

From: Anita Gardner
Sent: 28 February 2019 16:11
To: [REDACTED]
Subject: FW: FG 4 19 Discharge of Condition Application

Hi Debbie,
Have you had a chance to look at this yet?
Thanks
Anita

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

Internal: 37529 | External: +44 (0) 1903 737529 | E-mail: anita.gardner@arun.gov.uk

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From: Anita Gardner
Sent: 15 February 2019 09:25
To: [REDACTED]
Subject: FW: FG 4 19 Discharge of Condition Application

Debbie,
Please can you let me know if these details are now acceptable?
Thanks
Anita

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

Internal: 37529 | External: +44 (0) 1903 737529 | E-mail: anita.gardner@arun.gov.uk

Visit Arun's web site at www.arun.gov.uk



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From: Anita Gardner

Sent: 06 February 2019 11:43

To: [REDACTED]

Subject: FW: FG 4 19 Discharge of Condition Application

Debbie,

Please see attached. Are you now agreeable to discharge the condition?

Thanks

Anita

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

Internal: 37529 | External: +44 (0) 1903 737529 | E-mail: anita.gardner@arun.gov.uk

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From: Kevin Conlon [REDACTED]

Sent: 06 February 2019 11:38

To: Andrew Wood

Cc: Anita Gardner; Steve Duffy

Subject: RE: FG 4 19 Discharge of Condition Application

Dear Mr Wood,

We are happy to confirm the recommendations as noted in your colleagues previous communication has been incorporated. We therefore attach our Highways Consultant's updated D&S Plan. Can this Condition now be discharged?

Regarding our application ref: **FG/171/18** being monitored by Mrs Gardner. We note the only requirement here was to illustrate the already consented road widening permitted under PA A/114/17. To confirm, these widening works have been completed, for which we were not involved. Our updated Construction Management Plan (CMP rev D) is therefore attached. We therefore trust that this condition can now be suitably discharged.

We look forward to receiving discharge notices in due course.

Kind regards,

Kevin

Kevin Conlon
Senior Architect



HNW Architects Ltd. Registered office: 61 North Street, Chichester, West Sussex, PO19 1NB.

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From: Andrew Wood <Andrew.Wood@arun.gov.uk>

Sent: 30 January 2019 15:50

To: Kevin Conlon [REDACTED]

Subject: FG 4 19 Discharge of Condition Application

Mr Conlon,

FG 4 19 Discharge of Condition Application

Please can you confirm the changes in the attached word document.

Also the Highways Engineer has made the following request;

In reference to our previous response dated 14/1/19 to FG/171/18 for the Discharge of Conditions – Construction Management Plan. It may be helpful to request the applicant shows the swept path of the Crane on a drawing which also shows the widening permitted under PA A/114/17.

Please provide additional information.

Thank you,

Andrew Wood

Andrew Wood MRTPI | Senior Planning Officer, Planning Department, Arun District Council |
Location: 1st Floor, Arun Civic Centre, Maltravers Road, Littlehampton, BN17 5LF
Internal: 37768 | External: +44 (0) 1903 737768 | E-mail: andrew.wood@arun.gov.uk

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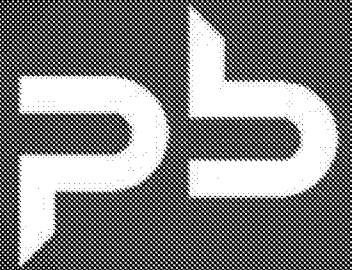
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YEOMANS PEUGEOT GARAGE, WORTHING

DELIVERY AND SERVICING PLAN

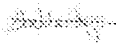
February 2019

Yeomans Ltd

**COMMERCIAL DEVELOPMENT
YEOMANS PEUGEOT GARAGE
WORTHING**

DELIVERY AND SERVICING PLAN

CONTROLLED DOCUMENT

<i>Document No:</i>		020.0347/DSP/2	
<i>Status:</i>	Original	<i>Copy No:</i>	
	<i>Name</i>	<i>Signature</i>	<i>Date</i>
<i>Prepared by:</i>	Shannon Betteridge		November 2018
<i>Checked by:</i>	Jon Huggett		November 2018
<i>Approved by:</i>	Jon Huggett		November 2018

Revision Record

<i>Rev.</i>	<i>Date</i>	<i>By</i>	<i>Summary of Changes</i>	<i>Chkd</i>	<i>Aprvd</i>
2	01/02/19	HCH	Highways Comments	JH	JH

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Yeomans Ltd

**Paul Basham Associates Ltd
Lancaster Court
8 Barnes Wallis Road
Fareham
Hampshire
PO15 5TU**

COMMERCIAL DEVELOPMENT
YEOMANS PEUGEOT GARAGE
WORTHING

DELIVERY AND SERVICING PLAN

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1. INTRODUCTION

- 1.1 This Delivery and Servicing Plan (DSP) has been prepared by Paul Basham Associates on behalf of Yeomans Ltd to discharge Condition 11 of the planning consent (FG/39/18/PL) associated with a commercial development for the addition of a new car dealership, siting of a head office and associated facilities at the Yeomans Peugeot Garage, Worthing.
- 1.2 Specifically, Condition 11 states *'The use hereby approved shall not begin until details of a scheme for the control of car transporters and deliveries has been submitted to and approved in writing by the Local Planning Authority. The submitted details shall include numbers/frequency, and measures to ensure that all deliveries including transporters unload/load only within the rear area accessed off Hangleton Lane and enter and leave the site in forward gear. Only the approved scheme of deliveries shall be operated thereafter'*.
- 1.3 The site, which is currently occupied by a Peugeot Garage, is situated approximately 9km west of Worthing and 10km east of Littlehampton. The site and its surroundings are demonstrated in **Figure 1** with the site layout included in **Appendix A**.



Figure 1: Site Location

- 1.4 The remainder of this report will address the following areas;
- Review of the planning approval and site history;
 - Servicing of the Proposed Development;
 - Delivery management measures;
 - Details of the likely routing of vehicles; and
 - Vehicle tracking of the compound and access arrangements

2. SITE PLANNING HISTORY

- 2.1 The site has been subject to a number of planning applications since 2013, when the first application to extend the forecourt was submitted for the *'Demolition of existing single storey dwelling, construction of paved display and parking forecourt, with associated landscaping and lighting'* (application reference: FG/134/13).
- 2.2 As part of the above application the access arrangements for the site were altered and now the site adopts an 'In' and 'Out' arrangement which provides a betterment to the former single access onto the A259. The existing access arrangements are demonstrated in **Photographs 1** and **2**.



Photograph 1: Existing 'In' Access



Photograph 2: Existing 'Out' Access

- 2.3 It should also be noted that an application has been submitted, and subsequently approved, for widening works to Hangleton Lane to be implemented adjacent to the vehicle storage compound, located to the rear of the site, to improve access onto the site for transporter vehicles (*application reference: A/1114/17/PL*). It is from this revised access that large vehicles service the site, with smaller delivery vehicles currently utilising the forecourt, as demonstrated in **Appendix B**.

3. SERVICING OF PROPOSED DEVELOPMENT

Site Overview

- 3.1 The site is currently occupied by a Peugeot dealership (with a GIA of approximately 534m²), and associated facilities including a workshop (with a GIA of approximately 80m²), parking compound and parking bays. The consented development would see the retention of the existing Peugeot dealership and associated facilities, with the expansion of the site to include a Honda dealership and facilities and the siting of a new headquarters, thus totalling approximately 1,890sqm.
- 3.2 The existing Peugeot garage operates between the hours of 08:30 and 18:00 Monday to Friday, and currently employs 25 members of staff. It is anticipated that the new site will employ approximately 60 members of staff in total. The Honda dealership and showroom are expected to operate similar opening hours to the Peugeot garage, with the new headquarters expected to operate typical office hours of 09:00 to 17:00.

Number and Type of Delivery Movements

Existing

- 3.3 As part of the planning application itself, information was obtained from the client to determine the existing and proposed number of vehicle trips generated by delivery and servicing vehicles.
- 3.4 The information obtained from the client identified that an average of 3 delivery vans are suggested to service the existing site per day, therefore generating 6 vehicle movements. As demonstrated in **Appendix B**, a 7.5t Box Van has been shown to suitably be accommodated on-site within the existing forecourt areas, with larger vehicles accommodated within the compound to the rear of the site.
- 3.5 Additional vehicle movements within the clients control include car transporters to deliver/pick up vehicles. The site is currently serviced by Arun District Council's (ADC) refuse services and the client is therefore not in control of the timing and frequency of refuse vehicles. An example of the car transporter is demonstrated in **Figure 2**.



Figure 2: Example of Car Transporter (Source: rha.uk.net)

Proposed

- 3.6 Through the approved application, a proportionate increase in delivery and servicing vehicles was applied, specifically that approximately 10 delivery/servicing vehicles will access the site as a whole, generating 20 vehicle movements. As the consented scheme also includes a new dealership, it is anticipated that the number of vehicle trips made by a car transporter would be increased.
- 3.7 The refuse collection is still expected to remain via the A259 and therefore no additional vehicle movements in relation to refuse collection will be made.

Existing Timing of Deliveries

Small Vehicles

- 3.8 The site is currently serviced by a number of external delivery companies, each supplying a different element (tyres/refreshments/toiletries etc). These vehicles currently utilise the existing 'In' and 'Out' access arrangement as opposed to the compound to the rear. As these services are provided by external companies, a centralised co-ordination of deliveries on-site is not in place, given that these smaller vehicles would likely be routed to the site dependent on the location of other similar local units being serviced.
- 3.9 It is however, given the small number of vehicle trips made daily to the site, unlikely that all the delivery vehicles would be on-site at any one time. It is also reasonable to assume that the delivery vehicles would not all access the site during the wider road network traffic peaks of 08:00 – 09:00 and 17:00 – 18:00 and therefore the operation of the delivery vehicles is not considered to be a constraint.
- 3.10 In addition to the points made above, there is sufficient space within the forecourt to accommodate the waiting of a delivery vehicle whilst another is on-site, therefore ensuring that the free-flow of traffic along the A259 is not interrupted.

Larger Vehicles

- 3.11 Unlike the smaller delivery vehicles, the timing of car transporters to the site will need to be coordinated by the site, particularly given the space required on-site to accommodate a car transporter and provide sufficient space for it to turn. As aforementioned, car transporters serve the existing Peugeot garage dealership and utilise the compound to the rear which is subject to widening works as part of an earlier application (*reference: A/1114/17/PL*). As this occurs infrequently, and given that smaller delivery vehicles currently serve the site via the forecourt, there is no opportunity for conflict.

Proposed Timing of Deliveries

- 3.12 Condition 11 specifically requires all delivery vehicles and car transporters to unload/load in the compound to the rear of the site. Given the volume of servicing/delivery movements expected to be generated by the site, it is unlikely that one delivery vehicle would be on-site at the same time as another. Should the instance arise however, a management strategy could be implemented to coordinate the vehicles in a timely and effective manner, as discussed in the subsequent paragraphs.
- 3.13 With regards to the existing arrangement for the smaller delivery and servicing vehicles, it is not possible to coordinate when deliveries are made given that this is dependent on the routing and location of similar units. With regards to the car transporters, through the consented scheme it is anticipated that the frequency would increase and therefore could be a potential for conflict on-site between vehicles.
- 3.14 It is suggested that, given the space available within the forecourt, all small delivery/servicing vehicles arriving on-site pull into the forecourt to check in. Staff can then ensure that the rear compound is clear of any obstructions before allowing the servicing vehicle to travel northbound along Hangerton Lane and into the compound.
- 3.15 For the car transporters, it is anticipated that the client would have an indication as to when these would be anticipated on site. Staff would therefore be responsible in ensuring the compound to the rear of the site is clear of obstructions prior to the transporter arriving. A second measure to be implemented is for the driver of the transporter to phone ahead with an estimated time of arrival to again enable staff to make sure the access and compound are clear.

4. PROPOSED ROUTING STRATEGY

- 4.1 The Peugeot garage is situated approximately 3km north of Ferring on the northern side of the A259 Littlehampton Road which forms a key part of the regional road network. The A259 is a dual carriageway road connecting via the A27 to Hampshire and Chichester to the west to the rest of Sussex to the east and is subject to a 50mph speed limit across the site frontage.
- 4.2 The site currently provides an exit onto Hangleton Lane. Hangleton Lane provides access to a small number of residential properties and storage type facilities and measures approximately 5m in width. As the exit from Hangleton Lane onto the A259 is a 'Left Turn only', swept path analysis has been undertaken to ensure all vehicles can turn safely and efficiently out of the junction. The swept path analysis is included in **Appendix C**.

Wider Road Network

- 4.3 The location of the site in relation to the wider road network ensures that the larger vehicles accessing and egressing the site do so via key regional routes and the Strategic Road Network (SRN) as opposed to via local roads, which could cause congestion.
- 4.4 To the west of the site, the A259 connects to the A280 via the Roundstone Lane roundabout. The A280, which provides a route between the A259 to the south to the A27 to the north, measures approximately 9m in width and is subject to a 60mph speed limit. The A27 forms part of the SRN, providing a route between Hampshire and Chichester to the west and the rest of Sussex to the east.
- 4.5 To the east of the site, the A259 connects to the A2032 and subsequently the A2700 and the A24. The A2032 provides a route between Goring-by-Sea to the west and Broadwater to the east. The A2700 provides a route between the A2032 to the south to the A27 to the north. The A24 provides a key route between Worthing to the south and Clapham to the north. The location of the site in relation to the wider road network is demonstrated in **Figure 3**.



Figure 3: Wider Road Network

Optimal Route to the Site

- 4.6 As previously described, the A259 is a dual carriageway directly outside the site. The geometries of the lanes (c.3.5m each) ensure that larger vehicles can be accommodated alongside other road users. Condition 11 requires all large vehicles to be able to safely enter and exit Hangleton Lane in a forward gear and therefore swept path analysis of this has been undertaken which is included in **Appendix C**.
- 4.7 Aside from the crossing point immediately outside the site frontage, the western route to the site via the wider road network is unobstructed in relation to crossing facilities and residential development. This therefore reduces the opportunity for conflict between both motorised and non-motorised road users.

Optimal Route from the site

- 4.8 The site is situated on the northern side of the A259 and therefore all vehicles egressing the site would need to travel eastbound along the A259 to the A259/A2700/A2032/Goring Street roundabout. An assessment of the suitability of using the A2032/A24, the A2700, and turning and travelling westbound along the A259 has been undertaken.
- 4.9 By turning at the A259/A2032/Goring Street roundabout to travel westbound towards the A280, large vehicles would avoid travelling through built up areas such as Goring-by-Sea, Tarring and Durrington. Whilst an additional crossing facility is provided along the westbound carriageway, the opportunity for conflict is minimal and the geometries are favourable for accommodating large vehicles. This route would, however, result in a slightly longer journey time to the A27 than routing via the A2700.

- 4.10 The A2700 provides a direct route between the A259 and the A27, and avoids the need for vehicles to turn back on themselves. The A2700 is a single lane road, however the lane widths (c.3.5m) are suitable for accommodating large vehicles. This route serves a small number of accesses and, considering there is no pedestrian infrastructure along this route, the free-flow of traffic and safety of non-motorised users is not compromised.
- 4.11 The alternative route, via the A2032 provides the opportunity for conflict with both motorised and non-motorised road users. A series of pedestrian crossing points (both in the form of signalised junctions and pedestrian refuge islands) are located along the length of the A2032, particularly at roundabouts and outside the High School.
- 4.12 In addition, the geometries of the carriageway along the A2032 are not as favourable as the A259, with a significant proportion of the road provided as single carriageway. A further constraint to the route towards the A24 has also been identified at the Poulters Lane/A2032 junction which is currently provided in the form of a mini-roundabout. The geometries of this junction are likely to be insufficient to accommodate the large turning circles associated with car transporters.
- 4.13 It is therefore considered that the most efficient, safest and least disruptive route of all large vehicles (particularly car transporters) to the site should be made via the A27, A280 and A259 and those leaving the site should utilise the A259 and the A2700, as demonstrated in **Figure 4**.

5. SUMMARY AND CONCLUSION

- 5.1 This Delivery and Servicing Plan has been prepared by Paul Basham Associates on behalf of Yeomans Ltd to discharge Condition 11 of the planning consent (FG/39/18/PL) associated with a commercial development for the addition of a new car dealership, siting of a head office and associated facilities at the Yeomans Peugeot Garage, Worthing.
- 5.2 The aim of this DSP was to demonstrate that all deliveries can safely unload/load in the compound to the rear of the site, with measures identified to ensure that this is managed.
- 5.3 The report has demonstrated that, whilst a significant number of vehicle movements are not anticipated to be generated by the consented scheme, provision is available within the forecourt of the site to accommodate delivery and servicing vehicles should the compound to the rear of the site be in use. A number of measures have been identified to help implement Condition 11, including the use of the forecourt for vehicles to 'check in' prior to accessing the compound and drivers of large transporter vehicles phoning ahead with an estimated time of arrival to ensure the compound is free of obstructions.
- 5.4 A strategy has also been provided ensuring that the development is serviced from the most efficient, safest and least disruptive route, when consideration is given to other road users.
- 5.5 This report has therefore demonstrated that all vehicles can safely unload/load in the rear compound and we therefore encourage WSCC to consider this sufficient to discharge Condition 11.

Appendix A

Rev	Description	By	C. No.	Date
01	Amended parking layout/footprint	CM	02	06/12/17
02	Amended site boundary & building footprint	CM	02	21/12/17

KEY: Parking Schedule

- 15x Customers (2 acc. bays)
- 80x Honda
- 58x Peugeot
- Service (excludes Compound)

EV Bays - tbc



Scale 1:200

NOTES:

- Site information based on OS map data & Topographical survey from Yeomans ref. "1943". Extent of Red Line sbb "B.C."
- Preliminary layout for client discussion.
- Assumes existing power/services sufficient for new building footprint.
- All subject to full below ground services/utilities searches.

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architects

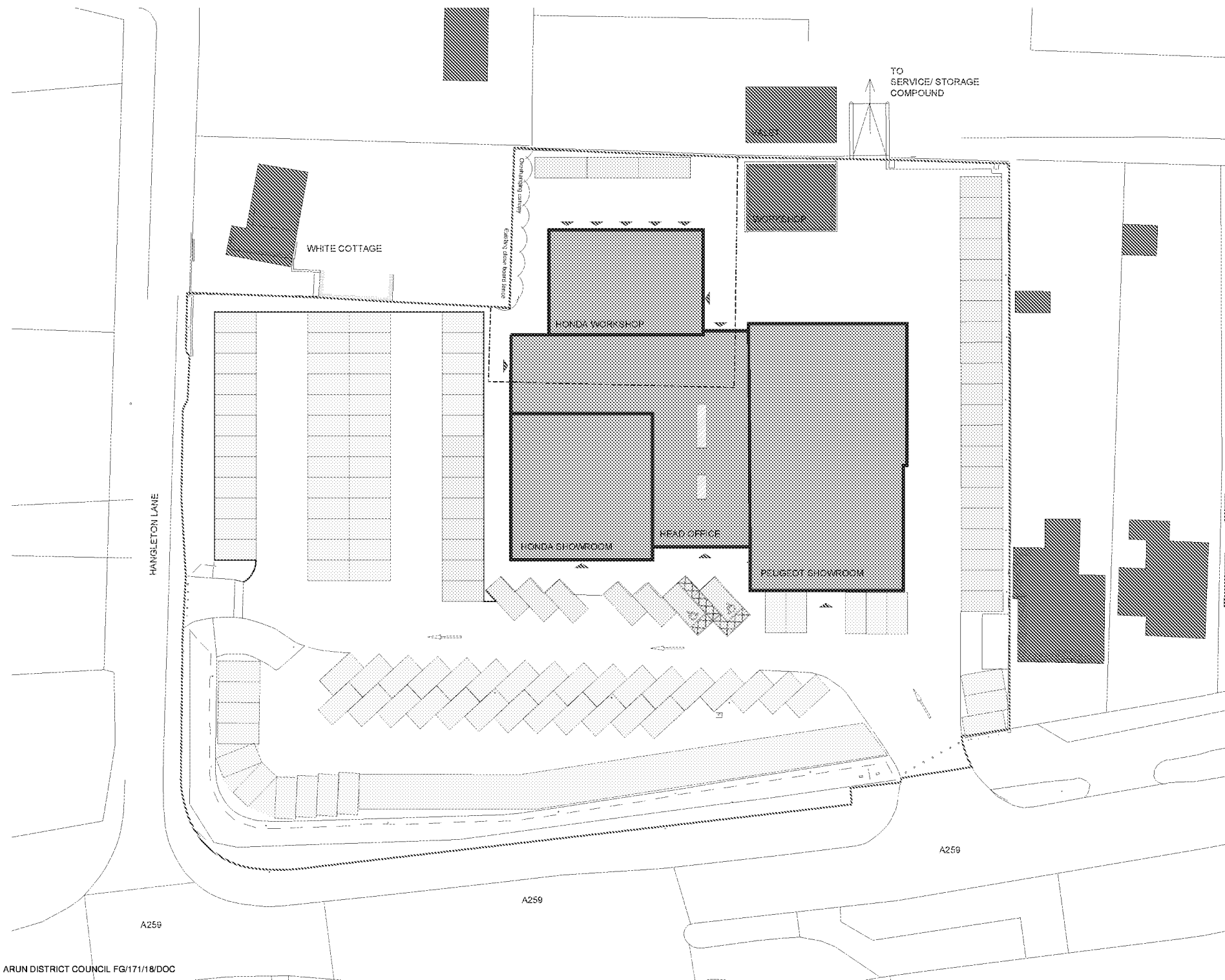
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Project
**YEOMANS LIMITED
WORTHING
HONDA / OFFICE / PEUGEOT**

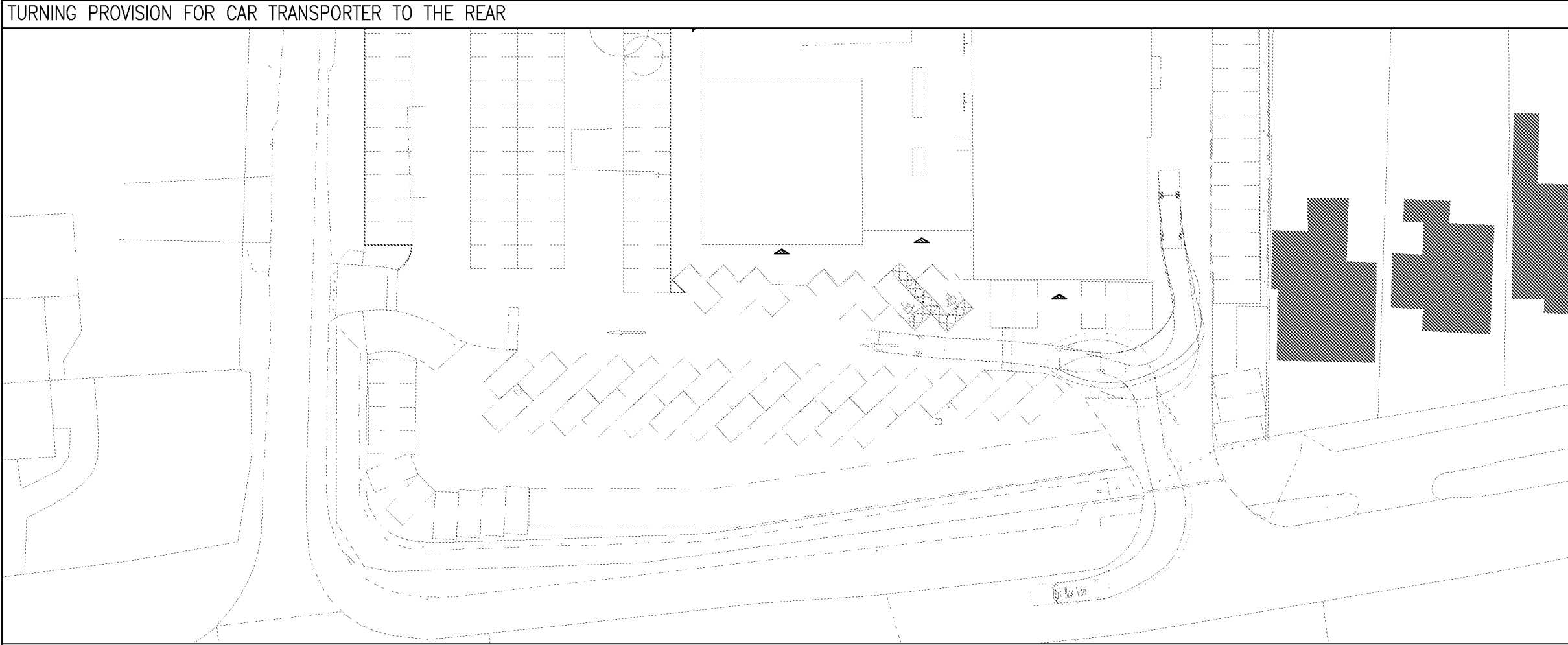
Drawing Title
**SITE PLAN
AS PROPOSED**

Drawing Status		HNW Project No.
PRELIMINARY		17036
Scale	Revision	
A1 - 1:200	P2	
		
Drawn By	Checked By	Date
RW	SD	NOV 2017

Drawing Name:
P150



Appendix B



GENERAL NOTES

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- ANY VARIATIONS OR DISCREPANCIES BETWEEN THESE DRAWINGS IN TERMS OF DIMENSIONS OR DETAILS SHOULD BE DRAWN TO THE ATTENTION OF THE ARCHITECT AND/OR THE ENGINEER FOR CLARIFICATION.
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CAR TRANSPORTER VEHICLE PROFILE

Car Transporter (Drawbar Type)	20.000m
Overall Length	2.500m
Overall Width	4.884m
Overall Body Height	0.185m
Min Body Ground Clearance	2.500m
Max Track Width	6.00s
Lock to Lock Time	10.500m
Wall to Wall Turning Radius	

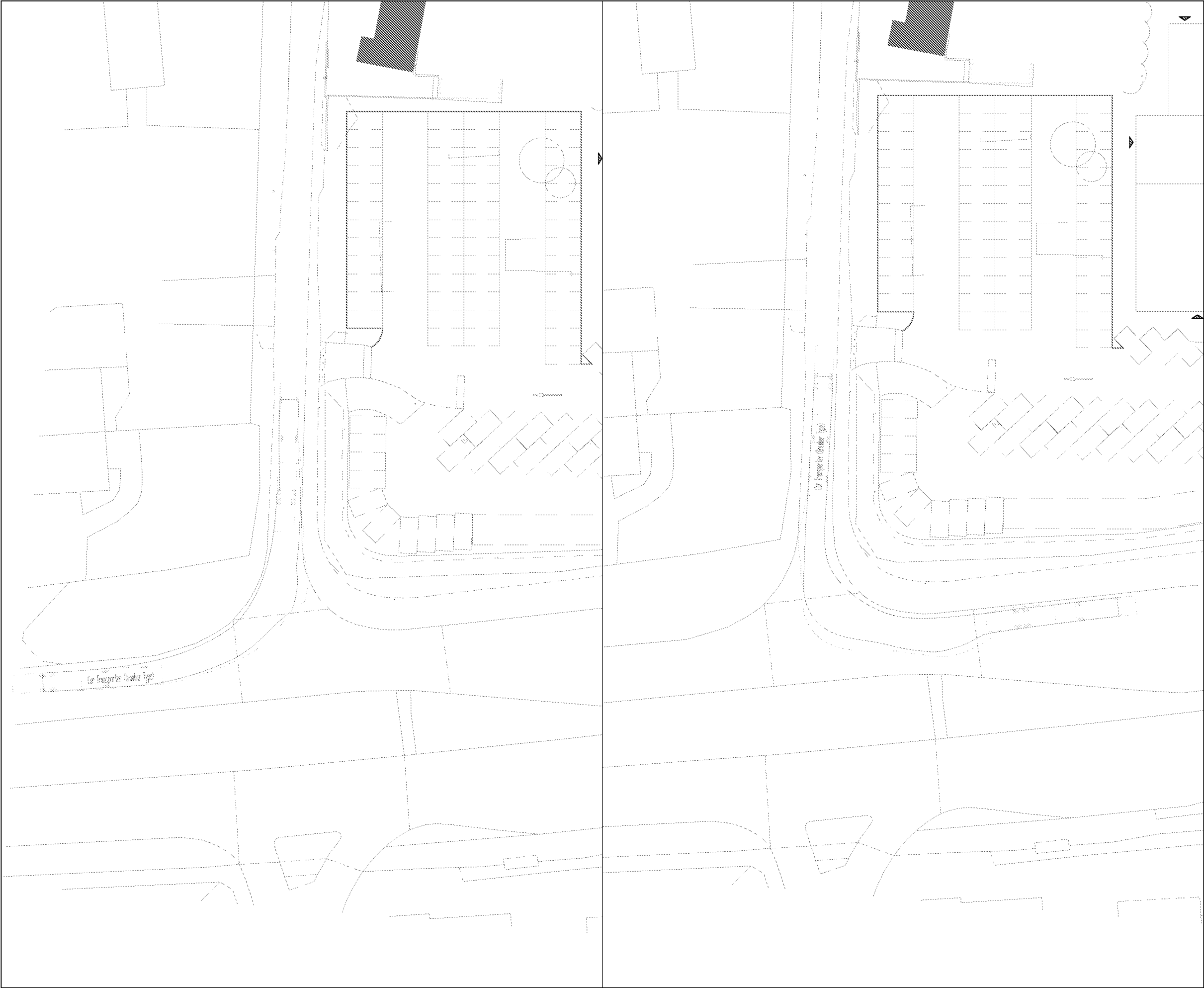
BOX VAN VEHICLE PROFILE

7.5t Box Van	8.010m
Overall Length	2.100m
Overall Width	3.556m
Overall Body Height	0.351m
Min Body Ground Clearance	2.064m
Track Width	4.00s
Lock to Lock Time	7.400m
Curb to Curb Turning Radius	

Rev	Description	Date	By	Chkd
1	1	09.02.18	SB	

Project Name YEOMANS PEUGEOT GARAGE, WORTHING		Title COMPOUND VEHICLE TRACKING AND SERVICING ARRANGEMENT		 Paul Basham Associates Ltd Lancaster Court, 8 Business World Road, Brighton, PO15 6TU		Client YEOMANS		Checked By SB		Checked Date 09.02.18		Scale 1:500		(AT A3 SIZE)			
Project Phase PRELIMINARY ARUN DISTRICT COUNCIL FG/171/18/DOC								Drawn By SB		Drawn Date 09.02.18		Client Drawing No. -		PBA Drawing No. 020.0347.001		Revision -	

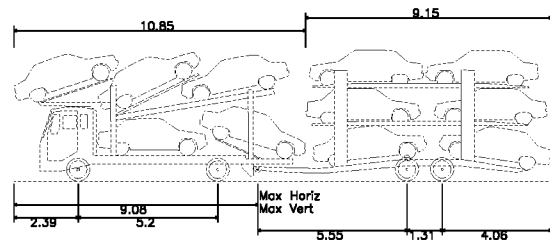
Appendix C



GENERAL NOTES

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CAR TRANSPORTER VEHICLE PROFILE



Car Transporter (Drawbar Type)	
Overall Length	20.000m
Overall Width	2.500m
Overall Body Height	4.884m
Min Body Ground Clearance	0.185m
Max Track Width	2.500m
Lock to Lock Time	6.00s
Wall to Wall Turning Radius	10.500m



-	-	----	-	-
Rev	Description	Date	By	Chkd

Project Name YEOMANS PEUGEOT GARAGE, WORTHING	Title HANGLETON LANE ACCESS TRACKING	 Paul Basham Associates Ltd Lancaster Court, 8 Domes Road, Poole, Dorset, Dorset PO15 3YU	Client YEOMANS LTD	Checked By JH	Checked Date 21.11.18	Scale 1:500 (AT A3 SIZE)		
Project Phase PRELIMINARY ARUN DISTRICT COUNCIL FG/171/18/DOC				Drawn By SB	Drawn Date 21.11.18	Client Drawing No. -	PBA Drawing No. 020.0347.004	Revision -

17036 – YEOMANS HONDA & HQ OFFICES, WORTHING

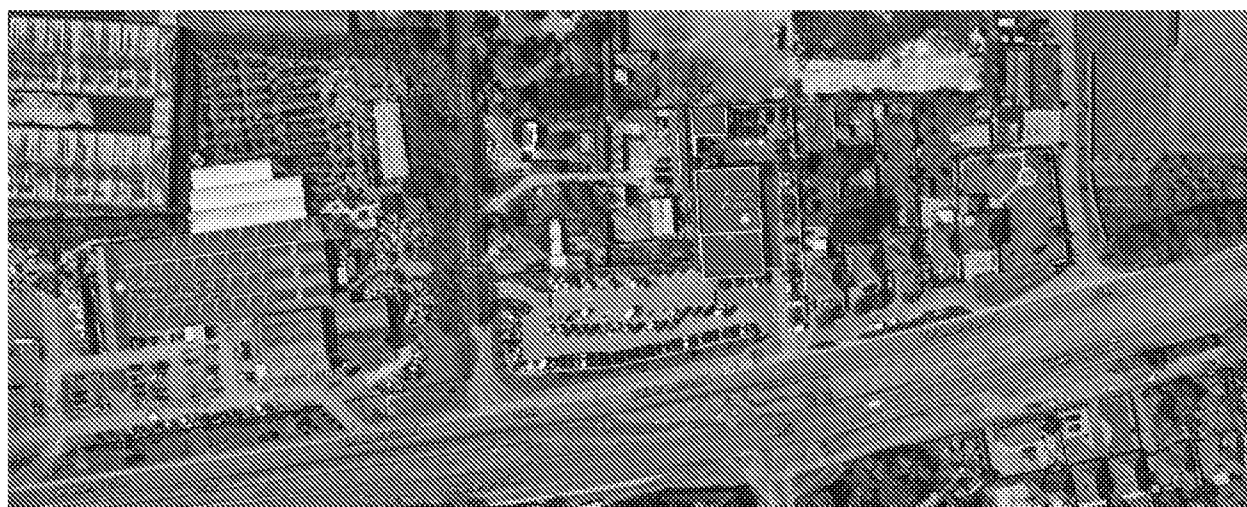
Construction Management Plan

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
C	Updated to correct road name (A259).	KC	SD	02.01.2019
D	Wheel tracking captures amended	ARY	KC	05.02.2019

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



Directors: Kenneth Watson RIBA Michael Brown RIBA David Steel RIBA Andy Clemas RIBA Gary Ewins RIBA Steve Duffy RIBA
Associates: Paul Welham Stuart Large RIBA Rosie Mitchell Michael Cooke RIBA
HRW Architects Ltd. Registered office: 61 North Street, Chichester, West Sussex, PO19 1UB. Registered in England No. 3567904

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) borders the A259, 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,



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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 newsletter and advise upcoming 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

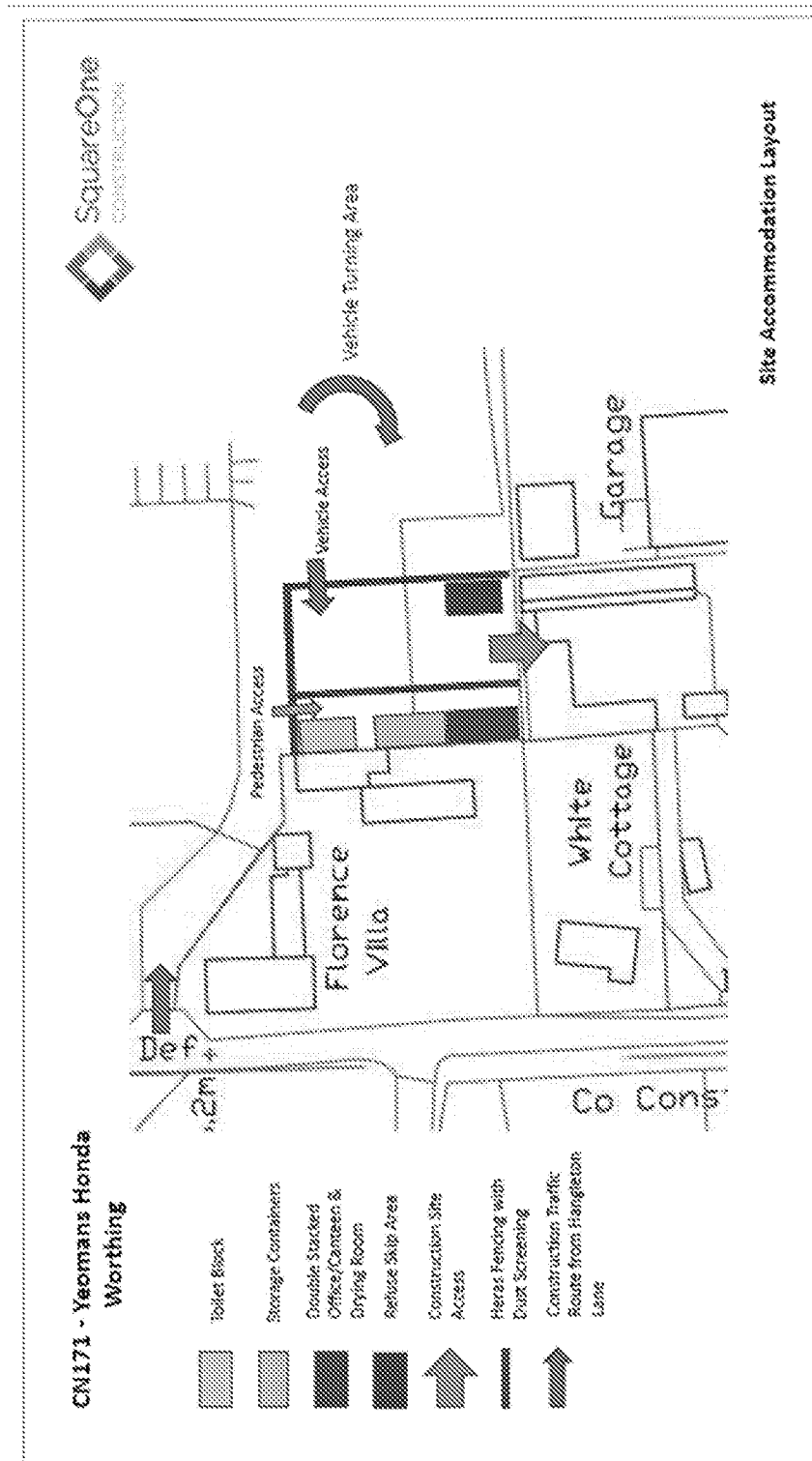
A site Waste Management plan will be generated by the Contractor with the use of specialist advice to deal with waste resulting from the demolition and construction works. The plan will identify a scheme for recycling and a recycling area will be established on site.

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.

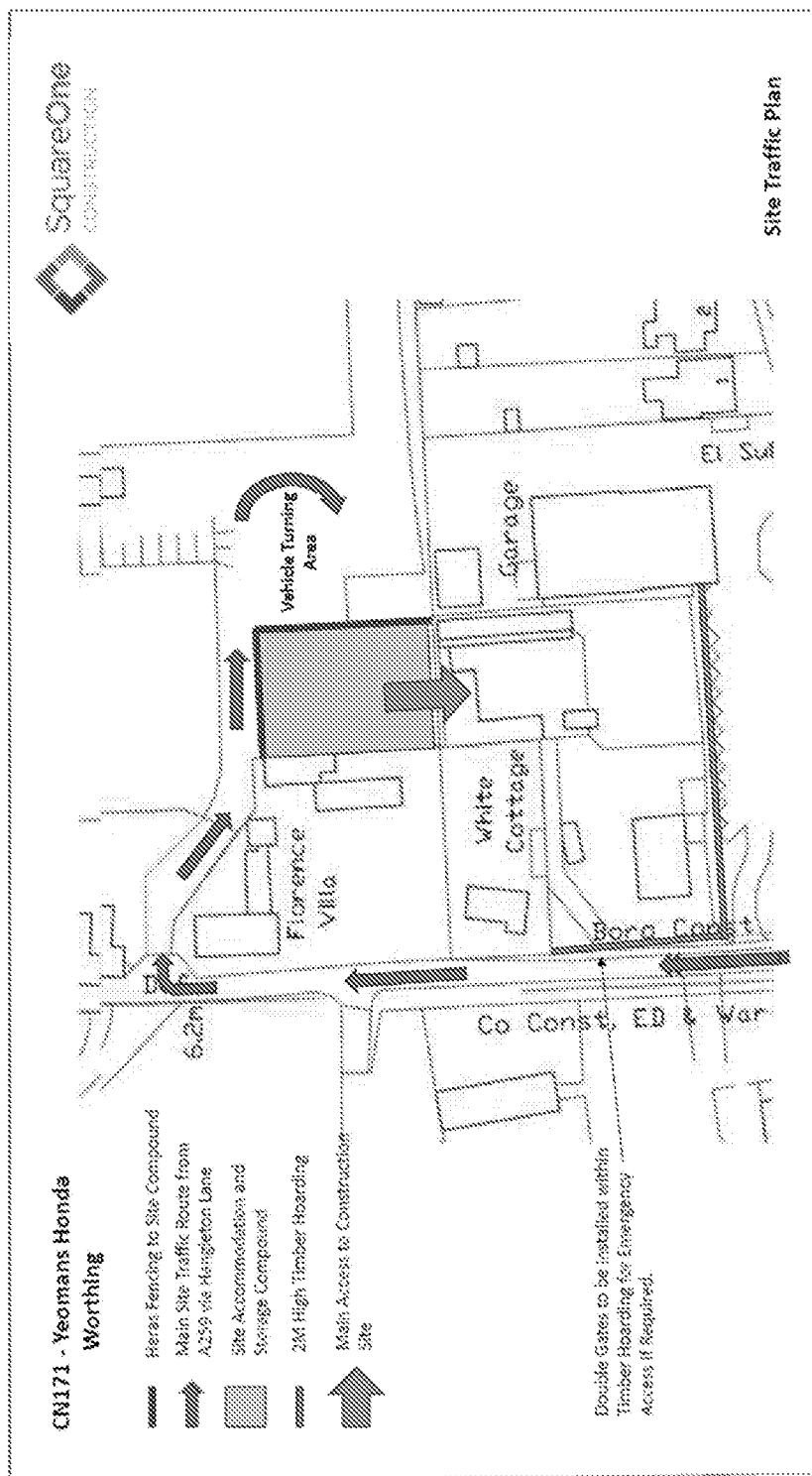


APPENDIX A – SITE SET UP ACCOMMODATION PLAN



Directors: Kenneth Watson RIBA, Michael Brown RIBA, David Steel RIBA, Andy Clemas RIBA, Gary Ewins RIBA, Steve Duffy RIBA.
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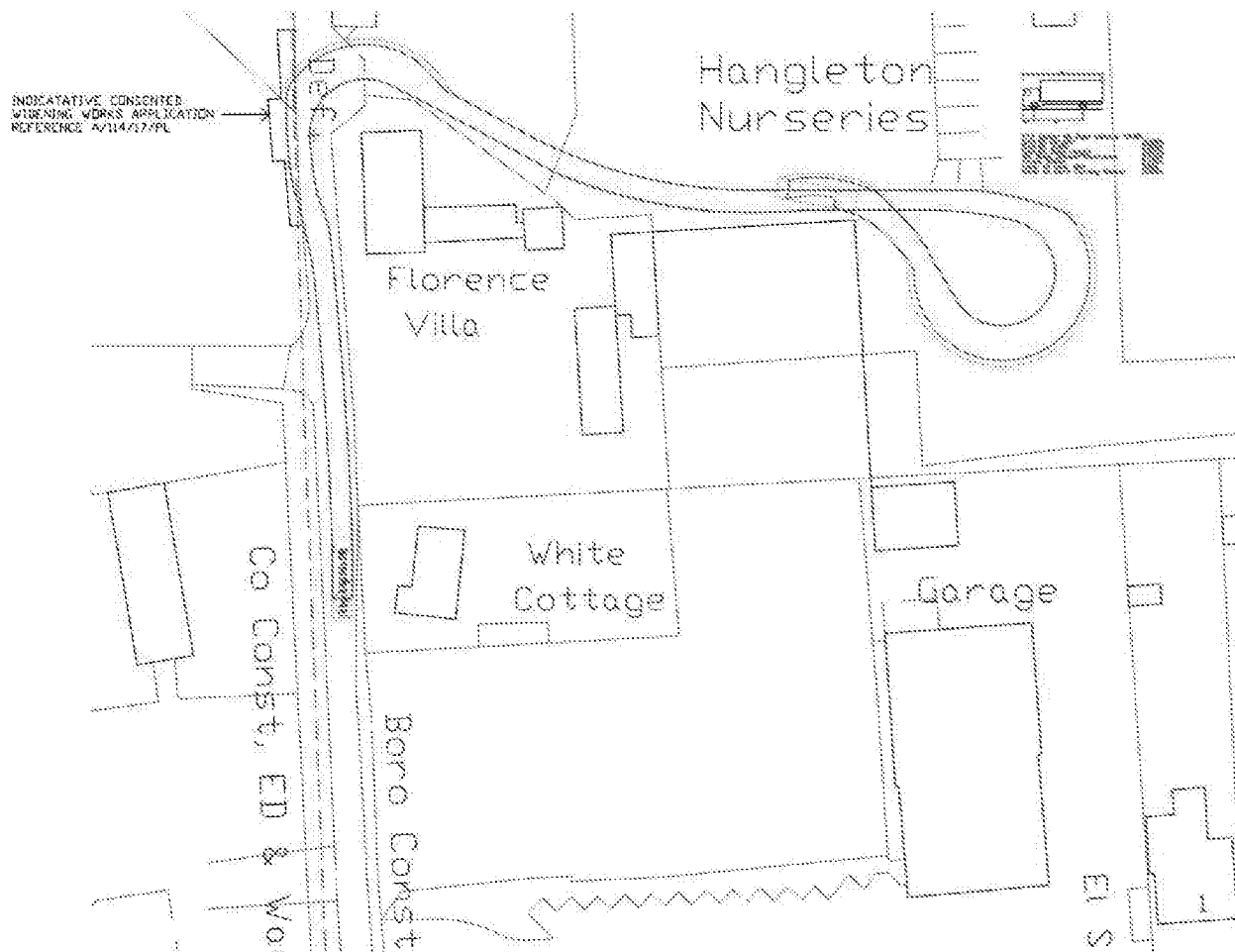
APPENDIX B – SITE TRAFFIC PLAN



Directors: Kenneth Watson RIBA Michael Brown RIBA David Steel RIBA Andy Clemas RIBA Gary Ewins 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

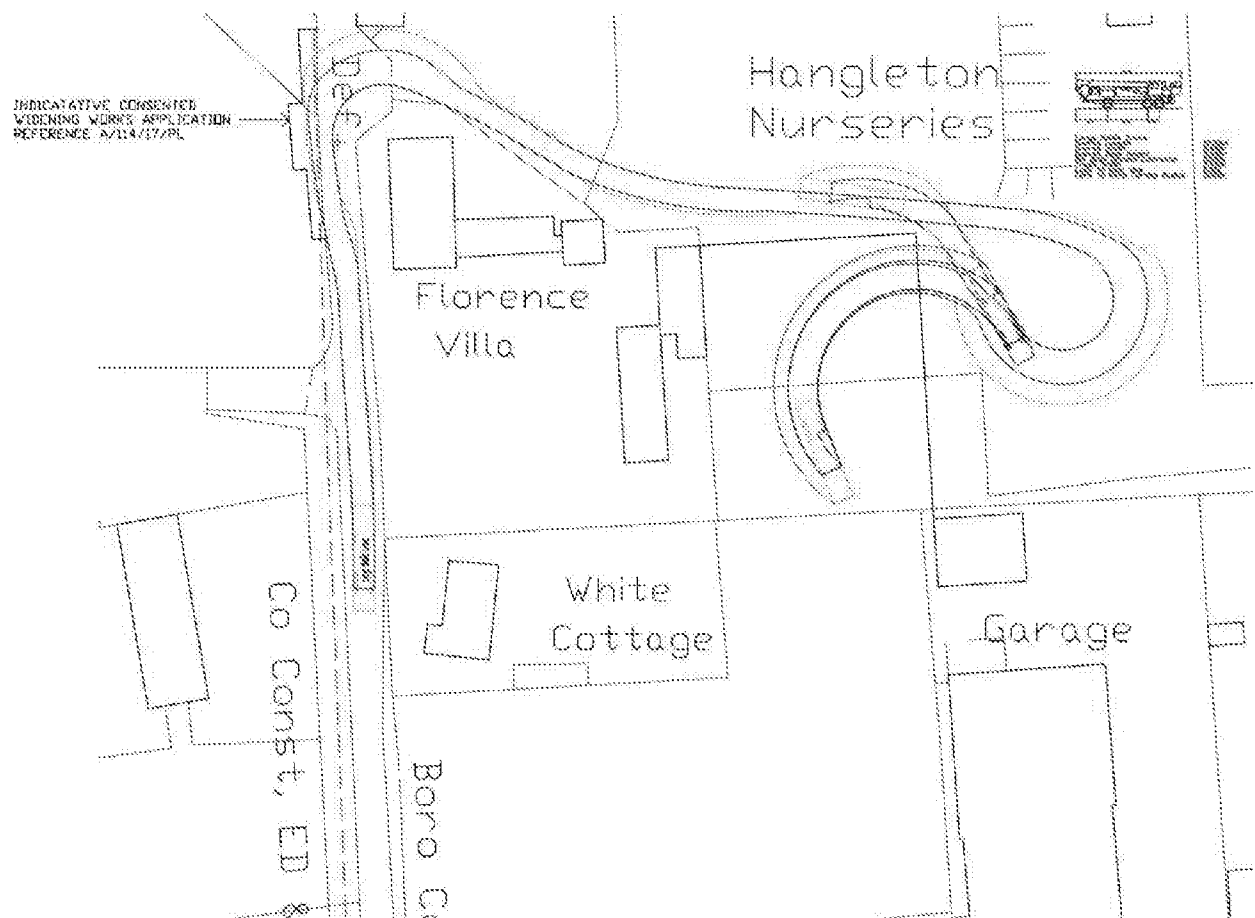
Based on a rigid delivery vehicle size at 2.5m wide x 10m long.



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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.



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