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Minutes of a meeting of the
Adur Planning Committee
6 April 2021
at 7.00 pm

Councillor Carol Albury (Chair)
Councillor Stephen Chipp (Vice-Chairman)

Councillor Kevin Boram
Councillor Brian Coomber
Councillor Lee Cowen

Councillor Joss Loader
Councillor Paul Mansfield
Vacancy

****Absent**

Officers: Head of Planning and Development, Senior Planning Officer (Major Applications), Senior Lawyer and Democratic Services Officer

ADC-PC/63/20-21 Substitute Members

There were no substitute members.

ADC-PC/64/20-21 Declarations of Interest

There were no declarations of interest.

ADC-PC/65/20-21 Public Question Time

There were no questions raised under Public Question Time.

ADC-PC/66/20-21 Confirmation of Minutes

RESOLVED, that the minutes of the Planning Committee meeting held on 8 March 2021 be confirmed as a correct record and that they be signed by the Chairman.

A recorded vote was taken by the Democratic Services Officer which was as follows:
For: Councillors Carol Albury, Stephen Chipp, Kevin Boram, Brian Coomber, Lee Cowen, Joss Loader and Paul Mansfield.

ADC-PC/67/20-21 Items Raised Under Urgency Provisions

There were no items raised under urgency provisions.

ADC-PC/68/20-21 Planning Applications

The planning applications were considered, see attached appendix.

ADC-PC/69/20-21 Open Space Standards

The Head of Planning and Development outlined the detailed report, the purpose of which was to assess and identify the need for on-site and off-site provision of open space and play facilities, where appropriate, and the negotiation of off-site contributions towards play equipment, allotments, and parks and recreation.

The report explained how the calculator tool worked; how it would be used as part of the planning process; and the Officer used The Pilot application on the agenda as an example.

The Officer concluded by advising Members of the recommendation at the end of the report.

The Committee Members' comments included that they were keen to ensure that, wherever possible, on-site provision of play equipment was provided to serve residential developments and highlighted the importance of securing maintenance contributions.

Decision

The Committee noted the recommended open space standards, and **AGREED** for comments to be forwarded to the Executive Member for Regeneration to consider prior to formally adopting the standards; and that the cost calculator attached at Appendix I be agreed and adopted for use in calculating needs arising from development proposals; and for the calculator be published on the Councils' website.

ADC-PC/70/20-21 Appeal Performance

The Head of Planning and Development outlined the report for the Committee. He advised the Council often got tested at appeal even though costs had not been awarded against the Council. However, he felt it was important for Members to review appeal decisions and that it would be beneficial to add any decisions received to future agendas as a standing item.

Decision

The Committee noted the report and all Members **AGREED** appeal decisions should be a standing agenda item in the future.

The Chairman closed the meeting at 8.58 pm, having commenced at 7.00 pm.

Chairman

Application Number: AWDM/2139/20	
Site:	The Pilot, Station Road, Southwick
Proposal:	Demolition of existing building and construction of a new six storey building containing 34 one & two bedroom flats; 70sqm ground floor commercial space (Class E); 21no. parking spaces (18no. within a new basement); access ramp; cycle and bin stores and associated landscaping.

The Head of Planning and Development introduced the application and shared his screen to show various plans, photographs of the site and computer generated images to assist Members' in their consideration of the proposal.

The Officer indicated on a plan the wide highway verge around the site which would provide sufficient land outside the application site for road improvements necessary to provide a segregated cycle lane on the south side of the A259. He added the proposal would create some amenity landscaped areas around the building, which stepped from 4 to 6 storeys, with the 6th storey set back from the edge to reduce the apparent scale of the building from the road.

Members were advised the high density, corner site, included basement parking to serve the development. The Officer advised highways were happy with the parking provision at 0.6 spaces per flat which, although appeared low, the building was situated in a highly sustainable location with a railway station a short distance walk away, and bus routes along the A259. A communal heating system would be provided to the building, with the opportunity to connect to a District Heat Network to serve the Harbour Arm.

The Officer outlined the proposed materials for the building which included white and light grey brick, white railings and a gold/bronze roof. He said Officers had been working with the architect and developer for some time to enhance the development on a prominent corner site in Southwick.

In conclusion, Members were referred to the addendum report, circulated to Members prior to the meeting, which included additional details and referred to a financial contribution to be agreed to meet Open Space requirements off site.

Some Members of the Committee raised queries with the Officer on the presentation which were answered in turn.

There was a further representation from the planning agent who had elected to join the remote meeting. The Chairman also agreed the planning agent responded to some earlier queries raised by Members.

In summary, the Committee believed the sustainable development would enhance the character and appearance of a prominent location in the town and therefore agreed the Officer's recommendation to approve.

Decision

The Planning Committee unanimously agreed that the decision to **APPROVE** the application be delegated to the Head of Planning and Development to secure the completion of a planning obligation (s106) with the terms set out in the appendix to the report (Table 2 below) and the addendum circulated to Members prior to the meeting, and subject to the following, and any further, appropriate conditions:

**Asterisk denotes 'pre-commencement' conditions. Some matters such as the submission of materials, are to be settled 'before works above ground or slab level'*

General

1. Approved Plans
2. Time limit – 3 years.
3. Materials including samples, to be submitted and approved.
4. The submission and approval of plans for detailed elements (including balconies and associated glazing screens, windows, external doors, roof capping, metal cladding detailing to elevations) at a scale of 1:20 plans to ensure high quality design, and implementation.
5. Hard and soft landscaping details including biodiversity measures and maintenance
6. Means of Enclosure gates or barriers to be submitted, approved and provided; Permitted Development restriction for future means of enclosure.

Use

7. Commercial unit - Use as a café only. No Permitted Development change.
8. Commercial unit (cafe) - Hours of use
9. Affordable housing units - details of the specific allocation of units within the scheme.

Highways & Access

10. Provide access, paths, parking, manoeuvring and servicing space including and electronic vehicle charging points (details of connection points and charge rating to be approved) with 100% cabling.

11. Engineering specification details for access, ramp and basement parking/manoeuvring areas to ensure robust design.
12. Details of barrier/door to basement parking entrance and entry control to be approved.
13. Cycle parking - to be submitted and agreed
14. Travel Plan – to be submitted and agreed
15. Level thresholds for wheelchair access and details of units that comply with M4(3) for wheel chair accessible standards
16. Details of secured by design access provisions
17. Provide and retain refuse stores.

Drainage

18. Foul and Surface Drainage details - to be approved in consultation with Southern Water*.
19. Drainage*:
 - i) Sustainable surface water drainage to be approved, details of measures to avoid pollution and details of appropriate maintenance and management strategy, and post completion certification.
 - ii) Verification report/details of implemented surface water drainage, pre-occupation.*

Remediation & Groundwater

20. Land contamination investigation*, remediation scheme and verification (where relevant).

Sustainability

21. Communal Heating – details and implementation and retention of plant rooms and infrastructure to allow subsequent connection to district heating system
22. Solar Panels – details and implementation; non-reflective so far as possible.
23. Building standards to include BREEAM Excellent and incorporation of insulation and energy/water efficiency measures
24. Green and blue roofs - details and implementation

Amenity

25. Noise - Acoustic specifications, including acoustic glazing and means of ventilation.
26. Noise & Vibration – Specifications for plant, including lift mechanism and acoustic insulation
27. Noise & odour - Details of any future air moving plant to be approved, including any required for the proposed cafe.
28. Lighting – Details to be approved.
29. Provisions for communal aerial/antennae no other external aerials other than behind and not above parapet without further approval
30. Signage – no signage above ground floor level or forward of building façade without approval
31. Construction Environment Management Plan, including hours of construction work and minimising of pollution and nuisance. Include schedule of responsibilities and relevant legislation.
32. Secure air quality mitigation measures
33. Above ground floor windows to western elevation facing Coates Court (within 12.5m of the eastern elevation of Coats Court) shall be obscure glazed and top opening only/fixed shut.
34. Roof top areas shall not be used as external amenity space.

Table 2: Matters for s.106 Agreement

No.	Matter	Note
1	Affordable Housing	30% provision with 75% social / affordable rented (based on Local Housing Allowance) and 25%: intermediate tenures
2	Highway Provisions	Financial contribution if required towards local highways improvements.

3	County Infrastructure (non-highway)	Financial contributions for: i. Education (primary) £tbc ii. Education (secondary) £tbc iii. Education (six form) £tbc iv. Libraries £tbc v. Fire and Rescue £tbc
4	Open Space	Financial contribution [£tbc] for open space / recreation space/ improvement.
5	District Heating	Provisions for connection to Shoreham Harbour District Heating System when available.
6	Air Quality Mitigation	Financial contribution [equivalent to £11,937] for air quality mitigation measures and monitoring.
7	Site Management	Management & Maintenance of: 1. Site management plan – incl. car and cycle storage; 2. On-site heating system and future district heating system elements on site; 3. Surface water drainage – management & maintenance strategy 4. Bin stores and bins; 5. Planting and communal areas, including watering and pruning; 6. Any noise attenuation measures.

Application Number: AWDM/1999/20	
Site:	Land South of 17 To 19 Victoria Road, Shoreham-by-Sea
Proposal:	Construction of pitched roof detached 2 bedroom dwelling house over two storeys with rooms in roof, with dormer to south elevation, including 2no. parking spaces and bin and bike storage. (Amended resubmission of AWDM/0989/20) (AMENDED PLANS received setting building back by 0.4m, reducing height by 0.4m and removing side extension).

The Head of Planning and Development introduced the application which followed the refusal of a previous scheme for the construction of a house on the site back in October 2020.

The Officer outlined the scheme and Members were shown a number of plans, photographs and computer generated images of the refused and proposed dwelling to assist them in their consideration.

The Officer advised it was a more traditional form of design with a reduced footprint, and the recommendation was for approval of the scheme.

Some Members raised queries with the Office which were answered in turn.

There were further representations from an objector, who had elected to join the remote meeting; three supporters, two of whom had their representations read out by an Officer.

Following the representations, the Head of Planning and Development and Legal Officer reminded the Committee that it was important they considered the application on its planning merits and not be influenced by personal circumstances even though the Planning Officer understood the applicant's motivation for the application.

Some Members were happy with the revised design of the building however, during debate, it became apparent that other Members were still opposed to the proposal due to its scale and overbearing nature.

A proposal was put forward by Councillor Stephen Chipp to refuse the application, against the Officer's recommendation, and seconded by Councillor Joss Loader, due to the scale and massing of the proposed dwelling being out of character with the surrounding area.

A vote was taken by roll call and the vote was as follows:

For: Councillors Albury, Chipp, Cowen and Loader

Against: Councillor Boram, Coomber and Mansfield

Abstentions: 0

Decision

The Planning Committee overturned the Officer's recommendation to approve the application, and **REFUSED** the application on the grounds that the proposed development by virtue of its siting, form and massing would result in a discordant development which would be out of keeping with the character of the immediately surrounding development. The proposal, therefore, fails to comply with Policy 15 of the Adur Local Plan 2017 and guidance contained within the National Planning Policy Framework.

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