

Design & Access Statement

Norfolk House, 1-3 Beach Road, Littlehampton. BN17 5HZ
Conversion of Office into Two Flats
Kalmax International Ltd
Job Number 22046TR

Development Proposals:

History:

I have checked the Planning website and there are no application related to this address.

Current Use:

The property is a two storey building. The ground floor is two retail units. One a convenience store, the other an Indian restaurant.

All of the first floor office space is currently let to one tenant who has given notice to vacate at the end of the year. The accommodation is no longer required by the company as most staff work remotely from home.

The applicant recognises the trend of much reduced office demand particularly for secondary buildings such as Norfolk House. In order to safeguard the building it is necessary to convert to an economic use and therefore converting the office to flats will protect the property and the company's investment.

Appearance:

The building is of brick construction with a flat roof. The roof has three atrium type skylights.

The north elevation has glass blocks acting as windows into the office.

The rear of the property has two patio areas, one for each flat, accessed via two doors.

The windows to the front are Upvc and set into a rendered panel.

The rear windows are of a Crittall type construction.

In the proposal the side glass block window will be replaced with a Upvc window to give ventilation to the new kitchen.

The front windows will also be changed to allow for these to be used as fire escape.

The rear Crittall windows in the bathrooms and bedrooms will be replaced with Upvc.

The changes to the windows as part of the refurbishment will also help with noise and insulation of the new flats.

Size:

There is no increase to the footprint of the building.

Each flat will be a One Bed, Two Person dwelling. Both are over 70sqm, well above the 50sqm required.

Both also have over the 1.5sqm built in storage set out in the Nationally Described Space Standard document.

Both bedrooms are over the recommended 11.5sqm.

The layout has been designed to meet building regulations, especially fire regulations with two door separation from the main staircase.

Outdoor Space:

The existing patio areas for each office will remain and provide an outdoor space for each flat.

The application is looking to put obscure glass balustrades on each side for safety and privacy.

The bins will be stored on the patio area and will be moved to the roadside on collection days.

Parking & Access:

There is no provision of parking in order to encourage use of public transport by residents and the use of local facilities.

The area is very sustainable with good public transport and employment opportunities.

There is a public carpark to the rear of the application site. Visitors can use the carpark and will have no impact on off road parking in the area.

Flood Probability:

As first floor flats, there is no flood risk.

Utilities:

All main utilities, water, gas, electricity, telecoms and sewerage are located on site.

Summary:

In light of the above comments, we respectfully request that planning permission be granted.