

From: Elaine Walby on behalf of Planning.Responses
Sent: 14 April 2026 14:42
To: Planning Scanning
Subject: FW: Planning Consultation on: LU/25/26/PL

PL- Consultation- EH Private Sector Housing response

Elaine Walby
Technical Support Assistant
Planning Services

T: 01903 737 904
E: elaine.walby@arun.gov.uk

Arun District Council, Civic Centre, Maltravers Rd
Littlehampton, West Sussex, BN17 5LF
www.arun.gov.uk

To register to receive notification of planning applications in your area please go to <https://www1.arun.gov.uk/planning-application-finder>



Connect with us: [Facebook](#) | [X](#) | [Instagram](#)

From: Christian Melgar <Christian.Melgar@arun.gov.uk>
Sent: 13 April 2026 16:00
To: Planning.Responses <Planning.Responses@arun.gov.uk>
Subject: RE: Planning Consultation on: LU/25/26/PL

Dear Planning

Please see Private Sector Housing comments below. These comments are in relation to the Housing Act 2004 and Houses in Multiple Occupation (HMO). If utilised for HMO use The Licensing and Management of Houses in Multiple Occupation and Other Houses (Miscellaneous Provisions) (England) Regulations 2006, The Licensing of Houses in Multiple Occupation (Mandatory Conditions of Licences) (England) Regulations 2018 and Arun District Council's HMO Standards also apply. The Housing Health and Safety Rating System (England) Regulations 2005 apply to all domestic accommodation. LACoRS national fire safety guidance is also applicable.

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".
- Internal escape routes should provide 30 minutes fire resistance, including any service cupboards and understairs areas, and 30-minute fire resisting and self-closing fire doors (FD30S) must be fitted to each flat's entrance. Doors to any service cupboards and understairs areas must also be 30 minute fire-resisting and kept shut with a latch and appropriate signage.

Fire doors must meet the following criteria –

- Fire-resisting, self-closing doors having an integrity of 30-minutes and incorporating intumescent strips and cold smoke seals (FD30S), hung on 3x fire rated hinges.
- Self-closer devices must comply with BS EN 1154:1997, e.g. min. power size 3 overhead hydraulic self-closer, and the door must latch fully into the frame. N.B. Chain closers will not comply with this requirement. The self-closing device must be able to shut the door to a fully latched position from whatever angle the door is released from.
- Intumescent strips and ambient temperature/cold smoke seals must either be set within the top and side edges of the door or set into the frame. The intumescent strips and smoke seals should be of one continuous strip along each edge and should not comprise of smaller strips stuck together.
- Doors must be hung using three fire-rated hinges.
- Any glazing within doors must be fire-rated, for example wired safety glass. Standard glass is not acceptable.
- Flat entrance doors to be openable from the inside without the need for a key, card or code. One way to do this would be to have a thumb turn latch or night latch. Bolts and door chains should not be fitted to the doors.

- The door frames must not have substantial cracks and/or gaps. The gap around the top and side edges of the door must not exceed 4mm, and the gap across the bottom of the door must not exceed 10mm.*
- Door frames should have a minimum depth of rebate of 12.5mm which can either be formed from the solid or built up.
- Personal items such as bags or clothing must not be hung on the back of fire doors or self-closers at any time.
- Any letter boxes and all door furniture/ironmongery must comply with the relevant British Standard relating to fire doors.
- Doorstops must be a minimum of 12.5mm x 35mm.
- Fire doors must be installed and maintained in accordance with BS 8214:2016 or equivalent.
- *NOTE: Where a gap between the fire door bottom edge and the threshold is over 10mm appropriate (drop-down) intumescent strips and cold smoke seals are required, or the door lowered to reduce the gap to less than 5mm, ideally no more than 3mm. Where a door is rehung, this must not increase the gaps around the rest of the door to more than 4mm. For gaps between 5mm and 9mm the door can be rehung to reduce the width of the gap to a more acceptable level (i.e. 5mm or less), although strips and seals could be used as long as it doesn't interfere with the doors full closing by way of the automatic self-closing device. If the gap is 5mm or less, then no action is required, unless there are additional reasons or circumstances identified why it should be smaller. Doors should be inspected by a suitably qualified fire door inspector to obtain the best and most up-to-date information for the particular fire door being examined. Guidance for fire doors and components should be backed by rigorous third party certification.
- A Grade A, LD2 fire alarm system should be installed and maintained. Grade A detection comprises electrically operated smoke and heat detectors which are linked to a control panel. The control panel must conform to current BS EN 54-2 and BS EN 54-4 or equivalent and incorporate manual call points next to final exits and on each landing. Grade A detection is required in the following areas:
 - Throughout the common escape route(s) (smoke) interlinked with a heat detector in each individual flat.
 - Living/dining room (smoke). Stand-alone to alert the occupants of each flat of smoke within their flat.
 - Kitchen (heat) interlinked to common parts smoke detection to alert all occupants of a fire.
- Fire blankets to be provided in all kitchen areas. This should be wall-mounted and located at an easily reachable height. They should not be located immediately above, behind or beside the cooking facilities.
- Emergency lighting is required to the internal common escape route at all levels.
- Conventional lighting required to the internal staircases at all levels.

Room Sizes

- Room sizes must meet national and local standards, including sufficient useable space.
- Minimum bedroom sizes:
 - 6.51m² – suitable for 1 person
 - 10.2m² – suitable for 2 persons

HMO Status/use

If the 3-person, 2 bedroom units are used by more than two persons in more than two households, a flat would be regarded as a Flat in Multiple Occupation (FMO) and may require additional facilities/measures depending upon each flat individually. At the current time the Council's Additional HMO Licensing Scheme does not extend to this Ward; however, this should be borne in mind if any flat is used for multiple occupancy as the Additional HMO Licensing scheme could be extended to cover this area as well in the future, but in any event, any flat falling within this remit must comply with the appropriate HMO legislation.

General

- Must meet the requirements of the Housing Act 2004 and be free of Category 1 and significant Category 2 Hazards.
- Must meet the requirements of Arun District Council's Houses in Multiple Occupation Standards if any flat is occupied as an HMO/FMO.
- Must meet the requirements of The Management of Houses in Multiple Occupation (England) Regulations 2006, if any flat is occupied as an HMO/FMO.
- Must meet the requirements of The Licensing and Management of Houses in Multiple Occupation and Other Houses (Miscellaneous Provisions) (England) Regulations 2006 (as amended), if any flat is occupied as an HMO/FMO.
- Must meet the requirements of any other associated Housing and/or Houses in Multiple Occupation legislation or regulations if applicable to the property/site/use.

Kind regards

Private Sector Housing & Public Health
 Arun District Council, Civic Centre, Maltravers Rd
 Littlehampton, West Sussex, BN17 5LF
www.arun.gov.uk



Please note that officers may be wearing body-worn cameras during all types of site visits and inspections. They are used to capture both video and audio evidence when officers are attending for evidential purposes and to assist in enforcement matters.

In addition, personal safety of visiting officers is important to the Council, and we ask that you are respectful to them during inspections and visits whilst they undertake the functions of their job.

Verbal and physical abuse or threats will not be tolerated and footage obtained by body-worn devices may be used as evidence in any action taken against an individual or individuals.



Arun Additional HMO Licensing Scheme 2025

<http://www.arun.gov.uk/HMO>
HMOLicensing@arun.gov.uk

Connect with us: [Facebook](#) | [X](#) | [Instagram](#)

From: Planning.Responses <Planning.Responses@arun.gov.uk>
Sent: 09 March 2026 11:49
To: EHPlanningConsultations <EHPlanningConsultations@arun.gov.uk>
Subject: Planning Consultation on: LU/25/26/PL

To: **Environmental Health - Planning consultation**

NOTIFICATION FROM ARUN DISTRICT COUNCIL

Town & Country Planning Act 1990 (as amended)
Town and Country Planning (Development Management Procedure) (England) Order 2015

Planning Permission

Application No:	LU/25/26/PL
Registered:	24th February 2026
Site Address:	17A Selborne Road and 25C Western Road Littlehampton BN17 5NN
Grid Reference:	503397 101639
Description of Works:	Change of use from light industrial with 1 No flat to 7 No flats, first floor extension and solar pv panels on the flat roof. This application affects the setting of listed buildings, affects the character and appearance of the Littlehampton Sea Front Conservation Area and is in CIL Zone 4 (Zero Rated) as flats.

The Council have received the above application.

[Click here to view the application and documents](#) The website is updated once a day in the evening, so you may need to wait until the day after this notification to view the documents.

Should you have any comments to make, these should be sent by replying to this email by 11th April 2026 . You can also monitor the progress of this application through the Council web site:

<https://www.arun.gov.uk/planning-application-search>

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 information on what comments we can consider <https://www.arun.gov.uk/planning-application-comments>

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://acp.planninginspectorate.gov.uk/> 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

Harry Chalk
Planning Officer- Arun District Council
Telephone: 01903 737577
Email: harry.chalk@arun.gov.uk

PLCONSULT (ODB) 2020