ARUN DISTRICT COUNCIL:LU/176/08/

ARUN
DISTRICT COUNCIL

Arun Civic Centre
Maltravers Road
Littlehampton
West Sussex
BN17 5LF
Tel: 01903 737756

www.arun.gov.uk

# Application for Planning Permission and consent to display advertisement(s).
# Town and Country Planning Act 1990
# Town and Country Planning (Control of Advertisement) Regulations 2007

Publication of planning applications on council web sites
Please note that with the exception of applicant contact details and Certificates of Ownership, the information provided on this application form and in supporting documents may be published on the council's website.
If any other information that is provided as part of the application which falls within the definition of personal data under the Data Protection Act and is not to be published on the council's website, please contact the council's planning department.

## 1. Applicant Name, Address and Contact Details

Title: | First name: | Surname:

Company name: HSBC Bank Plc

Street address: 12 Calthorpe Road
Edgbaston
Town/City: Birmingham
County:
Country:
Postcode: B15 1RA

| | Country Code | National Number | Extension Number |
|---|---|---|---|
| Telephone number: | | | |
| Mobile number: | | | |
| Fax number: | | | |

Email address:

Are you an agent acting on behalf of the applicant? (•) Yes ( ) No

## 2. Agent Name, Address and Contact Details

Title: Mr | First Name: Peter | Surname: Williams

Company name: HLN Architects Ltd

Street address: 21/22 Neptune Court
Vanguard Way
Town/City: Cardiff
County: South Glamorgan
Country: UK
Postcode: CF24 5PJ

| | Country Code | National Number | Extension Number |
|---|---|---|---|
| Telephone number: | | | |
| Mobile number: | | | |
| Fax number: | | | |

Email address: [redacted]

## 3. Description of the Proposal

Please describe the proposed development including any change of use:

The proposal is for the retail refurbishment of the HSBC Branch mentioned above, the refurbishment is to include the re-design of the existing internal layout and components and the external refurbishment of the existing shopfront will consist of replacing the glazing, entrance doors, self service machines and signage as shown and described in the applications supporting documents.

Has the building, work or change of use already started? ( ) Yes (•) No

## 4. Site Address Details

Full postal address of the site (including full postcode where available)

House: 70 Suffix:

House name:

Street address: High Street

Town/City: LITTLEHAMPTON

County: West Sussex

Postcode: BN17 5DY

Description of location or a grid reference
(must be completed if postcode is not known):

Easting: 502834

Northing: 102098

Description:

## 5. Pre-application Advice

Has assistance or prior advice been sought from the local authority about this application? ○ Yes ◉ No

## 6. Pedestrian and Vehicle Access, Roads and Rights of Way

Is a new or altered vehicle access proposed to or from the public highway? ○ Yes ◉ No

Is a new or altered pedestrian access proposed to or from the public highway? ○ Yes ◉ No

Are there any new public roads to be provided within the site? ○ Yes ◉ No

Are there any new public rights of way to be provided within or adjacent to the site? ○ Yes ◉ No

Do the proposals require any diversions/extinguishments and/or creation of rights of way? ○ Yes ◉ No

## 7. Waste Storage and Collection

Do the plans incorporate areas to store and aid the collection of waste? ○ Yes ◉ No

Have arrangements been made for the separate storage and collection of recyclable waste? ○ Yes ◉ No

## 8. Neighbour and Community Consultation

Have you consulted your neighbours or the local community about the proposal? ○ Yes ◉ No

## 9. Council Employee / Member

Is the applicant or agent related to any member of staff or elected member of the council? ○ Yes ◉ No

## 10. Materials

Please state what materials (including type, colour and name) are to be used externally (if applicable):

**Walls - description:**

Description of *existing* materials and finishes:

Sandstone

Description of *proposed* materials and finishes:

Re-instate to glass as original build as shown in existing full height glazing

**Roof - description:**

Description of *existing* materials and finishes:

N/A

Description of *proposed* materials and finishes:

N/A

**Windows - description:**

Description of *existing* materials and finishes:

Steel framed full length and segmented windows. (As shown in supporting document photos)

Description of *proposed* materials and finishes:

Segmented windows replaced with full length windows to match existing.

## 10. Materials (continued)

**Doors - description:**

Description of *existing* materials and finishes:

Automatic DDA Compliant steel framed, glazed door

Description of *proposed* materials and finishes:

As existing

**Boundary treatments - description:**

Description of *existing* materials and finishes:

N/A

Description of *proposed* materials and finishes:

N/A

**Vehicle access and hard standing - description:**

Description of *existing* materials and finishes:

N/A

Description of *proposed* materials and finishes:

N/A

**Lighting - add description**

Description of *existing* materials and finishes:

N/A

Description of *proposed* materials and finishes:

N/A

Are you supplying additional information on submitted plan(s)/drawing(s)/design and access statement? (•) Yes ( ) No

If Yes, please state references for the plan(s)/drawing(s)/design and access statement:

5603 20-102
5603 20-101
5603 20-222D
5603 20-221H
Existing Photographs 1 & 2
Design and Access Statement
Fascia Signage Drawing SCDFAS001B
Projecting Signage Drawing HSBC 015-10B

## 11. Vehicle Parking

Please provide information on the existing and proposed number of on-site parking spaces:

| Type of vehicle | Existing number of spaces | Total proposed (including spaces retained) | Difference in spaces |
|---|---|---|---|

## 12. Foul Sewage

Please state how foul sewage is to be disposed of:

Mains sewer [X] Package treatment plant [ ] Unknown [ ]

Septic tank [ ] Cess pit [ ]

Other

Are you proposing to connect to the existing drainage system? ( ) Yes (•) No ( ) Unknown

## 13. Assessment of Flood Risk

Is the site within an area at risk of flooding? Refer to the Environment Agency's Flood Map showing flood zones 2 and 3 and consult Environment Agency standing advice and your local planning authority requirements for information as necessary. ( ) Yes (•) No

If Yes, you will need to submit an appropriate flood risk assessment to consider the risk to the proposed site.

Is your proposal within 20 metres of a watercourse (e.g. river, stream or beck)? ( ) Yes (•) No

Will the proposal increase the flood risk elsewhere? ( ) Yes (•) No

How will surface water be disposed of?

[ ] Sustainable drainage system [X] Main sewer [ ] Pond/lake

[ ] Soakaway [ ] Existing watercourse

## 14. Biodiversity and Geological Conservation

Is there a reasonable likelihood of the following being affected adversely or conserved and enhanced within the application site, OR on land adjacent to or near the application site:

a) Protected and priority species

○ Yes, on the development site ○ Yes, on land adjacent to or near the proposed development ◉ No

b) Designated sites, important habitats or other biodiversity features

○ Yes, on the development site ○ Yes, on land adjacent to or near the proposed development ◉ No

c) Features of geological conservation importance

○ Yes, on the development site ○ Yes, on land adjacent to or near the proposed development ◉ No

## 15. Existing Use

Please describe the current use of the site:

The site is currently being used as a branch for the HSBC bank Plc

Is the site currently vacant? ○ Yes ◉ No

Does the proposal involve any of the following:

Land which is known to be contaminated? ○ Yes ◉ No

Land where contamination is suspected for all or part of the site? ○ Yes ◉ No

A proposed use that would be particularly vulnerable to the presence of contamination? ○ Yes ◉ No

**Application advice**
If you have said Yes to any of the above, you will need to submit an appropriate contamination assessment.

## 16. Trees and Hedges

Are there trees or hedges on the proposed development site? ○ Yes ◉ No

And/or: Are there trees or hedges on land adjacent to the proposed development site that could influence the development or might be important as part of the local landscape character? ○ Yes ◉ No

If Yes to either or both of the above, you will need to provide a full Tree Survey with accompanying plan before your application can be determined. Your Local Planning Authority should make clear on its website what the survey should contain, in accordance with the current 'BS5837: Trees in relation to construction - Recommendations'

## 17. Trade Effluent

Does the proposal involve the need to dispose of trade effluents or waste? ◉ Yes ○ No

If Yes, please describe the nature, volume and means of disposal of trade effluents or waste:

Waste as a result of re-instatement of existing full height windows and internal refurbishment, disposal is to be the responsibility of the contractor.

## 18. Residential Units

Does your proposal include the gain or loss of residential units? ○ Yes ◉ No

## 19. All Types of Development: Non-residential Floorspace

Does your proposal involve the loss or gain of non-residential floorspace? ○ Yes ◉ No

## 20. Employment

If known, please complete the following information regarding employees:

| | Full-time | Part-time | Equivalent number of full-time |
|---|---|---|---|
| Existing employees | 0 | 0 | 0 |
| Proposed employees | 0 | 0 | 0 |

## 21. Hours of Opening

If known, please state the hours of opening for each non-residential use proposed:

| Use | Monday to Friday Start Time | Monday to Friday End Time | Saturday Start Time | Saturday End Time | Sunday and Bank Holidays Start Time | Sunday and Bank Holidays End Time | Not Known |
|---|---|---|---|---|---|---|---|
| A1 | 09:30:00 | | 16:30:00 | | | | ☐ |

## 22. Site Area

What is the site area? 194 hectares

## 23. Industrial or Commercial Processes and Machinery

ARUN DISTRICT COUNCIL:LU/176/08/

Please describe the activities and processes which would be carried out on the site and the end products including plant, ventilation or air conditioning. Please include the type of machinery which may be installed on site:

THROUGH GLAZING TTW BUSINESS PAY-IN MACHINE MODEL 4400 - Installed at DDA height 726 from external floor level.

Is the proposal for a waste management development? ○ Yes ◉ No

## 24. Hazardous Substances

Is any hazardous waste involved in the proposal? ○ Yes ◉ No

## 25. Description of Proposed Advertisement(s)

Please describe the proposed advertisement(s):

HSBC Fascia Signage
HSBC Projecting Signage
HSBC Signage above entrance door as fascia signage

How many of the following type of advertisements are you applying for?

Fascia sign(s) 3 Projecting or hanging sign(s) 1 Hoarding(s) 0 Other 2

Please describe:

Externally applied signage above existing ATM
Externally applied signage above proposed Business Pay in Machine

## 26. Advertisement Display

Is the advertisement(s) you are applying for already in place? ○ Yes ◉ No

Is an existing advertisement(s) to be removed and replaced by the advertisement(s) in this proposal? ○ Yes ◉ No ○ Not Applicable

Will the proposed advertisement(s) project over a footpath or other public highway? ◉ Yes ○ No

## 27. Advertisement(s) Period

Please state the period of time for which consent is sought for the advertisement

From: full To: full

## 28. Interest in the Land

Does the applicant own the land or buildings where the adverts are to be placed? ◉ Yes ○ No

## 29 (a). Details of Proposed Advertisement(s) - Fascia Sign

What is the height from the ground to the base of the advertisement (in metres)? 3.270 m

What is the maximum projection of the advertisement from face of building (in metres)? 0.090 m

What are the dimensions of the proposed advertisement? Height: 0.290 x Width: 4920 x Depth: 0.090 metres

What materials will the sign be made of?

HSBC' lettering in black perspex and illumination line to lettering is 8mm. Fascia made of 2mm thick stove enamel pane

What is the maximum height of any of the individual letters and symbols (in centimetres)? 20 cm

The colour of text and background:

White Background with Black text and red logo

Will the sign be illuminated? ◉ Yes ○ No

Will the sign be illuminated internally or externally? ◉ Internally ○ Externally

Illuminance Levels: 1900 cd/m

Will the illumination be static or intermittent? ◉ Static ○ Intermittent

## 29 (a). Details of Proposed Advertisement(s) - Fascia Sign

What is the height from the ground to the base of the advertisement (in metres)? 2.740 m

What is the maximum projection of the advertisement from face of building (in metres)? 0.090 m

What are the dimensions of the proposed advertisement? Height: 0.900 x Width: 1.200 x Depth: 0.090 metres

What materials will the sign be made of?

HSBC' lettering in black perspex is at approx 400mm and illumination line to lettering is 8mm. Fascia made of 2mm thick stove enamel pane

What is the maximum height of any of the individual letters and symbols (in centimetres)? 25 cm

The colour of text and background:

White Background with Black text and red logo

Will the sign be illuminated? (•) Yes ( ) No

Will the sign be illuminated internally or externally? (•) Internally ( ) Externally

Illuminance Levels: 1900 cd/m

Will the illumination be static or intermittent? (•) Static ( ) Intermittent

## 29 (a). Details of Proposed Advertisement(s) - Fascia Sign

What is the height from the ground to the base of the advertisement (in metres)? 3.270 m

What is the maximum projection of the advertisement from face of building (in metres)? 0.090 m

What are the dimensions of the proposed advertisement? Height: 0.290 x Width: 7.550 x Depth: 0.090 metres

What materials will the sign be made of?

HSBC' lettering in black perspex is at approx 400mm and illumination line to lettering is 8mm. Fascia made of 2mm thick stove enamel pane

What is the maximum height of any of the individual letters and symbols (in centimetres)? 20 cm

The colour of text and background:

White Background with Black text and red logo

Will the sign be illuminated? (•) Yes ( ) No

Will the sign be illuminated internally or externally? (•) Internally ( ) Externally

Illuminance Levels: 1900 cd/m

Will the illumination be static or intermittent? (•) Static ( ) Intermittent

## 29 (b). Details of Proposed Advertisement(s) - Hanging Sign

What is the height from the ground to the base of the advertisement (in metres)? 2.940 m

What is the maximum projection of the advertisement from face of building (in metres)? 0.930 m

What are the dimensions of the proposed advertisement? Height: 0.772 x Width: 0.930 x Depth: 0.185 metres

What materials will the sign be made of?

Mirror polished stainless steel , MOULDED OPAL POLYCARB PANELS

What is the maximum height of any of the individual letters and symbols (in centimetres)? N/A cm

The colour of text and background:

White Background, Black text and red logo

Will the sign be illuminated? (•) Yes ( ) No

Will the sign be illuminated internally or externally? (•) Internally ( ) Externally

Illuminance Levels: 1900 cd/m

Will the illumination be static or intermittent? (•) Static ( ) Intermittent

## 29 (d). Details of Proposed Advertisement(s) - Other Sign

What is the height from the ground to the base of the advertisement (in metres)? 1.730 m

What is the maximum projection of the advertisement from face of building (in metres)? 0.090 m

What are the dimensions of the proposed advertisement? Height: 0.470 x Width: 0.690 x Depth: 0.090 metres

What materials will the sign be made of?

Externally applied powder coated stove enamel

What is the maximum height of any of the individual letters and symbols (in centimetres)? n/a cm

The colour of text and background:

colour white and red background with white and black text.

Will the sign be illuminated? (•) Yes ( ) No

Will the sign be illuminated internally or externally? (•) Internally ( ) Externally

Illuminance Levels: 1900 cd/m

Will the illumination be static or intermittent? (•) Static ( ) Intermittent

## 29 (d). Details of Proposed Advertisement(s) - Other Sign

What is the height from the ground to the base of the advertisement (in metres)? 1.670 m

What is the maximum projection of the advertisement from face of building (in metres)? 0.090 m

What are the dimensions of the proposed advertisement? Height: 0.520 x Width: 0.700 x Depth: 0.090 metres

What materials will the sign be made of?

Externally applied powder coated stove enamel

What is the maximum height of any of the individual letters and symbols (in centimetres)? n/a cm

The colour of text and background:

colour white and black

Will the sign be illuminated? (•) Yes ( ) No

Will the sign be illuminated internally or externally? (•) Internally ( ) Externally

Illuminance Levels: 1900 cd/m

Will the illumination be static or intermittent? (•) Static ( ) Intermittent

## 30. Site Visit

Can the site be seen from a public road, public footpath, bridleway or other public land? (•) Yes ( ) No

If the planning authority needs to make an appointment to carry out a site visit, whom should they contact? (Please select only one)

(•) The agent ( ) The applicant ( ) Other person

## 31. Certificates (Certificate A)

**Certificate of Ownership - Certificate A**
**Town and Country Planning (General Development Procedure) Order 1995 Certificate under Article 7**

I certify/The applicant certifies that on the day 21 days before the date of this application nobody except myself/ the applicant was the owner (owner is a person with a freehold interest or leasehold interest with at least 7 years left to run) of any part of the land or building to which the application relates.

Title: Mr First name: Peter Surname: Williams

Person role: Agent Declaration date: 05/06/2008 [X] Declaration made

## 31. Certificates (Agricultural Holdings Certificate)

**Agricultural Holding Certificate**
**Town and Country Planning (General Development Procedure) Order 1995 Certificate under Article 7**

Agricultural Land Declaration - You Must Select Either A or B

(A) None of the land to which the application relates is, or is part of an agricultural holding. (•)

(B) I have/The applicant has given the requisite notice to every person other than myself/the applicant who, on the day 21 days before the date of this application, was a tenant of an agricultural holding on all or part of the land to which this application relates, as listed below: ( )

Title: Mr First Name: Peter Surname: Williams

Person role: Agent Declaration date: 05/06/2008 [X] Declaration Made

## 32. Declaration

I/we hereby apply for planning permission/consent as described in this form and the accompanying plans/drawings and additional information. ☒

Date 05/06/2008