



**KENMORE GUEST HOUSE
CLAIGMAR ROAD
RUSTINGTON
WEST SUSSEX
BN16 2NL**

**DESIGN AND ACCESS / PLANNING STATEMENT TO ACCOMPANY PLANNING APPLICATION
FOR CHANGE OF USE FROM C1 GUEST HOUSE WITH C3 ANCILLARY RESIDENTIAL USE
TO C3 RESIDENTIAL USE WITH C1 ANCILLARY GUEST ACCOMMODATION,
REPLACEMENT OF EXISTING CONSERVATORY WITH A SINGLE STOREY REAR EXTENSION, REPLACEMENT FRONT ENTRANCE PORCH
AND MINOR OTHER EXTERNAL ALTERATIONS**

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**Sloane and Brown Ltd
Unit 3B Woodhorn Business Centre
Woodhorn Lane
Oving
Chichester
West Sussex PO20 2BX**

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INTRODUCTION

This Design and Access / Planning Statement accompanies a full planning application for the change of use from C1 guest house with C3 ancillary residential use to C3 residential use with C1 ancillary guest accommodation, replacement of existing conservatory with a single storey rear extension, replacement front entrance porch and minor other external alterations at Kenmore Guest House, Claimar Road, Rustington, West Sussex, BN16 2NL



Front / side elevation



Part of rear elevation – Existing conservatory



PLANNING HISTORY

There is some planning history for the site, which is briefly as follows:

R/208/13	Demolition of conservatory and erection of single storey extension to kitchen. Conditionally approved.
R/119/94	Rear conservatory. Conditionally approved
R/73/94	Front boundary wall and domestic garage. Conditionally approved
R28/91	Boiler Room extension. Conditionally approved
R/112/90	Extension 3 bedrooms and lounge. Conditionally approved
R/143/87	First floor extension two bedrooms. Conditionally approved
R/166/86	First floor extension at rear with pitched roof to form corridor and two bedrooms. Conditionally approved.
R/220/83	Single storey mono pitched roof to form extension. Conditionally approved.
R/1/77	Use of part of property as a Guest House – retaining own accommodation on ground floor. Conditionally approved.
R/266/77	Single storey – flat roof brick built extension to form private accommodation for proprietor. Conditionally approved.
R/277/75	O/A for change of use from private residential to Childrens Home for 8 children. Refused.
R/258/69	Replacing existing wooden garage with new large concrete garage. Conditionally approved.

The property was originally built in around 1910 as a single residential dwelling, and planning consent was granted in 1977 for the change of use to a Guest House with ancillary owner's residential accommodation.

THE PROPOSALS INCLUDING DESIGN PRINCIPLES AND CONCEPTS

The proposals comprise the change of use from a guest house with ancillary residential use to residential use with ancillary guest accommodation. Physically the proposed alterations comprise the replacement of the existing conservatory with a single storey flat roofed extension, replacement of the existing front porch with a slightly enlarged porch, replacement of two windows with doors and minor internal and external alterations.



THE SITE AND ASSESSMENT OF PHYSICAL CONTEXT

The property forms a two storey, detached property on a corner plot and is well established within the street scene. The site benefits from gardens to the front and rear.

The site is located close to the village centre of Rustington. The site is within the defined built up area boundary and is within walking distance of local shops, schools and public transport.

The site is located within a medium-density residential area characterised by a variety of detached and terraced residential properties of different ages, forms, scales and appearances.

The plot and the surrounding area are generally level.

DESIGN SOLUTION

The proposed alterations of the existing building have been suitably designed to provide a fully appropriate external appearance with minimal changes to the existing elevations. The existing character and appearance of the property will be retained.

The internal space would be reconfigured slightly to accommodate the proposed altered use.

INVOLVEMENT OF LOCAL INTERESTS

Due to the relatively minor nature of the proposals, no consultations have been carried out.



SCALE

Some external alterations are proposed to the property. This would involve taking down a previously constructed conservatory and replacing it with a new single storey rear extension of an appropriate scale and appearance. A replacement front entrance porch is also proposed to enhance and improve the appearance of the property. The scale, bulk and form of the proposed extension are entirely appropriate.

FLOOD RISK

The site is not within a Flood Zone as defined on the Environment Agency's flood maps.

AMOUNT OF DEVELOPMENT

The property currently comprises a Guest House with ancillary owner's accommodation and comprises:

Guest Accommodation	Shared Space	Owner's Accommodation
Ground Floor		
	Entrance Hall	
	Dining Room / Reception Room	
	Kitchen	
	Conservatory	
	Utility Room	
	Bathroom	
	Boiler Room	
Bedroom 5 (double room) and en suite shower room		
Sitting Room		
Bedroom 8 (double room) and en suite shower room		

		Inner Hall
		Lounge
		Bathroom
		Bedroom 9
First Floor		
	Landing	
Bedroom 8 (double room) and en suite shower room		
Bedroom 1 (single room)		
Bedroom 4 (double room) and en suite WC		
Bedroom 3 (double room) and en suite shower room		
Bedroom 6 (double room) and en suite shower room		
Bedroom 7 (double room) and en suite shower room		
Total approximate gross internal floor area – 152.6m ²	Total approximate gross internal floor area – 89.6m ²	Total approximate gross internal floor area – 49.7m ²

The proposed accommodation will comprise:

Guest Accommodation	Owner's Accommodation
Ground Floor	
Sitting Room	
Kitchen / Dining Room	
	Entrance Hall
	Bedroom 3 with en suite shower room
	Boot Room
	Snug
	WC
	Sitting Room
	Dining Room
	Pantry
	Kitchen
First Floor	
Landing	
Annexe Bedroom 1 with en suite shower room	
Annexe Bedroom 2 with en suite shower room	
	Landing
	Bedroom 2 with en suite shower room
	Study
	Master bedroom with dressing room and en suite bathroom
Total approximate gross internal floor area – 78.0m ²	Total approximate gross internal floor area – 238.0m ²



To summarise, the proposed accommodation will comprise a three bedroom residential dwelling with two bedroom guest accommodation.

Demonstration of compliance with the requirements of the 'technical housing standards – nationally described space standard' published by the Department for Communities and Local Government dated March 2015 can be demonstrated for the residential dwelling as below:

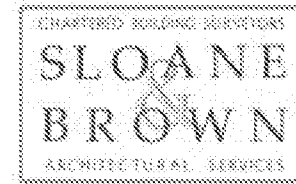
Requirement	Compliance
Minimum gross internal floor area of 102m ² for 3 bedroom, 6 person, two storey dwelling	Approx gross internal floor area of 238m ²
Minimum built in storage of 2.5m ² for 3 bedroom, 6 person dwelling	Built in storage in Boot Room, Pantry, Kitchen, bedroom 2 and dressing room to master bedroom, totalling in excess of 2.5m ²
Double bedrooms to have minimum floor area of 11.5m ² and at least 2.75m wide.	Master bedroom – 18.3m ² – width of 4.1m Bedroom 2 – 15.5m ² – width of 4.6m Bedroom 3 – 15.8m ² – width of 4.4m

LAYOUT

The existing footprint of the building, including the detached garage, would be broadly retained except for the minor extension work to the rear and the front entrance porch. The existing vehicular access would also be retained. There is currently garden space to the front and rear of the plot, and narrow passageways along both sides.

The proposed Guest Accommodation would have a new separate pedestrian access to enable guests to enter and exit the property independently without affecting the residents of the main residential dwelling.

The existing driveway and parking area will be retained and will be used by the residents of both the main residential dwelling and the Guest Accommodation.



SOCIAL/ECONOMIC CONTEXT AND PLANNING CONTEXT

The following planning policies are pertinent to the proposals:

Arun District Council Local Plan

The Arun District Council Local Plan 2011-2031 (July 2018) was adopted on 18 July 2018. The document and the policies contained therein are now a material consideration when determining planning applications.

The following policies are considered relevant to this application, together with demonstration of how the proposals comply with each policy:

Policy	Demonstration of Compliance
SD SP1 – Sustainable Development <i>When considering development proposals the Council will take a positive approach that reflects the presumption in favour of sustainable development contained in the National Planning Policy Framework. It will work pro-actively with applicants to jointly find solutions which mean that proposals can be approved wherever possible and to secure development that will contribute to the social, economic and environmental conditions south of the National Park through to the coast and throughout its settlements (both coastal and inland). This presumption will not be applicable where development requires an Appropriate Assessment or where consideration of the need for one is being undertaken.</i>	The site is located in a sustainable location and would not result in any social, economic or environmental harm.
SD SP2 – Built-up Area Boundary <i>Built Up Area Boundaries are defined for the main towns and villages in the District and shown on the Policies Maps. Development should be focused within the Built Up Area Boundaries and will be permitted, subject to consideration against other policies of this Local Plan.</i>	The site is located within the built-up area boundary.

TOU DM1 Tourism related development

1. Visitor attractions, facilities and accommodation Proposals for development, including expansion, which are likely to attract visitors (such as leisure or cultural facilities) will be supported provided that they:

- a. are in accessible locations;*
- b. are accompanied by workable and realistic travel plans;*
- c. address visitor management issues; and*
- d. achieve good design.*

Larger scale proposals will generally be directed towards the Economic Growth Areas of Littlehampton and Bognor Regis. Smaller scale development may be suitable in other areas of the District including Arundel.

Excepting Permitted Development Rights or Local / Neighbourhood Development Orders, existing visitor attractions, facilities and accommodation (except camping and caravan sites), will not be granted planning permission for a change of use that leads to the loss of a visitor offer unless it is demonstrated that the use is no longer required and the site is unlikely to be reused or redeveloped for visitor purposes. To demonstrate these requirements, the Council will require:

- e. that alternative visitor uses have been fully explored;*
- f. an appraisal indicating that the use is no longer viable;*
- g. evidence that the site has not been made deliberately unviable; and*
- h. evidence of the suitability of the site to accommodate the alternative use.*

Change of use of camping and caravan sites to other uses, including permanent residential use, will not be permitted, unless the site is allocated for other development within the Local Plan.

Visitor accommodation will be retained on the site in the form of two bedroom, two storey self-contained accommodation. This will be used solely for guest accommodation and will be rented out on Airbnb or similar. The market for traditional small-scale bed and breakfast accommodation has declined in recent years, and the former owners of the site were unable to sell the property as an operational bed and breakfast operation. Kenmore was put up for sale in June 2017 and a sale was finally achieved in June 2021 (ie four years after marketing commenced). The property was initially marketed as an operational guest house with two commercial agents, namely Adams and Co and Ellis and Co, but they failed to find a buyer. No firm offers were received and interest was minimal.

In June 2018 the property was marketed at a guide price of £770,000 with Coastguard Estate Agents and although there was some initial interest no serious offers were forthcoming. The property was widely advertised on the normal property portals such as Rightmove etc.

2. Development outside the Built-up Area Boundary <i>When assessing proposals for visitor attractions, facilities or accommodation outside of the Built Up Area Boundary these will generally be expected to be small-scale and relate to quiet, informal recreation and enjoyment of Arun's countryside. However, there may occasionally be circumstances where larger scale facilities may be appropriate where they are associated with enhancing visitor use or appreciation of a specific feature or location; scale and viability will be material considerations.</i> <i>Development will be permitted at Fontwell Racecourse provided its scale is appropriate for its location and would support the viability and offer of the racecourse.</i> <i>In all cases, development in the countryside will demonstrate that it is required and is compatible with its countryside location and is sensitively designed to minimise potential impact on the countryside.</i>	In February 2021 the decision was taken to market the property as a residential property, and a sale was successfully achieved on this basis. This prolonged period of marketing clearly demonstrates that there is no commercial demand for guest house accommodation of this type in this location. Tourist accommodation will be retained on site but will change from a traditional bed and breakfast operation to a two bedroom self-contained area of accommodation.
H DM1 – Housing mix <i>The Council will seek a mix of dwelling types and sizes, to include affordable housing units, that adhere to the latest Homes and Communities Agency (37) design guidance. For developments of 11 units or more the Council shall require a balanced mix of market and affordable dwelling sizes including family sized accommodation based on the most up to date SHMA recommendations.</i> <i>The tenure mix for development schemes shall be negotiated on a case by case basis taking any necessary viability considerations into account. Developers shall have regard to the most up to date version of the SHMA.</i> <i>The Council will particularly encourage the development of self-build homes on appropriately sized, serviced sites in the first instance or on appropriately sized sites that are capable of being</i>	The proposal is for a net gain of one residential dwelling which will form open market housing.

<i>serviced. Such sites can be provided either as part of a development scheme or on an individual basis.</i> <i>Over the Plan period a proportion of the housing provided should be of a type that meet the needs of older people, as identified in the most recent SHMA. Such housing could be provided as part of the general mix of one and two bedroomed homes but should be designed to meet the needs of older people.</i>	
AH SP2 – Affordable housing <i>For all developments of 11 residential units or more the Council will require a minimum 30% of the total number of units proposed on site to be provided as affordable housing on the same site in the first instance.</i> <i>Where it can be proven, however, that 30% affordable housing provision is not viable, then a reduction in the amount of affordable housing on a site or off-site provision as part of another development within Arun District may be considered (as agreed with the local planning authority). The provision of affordable housing on a site at less than 30%, or on an alternative site or by way of a commuted sum will only normally be allowed in very exceptional circumstances if supported by robust evidence including, where appropriate, viability evidence.</i> <i>The Council will negotiate the affordable housing tenure mix on development sites from an initial position of 75% rent and 25% intermediate housing.</i> <i>Affordable housing must be visually indistinguishable from market housing with large groupings of single tenure dwellings or property types avoided. Affordable housing units shall be permitted in small clusters throughout development schemes. The affordable dwelling mix should comprise of the following range of homes unless evidence indicates otherwise.</i> <i>1 bedroom 35 – 40%</i>	The site comprises a net gain of a single residential dwelling only. On this basis, no form of affordable housing is applicable.

2 bedroom 35 – 40% 3 bedroom 15 – 20% 4+ bedroom 5 – 10% <i>Provision of affordable housing can be by either an Arun preferred Register Partner, an Affordable Housing Provider or the Council. All providers will be required to sign and adhere to the principles of the Council's Developer and Partner Charter Plus.</i> <i>Affordable housing will be made available for households on the Council's housing register or on the Homebuy Zone Agent's register, with nominations made by the Council from those registers. All planning applications that include residential development, either in whole or in part, must include an Affordable Housing Statement.</i>	
D SP1 – Design <i>All development proposals should seek to make efficient use of land but reflect the characteristics of the site and local area in their layout, landscaping, density, mix, scale, massing, character, materials, finish and architectural details. Development proposals should have been derived from: a thorough site analysis and context appraisal; adherence to objectives informing sustainable design (inclusivity, adaptability, security, attractiveness, usability, health and wellbeing, climate change mitigation and habitats); and the influence these objectives have on the form of the development.</i> <i>With major developments (as defined in the GDPO 1995 (as amended) or allocated sites in the Development Plan. In addition to a Design and Access Statement, a context appraisal, context plan and analysis of the site will also be required.</i>	The design is entirely appropriate and reflects local distinctiveness in terms of layout, density, character, materials and details.

D DM1 – Aspects of form and design quality

When considering any application for development the Council will have regard to the following aspects:

1. Character

Make the best possible use of the available land by reflecting or improving upon the character of the site and the surrounding area, in terms of its scale, massing, aspect, siting, layout, density, building materials (colour, texture), landscaping, and design features.

2. Appearance/attractiveness

Demonstrate a high standard of architectural principles, use of building materials, craftsmanship and hard and soft landscaping to reflect the local area.

3. Impact

Have minimal impact to users and occupiers of nearby property and land. For example, by avoiding significant loss of sunlight, privacy and outlook and unacceptable noise and disturbance.

4. Innovation

Raise standards of design by embracing appropriate innovative design, new technologies and construction techniques, where a development proposal has the potential to do so.

5. Adaptability

Acknowledge diversity and difference. Buildings and places should be flexible to future adaptation, including the changing needs of occupants (for example ageing users, family circumstances), changes in wider work and social trends, and be able to accommodate potential differing uses of public space.

6. Crime prevention

The design proposals respect the bulk, scale and character of the existing property and surrounding area.

The proposed external materials would match existing.

The impact on neighbouring properties would be minimal, and there would not be any overshadowing, overlooking or loss of privacy.

Energy efficiency measures would be incorporated wherever possible.

The proposals comprise alterations and adaptations of an existing property to form a new use.

An existing property would be adapted and altered,

Provide security measures that make places feel safer. This shall be achieved through natural surveillance and human presence by locating buildings and play areas along public routes and spaces, and making a clear division between private and public land to foster a mutual protection through territorial belonging. With respect to crime prevention, regard shall be had in particular to the document 'Secured by Design' and the 'Safer Places - The Planning System and Crime Prevention'.

7. Trees and woodland

All new development will be expected to incorporate existing and new tree planting as an integral part of development proposals.

8. Solar gain

Within the constraints of the site and local context development proposals should, maximise sunlight and passive solar energy. Ideally development should be positioned (within a 15-20 degree margin) broadly south, with streets having an east-west pattern.

9. Public realm

Provide or enhance layouts, streets and public spaces so that they are attractive, socially inclusive, safe and secure, adaptable, with appropriate provision for planting, street furniture, and facilities for bicycle storage to create a place with attractive and successful outdoor areas.

10. Layout - movement

Utilise existing networks or improve access via delivery of a variety of integrated networks, to and from residential areas, commercial zones, open spaces, facilities and public transport. Development schemes should carefully consider walking and cycling as an integral part of the overall design concept.

which limits opportunities to incorporate crime prevention measures.

No existing planting will be affected as part of the proposals, and there would not be any opportunities for new planting.

The restrictions of the site impose limitations on how the proposed property can be orientated. However, we would be keen to incorporate environmentally friendly measures wherever possible.

This heading is not relevant to the proposals.

The existing public road network will be utilised for access to both proposed properties.

11. Layout - legibility <i>Deliver or contribute to the ease of navigation within a new or existing development scheme through use of focal points (landmarks, gateways, vistas, corner buildings, active edges, existing topography), and/or a variety of detail within the public realm (sculpture, planting, street furniture, building materials, building detail, signage).</i> 12. Public art <i>Public Art should be incorporated into schemes where there is capacity to do so. Public art can encompass a wide variety of elements to include art as part of the design of buildings and developments, landscape and planting, street furniture, signage and lighting in the public realm which is accessible to all. This can also result in physical, permanent artworks and sculptures.</i> 13. Density <i>The density of new housing will make efficient use of land while providing a mix of dwelling types and maintaining character and local distinctiveness. Higher densities will be more appropriate in the most accessible locations. Proposals should take into account the density of the site and its surroundings. The density of large sites should be varied to guard against uniformity.</i> 14. Scale <i>The scale of development should keep within the general confines of the overall character of a locality unless it can be demonstrated that the contrary would bring a substantial visual improvement.</i> 15. Aspects of form and design quality <i>Development should also comply with the Arun District Council Design Guide.</i>	The development would provide clear legibility. There is no potential to use focal points or detail within the public realm. This heading is not relevant to the proposals. The density of the proposed scheme would reflect the general density of the surrounding existing residential area. The scale of the proposals would be entirely appropriate and would sit comfortably within the street scene. The ADC Design Guide was adopted on 25 January 2021. General good practice has been adopted when preparing the design proposals, and
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	guidelines have been followed where appropriate.
D DM2 – Internal space standards <i>The planning authority will require internal spaces to be an appropriate size (having regard to the exceptions that may apply as referred to in paragraph 13.3.4) to meet the requirements of all occupants and their changing needs. Nationally Described Space Standards will provide guidance.</i>	The proposals comply with 'Technical housing standards – nationally described space standards' published by the Department of Communities and Local Government. This is detailed within the heading of 'Amount of development' within this document.
ECC SP1 – Adapting to climate change <i>The Council will support development which is located and appropriately designed to adapt to impacts arising from climate change such as the increased probability of tidal and fluvial flooding; water stress; health impacts as a result of extreme temperatures and a decline in the quality of habitats and richness of biodiversity.</i> <i>In order to achieve this, development must be designed to take account of the following issues:</i> <i>a. Location (in relation to flood risk and vulnerability to coastal erosion);</i> <i>b. Water efficiency;</i> <i>c. Shade, cooling, ventilation, solar gain;</i> <i>d. Connectivity to the green infrastructure network;</i> <i>e. Layout and massing;</i> <i>f. Resilience of buildings and building materials to extreme weather events; and</i> <i>g. Capacity of drainage systems and incorporation of Sustainable urban Drainage Systems (SuDS)</i>	The site is in an appropriate location and would not have negative effects relating to climate change. The size of the host property and nature of the site imposes a number of restrictions relating to measures which are practically possible. However, the property will comply with Building Regulation requirements relating to thermal efficiency, air tightness and water efficiency. Surface water drainage would connect into the existing system.

ECC SP2 – Energy and climate change mitigation

All new residential and commercial development (including conversions, extensions and changes of use) will be expected to be energy efficient and to demonstrate how they will:

- a. Achieve energy efficiency measures that reflect the current standards applicable at the time of submission;*
- b. Use design and layout to promote energy efficiency; and*
- c. Incorporate decentralised, renewable and low carbon energy supply systems, for example small scale renewable energy systems such as solar panels.*

All major developments must produce 10% of the total predicted energy requirements from renewable or low carbon energy generation on site, unless it can be demonstrated that this is unviable. Energy efficiency measures will be taken into consideration when the total predicted energy requirements are calculated. The Council will consider 'allowable solutions' where it is clearly demonstrated that the provision of on site renewable or low carbon energy generation is unviable or not feasible.

Where planning permission is required to retrofit energy efficiency measures into existing development, schemes will be permitted, subject to the Design and Built Heritage policies.

In assessing the achievement of these standards the Council will consider:

- Site constraints;*
- Technical viability;*
- Financial viability; and*
- Delivery of additional benefits.*

The size and layout of the property and the nature of the site imposes a number of restrictions relating to energy efficiency measures which are practically possible. However, the property will comply with Building Regulation requirements relating to thermal efficiency, air tightness and water efficiency.

The proposal is not defined as a 'major development'.

ENV SP1 – Natural Environment <i>Arun District Council will encourage and promote the preservation, restoration and enhancement of biodiversity and the natural environment through the development process and particularly through policies for the protection of both designated and non-designated sites. Where possible it shall also promote the creation of new areas for habitats and species. In relation to designated sites, development will be permitted where it protects sites listed in Tables 17.1-17.7 that are recognised for the species and habitats contained within them.</i>	No existing planting would be affected by the proposals. There are not any protected species or habitats on the site.
ENV DM4 – Protection of trees <i>Development will be permitted where it can be demonstrated that trees protected by a Tree Preservation Order(s), (TPO) identified as Ancient Woodland, in a Conservation Area or contributing to local amenity, will not be damaged or destroyed now and as they reach maturity, unless development:</i> <i>a. Would result in the removal of one or more trees in the interests of good arboricultural practice. This shall be demonstrated by the developer following the advice of a suitably qualified person which shall be guided by BS 5837 (2012). Details of any advice received having regard to BS 5837 (2012) shall be submitted, in writing, as part of a planning application; or</i> <i>b. Would enhance the survival and growth prospects of other protected trees;</i> <i>c. The benefits of the proposed development in a particular location outweigh the loss of trees or woodland, especially ancient woodland.</i> <i>Where planning permission is granted in any of the above instances, conditions shall be used to ensure that, for any trees which are removed as part of a development, at least an equivalent number of a similar species and age (where practical) are planted on the proposed development site. Sufficient space for replacement trees to mature without causing future nuisance or</i>	No existing planting would be affected by the proposals.

damage shall be provided. The planting of new trees shall form an integral part of the design of any development scheme. Proper provision must be made for the protection and management of trees or areas of woodland on-site when undertaking development. A management plan shall be provided as part of a planning application in accordance with BS 5837 (2012) in order to ensure that trees are adequately protected during development and appropriately maintained in the future. Conditions for the continued protection of trees on sites shall be included in any planning permission given. Where there are existing trees on or adjacent to a development site, developers shall be required to provide: d. Land and tree surveys e. A tree constraints plan f. An arboricultural impact assessment to include a tree protection plan and arboricultural method statement These will ensure that development is planned to take a comprehensive view of tree issues at an early stage in the design process and that development works do not have a negative impact on existing trees.	
W DM2 – Flood risk Development in areas at risk from flooding, identified on the latest Environment Agency flood risk maps and the Council's Strategic Flood Risk Assessment (SFRA) , will only be permitted where all of the following criteria have been satisfied: a. The sequential test in accordance with the National Planning Policy Guidance has been met. b. A site specific Flood Risk Assessment demonstrates that the development will be safe, including access and egress, without increasing flood risk elsewhere and reduce flood risk	The site is not defined as being within a flood risk area as defined by the Environment Agency.

overall. c. The sustainability benefits to the wider community are clearly identified. d. The scheme identifies adaptation and mitigation measures. e. Appropriate flood warning and evacuation plans are in place; and f. New site drainage systems are designed to take account of events which exceed the normal design standard i.e. consideration of flood flow routing and utilising temporary storage areas. The reports prepared as part of the criteria above must take into account contingency allowances, taking climate change into account as set out in Flood Risk Assessments: climate change allowances section of the NPPG. In locations where strategic flood defence or resilient and resistant construction measures are necessary within the site itself, proposals will be required to demonstrate how measures have been incorporated as an intrinsic part of the scheme in a manner which is compatible with the latest Strategic Flood Risk Assessment. All development proposals must take account of relevant Surface Water Management Plans, Catchment Flood Management Plans and related Flood Defence Plans and strategies such as the Lower Tidal River Arun Strategy. The council may require financial contributions from development on sites where measures to address flood risk or to improve the environmental quality of watercourses have been identified by these Plans and Strategies.	
W DM3 – Sustainable Urban Drainage Systems To increase the levels of water capture and storage and improve water quality, all development must identify opportunities to incorporate a range of Sustainable Urban Drainage Systems (SUDS), appropriate to the size of development, at an early stage of the design process. Proposals for both major and minor development proposals must incorporate SUDS within the	Surface water drainage connect into the existing below ground drainage system.

private areas of the development in order to provide source control features to the overall SUDS design. These features include:

Green roofs

Permeable driveways and parking

Soakaways

Water harvesting and storage features including water butts.

Proposals for major development must also integrate SUDS within public open spaces and roads, reflecting discussion with the appropriate bodies. SUDS must therefore be integrated into the overall design of a development and must:

- a. Contribute positively to the appearance of the area, integrating access to allow maintenance of existing watercourses and the system.*
- b. Effectively manage water (including its quality)*
- c. Accommodate and enhance biodiversity by making connections to existing Green Infrastructure assets and*
- d. Provide amenity for local residents (ensuring a safe environment)*
- e. Retain the existing drainage network of the site and the wider area,*
- f. Be maintained in perpetuity, supported through a Maintenance and Management Plan/Regime, including its financing, agreed with the Local Planning Authority.*

In order to ensure that SUDS discharge water from the development at the same or lesser rate, as prior to construction, developers must:

- f. Follow the hierarchy of preference for different types of surface water drainage disposal systems as set out in Approved Document H of the Building Regulations and the SUDS manual produced by CIRIA.*

- g. Undertake up to six months groundwater monitoring within the winter period.*
- h. Undertake winter percolation testing in accordance with BRE365.*
- i. The proposed drainage system must be designed to ensure that there is no flooding on a 1 in 30 year storm event.*
- j. The design must also take account of the 1 in 100 year storm event plus 30% allowance for climate change, on stored volumes, to ensure that there is no flooding of properties or the public highway or inundation of the foul sewerage system. Any excess flows must be contained within the site boundary, and within designated storage areas.*

National Planning Policy Framework (2019)

The National Planning Policy Framework (NPPF) is a material consideration in the determination of planning applications. The NPPF makes it clear that saved local plan policies should only be afforded weight relative to their degree of conformity with the NPPF.

Chapter 2 establishes that the purpose of the planning system is to contribute to the achievement of sustainable development and establishes the fact that there is a presumption in favour of sustainable development.

Chapter 5 encourages the sufficient supply of new homes and mentions that small sites can make an important contribution to meeting the housing requirement of an area.

Chapter 11 addresses the requirement to make effective use of land in meeting the need for homes (and other uses), and supports the use of under-utilised land. It also refers to the desirability of maintaining an area's prevailing character and setting.

Chapter 12 deals with achieving well-designed places and focusses on good design.

Chapter 14 examines ways of meeting the challenge of climate change, flooding and coastal change.

Chapter 15 addresses conserving and enhancing the natural environment.

Rustington Neighbourhood Plan 2014-2029

The Rustington Neighbourhood Plan has been adopted by Arun District Council as a material planning consideration. The most pertinent parts of this document are detailed below, together with demonstration of how the proposals comply:

Objectives and measures – 3.3 1. Retain the character of the Village - to retain the character of the village and enhance the locality through encouraging the use of sympathetic construction materials (to include extensions to existing properties). The Village has a varied architectural street scene, and good design should reflect existing architecture and integrate with and complement the surroundings, whilst seeking to retain existing building lines from public or private highways or footpaths.	The proposals are well designed and would maintain the existing character and appearance of the property.
2. Meet Local Housing Need – to encourage the provision of smaller housing units, 1-2 bed and 2-3 bed houses, required to meet the local need for affordable family homes.	The proposals comprise the redevelopment of an existing property to form a three bedroom residential dwelling with two bedroom guest accommodation.
3. Provide Supported Housing where identified need exists – to supplement existing Supported Housing in the Village requiring future development applications which include this type of property to produce evidence of local need.	This heading is not relevant to the proposals.

4. Preserve and Enhance the Conservation Areas – to acknowledge their importance to the community and their relationship to the Village Centre, ensuring development in or around the Conservation Areas reflects their character and appearance. (Plan B page 15)	This heading is not relevant to the proposals.
5. Preserve the Seafront/Greensward – to prevent encroaching development into the vista and greensward on the Rustington Seafront in order to sustain and enhance its character and to ensure no reduction in the amenity value.	This heading is not relevant to the proposals.
6. To promote an attractive shopping facility to enable local business to compete with larger retailers in the surrounding area, the retention of good parking facilities in the vicinity, improvements in signage to draw in new custom and the retention of local shopping parades outside the main shopping area	This heading is not relevant to the proposals.
7. Support and preserve existing employment land to improve employment opportunities.	The Guest House previously provided a form of employment for the owners. A form of employment will continue with the management and operation of the proposed guest accommodation.
8. Improve the environment by encouraging proposed development to incorporate suitable and sustainable onsite drainage in order to alleviate potential flooding issues affecting the whole village and sustain the health and wellbeing of the community through wide ranging projects which enhance local facilities.	Existing drainage will be unaffected by the proposals.
Policy 2: Housing Design Development proposals (including alterations to existing buildings) will be supported, provided that their scale, density, massing, height, landscape design, layout and materials reflect the architectural and historic character and scale of the surrounding buildings and landscape.	The proposals would be of a fully appropriate bulk and scale, and the general external appearance will be maintained. On this basis there would be little

Proposals must also comply with the parking standards adopted by the planning authority.

change to the street scene. The scheme will not be unneighbourly and will not result in overlooking or loss of privacy. Existing off-street parking will be retained to serve both the residential dwelling and the visitor accommodation.

The design solution is set out in a statement below. To summarise this, we have adopted a suitable and sensitive approach.

DETAILED DESIGN STATEMENT

Design Principles

A sympathetic design approach has been taken with the proposals. The bulk, scale and appearance of the proposals would be entirely appropriate. Details of the proposed design solutions are as follows:

Landscaping and Planting

No existing planting or hard landscaping would be affected by the proposals.

Appearance

Relatively minor changes are proposed to the external appearance.



ACCESS

The site currently benefits from vehicular access and an off-street parking area, and this will be retained for use by both the residential dwelling and the guest accommodation. The existing primary access into the main part of the property will be retained and utilised for the residential dwelling. A separate access will be formed in a discrete location to the side of the property to provide independent access to the visitor accommodation.

BIN STATEMENT

There would be appropriate space within the overall plot to store refuse containers for both household and recyclable waste in a manner that is both accessible and compatible with the visual amenities of the area.

SUMMARY

An entirely sympathetic and appropriate design approach has been taken with the planning application for the change of use of Kenmore from C1 guest house with C3 ancillary residential use to C3 residential use with C1 ancillary guest accommodation, replacement of the existing conservatory with a single storey rear extension, replacement front entrance porch and minor other external alterations.

The proposals would not result in the loss of guest accommodation, would be of an appropriate scale, bulk and appearance, would comply with relevant planning policies, would not be unneighbourly, and would not damage the wider setting.

Sloane and Brown Ltd
Unit 3B Woodhorn Business Centre
Woodhorn Lane
Oving
Chichester
West Sussex PO20 2BX