum.

Materials Handling, Storage, Stockpiling, spillage and disposal.

All method statements submitted on site should consider dust control. The nature of the building i.e. glass and cladding, eliminate a lot of dust control issues relating to brick and block work construction. All disposal vehicles will leave site sheeted, and damping down will be utilised when required. All material for disposal will not be stockpiled for long durations and waste arising from construction activities will be protected from wind erosion when required. All spillages will be cleaned up in the appropriate manner as soon as they occur, to minimise pollution and avoid the potential to cause harm. No fires will be permitted. A traffic plan for all large deliveries will be in place and all vehicles will be able to turn at all times on the 'vehicle compound' site and allowed to pull forward off this site. Refer to **Appendix B**.

Site Preparation

The Contractor will ensure that should the site be exposed to long periods of dry weather, all excavations will be subject to damping down.



Construction and Fabrication Process

The Contractor will ensure compliance with The Construction (Design and Management) Regulations 2015 and in particular Part 3 Regulation 8 General duties, whereby construction must be undertaken 'in a manner that secures the health and safety of any person affected by the project.'

Action and Reporting

The Contractor will encourage all persons on the site to be responsible for their own actions. They will highlight dust pollution in the site induction.

Monitoring

The CDCDA document highlights the requirement for monitoring for Health and Nuisance purposes.

Health

The Contractor will ensure all the workforce is protected in line with regulations. Due to the nature of the activities going on,

Nuisance

The Contractor will again emphasise the health section with this matter. Should any guidance from the local enforcing authorities be issued, The Contractor would adopt the principles they recommend.

Contact

The Contractor will have a full time Project Manager who will act as monitor, controller and liaison on this matter.

CONTROL OF NOISE POLLUTION

The Contractor will acknowledge that the control of noise is paramount during the construction phase to protect nearby residents from pollution.

Construction and Fabrication Process

The Contractor has been involved in the pre-Construction planning of the project and the majority of the building is constructed in modular form minimising high noise generating activities. If these functions are necessary noise suppression will be utilised.

Pre Planning

Due to the location of the site, the Contractor will ensure there will be no major sources of noise disruption beyond the site boundary even taking into account the adjacent residential & business properties that flank three boundaries. The remaining boundary (south-west) borders the A237, and we therefore believe the background noise from this road will not be exceeded. The Contractor will acknowledge the activities below which they may be noise generating on the project:

- Plant movements
- Small tools
- All plant will be fitted with regulation approved noise suppression and all small tools exactly the same.

Times of Working

The Contractor will not be working any unsociable hours on this project. Works will commence at 8.00am and works will cease no later than 6.00pm Monday to Friday. Should works be required beyond these hours, the Contractor will contact the local Environmental Health officer to inform them,



stating reasons and times of activity. In the highly unlikely need for Saturday working, hours will be restricted to 8.00am to 1pm only. **No** operations will occur on a Sunday, Bank and Public holidays.

Action and Reporting

The Contractor will encourage all persons on the site to be responsible for their own actions. They will highlight noise pollution in the site induction. Should any noise nuisance be reported the Project Manager will take all steps to minimise or reduce the noise emissions. In case of a report direct to site, the local Environmental Officer will be notified.

Training

The Contractor will insist on all Site Managers that all operations will produce as little noise as possible. The Contractor will encourage “tool box talks” on the matter as a way of training operatives.

Monitoring

Noise will be monitored for Health and Nuisance purposes.

Health

The Contractor will ensure all the workforce is protected in line with regulations.

Nuisance

The Contractor will emphasise the Health section with this matter. Should any guidance from the local enforcing authorities be issued, The Contractor would adopt the principles they recommend.

Contact

The Contractor will have a full time Project Manager who will act as monitor controller and liaison on this matter.

Communications with neighbouring properties

The main contractor's site manager will engage with all local neighbours at the outset of the project and throughout. They will keep people informed via news letter and advise up coming events as necessary to maintain good relations. The site manager will let people have his telephone details to allow instant contact if it is necessary.

Parking

All vehicles associated with the site will be parked on the adjacent Yeoman's vehicle storage compound area as shown on site set up accommodation plan (**Appendix A**). At no time will contractor vehicles be allowed to park on the Hangleton Lane.

Storage of Materials

All materials off loaded will be set down and accommodated within the adjacent Yeoman's vehicle storage compound area as shown on site traffic plan (**Appendix B**).

Material Deliveries

All deliveries will be at staggered times to avoid peak periods and as such suggest no deliveries will be made during the following times 0800 – 1000 and also 1500 – 1800 hrs Monday to Friday. The Contractor will liaise with neighbouring properties where appropriate incl. schools and groups (cyclists and disabled groups) to discuss deliveries and the impact on their environment. It is anticipated that there will be one delivery vehicle on site at any time. It will be stated that no articulated lorries will be allowed to make deliveries to site, and that rigid vehicles and transit vans alone shall be utilised to make all site deliveries. Refer to **Appendix C** for largest rigid delivery vehicle turning head within the



existing vehicle storage compound. There will on average be 1 delivery per hour. The contractor will work closely with Yeomans site operations staff to suitably coordinate large deliveries.

Site delivery vehicles will be able to access and egress the 'compound' area by driving forward in to the on-site turning area adjacent to the material storage area and therefore no vehicles will need to reverse onto or off the actual works site. Any vehicles that are unable to be accepted by the site will be requested to leave site and be called back when the site is ready.

Cranage

The main contractor has highlighted the use of a maximum 25 tonne mobile crane, which will be positioned to suit the steelwork erection. A vehicle marshalling 'banksman' will accompany the crane when making repositioning movements and access to and from site will be in a forward gear. As with all delivery vehicles turning can be made within the site's boundaries. Refer to **Appendix D** for details.

Waste Management

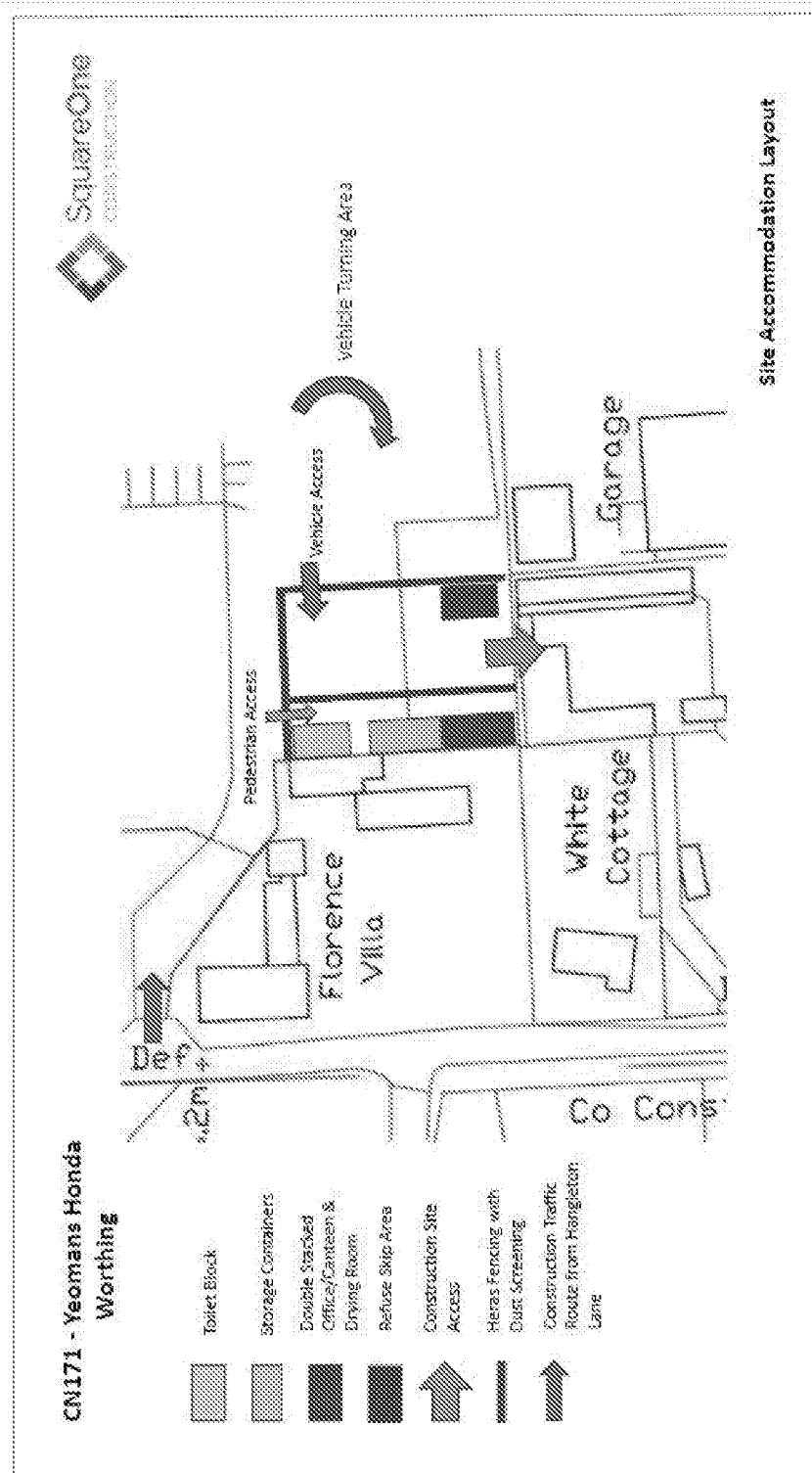
A site Waste Management plan will be generated by the Contractor with the use of specialist advice to deal with waste resulting from the demolition and construction works. The plan will identify a scheme for recycling and a recycling area will be established on site.

Method Statements

Where applicable Method Statements will be required and these will be reviewed by The Contractor's Site Management. In terms of the Tree Protection these have been cornered off prior to the Contractor commencing work on site and will be maintained throughout the construction period. Any works that fall within these zones will be supported by a detailed method statement and reviewed accordingly. Prior to any works commencing and subsequent works thereafter all parties will be informed of the protection zones and form part of the site specific induction given to all site visitors and operatives upon arrival.

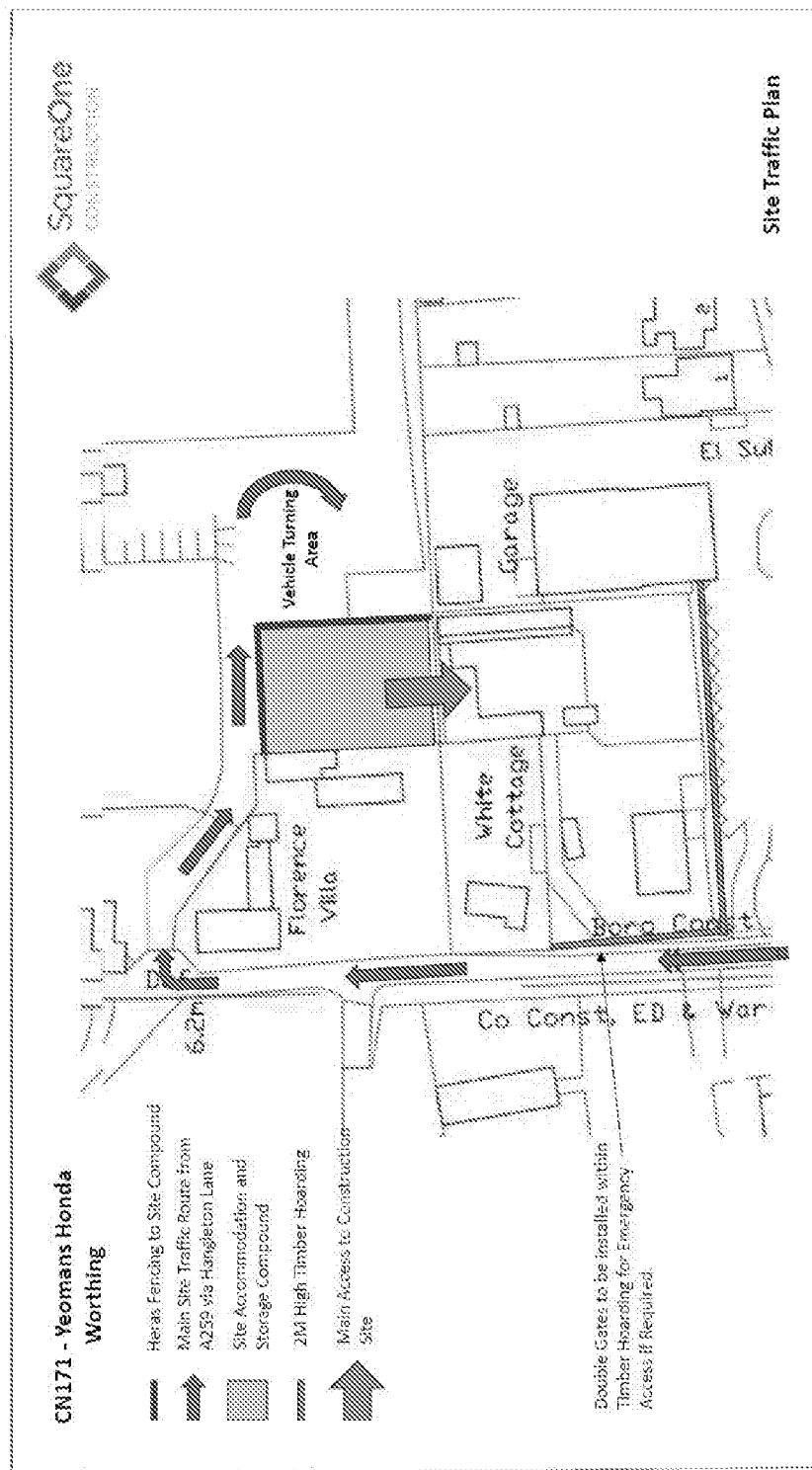


APPENDIX A – SITE SET UP ACCOMMODATION PLAN



Directors: Kenneth Watson RIBA, Michael Brown RIBA, David Steel RIBA, Andy Clemens RIBA, Gray Evans RIBA, Steve Duffy RIBA
 Associates: Paul Wellham, Stuart Large RIBA, Rosie Mitchell, Michael Cooke RIBA
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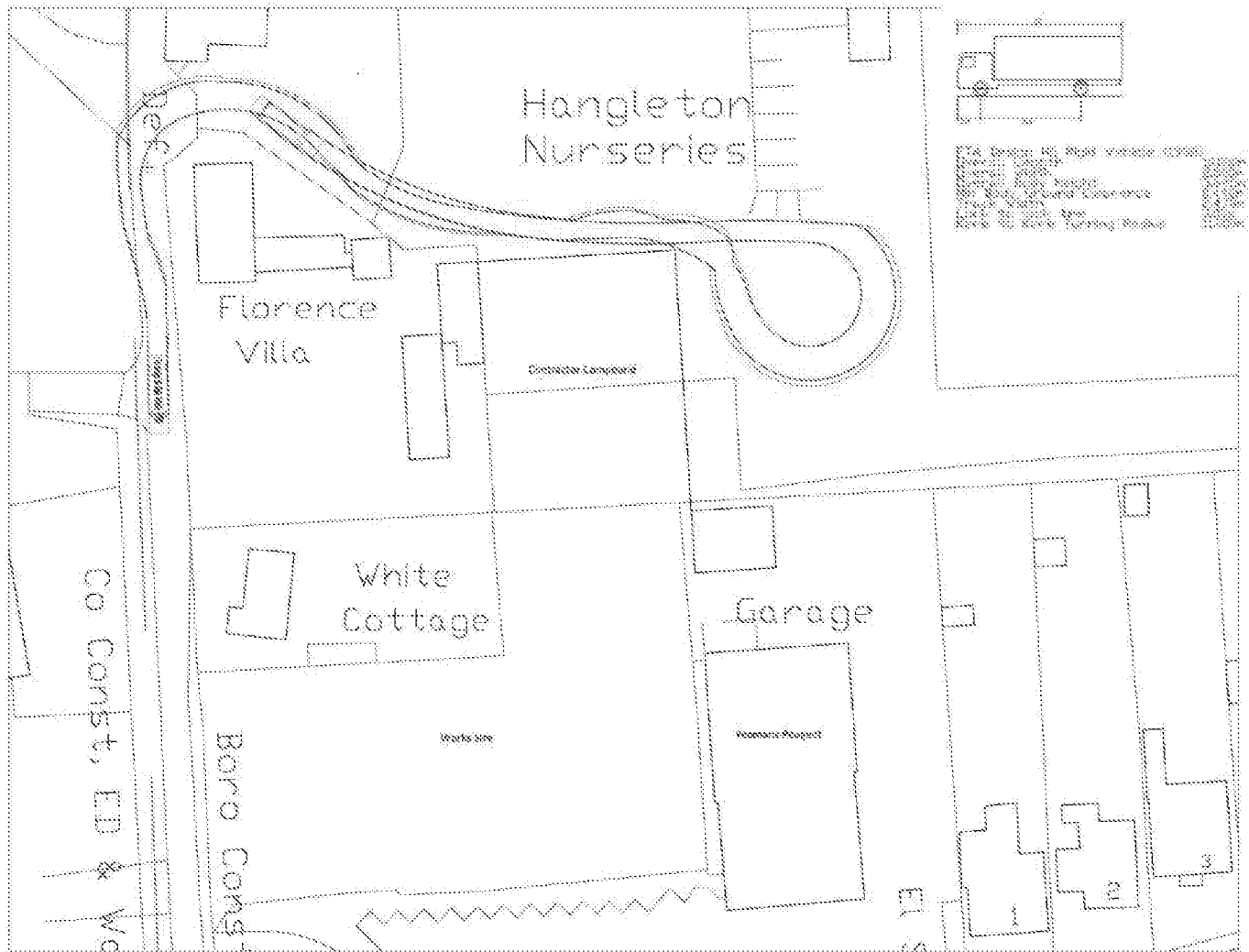
APPENDIX B – SITE TRAFFIC PLAN



Directors: Kenneth Watson RIBA Michael Brown RIBA David Steel RIBA Andy Clemens RIBA Gary Evans RIBA Steve Duffy RIBA
 Associates: Paul Wellham Stuart Large RIBA Rosie Mitchell Michael Cooke RIBA
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APPENDIX C – DELIVERY VEHICLE (LARGEST ANTICAPTED) TURNING HEAD PLAN

Based on a rigid delivery vehicle size at 2.5m wide x 10m long.



Directors: Kenneth Watson RIBA, Michael Brown RIBA, David Steel RIBA, Andy Clemens RIBA, Gary Ewins RIBA, Steve Duffy RIBA
 Associates: Paul Wellham, Stuart Large RIBA, Rosie Mitchell, Michael Cooke RIBA
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APPENDIX D – CRANAGE

Based on a 25 tonne crane at 2.5m wide x approximately 12m long. It should be noted that a banksman will accompany the crane when making all repositioning movements, and to / from site. It is anticipated that the steelwork will be erected in one phase, with the crane remaining onsite for its duration. Ensuring that the crane will potentially only enter and exit the site once.

