



Design and Access Statement

Oakhurst Gardens - Booker Hall

August 2021

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Contents

1.0	Executive summary	3	8.0	Architectural character	30
2.0	Site and context		8.1	Existing material character	31
2.1	Site & Surrounding Context	4	8.2	Proposed - material character	32
2.2	Background Information	5	8.3	Proposed - material character entrances	33
2.3	Density and use	6	8.4	Exterior - hall building	34
2.4	Amenity space	7	8.5	Exterior - office	35
2.5	Parking Analysis	8	8.6	Offices - visuals	36
2.6	Future Development Strategy	9	8.7	Main entrance - visual	37
			8.8	Hall interior - visual	
3.0	Existing site		9.0	Consultant information	
3.1	Existing site & building arrangement	11	9.1	Structural strategy	38
3.2	Booker Hall - existing building	12	9.2	Environmental and servicing strategy	39
3.3	Existing site - proximity	13	9.3	Parking strategy	40
3.4	Existing site - opportunities and constraints	14			
4.0	Design development		10.0	Landscape	
4.1	Design development	15	10.1	Existing trees	41
4.2	Proposed design - key principles	16	10.2	Ecology and biodiversity	42
			10.3	Amenity space	43
5.0	Proposals		11.0	Conclusion	44
5.1	Proposed - proximity	17			
5.2	Proposed ground floor-arrangement and entrances	18			
5.3	Building overview	19			
5.4	Proposed - ground floor plan	22			
5.5	Proposed first floor plan	23			
5.6	Proposed elevations - south & east	24			
5.6	Proposed scale and massing model	25			
6.0	Public consultation	26			
7.0	Proximity & outlook				
7.1	Outlook diagrams - ground floor	27			
7.2	Outlook diagrams - first floor	28			
7.3	Outlook from neighbouring dwellings & building heights	29			

Executive Summary

This report has been prepared by Studio Scott Taylor on behalf of Littlehampton and Rustington Housing Society in order to support the planning application for the development of a new community hall and office building.

The new building is proposed to be located in the place of the existing Booker Hall which is located north of Rustington Hall care home. The existing hall and added ancillary buildings are in poor condition and this area of the site is in need of upgrade to be brought to modern standards. The site is located within the Built-Up area boundary.

The proposal also seeks to improve the landscaping and biodiversity in this area of the site and increasing parking capacity to serve the new building and ease the pressure on parking across the site as a whole.

Studio Scott Taylor were commissioned in May 2019 to assess and identify several areas on the site as a whole for future and potential development and a site wide strategy and phasing has been clarified with the LRHS team. The introduction of this report outlines the site wide analysis and appraisal in order to give context to this single application and any future applications that are to be submitted.

This report has been prepared in conjunction with several consultants see full design team listed below:

Design team

- Architect - Studio Scott Taylor
- Planning Consultant - Henry Adams
- M&E engineer - Pope Consulting
- Structure - Engineers HRW
- Parking - Mode Transport
- Trees - Ramsay & Co
- Ecology - Lizard Landscape

Planning history

Research into the planning history of Booker Hall reveals only one previous application. R/1/00/ was approved on the 11th of February 2000 for a single storey rear extension to be used as a storeroom.

A review of the Council’s planning register highlights that the site has been the subject of a number of planning applications. The applications are relevant to the history of Oakhurst Gardens and Rustington Hall. Of most significance is R/267/17/PL, which was dismissed at appeal, as this proposed new accommodation. A site wide strategy has been considered to explore alternate options to deliver much needed additional accommodation. The relevant planning histories are listed within the separate planning statement included with this application.

Site wide design brief

The site as a whole is in need of an upgrade due to the age of some of the buildings present on site. The Littlehampton and Rustington Housing Society (LRHS) has a responsibility to reinvest and develop areas of the site that require upgrading.

Key aspects of the site wide brief include:

1. To provide new accommodation on under used areas of the site.
2. Improved amenity and shared spaces for use by all residents on the site.
3. Upgrade and improve community buildings on the site.
4. Provide additional office space on the site to accommodate the growing LRHS team.

Project ambition & objectives

LRHS and Studio Scott Taylor aim to offer high quality new buildings on the Oakhurst Gardens site in order to upgrade and improve the site as a whole for staff and residents. The ambitions and objectives of this particular development for the new Booker Hall include:

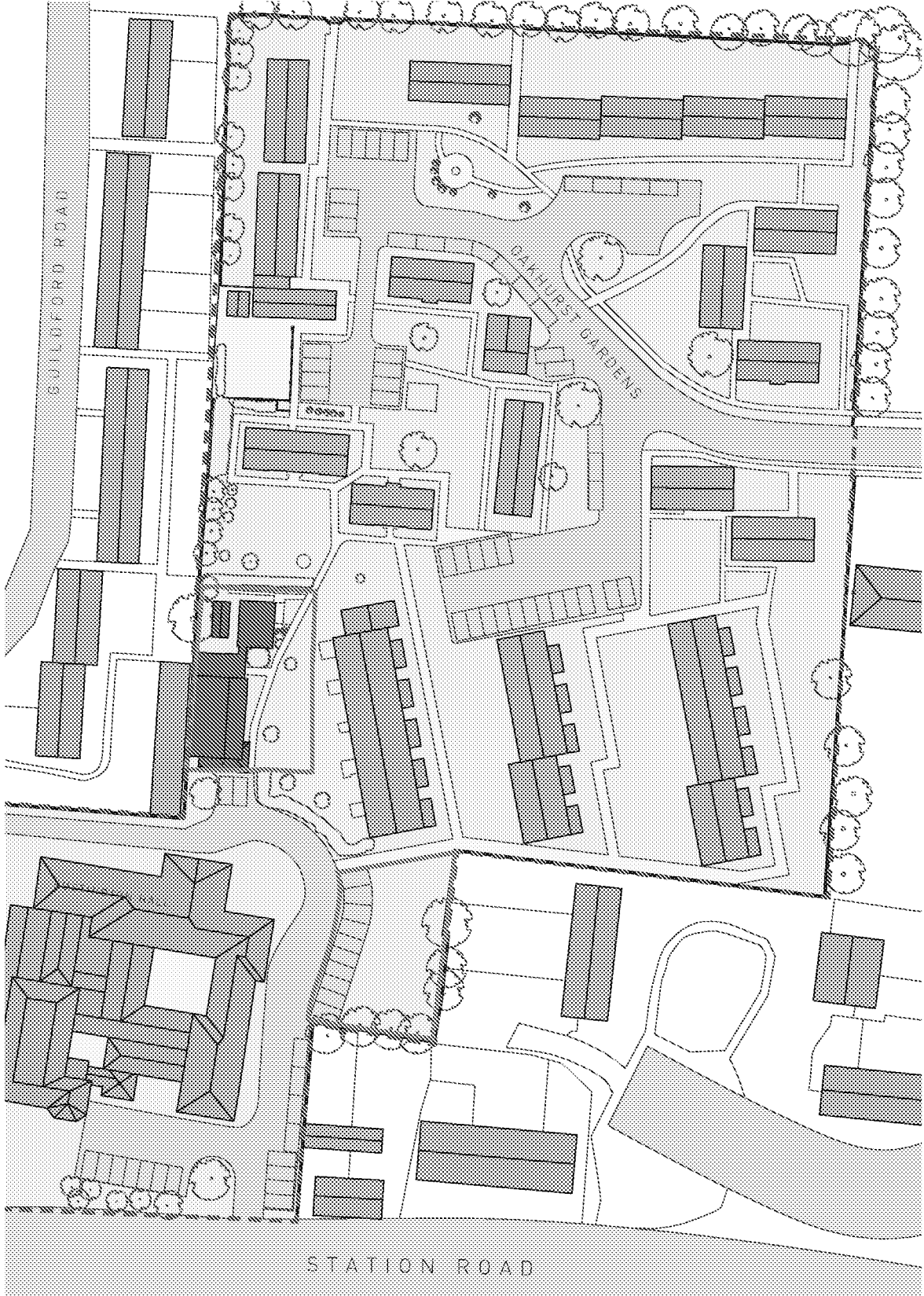
- Regenerating the under-utilised site and ensuring a positive contribution to the immediate environment.
- Optimising efficiencies in layout and design to maximise quality of life.
- Minimising impact on neighbouring dwellings.
- Optimising development on the site and upgrading existing buildings in poor condition.
- Delivering architectural excellence for communal buildings on the site. Instilling and strengthening a sense of community and providing much needed areas for social interaction.
- Developing design solutions that are sustainable and minimise the impact on natural resources.



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2.1 Site & Surrounding Context

The site as a whole is accessed via two key entrance points, the entrance to Rustington Hall care home is accessed off Station road at the southern end of the site which continues up to the existing entrance to the Booker Hall providing a drop off area. The entrance to the sheltered housing to the north is located at the end of Oakhurst Gardens which terminates in a series of closes providing parking to the clusters of buildings containing apartments.

The site as a whole is easily accessible by foot, car and public transport. Bus stops on Station Road provide regular services to Littlehampton, Brighton, Worthing and Arundel via both the 700 service. Angmering train station is a 10 minute walk.

The existing Booker Hall site is situated on the eastern border of the site directly north of the Rustington Hall care home.

- 01. Existing Site plan
- 02. Aerial view
- 03. Aerial view
- Site boundary
- Application site boundary



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2.2 Background Information

Littlehampton & Rustington Housing Society Ltd is a community based not-for-profit organisation established in 1948. It is split across two main business areas – Rustington Hall Nursing and Care Home and LRHS Oakhurst Gardens & Property Management Services.

Rustington Hall is a nursing and care home registered with Care Quality Commission (CQC) to accommodate up to 62 elderly residents.

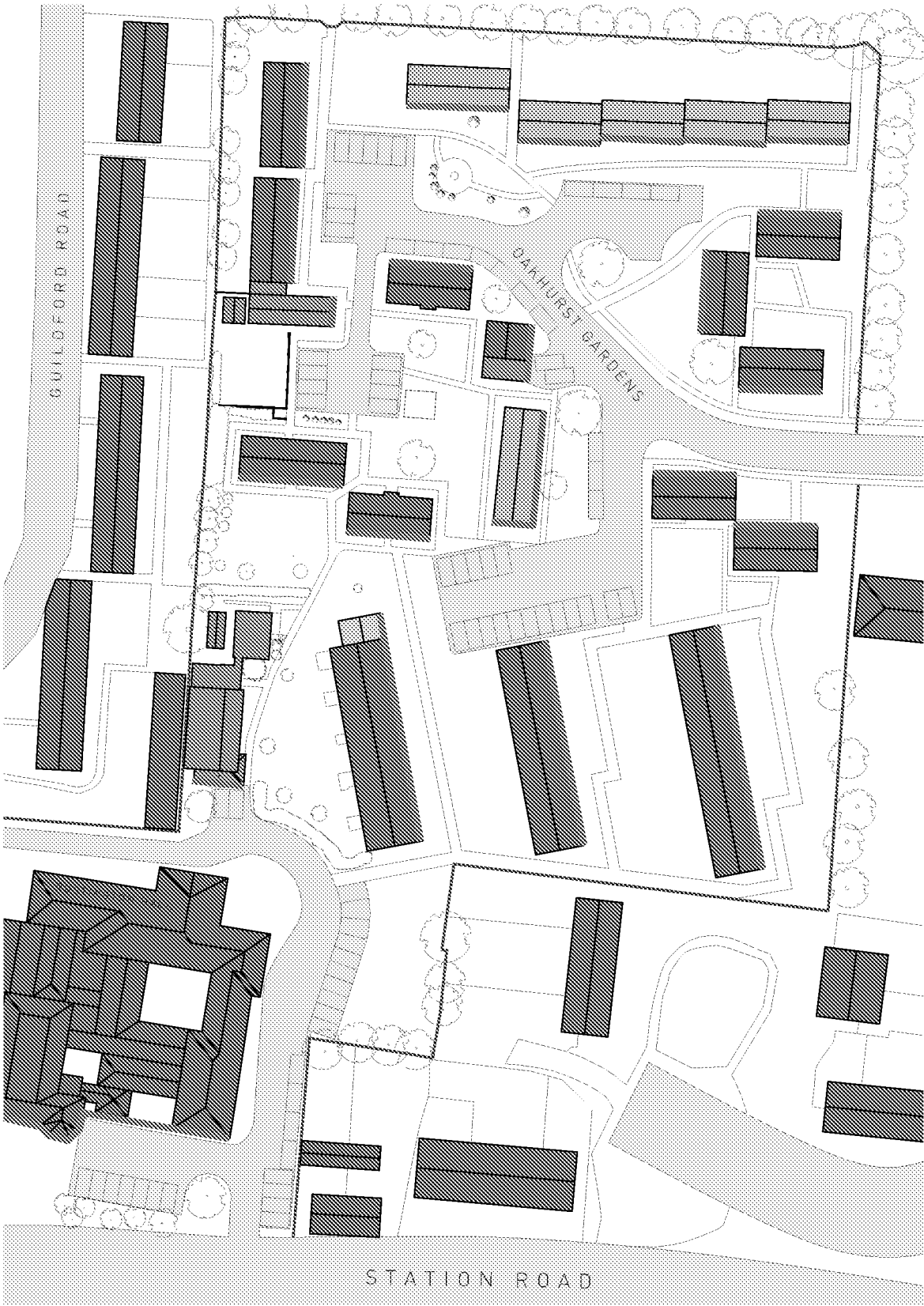
Within Oakhurst Gardens there are 87 sheltered housing units comprising of studios, bungalows and one bedroom properties. All have a Chubb Warden Control System which links to the estate office and when staff are off site reverts to Chichester Careline. All residents are over 60 years of age.

There are a total of ten blocks – three of which have four separate one bedroom flats and seven have four separate studio flats. There are fourteen single storey studio bungalows and then a further thirty-two larger one bedroom properties which are in three main blocks of two storey buildings with each flat being either ground or first floor accommodation.

Office accommodation for the growing LRHS staff team is split across the site in the old Wardens house, situated at the Oakhurst Gardens entrance and within Rustington Hall.

LRHS Property Management – currently manage nearly 200 individual tenancies in accommodation in the areas of Littlehampton and Bognor Regis. The accommodation comprises of Houses of Multiple Occupation as well as one, two and three bedroom properties.

- 01. Rustington Hall care home
- 02. Sheltered housing accommodation
- 03. Bungalows situated on the northern site boundary
- 04. Laundry building



2.3 Density and use

Communal Buildings

There are two key communal buildings used by all residents on the site. These are highlighted in pink on the plan to the left.

The laundry building and drying area to the north is a well used part of the site situated at the center of the sheltered housing site. A new laundry building built to modern standards is due to be constructed to upgrade this area of the site.

The Booker Hall situated just behind Rustington Hall care home is used by all residents for activities and functions on a daily basis such as coffee mornings, bridge club, dance classes and also used for seasonal events such as Christmas lunch.

Residential Accommodation

Across the site there are currently 87 residential units. These are split across a mix of dwellings that include:

Studios = 28

Small one beds = 12

One beds = 33

Bungalows = 14

Total of 87

Principal Elevations

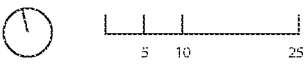
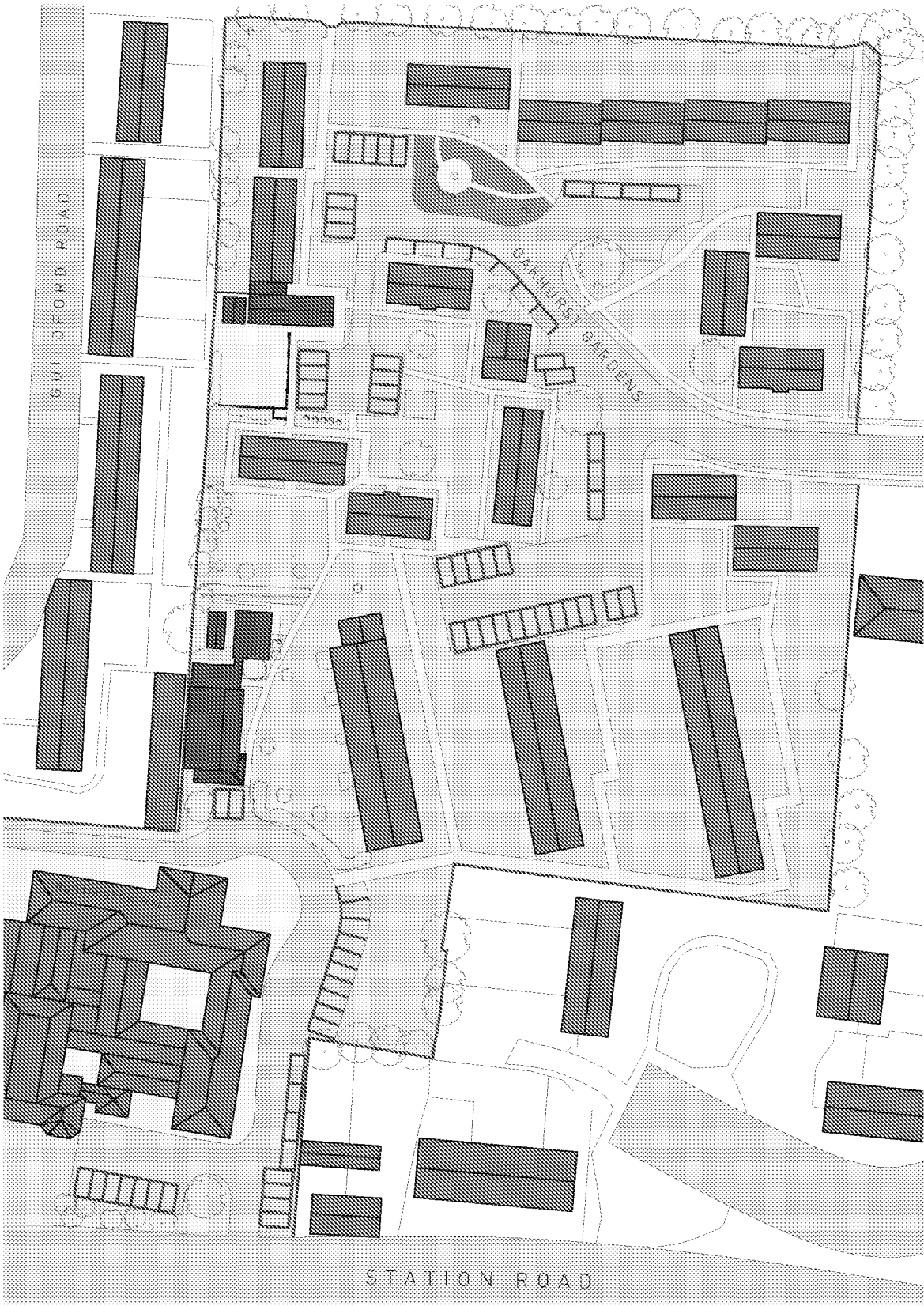
The pink line indicates the principal elevations for each building, As the site has evolved over time each accommodation building is orientated in a particular direction, this is signaled by a primary shared entrance to each apartment building and a porch space on the bungalows. This is an important consideration when assessing overlooking between buildings on the site.

- 2 storey residential
- 1 storey residential
- 1 storey community building
- Principal elevation

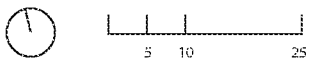
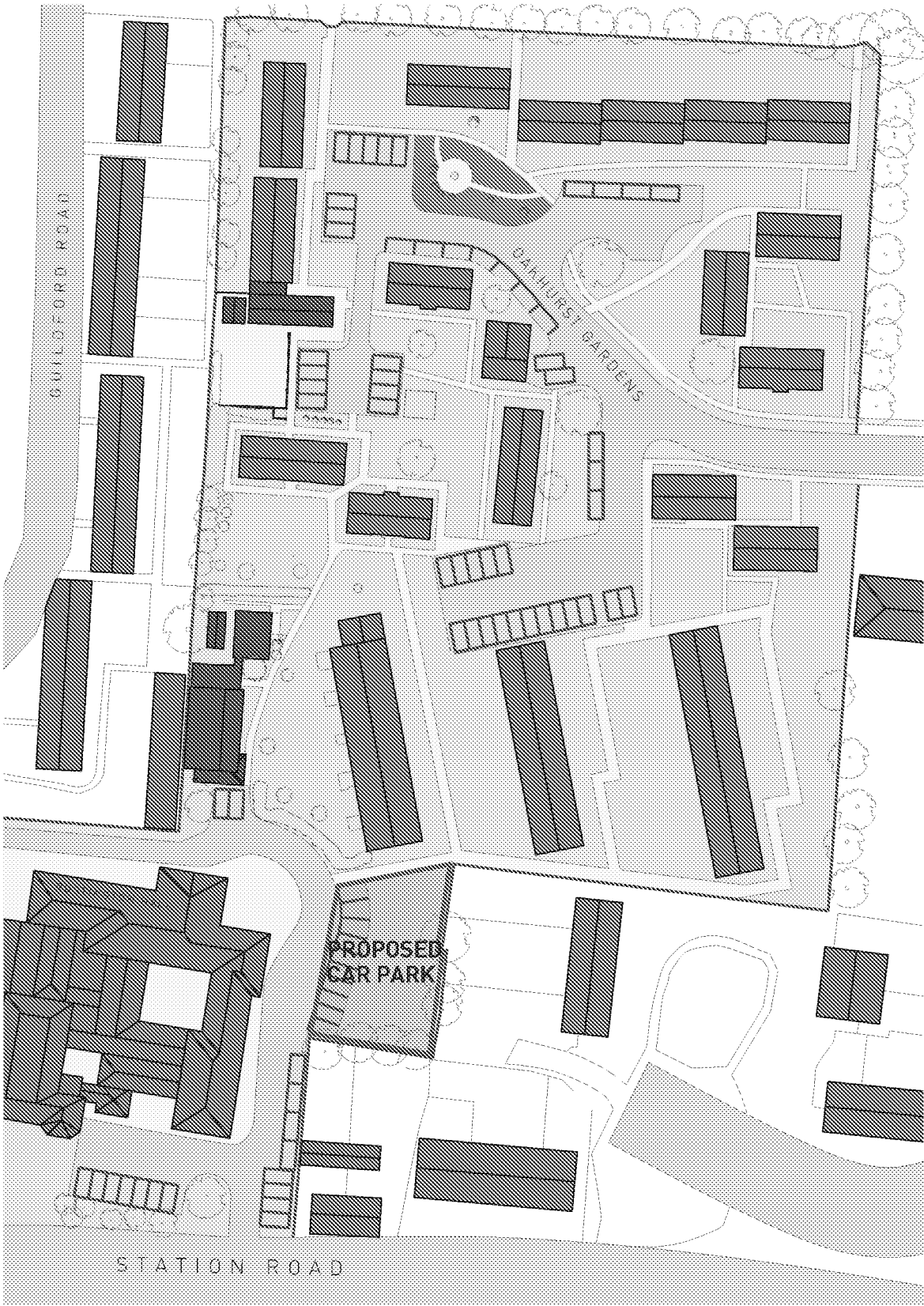
2.4 Amenity space

Each sheltered housing building is surrounded by shared green space. Buildings that border the site boundary inherently provide a more separate private garden space by each dwelling although there are no fences or boundaries allocating space to each resident as all gardens are intended to be shared.

At the centre of the northern part of the site is a sensory garden which provides a focal point to the residential area to the north of the site and well used by all residents giving an improved outlook from the surrounding dwellings. Front gardens for all ground floor apartments are well looked after and provide additional space for residents to establish a sense of ownership and shared community on the site.



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2.5 Parking Analysis

Parking is available via the two entrances to the site.

Oakhurst Gardens Entrance

There are currently **50 spaces** accessed from the Oakhurst Gardens entrance for use by the residents of the assisted living, carers and visitors. There is also several areas where informal unmarked parking on the street side is available.

Existing number of designated parking spaces:
50 total

Number of sheltered housing residents who own a car:
26 out of 87

Number of residents currently needing daily carer assistance:
3 residents

Number of staff needing parking daily:
0-5 staff members
Staff are encouraged to use parking on the Station Road entrance.

Number of spaces remaining for visitors:
16-21 spaces

Station Road Entrance

There is a total of **27 spaces** located off Station Road to be used by staff on the site and visitors to the Rustington Hall care home.

An area highlighted in blue has been allocated to provide an expansion to the parking on the site. This area is included within this application. Once this additional parking has been implemented all staff working across the site will be encouraged to use the Station road parking area, therefore reducing the parking demand to the north on Oakhurst Gardens.

 Parking spaces



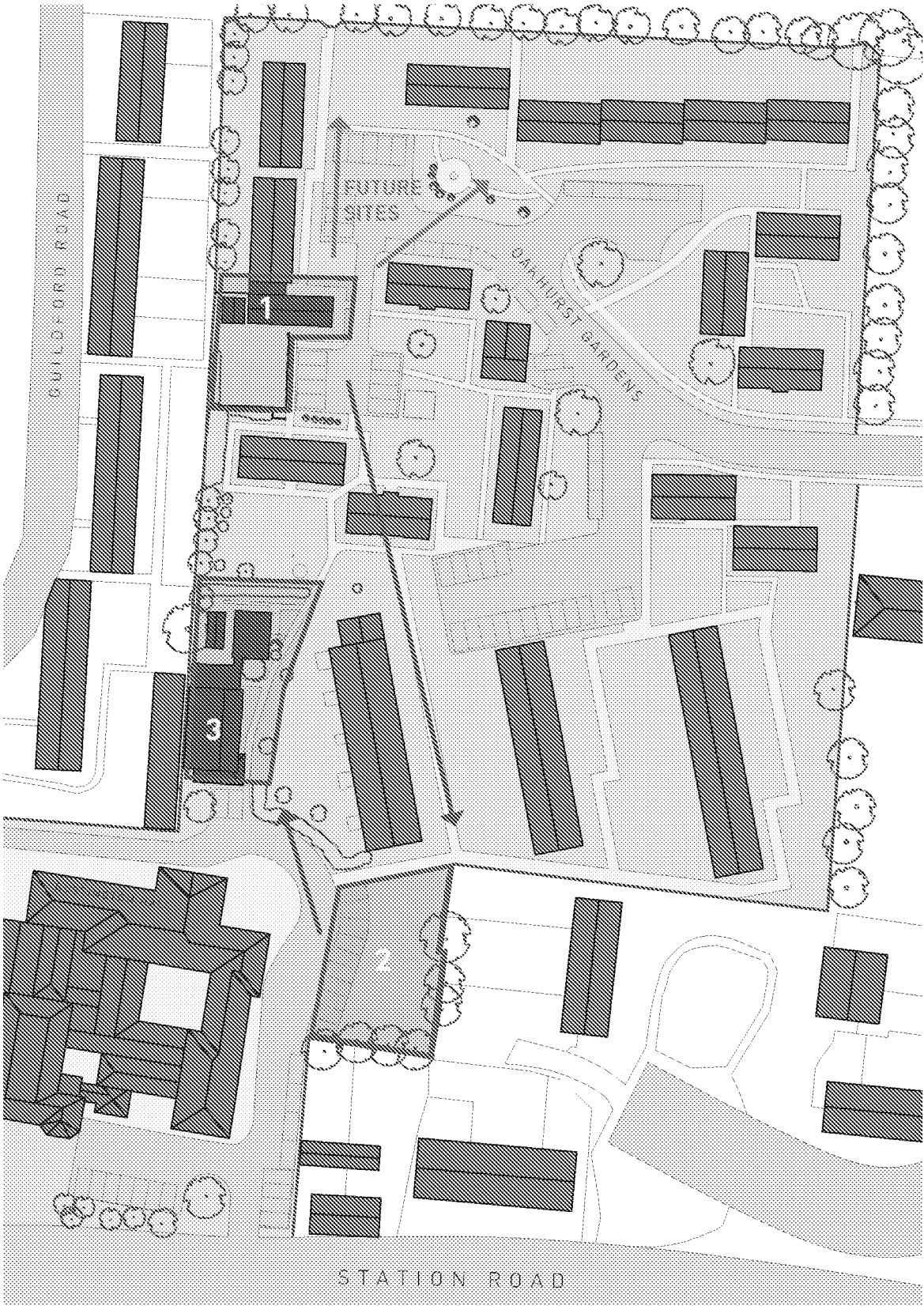
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2.6 Future Development Strategy

LRHS has outlined a first phase of development that focusses on upgrading the communal buildings across the site and improvement to site infrastructure ahead of a second phase of residential development. The application for site 1 has been granted approval. This application relates to sites 2 & 3 on the site plan to the left.

Sites as follows:

SITE 1 - LAUNDRY & ACCOMMODATION SITE (application)

- New laundry building and separate accommodation building housing 3 apartments. GRANTED APPROVAL March 2021 (R/227/20/PL)

SITE 2 - SCRUBLAND - SITE COMPOUND & FUTURE CAR PARK

- This area is currently being used as a site store and welfare area for the construction of the new lift extension at Rustington Hall. This area will continue to be used as a site store and welfare area during any future building construction.
- This site is proposed to become a car park once it is no longer needed for use as a site compound to address additional parking demands on the site, the layout for this has been included within this planning application.

SITE 3 - BOOKER HALL

- Existing hall to be replaced with a new hall/community room as well as offices to meet the needs of the organisation.
- This application relates to the proposed new hall and office building.

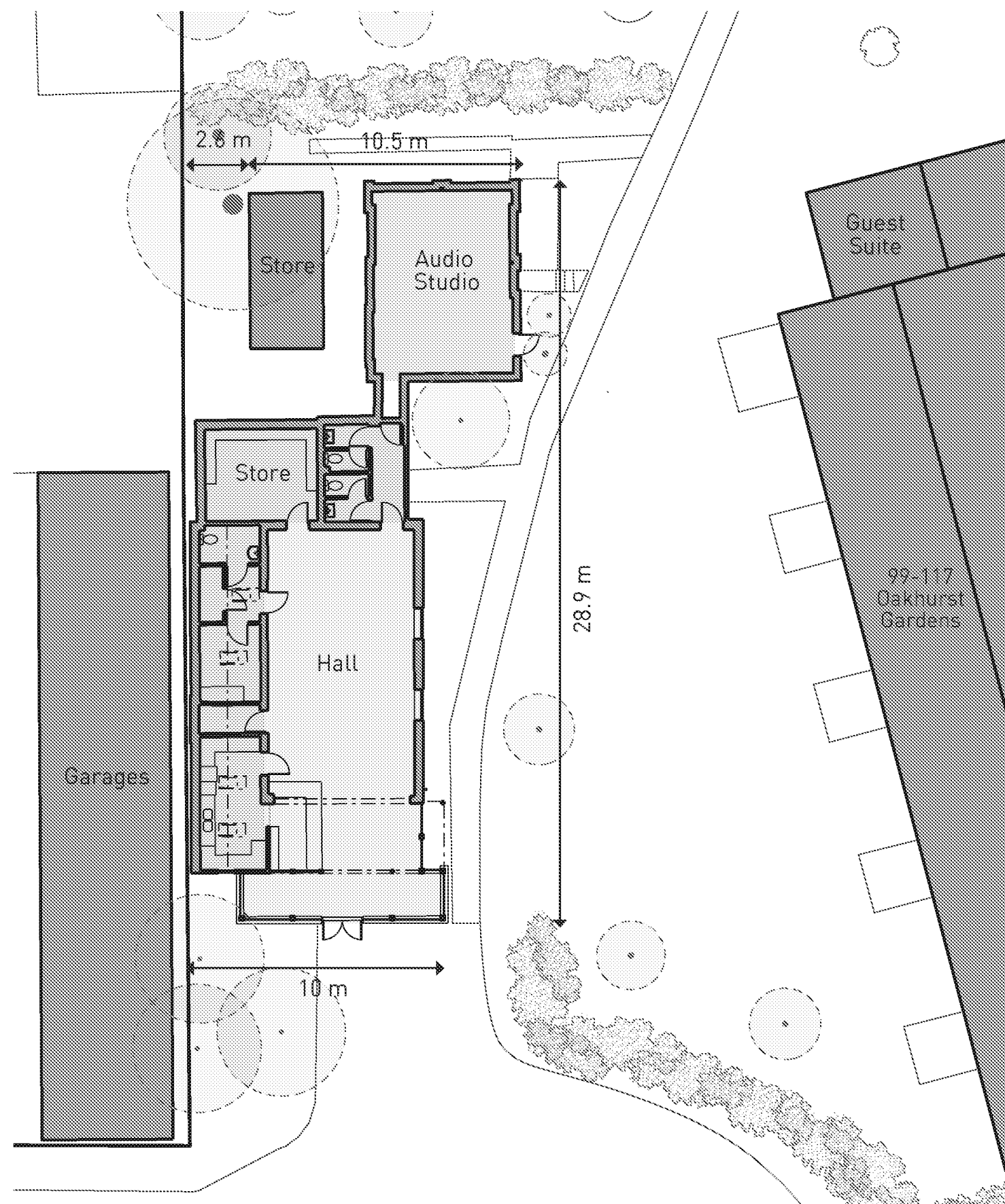
FUTURE SITES

Future residential sites have been identified as a second phase of development.

Application Proposal

Sites 2 & 3 - Booker Hall

July 2021



Existing building arrangement

3.1 Existing site & building arrangement

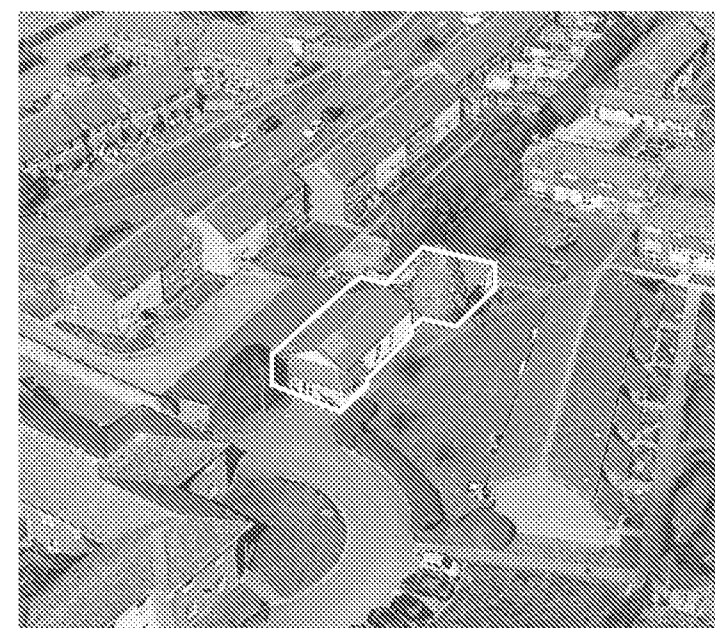
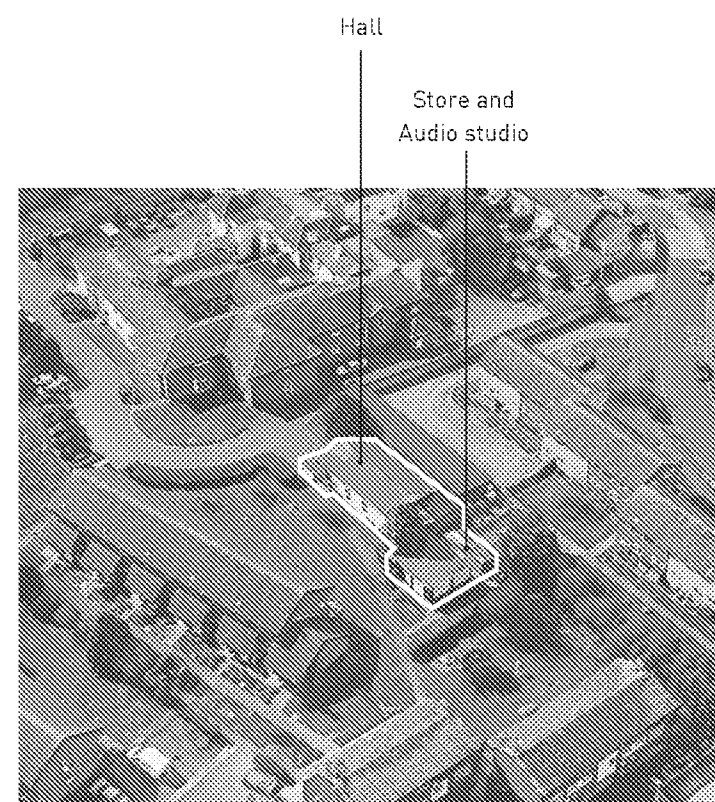
The existing Booker hall is situated on the eastern boundary of the Oakhurst Gardens site, directly north of the Rustington Hall care home. Vehicle access is provided from the Station Road entrance with a driveway up to the entrance to the hall providing a drop off area, there are currently 13 parking spaces present for use by visitors to the hall and the care home.

The existing buildings measures approximately 29 metres long by 13 metres wide at its widest point). The total existing area amounts to approximately 230 m².

The existing hall building is currently a single storey building containing a multi-purpose space with supporting functions such as a kitchen, toilets and storage along the eastern site boundary. At present the proportions of the existing hall space make it difficult to plan furniture for a variety of different functions. There are also many doors to supporting functions directly off the hall space meaning wall space and accessible storage is at a premium.

Residents of the Oakhurst Gardens sheltered housing use the hall frequently for events such as bridge club, fitness classes, karaoke evenings it is also used by staff for training days and large meetings which can cause issues with the amount of use residents can currently have due to over demand for a multi-functional space on the site.

Behind the hall building to the north are two single storey ancillary buildings. The building to the east is a timber clad flat roof structure used by the charity initiative Talking News who supply News recordings to the visually impaired, this building is currently used as a recording studio and storage. The store building to the west is used by the caretakers on the site for storage and maintenance.



Aerial view of existing site



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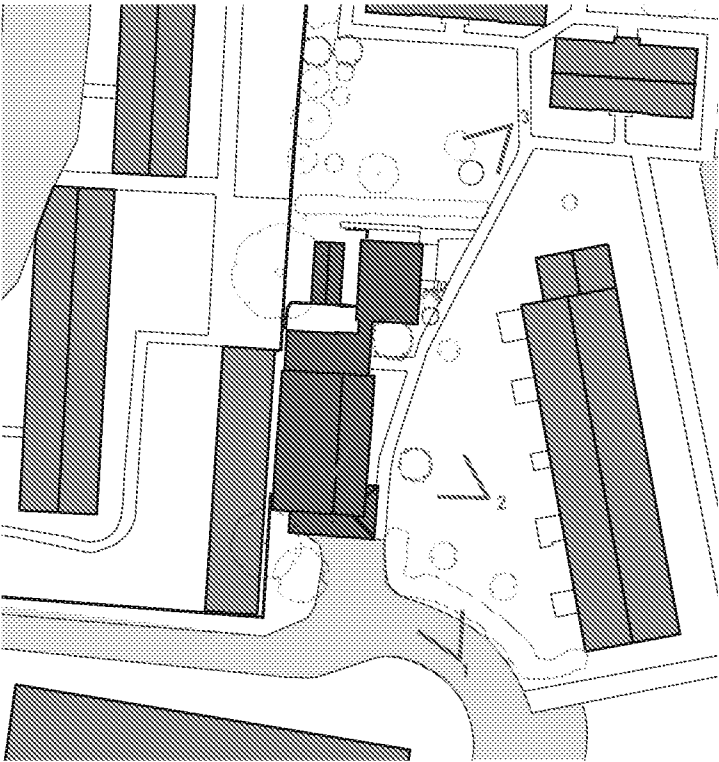
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3.2 Booker Hall - existing building

The existing Booker Hall and poorly planned, ad-hoc extensions behind are in a poor condition and are in urgent need of upgrade. The buildings were originally constructed in the 1960's and far exceed their intended lifespan.

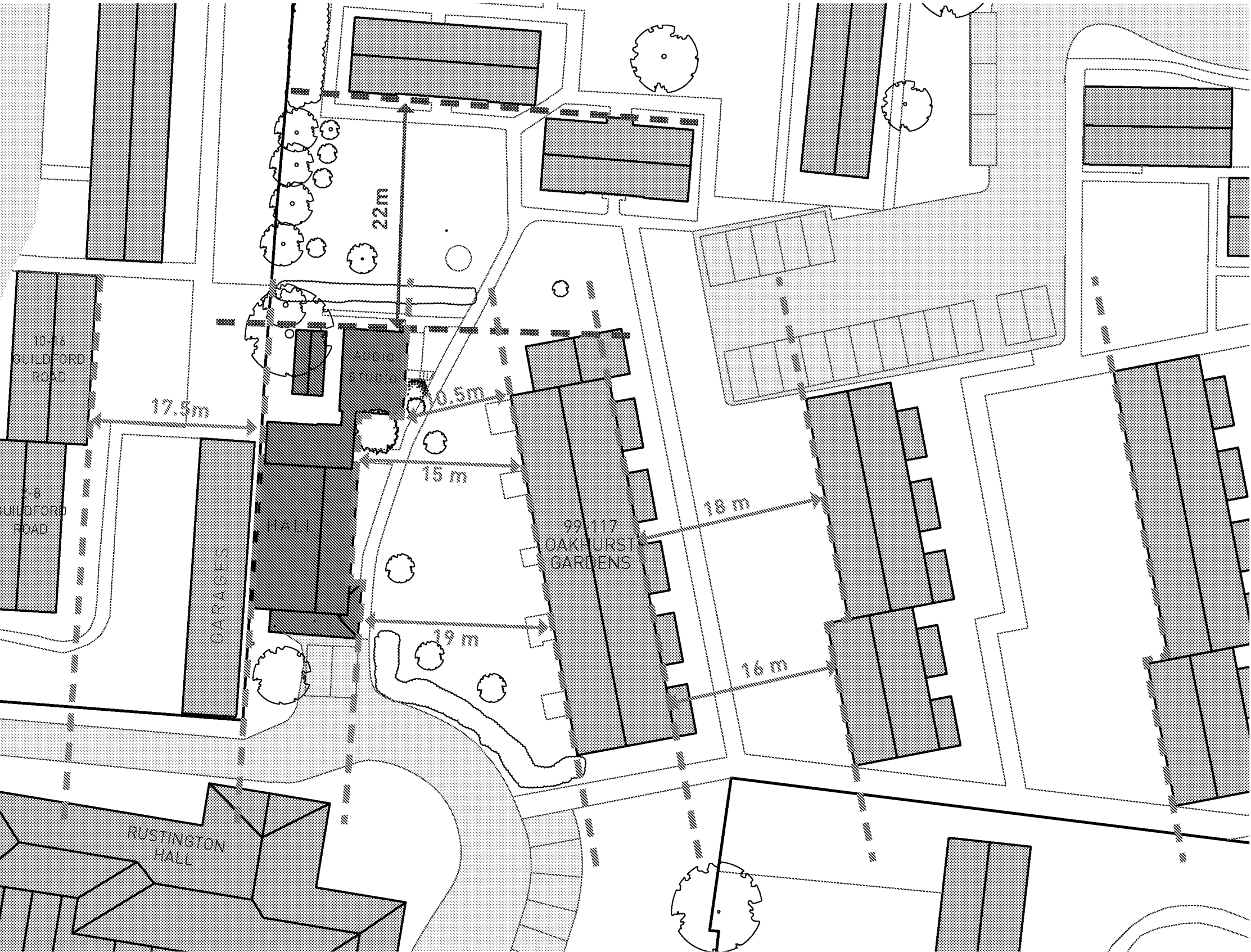
The buildings no longer provide sufficient facilities to accommodate the current needs of the residents and operation of the charity organisation.

For these reasons LRHS would like to make better use of the space available in this prominent area of the site to provide a welcoming and well performing building that improves the quality of life for residents and meets the current and future demands of the growing staff team.



01. Principle elevation on approach from south
02. Side elevation on approach
03. Single storey buildings to the north.
04. Hall interior, looking north.

3.3 Existing site - proximities



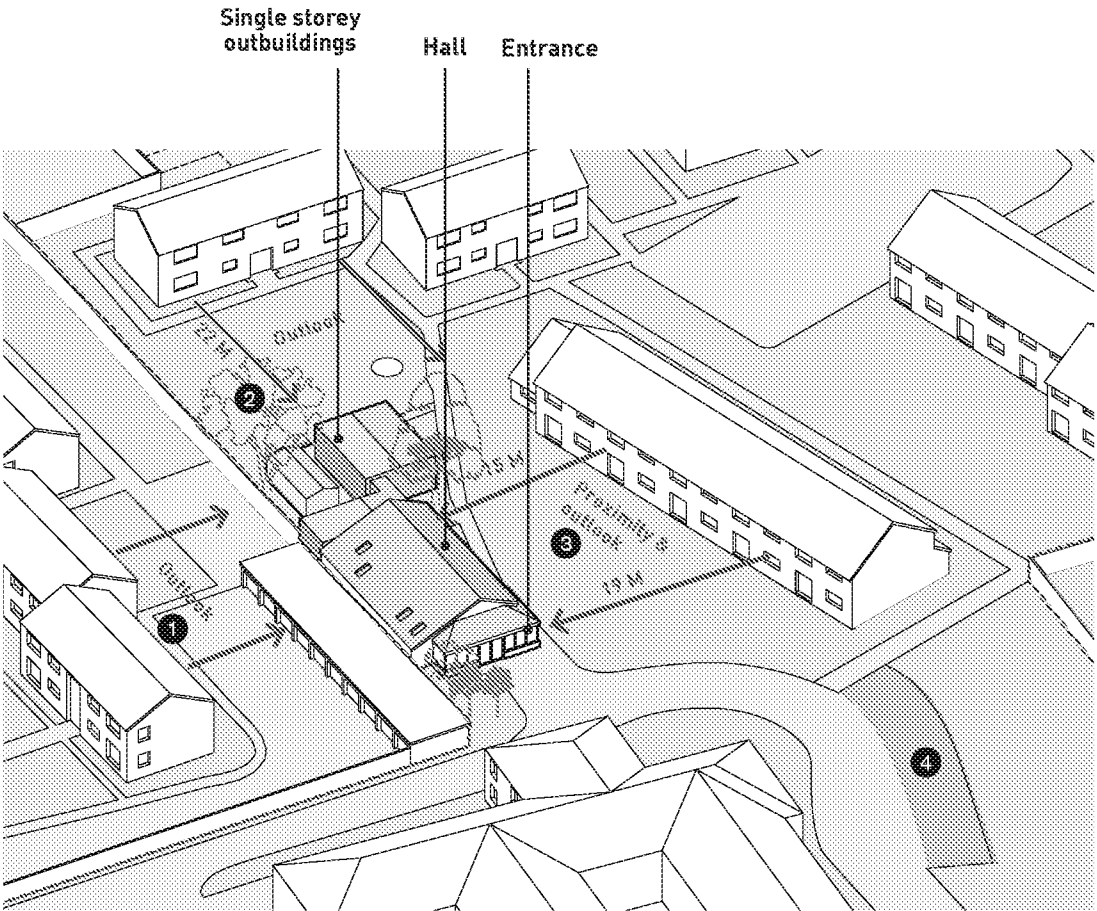
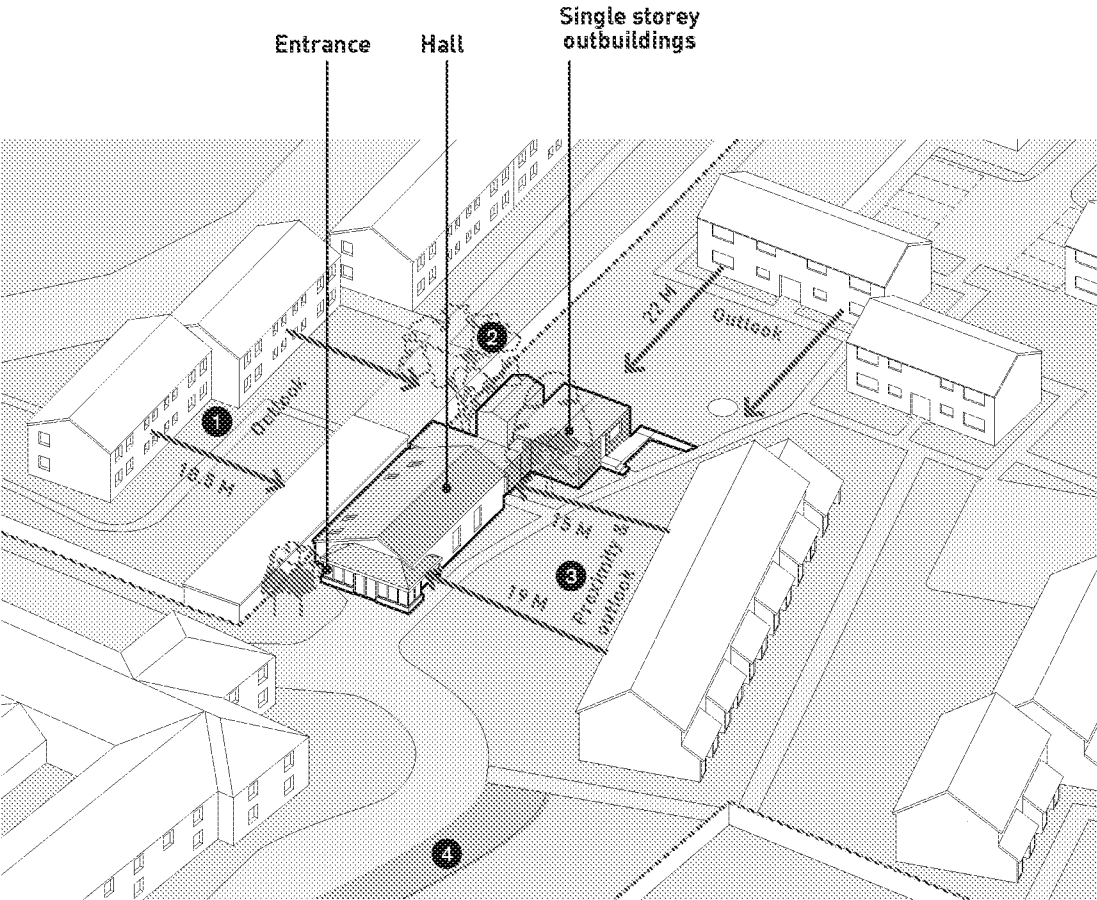
Due to the nature of this site and the relevant proximities of existing apartment buildings on the site and neighbouring housing to the west on Guildford Road a detailed analysis of proximities to the existing building has been undertaken. Any new building will be an infill building and guidance set out in the Arun design guide has been referenced for acceptable proximities.

It is important that any new building should “strike a balance between the benefits of more efficient and intense use of development land and preserving the character and local amenities of the site’s context.” (Arun Design Guide)

3.4 Existing site - opportunities and constraints

In assessing the viability of the proposal on the site, we must take into consideration a number of key site considerations, namely:

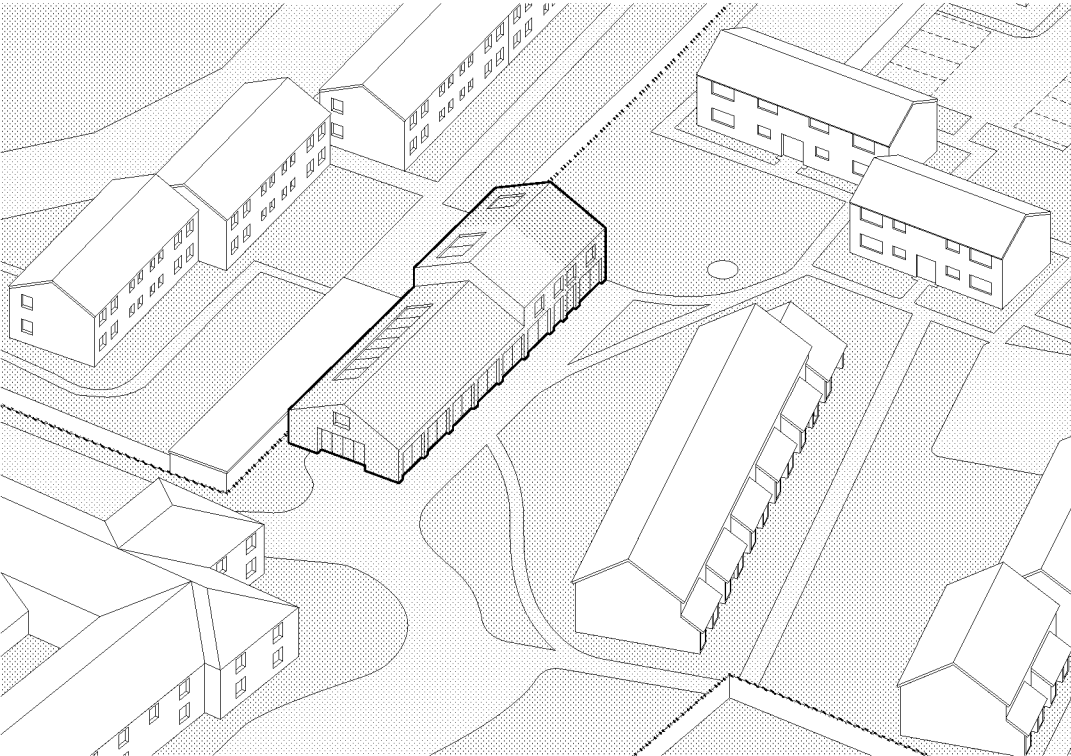
- 1. The proximity of the existing building to the residences to the west on Guildford Road is no less than 17.5 metres, this exceeds the guidance set out within the local plan (applying the back to side minimum distance of 14m). Outlook from residences on Guildford Road in a consideration and views should be maintained from existing residences as far as possible, any new development should not significantly diminish neighbouring properties' access to natural light. Nor should the design create overlooking issues.
- 2. There are several existing trees in this location that need to be considered. Two larger trees have been allowed to get very large due to lack of pruning over time and arguably are placed far too close to the audio studio and store to the north.
- 3. Proximity and outlook of the existing sheltered housing apartment building to the east is a constraint. Particularly towards the northern end as the apartment building angles closer to the existing outbuildings. Any new development should not cause overlooking issues to existing apartments where possible.
- 4. Additional parking is required to meet the increased demands for staff and visitors to the site.



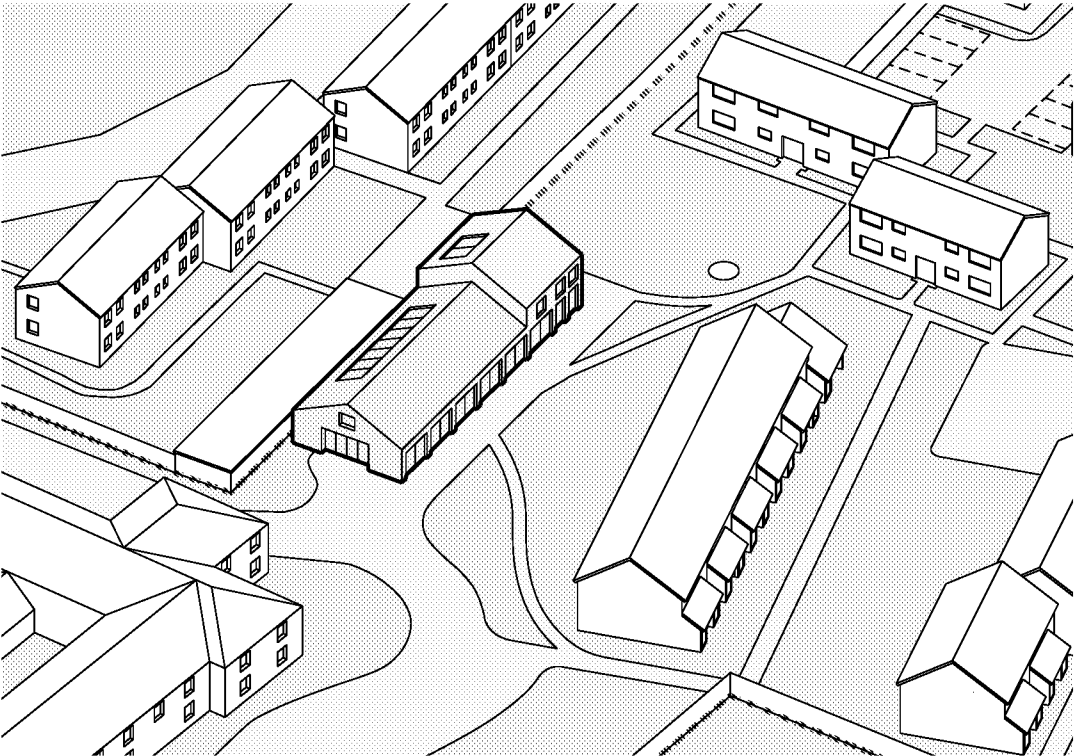
4.1 Design development

The axonometric diagrams left outline the iterative process of design development. Initially a feasibility study was undertaken with two additional apartments also included within the proposed building. Through the process of development the overall building volume has evolved to become more sympathetic to the immediate surroundings and residential apartments have been removed to reduce the overall building area.

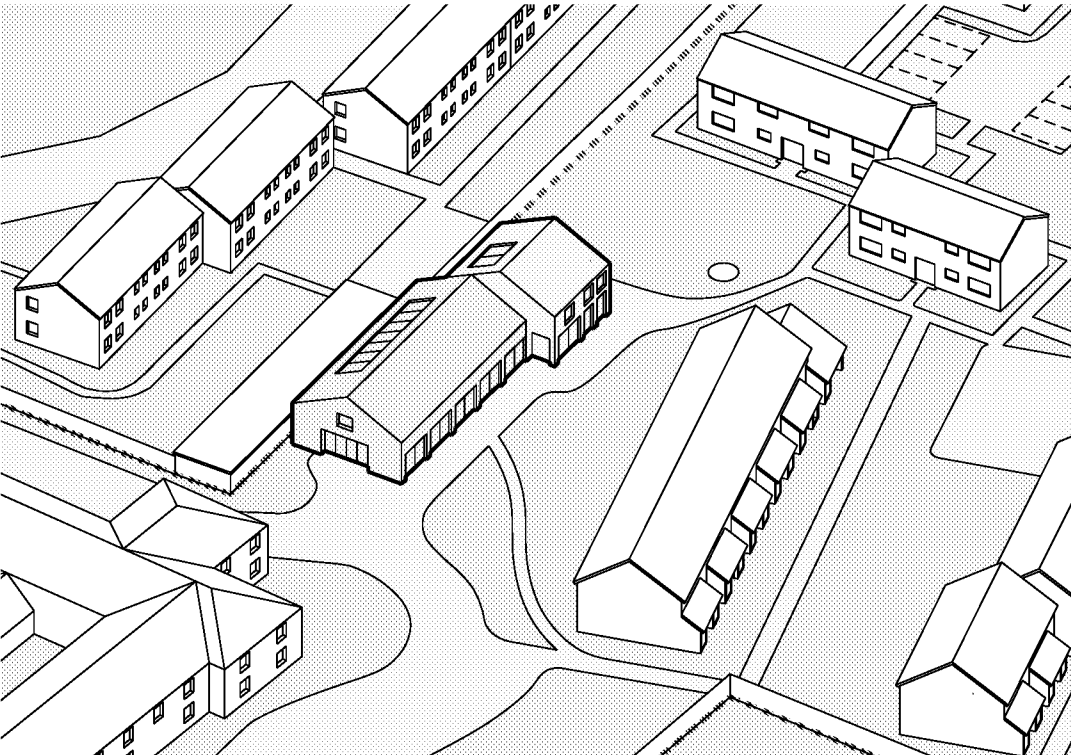
Through the iterative process of design Studio Scott Taylor has exercised a highly context-specific approach which focuses on the opportunities and relative proximities on the site to create minimal impact on the surrounding accommodation buildings.



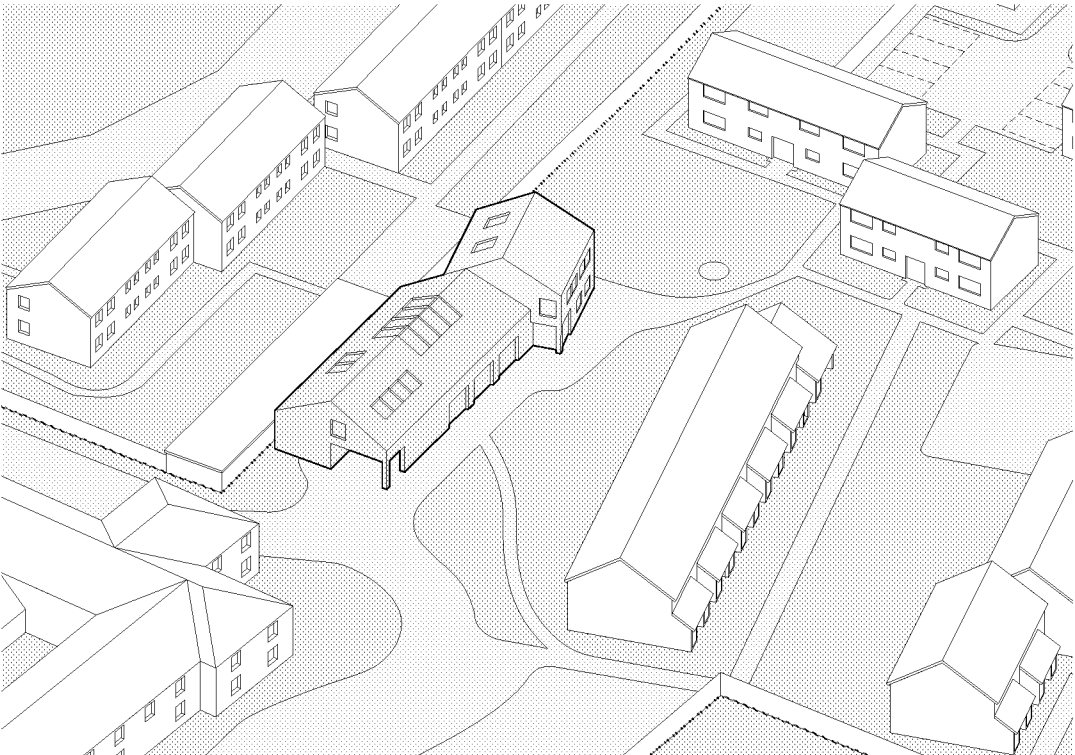
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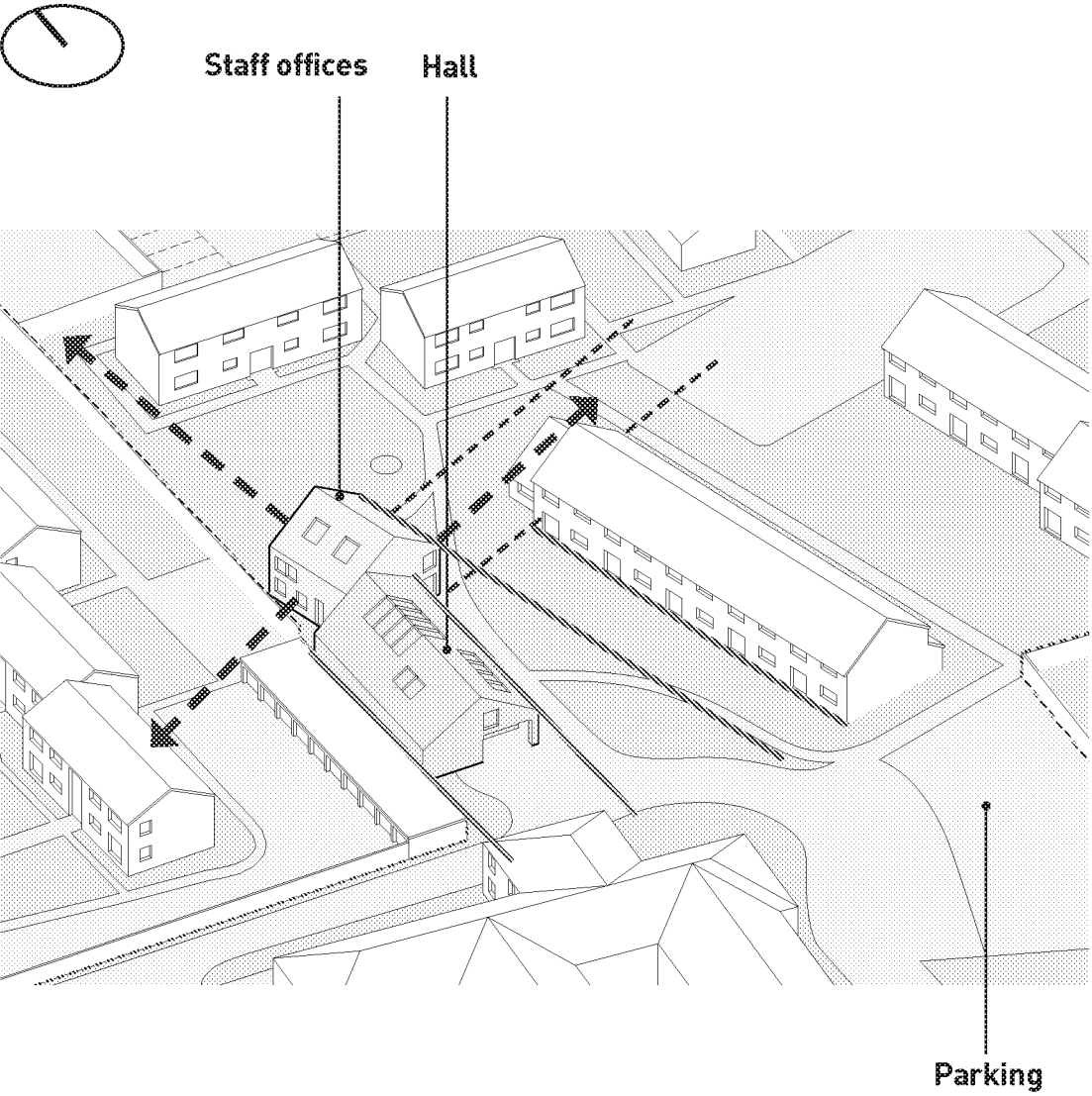
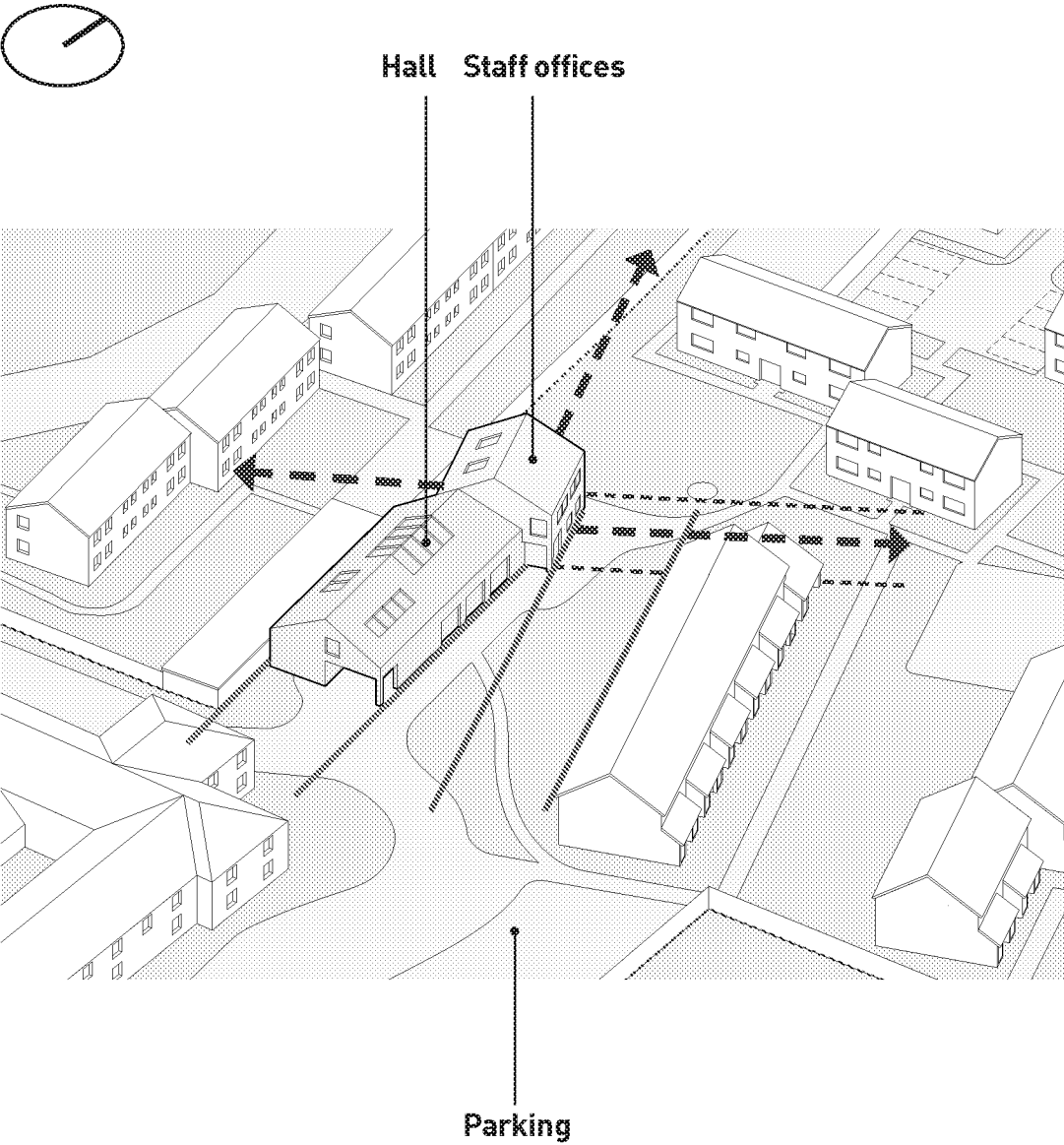
- Hall
- Office
- Residential

- 01. Stepped volume including residential
- 02. Stepped volume removing residential
- 03. Split volumes to break down overall mass
- 04. Split volumes responding to site context

4.2 Proposed design - key principles

The proposed building is composed of two volumes which responds to the surrounding orientations and site lines of the surrounding buildings. See below some further design considerations:

- 1. The main entrance to the hall is located at the southern end of the proposal, creating an identifiable and welcoming entrance for staff, residents and visitors. The entrance is clearly visible and easily accessible from the proposed new parking area.
- 2. The proposed hall building is 1.5 storey volume with some additional office space present at first floor above the entrance. The hall volume has been kept low to reduce as much as possible the visual impact of the new building and outlook for the residents of the apartment building to the east.
- 3. Pushing the office building which will be in daily use to the north beyond the residential building to the east avoids overlooking issues and relative proximities to habitable rooms within the apartment building.
- 4. Pushing the office building eastwards away from the boundary allows windows to be introduced on the west elevation giving natural light to office spaces.
- 5. Twisting the office volume to the same North-west/ south-east orientation as the residential building opposite minimises overlooking improves the pinch point and close proximities of the exiting building whilst also minimising overlooking apartments opposite. The shift in the building gives an orientation whereby staff members working daily in this building are not looking directly into any habitable windows but rather beyond the buildings.
- 6. The Orientation of rear office building also reduces the visual impact of the building from the primary approach from the south.



- north/south orientation
- north-west/ south-east orientation
- ← Views

5.1 Proposed - proximities

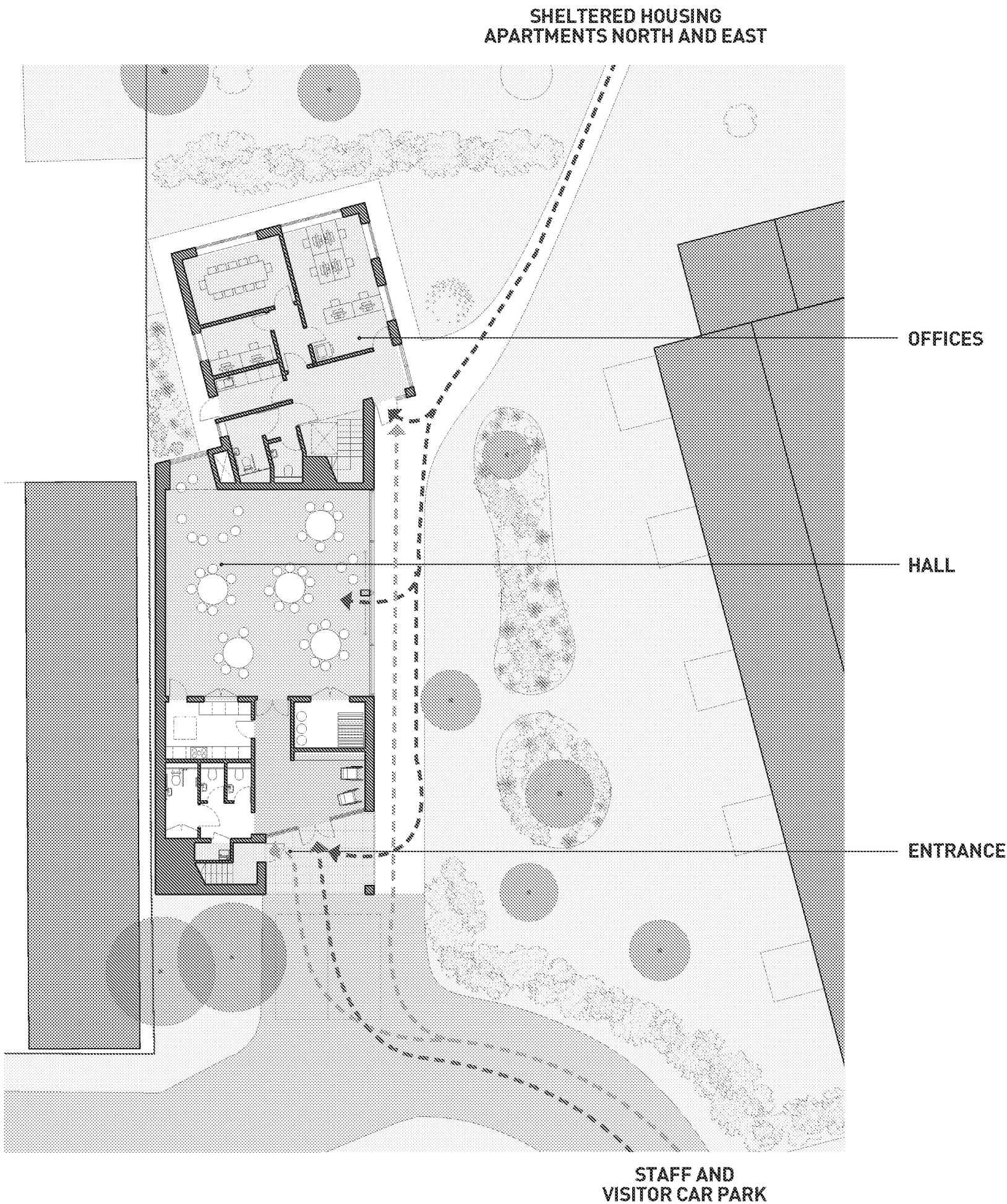


The proposed footprint of the new building loosely follows the footprint of the existing buildings. Extending slightly further than the existing foot print to the south and east.

The siting and orientation of the rear office volume proposes an improvement on the current proximities of the outbuildings at the back of the hall with the neighbouring accommodation building and guest suite as can be seen on the plan to the left.

It is important to note that the single storey guest suite is not in constant occupation and is used periodically for visiting family members to the site to stay over night. The proposed distance between the guest suite and office volume is approximately 13.5m, this is very close to the Arun design guidance for back to side situations of 14m. It should be noted that this is not a residential to residential situation which the guidance refers to but does however provide a good guide.

The rear office building is positioned to the north to reduce the visual bulk of the building from the primary entrance to the south whilst also minimising any over looking and overshadowing to the opposite apartments of 99-117 Oakhurst Gardens.



**5.2 Proposed ground floor -
arrangement and entrances**

The project ambition is to provide a multipurpose building that meets the needs of all occupants and knits seamlessly into the existing site.

On the ground floor the program has been arranged to allow easy access and movement to each aspect of the building relative to the particular user.

The plan is defined by three clear functions:

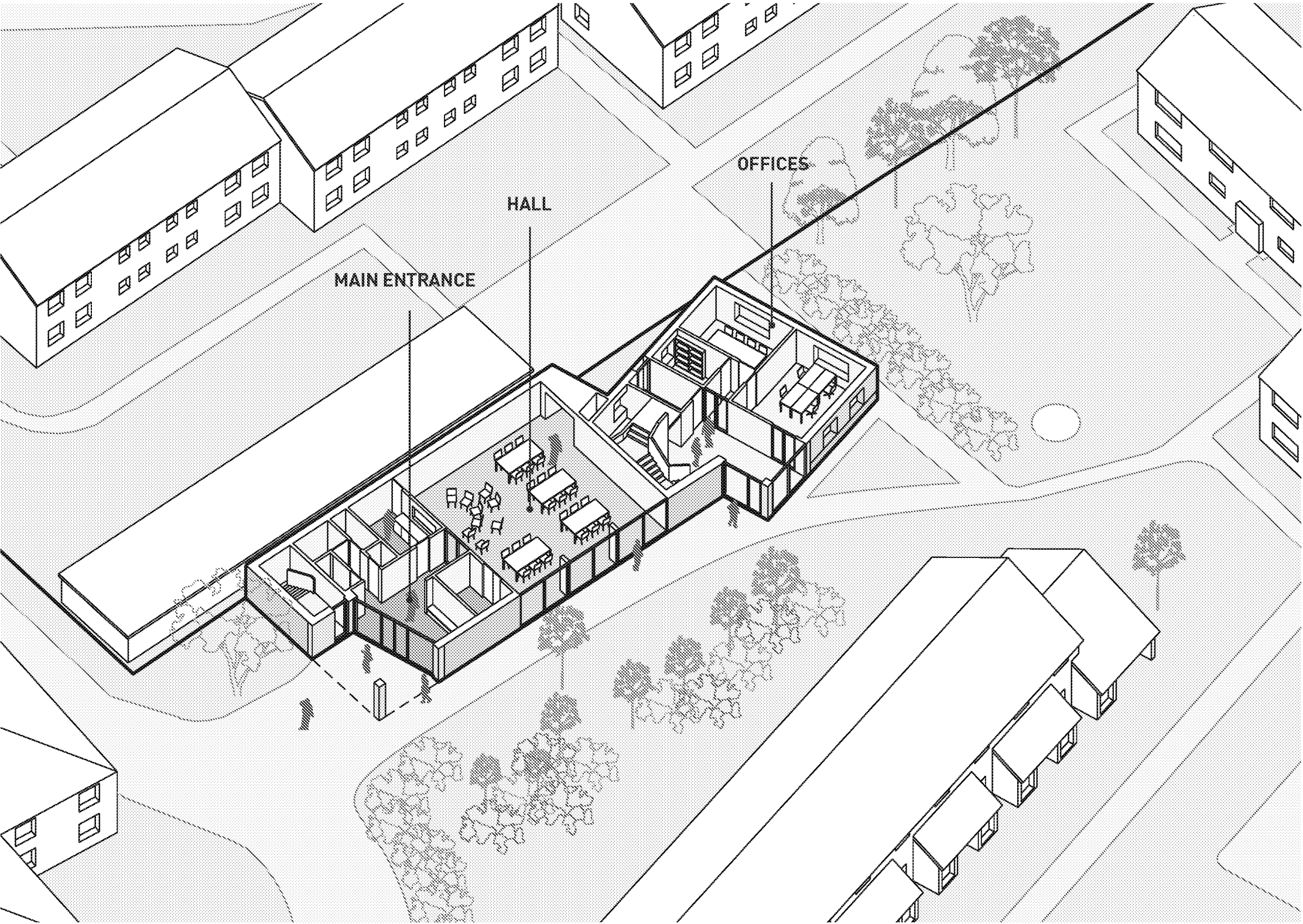
OFFICES
Productive, flexible and efficient office spaces for current and future staff. Entrance to offices is visible from the south but also the north but more easily accessible from the north as residents will also need to access the ground floor of the offices to liaise with staff members .

HALL
A light, spacious and comfortable hall that host’s a wide range of functions for residents, staff and visitors. The hall should have adequate storage and to make the space multi-functional with easily accessible supporting functions.

ENTRANCE
An easily identifiable and welcoming entrance space which caters for all ages and abilities. The foyer provides an area for storing coats and wheelchairs and the entrance has a covered external space for sheltering from the weather throughout all seasons.

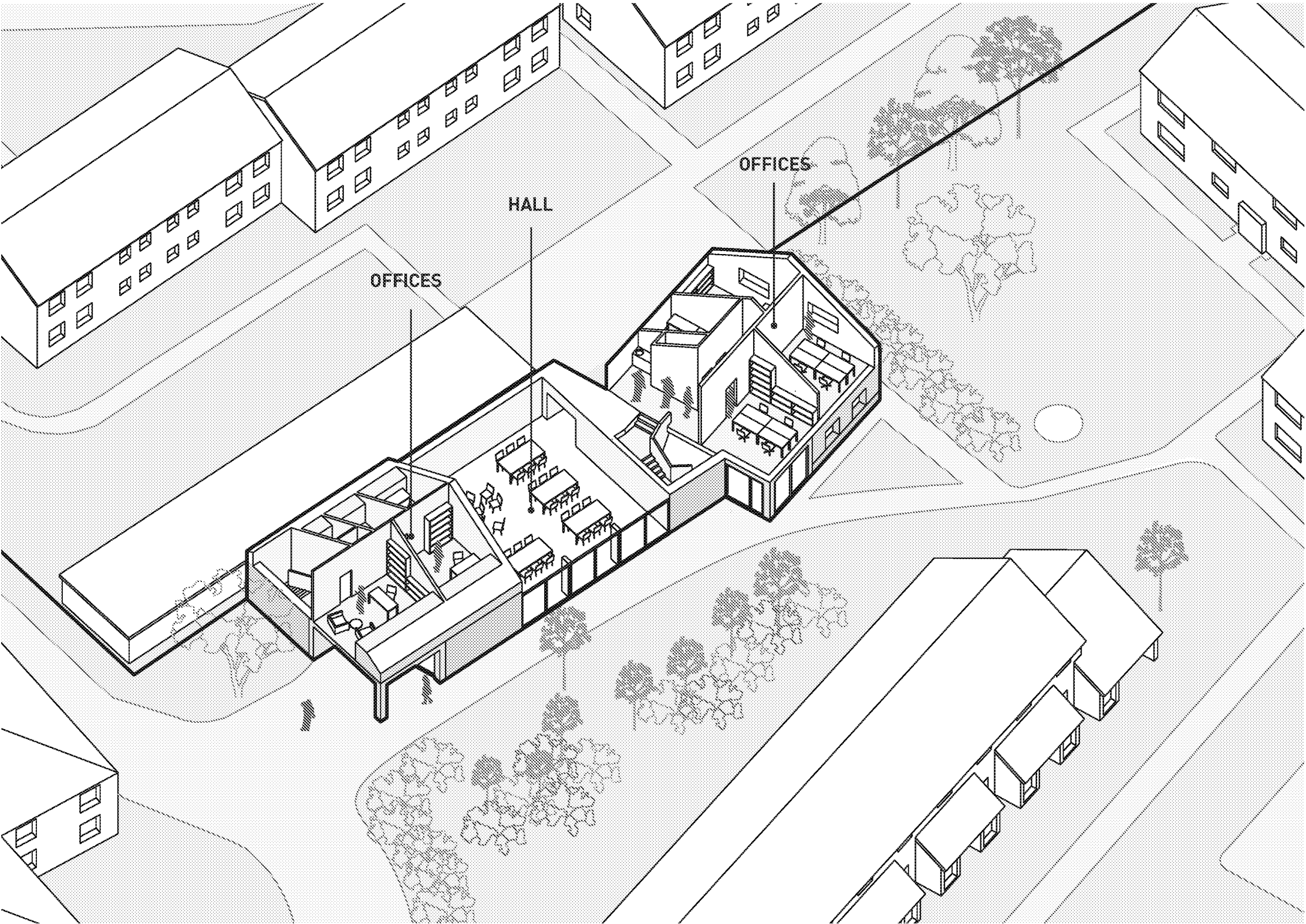
- Movement of different users key:
- ← - - - Residents main direction of travel apartments
 - ← - - - Staff main direction of travel from car park
 - ← - - - Visitors main direction of travel from car park

5.3 Building overview - ground floor



The following diagrams provide an overview of the proposed scheme highlighting the key functions of the building and connections with the surrounding context.

5.3 Building overview - first floor



5.3 Building overview

