Form Ref. No. 954249

Application For Planning Permission

TOWN AND COUNTRY PLANNING ACT, 1990

4 copies of this form required, together with plans and appropriate fee.
All measurements are to be given in metric.
If site relates to Lancing or Sompting, please submit 5 copies.

FOR OFFICIAL USE ONLY	
Appl. No.	AW/0008
Date Received	24 JAN 2008
Fee	530
Rem. List	

Applicant's Details

Title	
Forenames	
Surname or Company/ Organisation	AMC Sheet Metal Fabrications Ltd
Telephone	[redacted]
Email	[redacted]
Do you have an agent?	No

Address	
	Units 1,2 & 3
	The Chilterns
	Marlborough Road
	LANCING
	West Sussex
Postcode	BN15 8SU

Agent's Details

Title	
Forenames	
Surname	
Telephone	
Email Address	

Address	
Postcode	

Application Type

(a) Full planning permission (including changes of use) — YES

(b) Outline planning permission

If 'Yes', state those matters to which this application relates (tick where appropriate)

- (i) Layout ☐
- (ii) Scale ☐
- (iii) External Appearance ☐
- (iv) The means of access ☐
- (v) Landscaping of the site ☐

(c) Renewal of a temporary permission

If 'Yes', state the Date

and Permission Application

and the Condition Number

(d) Permission for retention of building or continuance of use without complying with a condition imposed on a planning permission

If 'Yes', state the Date

and Permission Application

and the Condition Number

(e) Permission to develop land without complying with a condition imposed on a planning permission

If 'Yes', state the Date

and Permission Application

and the Condition Number

Land Details

Full address or location of the land to which this application relates

Unit 1,2 & 3 The Chilterns, Malborough Road, Lancing, West Sussex, BN15 8SU

Does the applicant own or control any adjoining land? No

If 'Yes', this land must be edged blue on the location plan

Area of site (Hectares)

Dimensions of the application site and distances from the new buildings to boundaries must be clearly indicated on plans

Proposal Details

For Residential Developments, please enter the number of units (flats, bungalows, houses)
- for a Change of Use that REDUCES the number of units, please enter a negative(-) number.

Description of proposed development

Erection of Mezzanine Floors
FOR POWDER COATING FACILITY

Expand to [illegible] elevation [illegible]

(If residential development, state type if known, e.g. houses, bungalows, flats)

State whether the proposal involved:-

(i) New building(s) or structure(s) No

(ii) Alteration or extension of building(s) Yes

(iii) Construction of a new *vehicular* access to a highway No

Construction of a new *pedestrian* access to a highway No

(iv) Alteration of an existing *vehicular* access to a highway No

Alteration of an existing *pedestrian* access to a highway No

(v) Closure of existing access No

(vi) Change of use only No

Is there to be any 'furniture' placed on a street/highway? No

Use of Land

Particulars of **Use** of Building or Land: Please State

Present use: Sheet Metal Fabrication - B2

If vacant, the last use:

Additional Information

(a) Is the application for industrial, office warehousing, storage, shopping, commercial purposes or places of public assembly? Yes

(b) Is the application for the winning or working of minerals? No

(c) Is the application for an agricultural dwelling or building? No

(d) Does the proposed development involve the demolition of any residential units? No

If 'Yes', how many units? Please indicate their position on plans

(e) Does the proposed development involve the felling of any trees? No If 'Yes', indicate their position on plans

(f) Does the proposed development involve any public right of way within the site? No If 'Yes', indicate their position on plans

(g) Does the proposed development involve demolition or alteration of a building or Special Architectural or Historic interest or demolition within a Conservation Area? No

If 'Yes', a separate application for **Listed Building Consent** or **Conservation Area Consent** may be necessary

(h) (i) How will surface water be disposed of?

(ii) How will foul sewage be disposed of? (e.g. mains, cesspit, etc.)

(i) Is there to be any 'furniture' placed on the street/highway? No

Process Description

Additional information required in respect of applications for Industrial, Office, Warehousing, Storage, Shopping, Rest and Nursing Homes, Commercial Purposes or Places of Public Assembly.

In the case of industrial development, give a description of the processes to be carried on and of the end products, and the type of plant or machinery to be installed. Please relate your answer to the 'Floor Areas & Uses' section.

Powder Coating Facility, Powder coating of metal products already produced at AMC Sheet Metal. Plant installed would be Spray Booth, Oven, Pre-treatment and track system for components.

Details of Proposal

Is the proposal related to an existing use on or near the site? Yes

If 'Yes', please explain the relationship: Powder Coating facilitie to spray our product's without using secondary suppliers

Is this a proposal to replace existing premises in this area or elsewhere which have become obsolete, inadequate or otherwise unsatisfactory? No

If 'Yes', please give details including gross floor area of such premises and state your intentions in respect of those premises.

Details of Floor Areas and Uses - please specify in square metres

	Existing Floor Space or use (if any)	**Proposed New Floor Space or use**	**Total Floor Space** (Allow for any space lost)
What is the amount of industrial floor space?	431	127	558
What is the amount of office floor space?	93		93
What is the amount of retail floor space?			
What is the amount of storage or warehousing floor space?			
Other Use 1 (please specify)			
Other Use 2 (please specify)			
TOTALS	524	127	651

Other Uses 1 or Comments/Information

Details of Staff	**Office**		**Industrial**		**Other**	
	Male	Female	Male	Female	Male	Female
(i) **Number of staff in existing premises on the site**	3	3	9			
(ii) **How many new staff will be employed on the site as a result of the development?**			2			
(iii) **If you propose to transfer staff from other premises, please give details of the numbers involved***						

*and details of the premises affected.

Premises Details

In the case of restaurants, hotels, public houses, theatres, cinemas, meeting halls, Rest and Nursing homes, etc., please specify:

Type of Business

Public floor space (Total)

Seating capacity

Bar floor area (sq.m)

Single bedrooms

Double bedrooms

Parking & Traffic

What provisions have been made for parking, loading and unloading of vehicles within the curtilage on the site?

Travel plan developed, current parking requirements smaller than available spaces

State number of car spaces: 9

and Lorry spaces

What is the estimated vehicular traffic flow to the site during a normal working day?

Please include all vehicles: 4

Separately specify those used by employees driving to work: 7

Waste

What is the nature of disposal of any trade effluents or trade refuse?

What is the volume of any trade effluents or trade refuse?

and the proposed means of disposal of any trade effluents or trade refuse?

Will the proposed use involve the use or storage of any hazardous substances? No

If 'Yes', please indicate

Plans

List of drawings and plans submitted as part of the application - indicate drawing numbers and scales.
4 sets of all drawings are required.
Additional copies in respect of major applications will assist in determination of such applications.
All measurements are to be given in metric (89/617 EEC Directive).

Plan / Drawing	Number	Scale
WEST SUSSEX AGGR	WSX287398	1:1250
AMC FACTORY EXISTING MEZZANINE LAYOUT		1:200
AMC FACTORY PROPOSED MEZZANINE LAYOUT		1:200

Fees

If a fee is submitted, please give the amount £~~195.00~~ 530 Calculated Fee £~~195.00~~ 530

I/WE APPLY FOR PLANNING PERMISSION AS DETAILED ABOVE ☑ Tick to agree to this statement.

Signed: [redacted] Antony Twigger

On behalf of: (Insert applicant's name if signed by agent)

Certificate

Certificate under Section 65 of the Town and Country Planning Act 1990 (Article 7 of the T & CP (General Development Procedure) Order 1995. **N.B**. A signed certificate MUST accompany this application. If the applicant is the sole owner (a) the following certificate should be completed and signed.
'Owner' means a person having a freehold interest or tenancy the unexpired term of which was not less than 7 years

Certificate A

I certify that:
on the day 21 days before the date of the accompanying application nobody, except the applicant, was the owner of any part of the land to which the application relates.
None of the land to which the application relates is or is part of an agricultural holding.

Do you agree to these statements? Yes

OR

[ ] given requisite notice to every person other than [ ] who, on the day 21 days before the date of the application was a tenant of an agricultural holding on all or part of the land to which the application relates, as follows

Name of Tenant	Address at which Notice was served	Date on which Notice was served

Do you agree to these statements? [ ]

Signed: [redacted] Date: 23.01.08

On behalf of:

Extension Proposal – Units 1,2 & 3 The Chilterns, Marlborough Road, Lancing, BN15 8SU

COUNCIL
PLANNING DIVISION
PLAN No. [illegible]
DATE RECEIVED 24 JAN 2008

Stage 1

To erect a mezzanine floor covering units 1 and 2 as shown on drawing title Proposed Mezzanine Layout. The new floor area achieved would be 146 square meters, however the small mezzanine floor used for storage (19 Meters Square) would be taken down therefore the overall increase in square meters would be 127. We also propose a new door aperture between the two floor areas.

Extension Benefits

Part of the proposal would include an acoustic sound deadening material to be installed in the new floors. This material would help absorb the noise already generated and create a much better environment to work in and have an improved impact on the environment.

The reason for the new floor area is to start a powder coating plant. We intend on employing a maximum of two new staff members to operate this facility. The powder plant will help us maintain and continue to achieve our customer demands.

The new facility will reduce the need to use sub-contractor suppliers and will therefore reduce the amount of travelling to and from these sub-contractor's.

Outside Fencing

Having spoken to Tim Townsend (Highways Agency) regarding this proposal, one of his concerns was the visibility of vehicles turning out of the North entrance. We would propose as part of this planning application to remove the existing fencing and erect some form of visi-rail or similar.

Travel Plan

We have spoken to Andy Mouland (Highways Agency) who has advised us on our Travel Plan which is enclosed. This gives details of our proposals to improve and encourage less people to drive their cars to work. Please also find enclosed current travelling table for existing staff.

TITLE NUMBER

WSX287398

N

WEST SUSSEX : ADUR

ORDNANCE SURVEY MAP REFERENCE:	TQ1703NW	SCALE 1:1250

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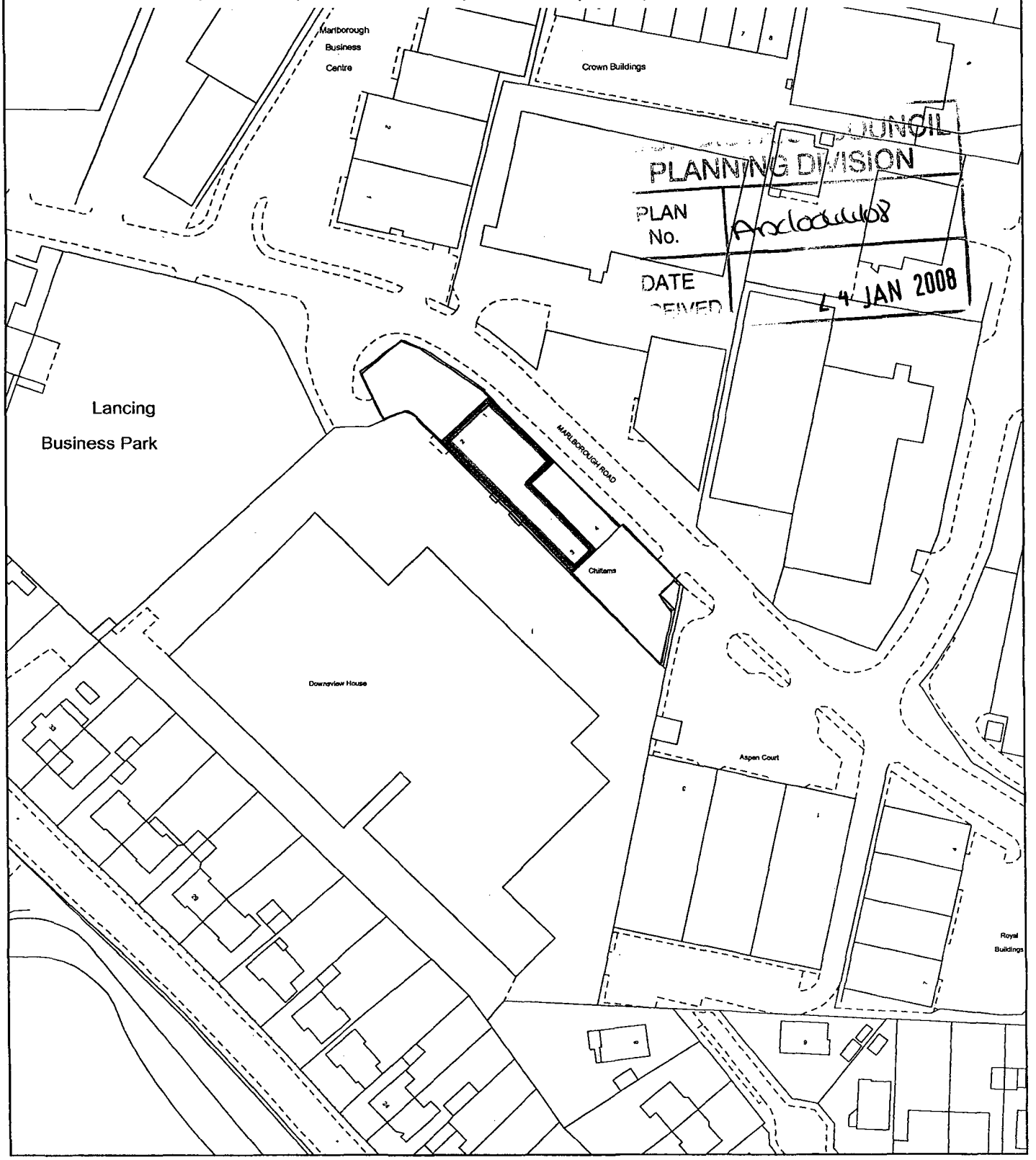


This title plan shows the general position of the boundaries: it does not show the exact line of the boundaries. Measurements scaled from this plan may not match measurements between the same points on the ground. For more information see Land Registry Public Guide 7 - *Title Plans*.

This official copy shows the state of the title plan on **1 April 2005 at 16:44:13**. It may be subject to distortions in scale.

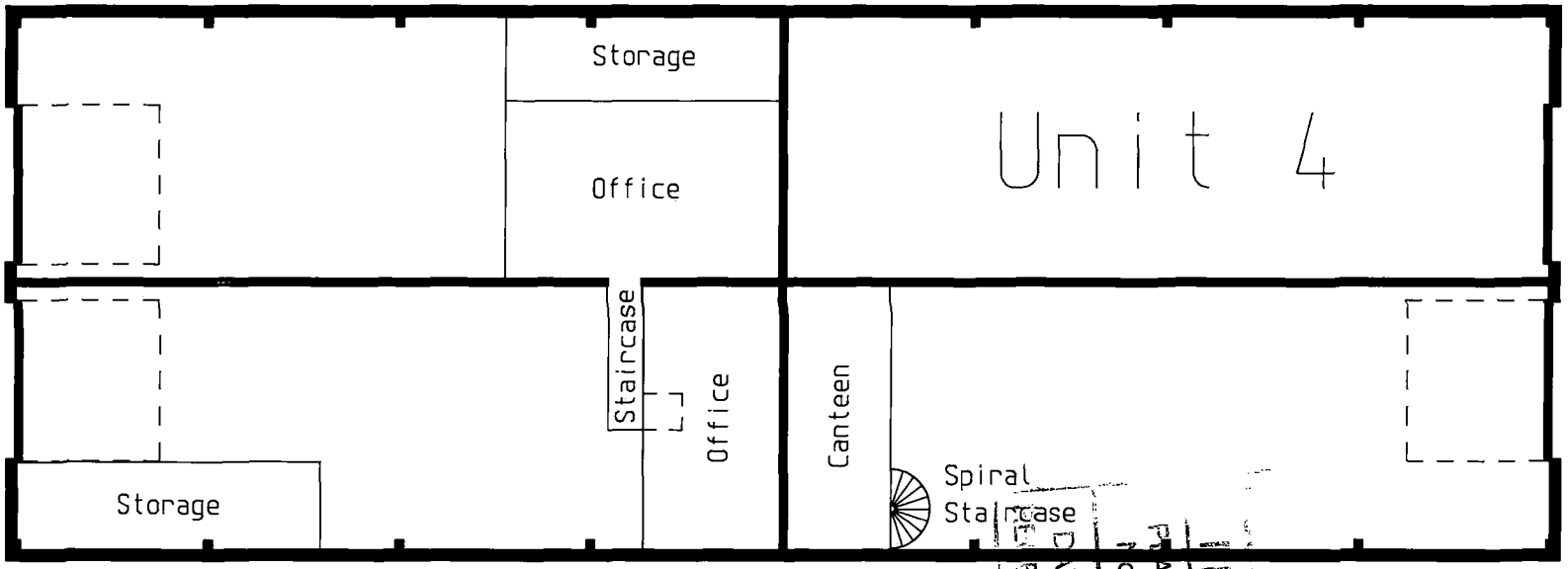
Under s.67 of the Land Registration Act 2002, this copy is admissable in evidence to the same extent as the original.

Issued on 1 April 2005.

This title is dealt with by the **Portsmouth District Land Registry.**

H.M. LAND REGISTRY MC 03/2005

3rd Angle Projection



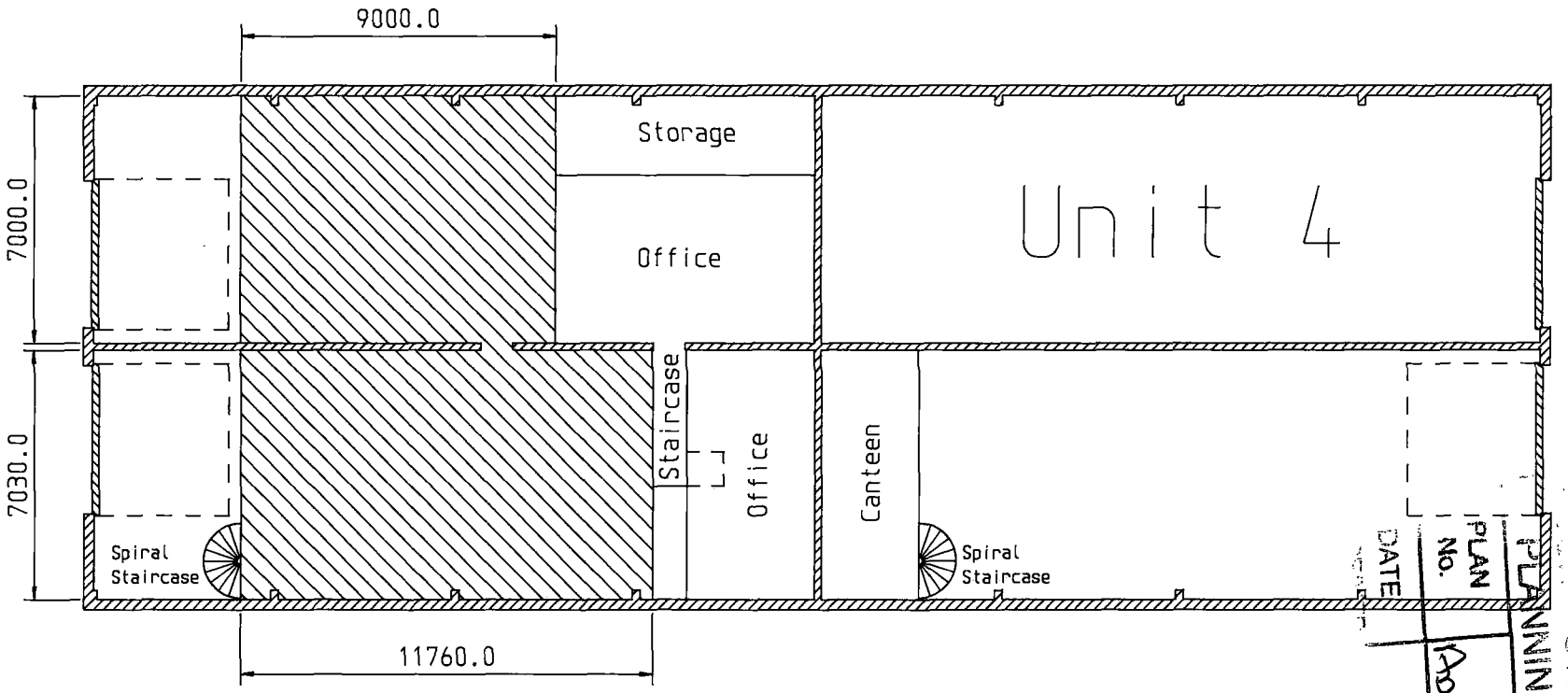
COUNCIL
LANNING DIVISION
PLAN No.
DATE RECEIVED
24 JAN 2008

TITLE		
AMC Factory Existing Mezzanine Layout	MATERIAL	
	DRAWN BY	RLH
	DATE	27/11/07
	SCALE	1:200
	DIMS IN	Millimetres

AMC SHEET METAL FABRICATIONS LTD

UNITS 1, 2 & 3, THE CHILTERNS, MARLBOROUGH ROAD
LANCING BUSINESS PARK, LANCING, W. SUSSEX, BN15 8SU
TEL. 01903 752127/751145 FAX. 01903 750426

3rd Angle Projection



Hatched area represents proposed new mezzanine floor. Note proposed new door aperture between the 2 new mezzanine areas, new spiral staircase and removal of one existing storage area.

PLANNING DIVISION
PLAN No.
DATE
24 JAN 2008

TITLE	MATERIAL	
AMC Factory Proposed Mezzanine Layout	DRAWN BY	RLH
	DATE	27/11/07
	SCALE	1:200
	DIMS IN	Millimetres

AMC SHEET METAL FABRICATIONS LTD

UNITS 1, 2 & 3, THE CHILTERNS, MARLBOROUGH ROAD
LANCING BUSINESS PARK, LANCING, W. SUSSEX, BN15 8SU
TEL. 01903 752127/751145 FAX. 01903 750426

...UNCIL
PLANNING DIVISION
PLAN No. Arc/00408
DATE 24 JAN 2008

Travel Plan

Introduction

AMC Sheet Metal Fabrication Ltd has been trading for 23 years. The company was founded by Ron Twigger and Patricia Twigger in 1985. Unfortunately due to illness Mr Twigger passed away in March 2001 and his son Antony Twigger took over running the business. It is very much a family entity. The business is a sub-contactor to many large Companies in and around Sussex and a lot of the work produced is exported to overseas businesses. The company has slowly expanded over the years and currently employs 13 full time employees and 4 part-time. AMC is based on the South Coast on the Lancing Business Park.

AMC is very much in favour of changes that enhance the work place and environment. Having heard about the Travel Plan via a planning application we are very keen to get on board with encouraging employees to seek more "green" ways of getting to and from work, as well as looking at our customers and deliveries. With climate change being at the top of the headlines AMC feel that any little improvement helps.

We have spoken to our Travel Plan Officer Andy Mouland at Arun District Council and we have had delivered leaflets, posters and general information regarding the plan. The posters have been displayed around the building and staff has been asked to complete a Staff Travel Survey.

We feel by encouraging our staff to change their travelling habit we would not only be helping the environment and maintaining a happy and healthy work force.

Aims and Objectives

1. To encourage members of staff to walk or cycle to work.
2. To encourage staff to car share.
3. To encourage staff and customers to use public transport where viable.

Targets

1. Members of staff that live 5 minutes from work will be encouraged to walk or cycle. Promotional information regarding Cycle to work scheme to be looked into and information distributed to staff.
2. Any staff that live in a similar postcode to be encourage to car share not only with members of staff at AMC but with any other car share scheme that may be running on the Lancing Business Park. This will need to be looked into.
3. Public transport information to be obtained to see whether any of the services can be used. Timetable to be distributed to members of staff.

Role of the Travel Plan Co-Ordinator/ Working Group

Travel Plan Co-Ordinator: *Ceri Clark*

Company and Address: AMC Sheet Metal Fabrications Ltd
1,2,3 The Chilterns, Marlborough Road, Lancing Business Park, BN15 8SU

The Travel Plan Co-Ordinator responsibilities are to ensure that all aims and objectives are followed through and changes made where possible. The Travel Plan Co-Ordinator will ensure that all staff are fully aware and updated on any travel plans news; this will be done by displaying posters and updating staff with memos.

The Travel Plan-Cordinator will be responsible for keeping staff records updated and continuously monitor and encourage staff to make changes with regard to their travel.

The Travel Plan-Cordinator will liaise with other members on the Lancing Business Park and keep staff updated with any news i.e. car share.

The Travel Plan-Cordinator will make available any information required by Andy Mouland.

The Travel Plan Co-Ordinator will offer alternative ways for customer to visit our site.

Research

All staff have been asked to complete a Staff Travel Survey this information will be collated to discover what changes can be made.

Initiatives & Measures

1. Business Travel – A lot of our orders are dealt with over the phone, email or by fax. When visiting customers locally we usually walk with customers further a field we do tend to use local transport.
2. Commuter/Visitor - As stated above a lot of our orders are dealt with over the phone or by fax. If a customer does require a visit to our premises we do provide details of local transport and timetables.
3. Delivery to Customers - We only tend to do deliveries to our customers, twice weekly.

Initiatives

Walking, cycling, motorcycling and public transport – All members of staff and customers are to be encouraged to find alternative ways of getting to work.

Company minibus – Company not large enough.

Car sharing – Staff already car sharing. Car sharing to be looked into which involve other companies on the estate.

Car park management – Company not large enough.

Information on Travel Plan – All posters displayed around the building. Memos regarding the scheme will be sent. Details of local transport timetables to be made available. All new staff to be advised that AMC supports Travel Plan.

Reducing the need to travel - Most business is conducted over the phone, by fax or email.

New working practices – Working from home is a possibility.

Infrastructure improvements – Security always monitored and updated.

Customer deliveries – Only done twice a week.

Supplier deliveries – Minimum at present with bulk deliveries

Marketing and Promotion of the Plan

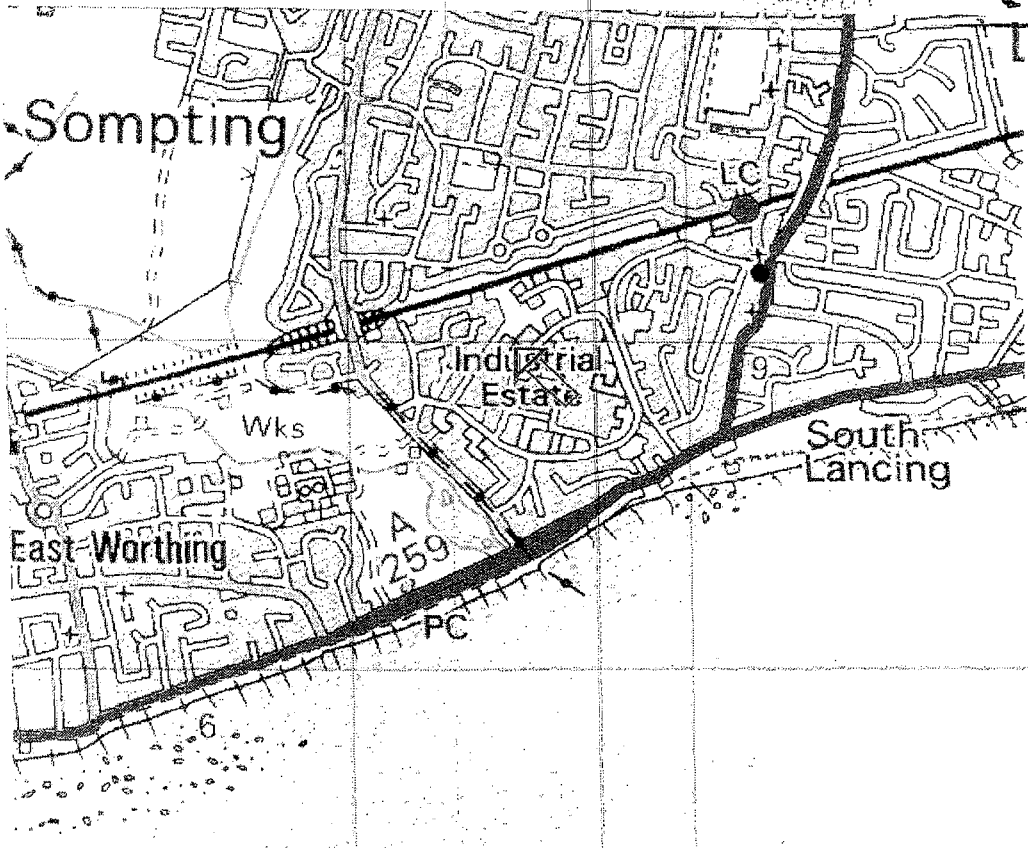
Employees will be kept up to date with the plan by displaying posters and sending memos. Any schemes that are running will be looked at and if possible AMC will participate. Schemes run by the industrial Estate to be investigated.

Action Plan/Timescale

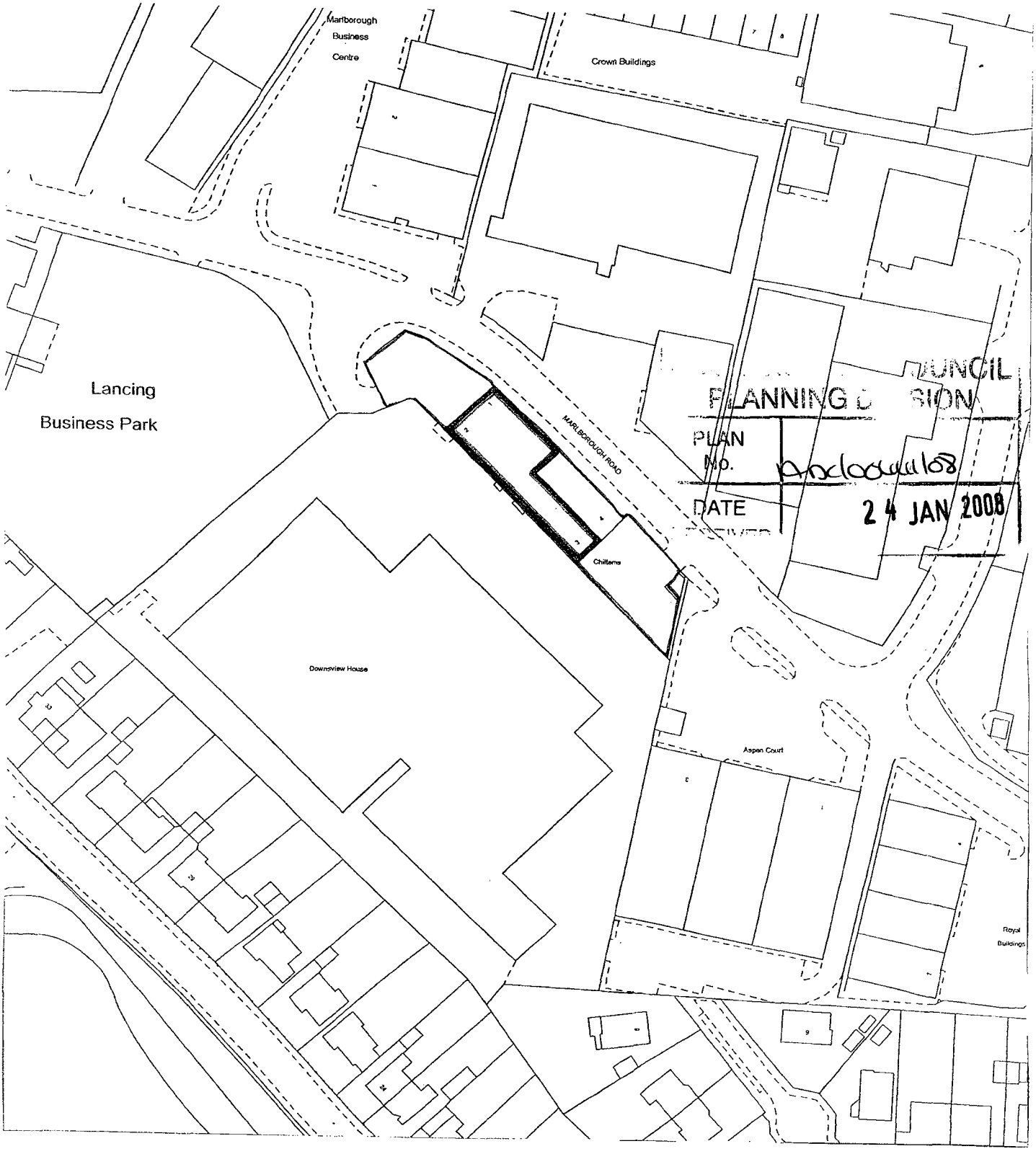
Staff Travel survey carried out and completed. This will be carried out on a regular basis so that changes may be monitored.

Scheme up and running posters displayed and information regarding public transport time tables available.

PLANNING
PLAN No. A0100008
DATE RECEIVED 4 JAN 2008



HING


Marlborough
Business
Centre
Crown Buildings
Lancing
Business Park
MARLBOROUGH ROAD
Chilterns
Downsview House
Aspen Court
Royal
Buildings
PLANNING
PLAN
No.
DATE
24 JAN 2008

AMC Sheet Metal - Current Travelling Activity

Method of Transport	Full-time Staff	Part-time Staff
Car	5	3
Car Share	2	
Train	1	
Bus		
Motorcycle	2	
Cycle	1	
Walk	1	

***Note Part-time staff do not work on same day**

Current Car parking is 9 spaces

7 Spaces being used on any one day leaving to vacant spaces currently

