



# ADUR DISTRICT COUNCIL

30 August 2018

## Adur Planning Committee

**Date:** 10 September 2018

**Time:** 7:00pm

**Venue:** Queen Elizabeth II Room, Shoreham Centre, Shoreham-by-Sea

**Committee Membership:** Councillors Carol Albury (Chairman), Pat Beresford (Vice-Chair), Les Alden, George Barton, Stephen Chipp, Brian Coomber, Lee Cowen and Robin Monk

### NOTE:

Anyone wishing to speak at this meeting on a planning application before the Committee, should register by telephone (01903 221006) or e-mail

[heather.kingston@adur-worthing.gov.uk](mailto:heather.kingston@adur-worthing.gov.uk) before **noon on Friday 7 September 2018**

## Agenda

### Part A

#### 1. Substitute Members

Any substitute members should declare their substitution.

#### 2. Declarations of Interest

Members and Officers must declare any disclosable pecuniary interests in relation to any business on the agenda. Declarations should also be made at any stage if such an interest becomes apparent during the meeting.

If in doubt contact the Legal or Democratic Services representative for this meeting. Members and Officers may seek advice upon any relevant interest from the Monitoring Officer prior to the meeting.

**3. Confirmation of Minutes**

To approve the minutes of the Planning Committee meeting held on 6 August 2018, which have been emailed to Members.

**4. Items Raised Under Urgency Provisions**

To consider any items the Chairman of the meeting considers to be urgent.

**5. Planning Applications**

To consider a report by the Director for the Economy, attached as Item 5.

**6. Public Question Time**

So as to provide the best opportunity for the Committee to provide the public with the fullest answer, questions from the public should be submitted by midday on Thursday 6 September 2018.

Where relevant notice of a question has not been given, the person presiding may either choose to give a response at the meeting or respond by undertaking to provide a written response within three working days.

Questions should be submitted to Democratic Services - [democratic.services@adur-worthing.gov.uk](mailto:democratic.services@adur-worthing.gov.uk)

(**Note:** Public Question Time will last for a maximum of 30 minutes)

**Part B - Not for publication - Exempt Information Reports**

None.

**Recording of this meeting**

The Council will be voice recording the meeting, including public question time. The recording will be available on the Council's website as soon as practicable after the meeting. The Council will not be recording any discussions in Part B of the agenda (where the press and public have been excluded).

|  |  |
|--|--|
| <b>For Democratic Services enquiries relating to this meeting please contact:</b>                        | <b>For Legal Services enquiries relating to this meeting please contact:</b>                         |
| Heather Kingston<br>Democratic Services Officer<br>01903 221006<br>heather.kingston@adur-worthing.gov.uk | Edwina Adefehinti<br>Locum, Legal Services<br>01903-221358<br>edwina.adefehinti@adur-worthing.gov.uk |

**Duration of the Meeting:** Four hours after the commencement of the meeting the Chairperson will adjourn the meeting to consider if it wishes to continue. A vote will be taken and a simple majority in favour will be necessary for the meeting to continue.





**ADUR DISTRICT  
COUNCIL**

**Planning Committee  
10 September 2018  
Agenda Item 5**

**Ward: ALL**

**Key Decision: Yes / No**

**Report by the Director for the Economy**

**Planning Applications**

**1**

**Application Number: AWDM/1004/18                      Recommendation – APPROVE**

**Site:                      103 North Road, Lancing**

**Proposal: Conversion of part ground floor from Class B1 to form 2 x 1  
no. bed residential units (Class C3) with associated  
alterations and landscaping**

**2**

**Application Number: AWDM/1159/18                      Recommendation – APPROVE**

**Site:                      Site At 1 To 84, Beachcroft Place, Lancing**

**Proposal: Replacement of front and rear communal doors, side lights  
and glazed screens above, including replacement door  
access controls. Replacement of existing flat felt roofs and  
canopies with GRP system**

**3**

**Application Number: AWDM/1181/18                      Recommendation – APPROVE**

**Site:                      Site At 25 To 95 Bushby Close, Sompting**

**Proposal: Replacement of front and rear communal doors, side lights  
and glazed screens above, including replacement door  
controls. Replacement of existing flat felt roofs and canopies  
with GRP system**



Application Number: AWDM/1004/18

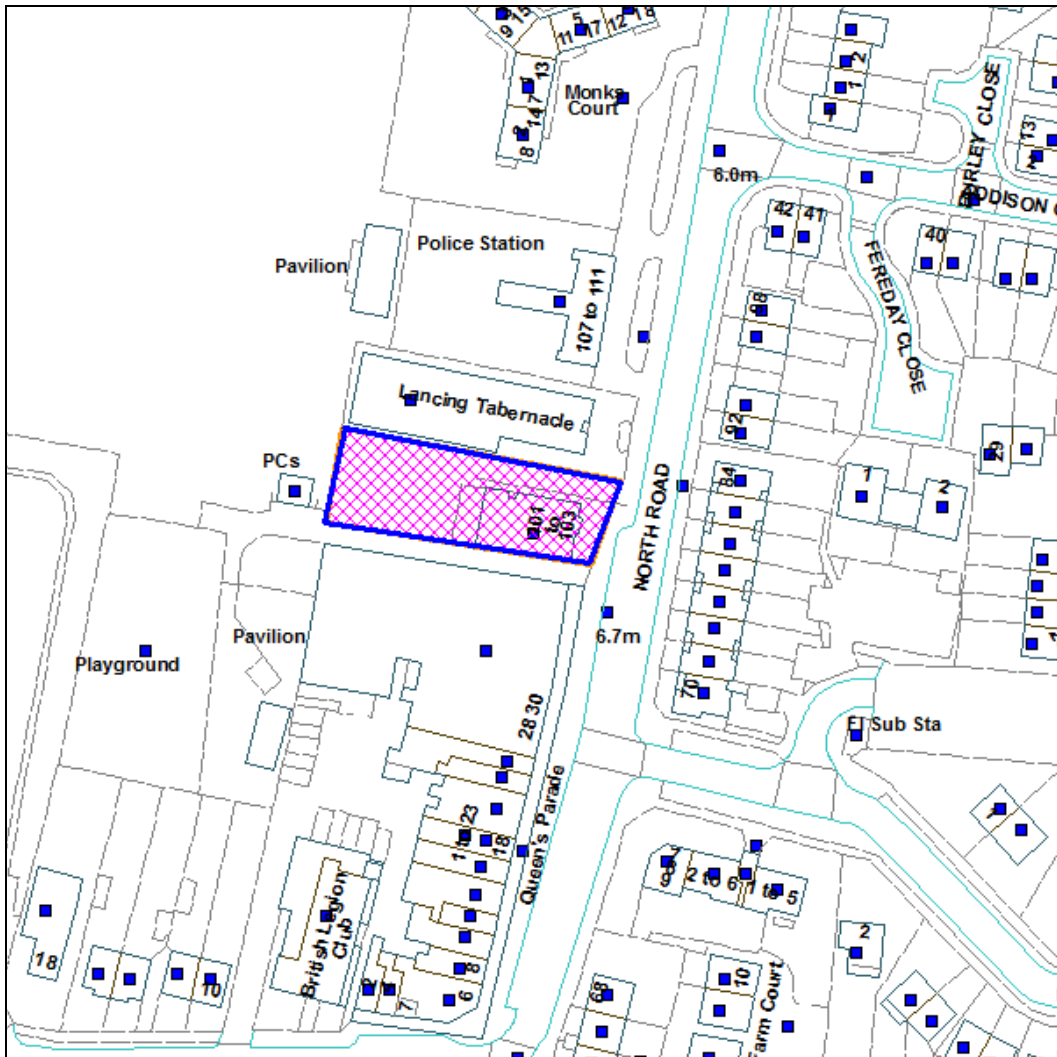
Recommendation – APPROVE

Site: 103 North Road, Lancing

Proposal: Conversion of part ground floor from Class B1 to form 2 x 1 no. bed residential units (Class C3) with associated alterations and landscaping.

Applicant: Adur District Council  
Case Officer: M. O’Keeffe

Ward: Mash Barn



Not to Scale

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## **Proposal, Site and Surroundings**

This application relates to a three storey building on the west side of North Road which sits between the Co-op store and Lancing tabernacle. The site is owned by Adur District Council. The site has a car park entrance and access road on its north side. At the rear is a two part car park with the first three spaces marked out for Adur Employees only and a further seven spaces beyond.

The front ground floor is vacant but was in office use until January of this year. The Council's own Neighbourhood Office team vacated the ground floor and relocated to Portland House, Worthing. There is a rear ground floor flat with small garden area. The two upper floors of the building contain 6 flats which are accessed from one entrance at the side. There is a separate area of rear garden for drying clothes.

The site lies within Lancing town centre but outside of the primary shopping frontage.

Planning permission is sought to convert the ground floor office accommodation into two self contained one bedroom flats each with their own front entrance created through alteration of the frontage.

## **Relevant Planning History**

L/140/05 - Replacement Windows (Reg.3 Application). Granted 21.9.05

L/12/80 - Office For Treasurer And Housing And Community Services Officer And 7 Flats (Regulation 4). No objection 28.7.80

L/504/78 – 4 one bed and 2, two bed flats. Granted 26.1.79

## **Consultations**

### **Highways:**

*'This proposal has been considered by means of a desktop study, using the information and plans submitted with this application, in conjunction with other available WSCC map information. A site visit can be arranged on request.*

*The site is accessed from North Road, a 'C' class road with a speed limit of 30mph in this location. The Local Highway Authority (LHA) has reviewed data supplied to WSCC by Sussex Police over a period of the last five years. There have been several recorded injury accidents in the vicinity of the site. However, from an inspection of accident data it is clear that these were not due to any defect with the road network.*

### Parking

*The applicant has not provided any details on the number of available car parking spaces to the rear of the building. However, applying the WSCC Supplementary Planning Guidance (SPG) for parking provision the original office (B1) use would require 1 parking space per 30m<sup>2</sup> creating a need for a total of 3 spaces. The WSCC car parking calculator would envision the need a total of 2 car parking spaces for the 2 proposed flats.*



### Sustainability

*The site is located only 5 minutes' walk from Lancing Train Station with local Bus Stops within a few metres of the site. Shops and amenities are also within walking distance of the site. The applicant has stated that there is already cycle parking available on the site.*

### Conclusion

*The LHA does not consider that the proposal for the conversion of B1 office space to 2 flats would have 'severe' impact on the operation of the Highway network, therefore is not contrary to the National Planning Policy Framework (paragraph 32), and there are no transport grounds to resist the proposal.'*

**Environmental Health:** No objection.

### **Planning Policy:**

*'This site has been discussed at the Affordable Homes Delivery Group, where the following planning policy advice was given:*

*Following on from the Affordable Homes Delivery Group meeting on 17th April 2017, I have checked the policy position with regard to the former Lancing Neighbourhood Office in North Road.*

*It lies within Lancing Town Centre and Policy 9 of the Adur Local Plan 2017 applies, Policy 25 is not relevant. The site does not fall within a primary shopping frontage and, as such, a more flexible approach can be taken to changes of use at ground floor level. To the north of the site is Lancing Tabernacle and Lancing Police Station, both community uses and allowing a residential use at ground floor level would not interrupt the shopping frontage.*

*In this instance a residential use would be acceptable.'*

**Lancing Parish Council:** No objection.

### **Representations**

None received.

### **Relevant Planning Policies and Guidance**

Adur Local Plan 2107 policies 3, 9, 15, 25, 27

National Planning Policy Framework (CLG 2012)

Planning Practice Guidance (CLG 2014)

Technical Housing Standards – nationally described space standard - DCLG 2015

## **Relevant Legislation**

The Committee should consider the planning application in accordance with: Section 70 of the Town and Country Planning Act 1990 (as amended) that provides the application may be granted either unconditionally or subject to relevant conditions, or refused. Regard shall be given to relevant development plan policies, any relevant local finance considerations, and other material considerations

Section 38(6) Planning and Compulsory Purchase Act 2004 that requires the decision to be made in accordance with the development plan unless material considerations indicate otherwise.

## **Planning Assessment**

The main considerations with this application are the acceptability of the loss of office floorspace, the suitability of a residential use in this location and the size of the flats to be created and whether the physical alterations to support the scheme are acceptable.

The site lies within Lancing Town centre but is not within a primary shopping frontage. Policy 9 of the Adur Local Plan therefore applies and allows a more flexible approach to changes of use in such areas. Policy 25, to protect employment floorspace, is not relevant within the town centre boundary. Retail reuse is not demanded outside of the primary frontage. Also in this case there are community uses either side of the building so the proposed change of use would not interfere with a continuous shopping frontage. A residential re-use is therefore acceptable.

The two flats to be created are both one bedroom and have floor areas of approximately 45 square metres. They each have their own front door and adequate standards of light and ventilation. Minor physical alterations are proposed. These include lifting the height of full length windows for privacy purposes and altering the front elevation entrance to a double window and altering windows either side to create individual separate entrances. Externally there is a communal external drying area at the rear and communal bin and recycling storage in a covered area at the side. No outdoor amenity space is available but as this is a town centre conversion this cannot be achieved: otherwise, the flats to be created are therefore considered to be of good quality.

The site is within easy reach of Lancing train station, bus routes and local facilities. There are approximately 10 parking spaces at the rear of the site but no parking has been specifically allocated to the two new flats. This is not of significance in this case given the sustainable location of the site.

## **Conclusion**

The loss of employment floorspace is not significant in this town centre location and as the site is not in a primary frontage use for retail purposes is not required. The proposal is therefore considered to be acceptable.

## **Recommendation**

To GRANT permission

1. Approved Plans
2. Development to commence within 3 years of permission being granted

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10<sup>th</sup> September 2018



Application Number: AWDM/1159/18

Recommendation – APPROVE

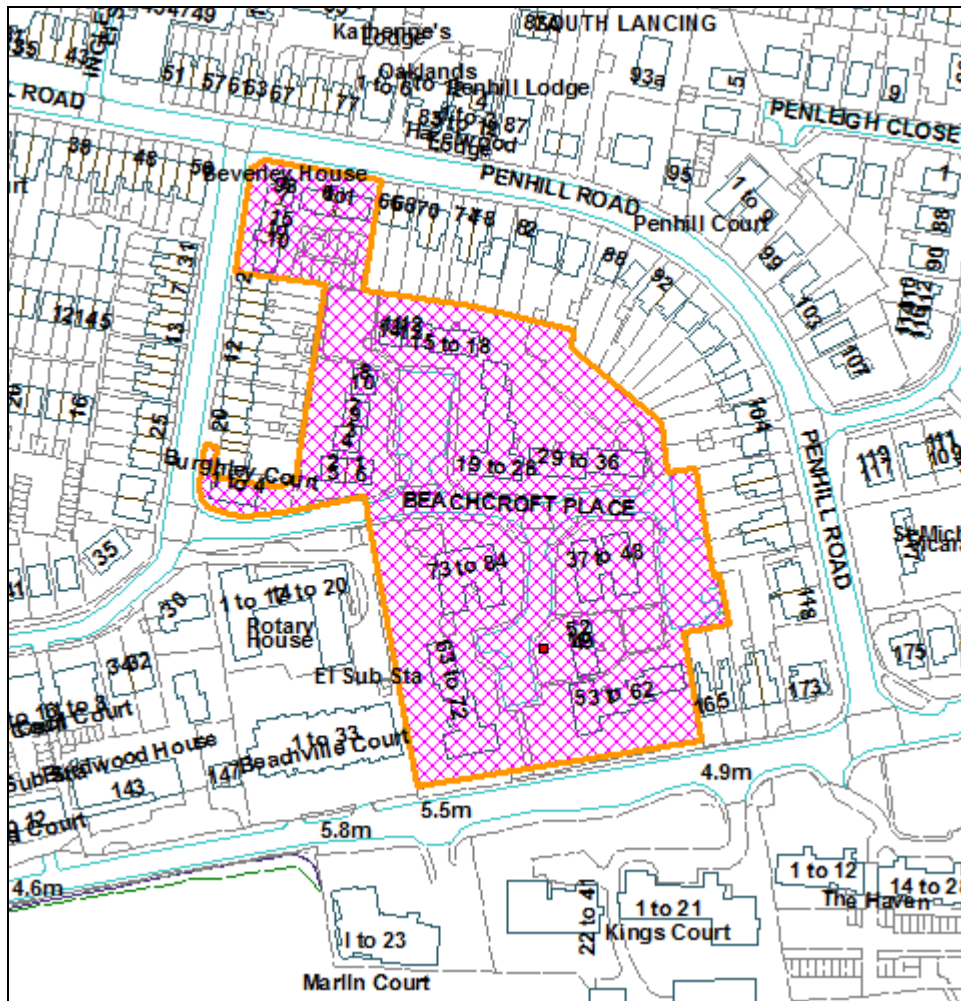
Site: Site At 1 To 84, Beachcroft Place, Lancing

Proposal: Replacement of front and rear communal doors, side lights and glazed screens above, including replacement door access controls. Replacement of existing flat felt roofs and canopies with GRP system

Applicant: Adur District Council (Adur Homes)

Ward: Widewater

Case Officer: Peter Barnett



Not to Scale

## **Proposal, Site and Surroundings**

The application relates to 9no. 2 storey blocks of flats in Beachcroft Place, a cul-de-sac off Cecil Road.

It is proposed to replace the existing timber framed entrance doors on the front and rear of the buildings with a new steel or aluminium framed glazed doors, powder coated grey, to enable 'Secure by Design' access control, security robustness and level accessibility. At first floor, the timber framed glazing is to be replaced with aluminium or PVCu frames.

Existing felt-roofed canopies by each entrance are to be replaced with a more robust roofing system such as rubber or GRP.

The doors are currently fitted with push button electronic control systems including a 'trades' entry button. The call point panels are not accessible to all, being located too high up or too far to one side of the doors. The 'trades' button has enabled general access and the buildings are not therefore secure. It is proposed to introduce a cloud based remote management and control system, replacing the existing controls with a fob operated access system. MultiSteel type doors or doors that are 'Secure by Design' will be installed, with an improved closure mechanism and lower maintenance costs.

The application is being reported to the Planning Committee as the application has been made by Adur Homes.

## **Consultations**

**Adur and Worthing Councils:** The **Environmental Health** Officer's comments are to be reported

**Lancing Parish Council:** No objection

## **Representations**

Objection received from the occupier of 49 Beachcroft Place:

- Grey aluminium panels will look horrible compared to the current wooden structure
- Concerned that they will be noisy in the wind, of which Beachcroft Place gets a lot
- Not convinced that any replacement is warranted at all in this block
- Original materials should be used to preserve the look of the block
- New door entry system is too complex and is bound to go wrong
- Fearful of being locked out of my own block
- Lack of trades button will lead to problems with deliveries and post
- What will happen in the event of a power failure or loss of internet connection?
- Will the system monitor comings and goings?

- Could the fob be accidentally deactivated?
- How many fobs will be available to each flat?
- What about the proposed changes to the lighting system?

## **Relevant Planning Policies and Guidance**

Adur Local Plan 2017 Policy 15  
National Planning Policy Framework (March 2012)

## **Relevant Legislation**

The Committee should consider the planning application in accordance with: Section 70 of the Town and Country Planning Act 1990 (as amended) that provides the application may be granted either unconditionally or subject to relevant conditions, or refused. Regard shall be given to relevant development plan policies, any relevant local finance considerations, and other material considerations; and Section 38(6) Planning and Compulsory Purchase Act 2004 that requires the decision to be made in accordance with the development plan unless material considerations indicate otherwise.

## **Planning Assessment**

### ***Visual amenity***

The proposed development is relatively minor and will have little impact on the wider area. However, it will upgrade and enhance the entrances to the buildings to the benefit of their overall appearance, and that of the area in general, and it is considered that the application can be supported.

### ***Residential amenity***

The development will have no adverse impact on the amenities of any residents.

The comments received from one resident relate mainly to concerns about the practicalities of the new door access controls, which are not a planning consideration.

## **Recommendation**

### **APPROVE**

#### **Subject to Conditions:-**

1. Approved Plans
2. Standard 3 year time limit

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10<sup>th</sup> September 2018





Application Number: AWDM/1181/18

Recommendation – APPROVE

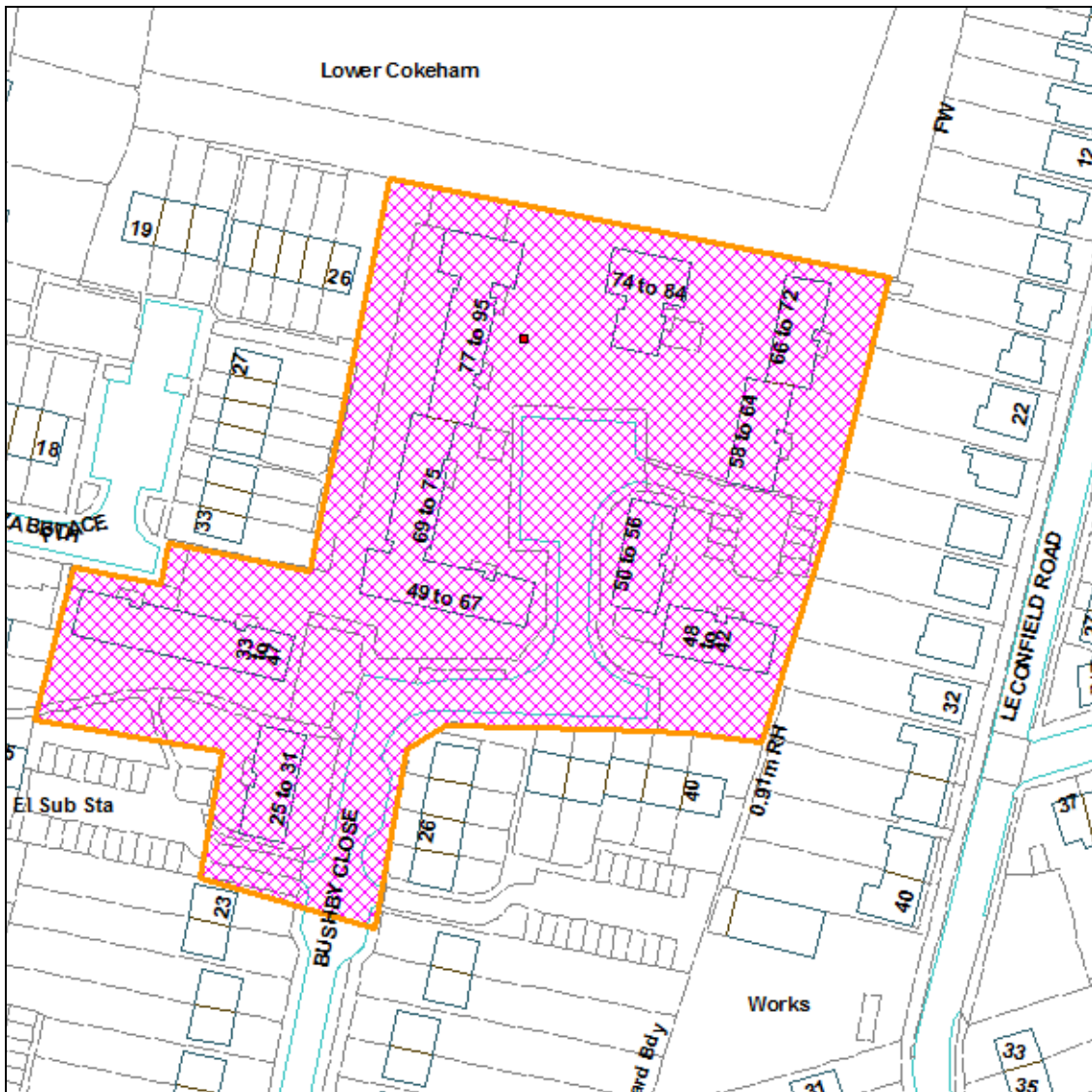
Site: Site At 25 To 95 Bushby Close, Sompting

Proposal: Replacement of front and rear communal doors, side lights and glazed screens above, including replacement door controls. Replacement of existing flat felt roofs and canopies with GRP system

Applicant: Adur District Council (Adur Homes)

Ward: Peverel

Case Officer: Peter Barnett



Not to Scale

## **Proposal, Site and Surroundings**

The application relates to 6no. 2 storey blocks of flats in Bushby Close, to the south of Croshaw Recreation Ground. The buildings are all of a similar style within a cul-de-sac.

It is proposed to replace the existing timber framed entrance doors on the front and rear of the buildings with a new steel or aluminium framed glazed doors, powder coated grey, to enable 'Secure by Design' access control, security robustness and level accessibility. At first floor, the timber framed glazing is to be replaced with aluminium or PVCu frames.

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Permission was granted earlier this year for the same works to Block 74-84 (AWDM/1962/17).

The application is being reported to the Planning Committee as the application has been made by Adur Homes.

## **Consultations**

**Adur and Worthing Councils:** The **Environmental Health** Officer's comments are to be reported.

**Sompting Parish Council:** Support application

## **Representations**

None received

## **Relevant Planning Policies and Guidance**

Adur Local Plan 2017 Policy 15  
National Planning Policy Framework (March 2012)

## **Relevant Legislation**

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## **Recommendation**

### **APPROVE**

#### **Subject to Conditions:-**

3. Approved Plans
4. Standard 3 year time limit

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10<sup>th</sup> September 2018

**Local Government Act 1972  
Background Papers:**

As referred to in individual application reports

**Contact Officers:**

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## **Schedule of other matters**

### **1.0 Council Priority**

- 1.1 As referred to in individual application reports, the priorities being:-
- to protect front line services
  - to promote a clean, green and sustainable environment
  - to support and improve the local economy
  - to work in partnerships to promote health and wellbeing in our communities
  - to ensure value for money and low Council Tax

### **2.0 Specific Action Plans**

- 2.1 As referred to in individual application reports.

### **3.0 Sustainability Issues**

- 3.1 As referred to in individual application reports.

### **4.0 Equality Issues**

- 4.1 As referred to in individual application reports.

### **5.0 Community Safety Issues (Section 17)**

- 5.1 As referred to in individual application reports.

### **6.0 Human Rights Issues**

- 6.1 Article 8 of the European Convention safeguards respect for family life and home, whilst Article 1 of the First Protocol concerns non-interference with peaceful enjoyment of private property. Both rights are not absolute and interference may be permitted if the need to do so is proportionate, having regard to public interests. The interests of those affected by proposed developments and the relevant considerations which may justify interference with human rights have been considered in the planning assessments contained in individual application reports.

### **7.0 Reputation**

- 7.1 Decisions are required to be made in accordance with the Town & Country Planning Act 1990 and associated legislation and subordinate legislation taking into account Government policy and guidance (and see 6.1 above and 14.1 below).

### **8.0 Consultations**

- 8.1 As referred to in individual application reports, comprising both statutory and non-statutory consultees.

### **9.0 Risk Assessment**

- 9.1 As referred to in individual application reports.

## **10.0 Health & Safety Issues**

10.1 As referred to in individual application reports.

## **11.0 Procurement Strategy**

11.1 Matter considered and no issues identified.

## **12.0 Partnership Working**

12.1 Matter considered and no issues identified.

## **13.0 Legal**

13.1 Powers and duties contained in the Town and Country Planning Act 1990 (as amended) and associated legislation and statutory instruments.

## **14.0 Financial implications**

14.1 Decisions made (or conditions imposed) which cannot be substantiated or which are otherwise unreasonable having regard to valid planning considerations can result in an award of costs against the Council if the applicant is aggrieved and lodges an appeal. Decisions made which fail to take into account relevant planning considerations or which are partly based on irrelevant considerations can be subject to judicial review in the High Court with resultant costs implications.