

**Minutes of a meeting of the  
Adur Planning Committee  
11 February 2019  
at 7.00**

Councillor Carol Albury (Chairman)  
Councillor Pat Beresford (Vice-Chairman)

|                          |                          |
|--------------------------|--------------------------|
| Councillor Les Alden     | Councillor George Barton |
| Councillor Stephen Chipp | Councillor Brian Coomber |
| **Councillor Lee Cowen   | Councillor Robin Monk    |

\*\* Absent

**Officers:** Head of Planning and Development, Planning Services Manager, Senior Planning Officer, Senior Lawyer and Democratic Services Officer

---

**ADC-PC/056/18-19      Substitute Members**

Councilor David Balfe substituted for Councillor Lee Cowen.

**ADC-PC/057/18-19      Declarations of Interest**

There were no declarations of interest.

**ADC-PC/058/18-19      Minutes**

**RESOLVED**, that the minutes of the Planning Committee meeting held on 7 January 2019 be confirmed as a correct record and that they be signed by the Chairman.

**ADC-PC/059/18-19      Items Raised Under Urgency Provisions**

There were no items raised under urgency provisions.

**ADC-PC/060/18-19      Planning Applications**

The planning applications were considered, see attached appendix.

**ADC-PC/061/18-19****Public Question Time**

The Chairman invited members of the public to ask questions or make statements about any matter for which the Council had a responsibility or which affected the District.

There were no public questions.

**ADC-PC/062/18-19****Updated Adur and Worthing Statement of Community Involvement - Draft for Consultation**

*The purpose of the Statement of Community Involvement (SCI) was to explain to the public what consultation would take place with stakeholders within Adur and Worthing on planning policy documents and planning applications. It set out who the Councils would consult with, when and how.*

The Senior Planning Officer introduced the report and stated that all Local Planning Authorities were legally required to prepare and publish a SCI, and to ensure the Statement was kept up-to-date. The current joint Adur and Worthing SCI had been published in 2012 and since then there had been changes made to national policy and legislation in relation to Local Plans, Neighbourhood Plans and the NPPF. The Officer advised it was timely to update the document to reflect the changes.

The Officer briefly outlined the document for Members and advised the document included sections regarding the Community Infrastructure Levy (CIL) for Worthing Borough Council and Neighbourhood Plan for Adur District Council.

The Officer's recommendation was for the Committee to note the draft SCI, and forward any comments to the Executive Member for Regeneration to consider prior to approving the document for consultation.

**Decision**

The Committee Members noted the draft SCI and **AGREED** that comments be forwarded to the Executive Member for Regeneration for consideration prior to approval for consultation.

**ADC-PC/063/18-19****Proposed Revision to Pre-Application Charging**

*Members had indicated that the pre-application charging scheme should be reviewed after a suitable period. Given that nearly 3 years had elapsed since the scheme had been introduced, Officers now felt it appropriate to review the charges.*

The Head of Planning and Development outlined the report and advised Members the report had recently been to Worthing Planning Committee who had agreed the proposed charging schedule. Informal guidance had also been sought from the Committee Chairs and Informal Cabinets of Adur and Worthing on budgetary matters.

The Officer advised the key change from the previous charging regime was the recommendation of a flat rate charge for householders, but included a higher rate charge for very large extensions. Householder planning enquiries, for which no fee was currently charged, remained high and relatively resource intensive.

Although the Councils were looking at a significant increase across the board, it was felt the charges remained reasonable.

### **Decision**

The Committee Members considered the proposed changes to the Councils' Charging Schedule and recommended to the Worthing and Adur Executive Members for Regeneration that the following charges are adopted by both Councils to be implemented from the 1st April 2019:-

|                          |   |
|--------------------------|---|
| Householder:             | £100 and £175 (extensions over 100 sqm) |
| 1-4 dwellings:           | £450 + VAT                              |
| 5-9 dwellings:           | £650 + VAT                              |
| 10-49 dwellings:         | £1,000 + VAT                            |
| 50 dwellings and above:  | £1,500 + VAT                            |
| 100 dwellings and above: | £3,000 + VAT                            |

(Householder fee inclusive of VAT)

Commercial developments up to:

|                    |              |
|--------------------|--------------|
| 999 sq m -         | £450 + VAT   |
| 1,000 to 4999 sq m | £650 + VAT   |
| 5,000 sq m -       | £850 + VAT   |
| 10,000 and above   | £1,500 + VAT |

|                   |      |
|-------------------|------|
| Listed Buildings: | £100 |
| Advertisements:   | £100 |
| Trees:            | £100 |

(inclusive of VAT)

Confirmation of compliance with Conditions and Section 106 obligations:  
£125 (+ VAT)

The Chairman closed the meeting at 9.20 pm it having commenced at 7.00 pm.

**Chairman**

|                                  |  |
|----------------------------------|--|
| Application Number: AWDM/1742/18 |  |
| Site:                            | <b>Cecil Norris House, Ravens Road, Shoreham</b>   |
| Proposal:                        | Demolition of existing building and construction of new building consisting of 5 x 1-bed flats and 10 x 2-bed flats over 3 levels, with associated parking, cycle and bin storage and landscaping. |

The Planning Services Manager relayed to Members correspondence received since the agenda had been despatched from the immediate neighbours to the north at 2 Ravens Road.

The Officer began his presentation by outlining the application and showing an aerial photograph of the site, whilst highlighting to Members the parts relevant to the application, which included the Conservation Area.

A number of plans and visualisations were shown to Members, and the Officer indicated boundary distances and heights of the buildings across the site.

The Officer concluded his presentation by showing Members a number of photographs of the site, which included the parking situation within the area and views from 2 Ravens Road, to assist in their consideration of the application.

The Officer's recommendation was for approval.

Members raised a number of queries on the presentation, which were answered in turn by the Officer, to the Members' satisfaction.

There was a further representation from:

Objectors:                 Danny McBride  
                                  Jaine McBride  
                                  Ray Hall

Supporters:                Martin Carpenter  
                                  Dianne Bowles  
                                  Akin Akinyebo

Members discussed the application, and points raised included:-

- parking issues/sustainable location;
- the need for social housing;
- lack of statutory body objections; and
- the design/materials of the proposed building.

Following consideration of the application, the Committee Members unanimously agreed to grant permission.

## Decision

That planning permission be **GRANTED**, subject to the following conditions:-

- 01 Approved Plans
- 02 Full Permission
- 03 No part of the development shall be first occupied until the car parking spaces have been constructed in accordance with plans and details to be submitted to and approved in writing by the Local Planning Authority. These spaces shall thereafter be retained at all times for their designated use.  
Reason: To provide car-parking space for the use.
- 04 No dwelling shall be first occupied until covered and secure cycle parking spaces serving the respective dwellings have been provided in accordance with plans and details to be submitted to and approved by the Local Planning Authority.  
Reason: To provide alternative travel options to the use of the car in accordance with current sustainable transport policies.
- 05 No development shall take place, including any works of demolition, until a Construction Management Plan has been submitted to and approved in writing by the Local Planning Authority. Thereafter the approved Plan shall be implemented and adhered to throughout the entire construction period. The Plan shall provide details as appropriate but not necessarily be restricted to the following matters,
  - the anticipated number, frequency and types of vehicles used during construction,
  - the method of access and routing of vehicles during construction,
  - the parking of vehicles by site operatives and visitors,
  - the loading and unloading of plant, materials and waste,
  - the storage of plant and materials used in construction of the development,
  - the erection and maintenance of security hoarding,
  - the provision of wheel washing facilities and other works required to mitigate the impact of construction upon the public highway (including the provision of temporary Traffic Regulation Orders),
  - details of public engagement both prior to and during construction works.Reason: In the interests of highway safety and the amenities of the area.
- 06 No part of the development shall be first occupied until pedestrian visibility splays have been provided either side of the proposed car parking spaces in accordance with plans and details to be submitted to and approved in writing by the Local Planning Authority. These visibility splays shall thereafter be kept free of all obstructions over a height of 0.6 metre above adjoining carriageway level or as otherwise agreed.  
Reason: In the interests of road safety.
- 07 Drainage details as per e-mail dated 24 January from Andrew Keen, HOP Consulting Civil and Structural Engineers
- 08 The development hereby permitted shall provide 100% affordable housing in accordance with the approved scheme and shall meet the definition of

affordable housing in the National Planning Policy Framework or any future guidance that replaces it.

- 09 Approval of Materials
- 10 Landscaping
- 11 No additional windows, northern elevation
- 12 Windows with an internal cill lower than 1700mm on the north elevation are obscured
- 13 Maintenance regime for green wall and sedum roof to be agreed
- 14 Hours of Construction

|                                  |   |
|----------------------------------|---|
| Application Number: AWDM/0337/18 |   |
| Site:                            | <b>4 and 6 Old Shoreham Road, Lancing</b>   |
| Proposal:                        | Demolition of fire damaged dwelling and erection of a replacement 5-bedroom dwelling at 4 Old Shoreham Road, retention of existing dwelling at 6 Old Shoreham Road and erection of 2 no. 4-bedroom dwellings. Closure of existing site access from A27 roundabout and creation of a new access road from Old Shoreham access road and associated vehicle parking and landscaping. |

*The application had been recommended for refusal.*

Since the agenda had been published, West Sussex County Council had received, and agreed, the amended Road Safety Audit. As a consequence, the second refusal reason could be removed.

In addition, the Flood Authority had advised that further negotiations could resolve the only other refusal reason which related to drainage.

The Chairman therefore agreed with the Head of Planning and Development that the application be **DEFERRED** for further negotiation. The Committee Members unanimously agreed.



|                                  |  |
|----------------------------------|--|
| Application Number: AWDM/1695/18 |  |
| Site:                            | <b>85-89 Brighton Road, Shoreham</b>   |
| Proposal:                        | Construction of flood defence wall, and flood gate across former Tarmount Hard, provision of pedestrian and cycle path and public realm improvements following demolition of yacht club (subject of separate application). |

The Head of Planning and Development introduced the application, submitted by the Council, and advised it was linked to the earlier resolution to grant permission for the relocation of the Sussex Yacht Club closer to the river frontage to facilitate the construction of the flood wall.

Members were shown a location plan and proposed site layout plan and the Officer briefly outlined the application for Members' consideration.

The Officer referred Members to page 57 of the report and advised the Joint Strategic Committee meeting had taken place on 31 January 2019 whereby it was agreed to purchase the land and to recommend to full Council that should full borrowing for the cost of the flood defence wall not be secured from the Environment Agency or other sources, then the Council would borrow the money to complete the project.

The Officer's recommendation was for approval.

No further representations were made.

The Committee Members unanimously agreed to approve the application.

### **Decision**

That permission be **APPROVED**, subject to the following conditions:-

1. Approved Plans
2. Standard 3 year time limit
3. Samples of external materials including flint panel to be constructed on site
4. Provision of vehicular access
5. Closure of existing access
6. Construction management plan
7. Visibility at access
8. The existing public rights of way to Stowes Gap Hard shall remain undisturbed unless and until legally stopped up or diverted prior to the commencement of any of the development hereby permitted. The alignment of the public right of way shall be protected by being clearly demarcated,

signed and fenced, as may be approved by the Local Planning Authority, throughout the course of the development.

9. Prior to commencement of development precise details of the future management and operation of the floodgates shall be submitted to and approved by the LPA.
10. Details of pollution control measures.

|                                  |   |
|----------------------------------|---|
| Application Number: AWDM/1775/18 |   |
| Site:                            | <b>Unit 8 Chartwell Business Centre, Lancing</b>                  |
| Proposal:                        | Change of use from B1/B2/B8 to D2 Gym and minor internal changes. |

The Head of Planning and Development introduced the report and advised the Planning Policy Officer had objected to the application and recommended refusal. However, on balance, after taking other factors into consideration, Officers had recommended approval for the change of use.

The Officer referred to the adopted Local Plan, which sought to resist the loss of industrial floor space however, he referred Members to the relevant planning history within the report.

The applicant currently occupied Unit 7 and wished to expand their business into the adjoining Unit 8. Units 9 and 10 were also in gym/leisure use.

The Officer advised the Lancing Business Park Business Improvement District (BID) had considered all the issues relating to the application and supported the application.

The Members raised no queries on the presentation and therefore began their debate on the application.

A Member raised his concerns with the proposal and referred the Committee to Policy 25 of the Local Plan which he stated reserved all buildings for genuine industrial use. He felt there appeared to be no evidence provided to indicate that the gym had sought, but failed to find, larger premises elsewhere.

Another Member suggested the change of use to Class D2 be specific to the applicant, i.e. should they move out of the unit, the unit be restored to its former industrial use. The Officer conceded there may be merit in making the application personal to the gym given that the application was to facilitate the existing gym expanding into the adjoining unit and this would help avoid setting a precedent. The Officer agreed with the Chairman that, should the application be approved, this could be an additional condition.

Following further discussion, the majority of Members voted to grant permission with an additional condition restricting occupation to the applicant.

### **Decision**

That the change of use be **APPROVED**, subject to the following conditions:-

1. Approved Plans
2. Notwithstanding the provisions of the Town and Country Planning General Permitted Development Order 2015 as amended (or any order revoking and re-enacting that Order with or without modification), the premises shall be used only as a gymnasium within Use Class D2 as defined in the Town and Country Planning (Use Classes) Order 1987 or in any equivalent to that Class in any Statutory Instrument revoking and re-enacting that Order with or without modification. On cessation of the use hereby permitted, the premises shall be restored to their former use (Class B1/B2/B8).
3. Restricted occupation to the applicant.

|                                  |  |
|----------------------------------|--|
| Application Number: AWDM/1465/18 |  |
| Site:                            | <b>14 Southdown Road, Southwick</b>  |
| Proposal:                        | Application for consent under Adur Tree Preservation Order No. 13.53/1/05/SW to fell one Macrocarpa tree (T1). |

The Planning Services Manager outlined the application and Members were shown a number of photos to assist in their consideration of the application.

The Officer referred Members to the Arboricultural Officer's comments on page 73 of the report who considered if remedial works were carried out to remove deadwood and make the tree safer, the trees amenity value would greatly reduce and would not prevent its overall decline. He stated the tree was unlikely to survive as a prominent feature for more than 10 to 15 years.

Officers felt that the tree was of significant amenity value and did not feel that felling of the tree was justified.

The Committee Members unanimously resolved to refuse the application.

### **Decision**

That planning permission be **REFUSED**, for the following reason:-

The Macrocarpa tree is a prominent and established feature which makes a positive contribution to the character of the area and adjacent Southwick Conservation Area and its removal would therefore be detrimental to the visual character of the area. It was not considered that a sufficient arboricultural reason had been provided to justify the felling of the tree and accordingly the proposal fails to comply with policies 15 and 30 of the Adur Local Plan 2017.