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Visit Arun's web site at [Error! Hyperlink reference not valid.](#)



Save the environment - think before you print.

From: Chantelle Bashford <Chantelle.Bashford@arun.gov.uk>

Sent: 10 August 2020 12:34

To: Planning.Responses <Planning.Responses@arun.gov.uk>

Subject: RE: Planning Consultation on: LU/202/20/PD

Dear Planning,

Please see comments below from Private Sector Housing.

Fire Safety

- Appropriate fire precaution facilities and equipment must be provided of such type, number and location as are considered necessary. Guidance on fire safety is contained in the LACORS guidance document – “Housing – Fire Safety, Guidance on fire safety precautions for certain types of existing housing”
- There should be adequate fire separation between the commercial unit on the ground floor and the residential flats adjacent and above
- 30 minute fire resisting escape route to be provided to the staircase serving flat 4. This includes any under stairs cupboards within flat 5 to be fire-resisting
- A mixed Grade A, LD2 and Grade D1, LD3 fire system should be maintained and installed (As the building as a whole is across 3 storeys, this fire system should already be in place)
Grade A, LD2 system:
 - Interlinked detection throughout any communal escape routes
 - Interlinked detection sited within the commercial unit

- Interlinked heat detection sited within each flat

Grade D1, LD3 system:

- Non-interlinked mains-wired smoke alarms with integral tamper-proof battery back-up sited within each flat

- As the internal escape route within flat 5 passes through the open plan lounge/kitchen and egress from the property is closer to the kitchen area, consideration should be given to installing an escape window within one of the bedrooms. An escape window should only be installed if the following criteria can be met:
 - o They serve rooms whose floor level is no more than 4.5m from the ground;
 - o Every room served by the escape window has access to it without entering another habitable room;
 - o If it is necessary to pass through the escape route to reach the window, consideration should be had to the travel distance involved;
 - o Occupiers are able-bodied individuals who can reasonably be expected to exit via the window unaided;
 - o There is no basement well or other encumbrance beneath the window such as railings or a conservatory;
 - o The escape window is openable from the inside without the need for a key and the ground below is level and free of obstructions; and
 - o The window should lead to a place of ultimate safety

It is recommended to consult with a fire risk assessor before installing an escape window

Room Sizes

- Note with regards to room sizes:
6.5m² – suitable for 1 person
10m² – suitable for 2 persons
- Note with regards to children and how they fit into room size calculations:
Babies up to the age of 1 are discounted
Children aged 1 up to 10 years are classed as half a person
Children aged 10 years+ are classed as a person

Ventilation

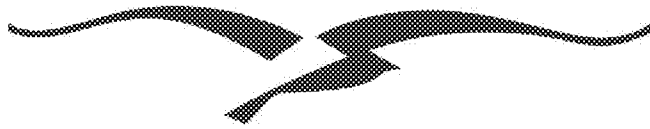
- Kitchens should have adequate mechanical ventilation
- Mechanical extraction should be provided to all bathrooms/shower rooms/en suites

General

- Must meet the requirements of the Housing Act 2004 and be free of Category 1 and significant Category 2 Hazards
- Both flats have the potential to operate as a House/Flat in Multiple Occupation (HMO), depending how they are occupied. If either flat becomes an HMO, it must;
- Must meet the requirements of the Arun District Council Houses in Multiple Occupation Standards (2020)
- Must meet the requirements of any other associated Housing and/or Houses in Multiple Occupation legislation or regulations if applicable to the property/site

Kind regards,
Chantelle

Chantelle Bashford



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**It is a criminal
offence to operate
a licensable HMO
without a licence**

Landlords must apply for a mandatory HMO licence if their property is occupied by five or more people in two or more households regardless of the number of storeys.

If you own/manage a house in multiple occupation subject to the new legislation and require more information please visit www.arun.gov.uk/hmo

If you suspect an HMO is operating without a licence, or are concerned about the standards of an HMO, please contact us.



Please note that during the current Coronavirus pandemic and contingency measures being implemented including working remotely there may be limited access to incoming and outgoing mail, so if possible please send all correspondence via e-mail. Please also note that to protect staff and customers from unnecessary potential exposure, apart from essential urgent emergency situations, property inspections and site visits are unable to be undertaken at this time.

From: Planning.Responses <Planning.Responses@arun.gov.uk>

Sent: 30 July 2020 10:49

To: EHPlanningConsultations <EHPlanningConsultations@arun.gov.uk>

Subject: Planning Consultation on: LU/202/20/PD

To: **Environmental Health - Planning consultation**

NOTIFICATION FROM ARUN DISTRICT COUNCIL

Town & Country Planning Act 1990 (as amended)

Town & Country Planning (General Permitted Development) Order 2015 Schedule 2 (As amended)

Application No: LU/202/20/PD

Registered: 29th July 2020

Site Address: Gratwicke House 10 East Street Littlehampton BN17 6AW

Grid Reference: 502939 102173

Description of Works: Notification for Prior Approval under Class O for change of use of part of the building from a use falling within Class B1(a)(offices), to a use falling within

Class C3 (dwellinghouses) - conversion of existing office to 2 No. self contained units.

The Council have received the above application.

[Click here to view the application details](#)

This application has been identified as CIL Liable. Therefore please be aware that, in accordance with Appendix 2 of the Arun CIL Charging Schedule, your consultation response should only include requests for Section 106 for on site mitigation, Pagham Harbour Management Contributions (if applicable) or Affordable Housing. Off Site mitigation measures directly related to this development should be dealt with by condition if possible to ensure the scaling back of Section 106 if possible. CIL contributions will be used for off site infrastructure mitigation schemes. Therefore if this proposal triggers the need for off site mitigation, please ensure that you engage in the CIL Infrastructure List Consultation process upon receipt of a consultation letter.

Should you have any comments to make, these should be sent by replying to this email by 4th September 2020 . You can also monitor the progress of this application through the Council web site:

www.arun.gov.uk/planning.

The application will be determined having regard to the development plan policies (if any are relevant) and other material considerations. The development plan can be accessed via the website <https://www.arun.gov.uk/development-plan> as can the the leaflet how to respond to planning applications <https://www.arun.gov.uk/planning-application-comments> which deals with material planning considerations.

Please be aware that any comments you may make will be available on our website so please do not insert personal details or signatures on your reply.

Should the application go to appeal the Planning Inspectorate will publish any comments made to the Council on their website: <https://www.planningportal.co.uk/info/200207/appeals> but they will protect personal details.

In the absence of a reply within the period stated, I shall assume that you have no observations to make

Yours sincerely

Maria Tomalova

Planning Officer- Arun District Council

Telephone: 01903 737510

Email: maria.tomalova@arun.gov.uk

PLCONSULT (ODS) 2020