



Liam Russell Architects
architecture and development

DESIGN AND ACCESS STATEMENT
INCLUDING PLANNING POLICY,
WASTE MINIMISATION STATEMENT AND SUSTAINABILITY STATEMENT
(VERSION 2)
FOR THE
FORMER
COASTGUARD'S TOWER



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1.0 Amount

The proposed conversion of the Former Coastguard's Tower on Littlehampton's seafront promenade will utilise the redundant building to provide valuable and exciting accommodation for tourists.

The existing building, built in the mid 1920's and utilised up to the mid 1990's by the Littlehampton Harbour Board, is located on the western end of the promenade and accessed off of Coastguard Road and Windmill Road (which has a public Carpark adjoining it). The building was utilised for storage purposes by ARUN DC until it was resolved that "The Town Council advise the District Council that they have no interest in the old [Former] coastguard[']s tower" in a Policy and Finance Committee meeting held on 12th June 2006.

According to ARUN DC's Online Planning Register there is no history regarding planning activity for the building.

Permission is sought to change the use of the building to C3 – Dwelling Houses from either Use Class B8 – Storage; it's most recent use prior to becoming vacant, Use Class D1 – Non-residential Institutions; however this was over 10 years prior to this application, or simply Sui Generis as it would not appear to accept classification in a straightforward manner.

The relevant policies in The Arun District Local Plan 2003 (adopted on the 17th April 2003) referred to as part of this application are as follows with items of particular relevance from each extracted and included below:

1.1. GEN2 Built Up Area Boundary

- The boundaries of the built-up area for the purposes of the West Sussex County Structure Plan and this District Local Plan are defined on the Proposals Map. Development or redevelopment will be permitted within the built-up area boundaries, subject to the other policies in this plan. Outside the built-up area boundaries, development or redevelopment will not be permitted unless it is consistent with other Local Plan policies.
- Reason: To meet the aim of sustainability by locating development in areas with existing services, infrastructure and facilities.

1.2. GEN7 The Form of New Development

- Planning permission will only be granted for schemes displaying high quality design and layout...

1.3. GEN9 Foul and Surface Water Drainage

1.4. GEN10 Tidal Flooding and Coastal Defence

1.5. GEN12 Parking In New Development

- Hotels, Motels and Guesthouses 1 space per bedroom (including staff bedrooms)

1.6. GEN13 Public Access to the Coast

1.7. GEN14 Public Transport

1.8. GEN15 Cycling and Walking

1.9. GEN17 Access for People with Disabilities

- Development involving buildings open to the public and buildings used for employment or education purposes should provide suitable access for people with disabilities, in terms of external and internal layout. Proposals should be consistent with the special architectural or historic character of the property concerned.
- Reason: To secure an accessible environment for all.

1.10. GEN18 Crime Prevention

1.11. GEN21 Renewable Energy

- Planning permission will be granted for development for renewable energy generation provided that:
- (i) there is no significant harmful environmental effect on the quality of the natural and built environments;
- (ii) there is no unacceptable impact on the amenity of neighbouring residents;



- (iii) there is no adverse effect on public safety;
- (iv) development will make a contribution to meeting need on a local, regional or national basis and the reduction in emissions of damaging greenhouse gases.
- Reason: The benefits of renewable energy generation must be balanced against the protection of the area's high environmental qualities.

I.12. GEN22 Buildings or Structures of Character

- Planning permission will not be granted for development resulting in the loss of existing buildings or structures of interest and importance which are attractive in their own right or which contribute to the character and appearance of an area. Alterations, extensions or other development which would adversely affect the appearance or setting of such buildings or structures will not be permitted.
- Reason: In addition to Listed Buildings, the District Council places great importance on the retention of other buildings of character, which form part of its rich built heritage, although such buildings do not enjoy the full protection of statutory listing.

I.13. GEN24 Energy and Water Conservation

- The Council will expect all new developments to facilitate energy and water efficiency. These should be of a design and layout that:
 - (i) minimises heat loss from dwellings;
 - (ii) provides for the maximisation of passive and active solar gain and other renewable energy sources, whilst minimising the exposure of structures to wind and wind driven rain through appropriate landscaping;
 - (iii) minimises specific requirements for wholesome potable water from mains sources and provides infrastructure for water harvesting and/or grey water recycling; and
 - (iv) provides effectively for short term individual and community storage of re-usable and recyclable waste.
- Reason: To meet the aim of sustainability.

I.14. GEN26 Water Quality

I.15. GEN32 Noise Pollution

I.16. GEN33 Light Pollution

I.17. GEN34 Air Pollution

I.18. AREA8 Littlehampton Harbour Strategy

- Within the area defined on the Proposals Map, planning permission will only be granted for development which:
 - supports the continuation and development of the harbour as a commercial and recreational port; and/or
 - improves both economically and environmentally the links between the town and the harbour.
- Reason: To ensure the coordinated planning of this sensitive and economically important area.

I.19. AREA21 Re-Use of Redundant Floorspace

I.20. DEV34 Tourist Accommodation and Attractions

- Within the built up area, permission will be granted for the extension of existing or new tourist accommodation and/or tourist attractions provided that proposals are appropriate to the character of their location.
- Reason: The District Council wishes to encourage the provision of good quality tourist accommodation in the traditional seaside resorts as well as in less traditional settings in order to provide for all types of visitors to the area. It is also recognised that existing local tourist attractions may require upgrading and/or extension in order to compete in a changing market. This must be balanced with the need to protect the environment.

I.21. DEV35 Tourist Development Requiring a Coastal Location

- Outside of the built-up area, planning permission will not be granted for new tourism development along the coast other than for appropriate changes of use and small-scale extensions to existing facilities, which do not detract from the character of their surroundings.



- Reason: To safeguard the remaining areas of undeveloped coastline from further development.

2.0 Layout

The building measures approximately 17m² (Gross Internal Area) and has a footprint of 12m² (Gross External Area). Its height is unchanged and presently stands at approximately 10.5m. It sits next to/adjoins the Coastguard's Building (erected in 1983). Its elevations face north, east, and south.

The nature of the proposed development is to provide tourist accommodation within the existing structure. The accommodation would comprise a living space, bedroom, kitchenette, and bathroom. The bathroom is positioned on a new mezzanine level above the kitchenette. This is not for longer term holiday periods due to the compactness of the layout however it is an interesting space or series of spaces and will provide enjoyable and affordable accommodation for short breaks. This applicant has also confirmed an interest in the proposed accommodation by Margaret Murphy – Arun's Destinations Services Officer, and her colleagues to confirm its suitability for tourist accommodation.

Car parking is not provided for the development which is as existing and it is felt to be well serviced by a variety of opportunities such as the nearby public carpark via Windmill Road to the north within 2minutes walk from the building. In accordance with ARUN DC's own efforts to promote sustainable transport, the Leaseholders will play their part to encourage sustainable travel to and from the building and may be able to offer an incentive for train-ticket holders for example; no details have been confirmed at this stage however.

3.0 Scale

The building's scale is unaffected.

4.0 Landscaping

No landscaping is proposed as the external areas are unaffected at ground floor level.

5.0 Appearance

The style of the proposal is deliberately low key and in-keeping with that of its surroundings. Its external appearance remains unaffected other than some well detailed metal and timber balconies (one full and the other a half or Juliet) which are proposed to be affixed to the south or front elevation overlooking the promenade and seafront and some adjustments to the existing windows to add doors and etched glass units etc – see drawings. Also the two existing external doors at ground floor level are to be replaced with an etched glass screen (as an infill material/device) and the other with a finely crafted bespoke timber front door with metal inlay details.

6.0 Access

In preparing the design, inclusive access has been a key consideration. The main issue with the provision of access of ambulant disabled and disabled users is the distinct and restrictive lack of space available in which to accommodate the necessary measures. For example, the existing spiral staircases, which is a feature of this building, is below any of the standards currently applied to staircases in building today. Even by standards where a degree of tolerance is afforded the staircase is tightly curving and difficult to ascend and in particular descend. The second issue relates to the floor plates themselves which measure less than most disabled WC's and when you factor into that the reduction in area due to a staircase, it simply precludes any disabled provision. This is obviously regrettable however it is not a situation that was created by this proposal.



7.0 Waste Minimisation Statement

The proposals look to demonstrate how regard has been given to the minimisation and reuse of construction waste by:

- The selection of an existing site and building to be adapted to suit a new use is an effective utilisation of existing land.
- The construction methods applied to the proposals will be commensurate to the scale of the development and will utilise construction methods which minimise the use of raw materials and maximise the use of secondary aggregates, and recyclable and recycled materials.
- Any construction waste will be used as much as possible on site and into the design of the development.
- On site sorting and recovery of waste materials will be carried out where applicable.
- The Principal Contractor will be asked to follow the Site Waste Management Plans – Guidance for Construction Contractors and Clients – Voluntary Code of Practice Date Issued: 8th July 2004

8.0 Sustainability

8.1. Natural Environment Questions

- The proposals do not alter the natural state of the site as the proposals sit within the existing building which has been in-situ for over 80 years.

8.2. Pollution Questions

- The proposals will not give rise to contamination or atmospheric pollution in accordance with ARUN DC's policies.

8.3. Community Safety Questions

- The development has been designed according to the principles of Secure-by-Design with restricted access into the accommodation on the ground floor. There is a degree of natural surveillance offered by the surrounding buildings and as the site is so prominent.
- Windows and openings accessible from outside at ground level will be fitted with security fastenings.

8.4. Energy

- All buildings will be insulated to a higher level than current building regulations require and we are aiming to achieve a Code level 1 to 2 or a 10% to 18% improvement over the current building regulations.
- Photo voltaic electricity production is not currently proposed. The building utilises light as much as practicable and this has been carefully judged to avoid an 'over glazing' of any aspect of the façade which negatively affects the buildings energy consumption.



- The common parts will be lit by energy efficient/low energy fixtures and fittings that are proximity and movement sensor controlled to reduce their burden on the overall energy use of the building.
- Within the building, light fittings will naturally be low energy fittings and as the building will remain under the administration of the Leaseholder, lighting will continue to use low energy products for the life of the building.
- Any heating will be as efficient as the current technology offers.
- Natural light is provided for all of the rooms. Openable windows within the perimeter walls give good manual air conditioning/control. An external light will be specified for security however this will be a proximity sensing light for power saving.

8.5. Land Use Questions

- See 1.0 above.

8.6. Transport Questions

- The site is located within good connectivity to local transportation routes, being only 20 minutes walk from the nearby train station.
- This applicant will consider where best to place secure 'eye's for locking overnight to encourage more sustainable modes of transport. Furthermore the area benefits from relatively low changes of gradient to aid walking etc.

8.7. Waste Questions

- Occupants will be asked to deposit any waste generated from their stay within bins surrounding the building. Ample space for recycling within the accommodation will also be provided.

END