



dowsettmayhew
Planning Partnership

Change of Use of a Former
United Service Club from Sui
Generis Use to 10 x 3 C3
Residential Units, associated
Landscaping and Parking

Maltravers Road
Littlehampton
BN17 5JG

Planning, Design & Access Statement

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Introduction

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We are instructed by our clients Maltravers Road Ltd to submit an application for the change of use of the former United Service Club at Maltravers Road, Littlehampton, BN1 7JG from the existing *sui generis* Social Club to provide 10 x C3 residential units.

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The former United Service Club closed in 2016 following a decline in membership and use. An article in the Littlehampton Gazette dated Saturday 5 November documents the reason for the closure as “simply running out of money” whilst membership totalled 350 members, a typical Saturday evening only had between 35 and 50 members using the club.

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The building is now in need of complete refurbishment including overhaul of all of the existing windows and a repair and renewal of the roof covering.

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The site lies within a short walking distance to Littlehampton town centre and opposite the Littlehampton library. It has walking access to the train station and Littlehampton Beach.

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The proposal seeks to make the best use of the previously developed site within a sustainable location. The NPPF seeks to boost significantly the supply of housing and the change of use of this redundant *sui generis* use to 10 residential units (8 x 2 bedroom, 2 x 1 bedroom) will assist with delivering key housing within Littlehampton.

The planning application is supported with appropriate plans demonstrating the alterations necessary to change the use and these include altering an existing rear extension to better serve the proposed units together with replacement of windows, repair of the roof to include a new rear facing roof extension.

The proposal seeks to retain and recondition the frontage noting its key architectural detailing.

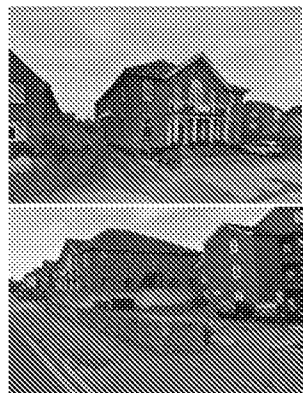
SITE AND SURROUNDINGS

Maltravers Road is located South East of Littlehampton Town Centre. The site lies opposite Littlehampton library and adjacent to Arun Civic Centre.

The building itself lies south of Maltravers Road. To the south of the site lies the Fitzalan Medical Centre, immediately to the east are a number of residential units within Fitzalan Court with access from Fitzalan Road. Immediately to the east is Maltravers Court which is set back from Maltravers Road with a tarmacadam parking area to the front.

The building itself is two storey under a pitched tiled roof with a front facing gable. The roof is in need of replacement and the building requires substantial refurbishment. To the front of the building is a portico with doric columns. Above the portico is a terrace accessed from the first floor.

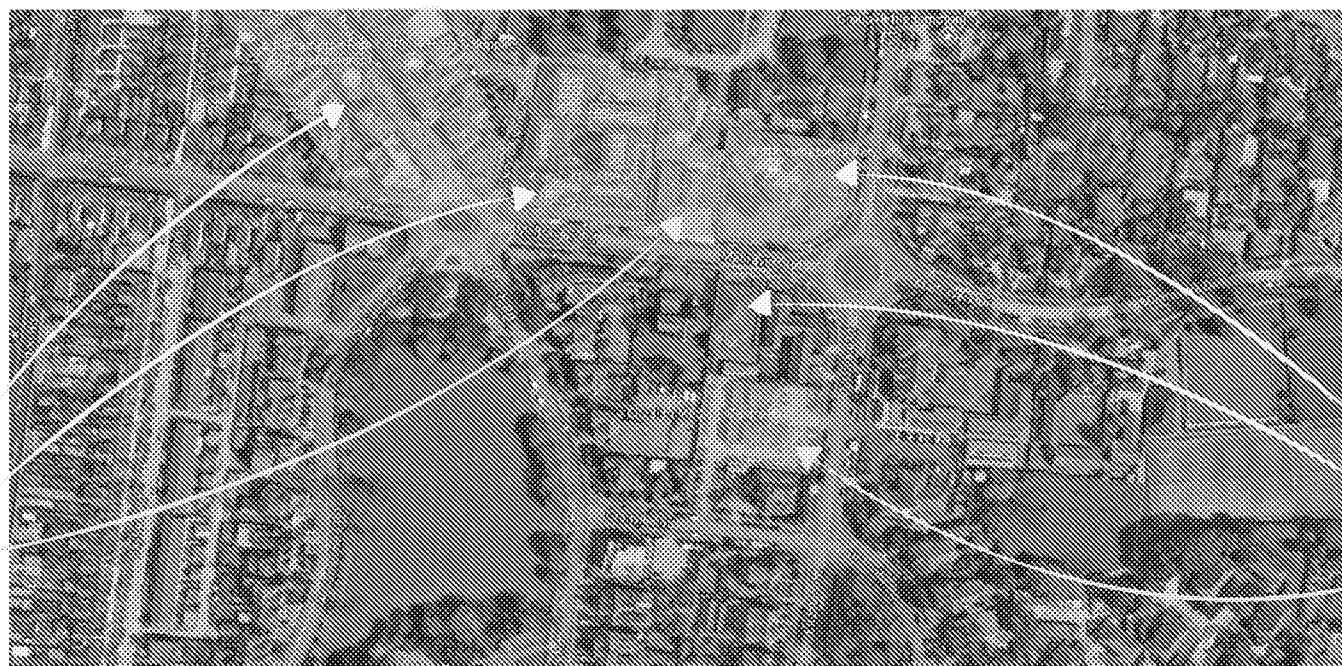
To the north of Maltravers Road lies the Littlehampton library and fire station together with the Arun District Council Offices at the Civic Centre. Maltravers Road is a double yellow lined road with disabled parking immediately opposite the site. The site has direct vehicular access with a large cross over and parking to the front for 5 cars. Additional parking lies to the rear of the site. Bus services and town centre amenities are within easy walking distance (200m) of the site.



Town Centre

Civic Centre

Fire Station



The Library

The Application Site

Medical Centre

PLANNING HISTORY

Attached is a table showing the planning history for the site. The planning history is consistent with the use of the site as the former social club. Applications for the extension of the Club were approved in the early 70's and early 80's (Ref LU/56/81/B).

Application No	Development Description	Decision
LU/184/62/ADV	Internally illuminated box sign	Refuse
LU/188/62/ADV	Internally illuminated sign	Approved/ Cond ADV
LU/202/63/ADV	Erection of an electric sign	Refuse
LU/268/72	Additional floor to form snooker room to existing club also generator room	Approved
LU/277/67/ADV	Renewal of LU/188/62 for internally illuminated sign	Approved/ Cond ADV
LU/278/74	New office adjacent to existing snooker room	Approve Cond
LU/278/74/B	New office adjacent to existing snooker room	Permitted
LU/292/65	Addition of snooker room and beer store	Approved
LU/393/81/B	Installation of new window	Permitted
LU/56/81/B	Extension of f/f to form secretary's office	Permitted
LU/572/83/ADV	One internally illuminated projecting box sign.	Approved/ Cond ADV
LU/65/81	Extension of first floor	Approve Cond

PLANNING POLICY

Section 38 (6) of the Planning Compulsory Purchase Act 2004 and Section 70 (2) of the Town and Country Planning Act 1990 sets out that planning applications should be determined in accordance with a development plan unless material considerations indicate otherwise. For the purpose of the Act the development plan at Arun District consists of the Arun District Local Plan 2003, the West Sussex County Council's Waste and Minerals Plan and the Made Littlehampton Neighbourhood Plan.

The National Planning Policy Framework at Paragraph 215 ensures that specific policies in the Arun District Local Plan 2003 carry weight. The policies can be assessed according to their level of consistency of various policies within the National Planning Policy Framework. Paragraph 216 of the NPPF confirms that weight can be given to policies in emerging plans from the date of publication, according to:

- The state of preparation of the emerging plan (the more advanced the preparation, the greater the weight that may be given);
- The extent to which there are unresolved objections to relevant policies (the less significant the unresolved objection, the greater the weight that may be given); and
- The degree of consistency of the relevant policies in the emerging plan to the policies of the framework (National Planning Policy Framework).

Arun District Council have produced the publication version of the Local Plan (October 2014) and some of the policies within this plan are deemed to have limited weight in the determination of an application.

Arun District Local Plan

The following policies of the Arun District Local Plan are considered relevant to the determination of the application.

- GEN2 - Built up area boundary
- GEN7 - The form of new development
- GEN12 - Parking in new development

Publication of Version of the Local Plan (2014)

The following policies of the Publication of Version of the Plan have some weight in the determination of applications:

- D M1 - Aspects of form and design quality
- D M4 - Extensions and alterations to existing buildings (residential and non-residential)
- SD SP2 - Built up area boundary
- D DM2 - Internal space standards
- D DM3 - External space standards
- D SP1 - Design

Littlehampton Neighbourhood Plan

The following policies apply:

- Policy 1 - Presumption in favour of sustainable development
- Policy 2 - Spatial plan for town
- Policy 3 - Housing supply
- Policy 22 - Design of new development

PRINCIPLE OF USE

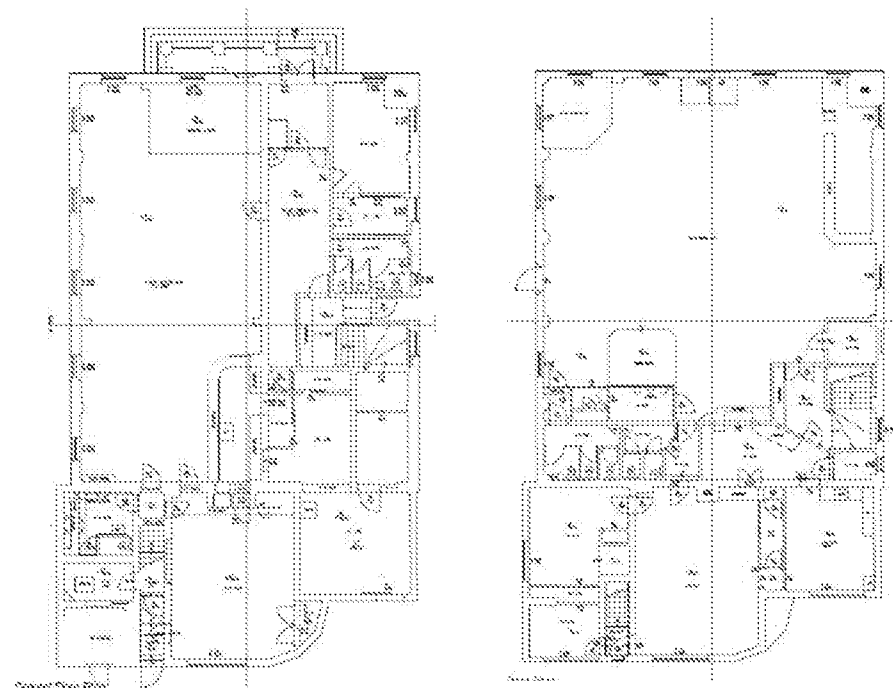
The application building is now vacant and redundant. The site has been in decline for a number of years and the press report in the Littlehampton Gazette dated Saturday 5 November 2016 helps document the steady decline and the reasons for it. The press report indicates that the Club had a membership of over 350 members however the usage was no more than between 35-50 members on a typical Saturday evening.

The refurbishment requirements, including the provision of a new roof meant that the club was not able to meet its own needs. Financially therefore, the Club was forced to close through a lack of use. We understand that the Club's members, prior to its closing, would be known to pay for utility bills out of their own pockets. In 2004 the accountant suggested the club needed consistent takings of over £2000 per week in order to maintain the club. At the time of closing the takings were less than £1000 a week. A social club is categorised within the Town and Country Planning (use classes) Order 1987 (as amended) as a *sui generis* use.

The site falls within the definition of previously developed land and is a vacant building. It therefore benefits from vacant buildings credit as set out in the National Planning Policy Guidance notes.

The National Planning Policy Framework together with policies in the Development Plan seek to bring back into use vacant and redundant buildings. Policies within the NPPF also seek to boost significantly the supply of housing. This is reflected in the policies in the Neighbourhood Plan and the Emerging District Plan.

We therefore consider the principle of the change of use from a vacant previously developed *sui generis* social club to 10 units of residential accommodation will make the most viable use of the building. The make up of the proposed units (8 x 2 bed and 2 x 1 bed), also conforms with the Neighbourhood Plan policy requiring smaller units along the Fitzalan corridor.



Existing Floor Plans

DESIGN

The proposal seeks to use the existing building and convert it to form 10 new residential units.

The proposal seeks to replace and repair the roof where necessary and to the rear it also includes a dormer roof extension. New velux roof lights will be placed on the side elevations of the roof.

The existing windows will be removed and replaced with new grey UPVC to all existing openings.

The doric columns and existing portico will remain with its balcony at first floor. The steps to the front will be altered such that the portico area can be used as amenity space. A new glass balustrade will be formed around the doric columns.

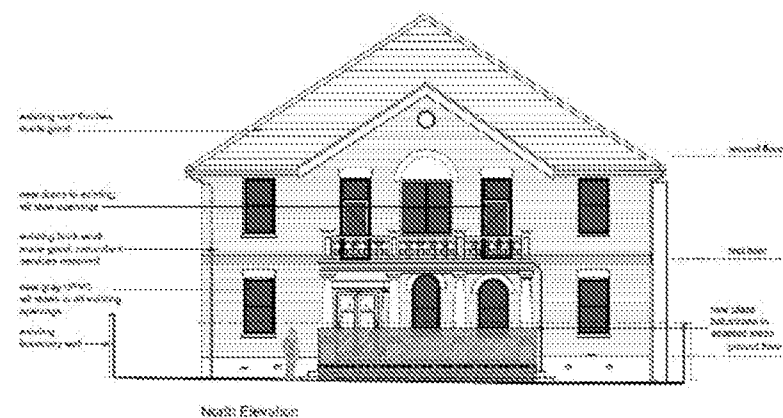
To the rear of the building a number of windows will be replaced as doors with Juliette balconies and a private amenity space will be formed for the ground floor flats. This would include a patio area and some landscaping.

The existing tarmac driveway will be removed and a new shared surface will be laid in order to prioritise the area for pedestrians rather than for vehicular traffic.

The existing fire escape to the building will be removed and fire suppression measures will be installed within the building in accordance with building control.

To the front of the building wide former paving will be installed and this will be in contrasting colours to the new driveway surfacing.

New planting will be introduced to the front of the building and a covered bin and recycling storage structure will be erected in order to conveniently house bins and recycling.



Proposed Elevations

AMENITY

Residential properties exist at present on two sides of the application site. To the south of the site lies a medical centre and the garages used for residential ancillary storage and the storage for cars.

The removal of a social club will assist by decreasing the potential for noise to neighbours and nearby residents.

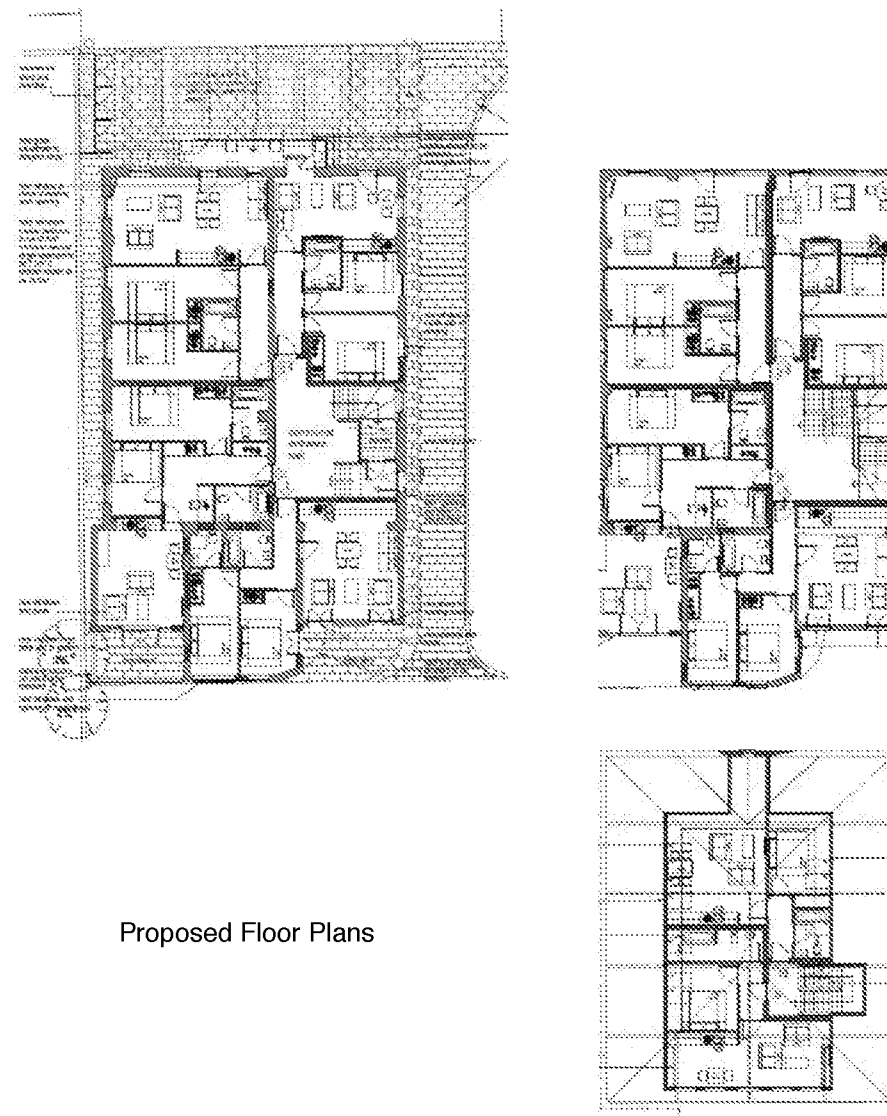
The change of use will be consistent with the use of the neighbouring properties. The medical centre is not a 24 hour operation and therefore the new dormer to the rear together with the change of use will not have an impact on the operation of the nearby medical centre.

The site lies within 200m of the Town Centre. There are a range of services and shops available for new occupiers of the property. The site is also within 800m of the seafront and the wider amenity space at Littlehampton Beach.

OTHER CONSIDERATIONS

A transport report has been produced by Reeves Transport Planning and the document is attached with the application submission.

The site lies adjacent to but out of the flood zone. The Environment Agency's maps show that the site has a low probability of flooding and is in flood zone 1. Therefore no FRA is produced with the application.



Proposed Floor Plans

ACCESS

The existing tarmacadam access to the rear of the site which also accesses the existing garages will remain following development. It will be resurfaced in order to provide a more tactile environment with a shift in priority from vehicular to pedestrian.

The existing side access to the property will be retained and used as the main access for the majority of the properties within the building.

The front access will be altered and form part of private amenity space for two of the residential units fronting Maltravers Road internally.

CONCLUSION

We are instructed by our client Maltravers Road Limited to submit an application for the change of use of the former United Services Club (sui generis use) to 10 x C3 residential flats. The development comprises 8 x 2 units and 2 x 1 bedroom units.

The site lies in proximity to the Town Centre (within 200m) and has access to a range of shops and services. The site also has acceptable access to amenity space at Littlehampton beach. The railway station is also within easy walking distance.

We consider the site lies within the settlement boundary of a sustainable settlement. It seeks to make the best use of a previously developed site which has become vacant.

The Development Plan Policy and the National Planning Policy Framework seek to bring in to use vacant and redundant buildings in order that they are viable. The change of use of the building to residential will support the need for housing within the district and seeks to do so in a highly sustainable location.

We consider the proposal is by definition sustainable development and the Local Planning Authority should seek to support sustainable development where possible. The proposal boosts the supply of housing locally and there are no other material considerations that would indicate that the application should be refused.

We therefore request that the Planning Authority approve the application at its earliest convenience.