Design and Access Statement

Temporary portable office building (for 4 years) to east of the Terminal Building
Terminal 3 Car Park, 12 Cecil Pashley Way, Lancing, West Sussex

Amount of development

The proposals are for the temporary location for a period of four years of a 18m x 7.8m (140 sq m) Rollalong portable building and a 2.4m x 2.3m portable toilet unit containing one standard and one disabled toilet.

Use

The buildings are required for a period of four years in order to provide temporary accommodation for existing offices and visitor centre during the refurbishment of the main listed Terminal Building and associated Aviation Square and Flight Centre development (a planning application for these proposals is currently being prepared, further information is available on the airport's website www.shorehamairport.co.uk).

Layout

The buildings have been located so as to allow easy access close to the main terminal building and existing visitor centre, thus minimising inconvenience to visitors, businesses, and users of the airport. The position of the building is approximately 6m to the south of the existing Terminal 3 building in order to allow for temporary standing for a mobile testing vehicle (plan number L/66/05/TP). This location also enables convenient connection to existing surface and foul water drainage systems.

Scale, appearance, and effects on the setting of the listed Terminal Building

The proposals comprise single storey portable units with the simple, functional appearance typical of such buildings. The main office building will be re-located from a local school, where it is has been used as a temporary classroom. Photographs of the unit have been included with the application. There are no landscaping measures associated with the proposals.

The proposed buildings are located close the existing Terminal 3 building, which is of a similar scale. The space between the proposed building and the existing Terminal 3 building is currently used for the standing of a mobile testing vehicle (used for training purposes). The proposed building will therefore be seen in the context of a group of functional, low rise buildings that are subordinate to the nearby listed main Terminal Building and do not compete with

By providing temporary accommodating for existing office and visitor centre uses, the temporary portable building will help to facilitate wider proposals for this part of the airport which include the refurbishment and restoration of the listed Terminal Building along with a replacement hangar and new office and mixed use buildings that will significantly enhance the setting of the listed Terminal Building.

Access

The building has been located so as to be in close proximity to the main terminal building and existing visitor centre. The proposals will not generate additional traffic movements or parking requirements as they relate to existing uses. A suitable ramp will be provided to ensure disabled access. The portable toilet unit includes one standard and one disabled toilet.

Savills
January 2007

Accessible
06 FEB 2007

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
Location Plan		1/5000
Application Plan		1/1250
Portable Building Floorplan		1/100
Portable Building Elevations		1/100
Portable Toilet Unit		1/50

Fees

If a fee is submitted, please give the amount £530.00 Calculated Fee £135.00

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

Signed ..... John Haffenden

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 .....

Date: 24/01/07

On behalf of: John Haffenden

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?

No additional provision - existing aiport parking will be used.

State number of car spaces

and any spaces

What is the estimated vehicular traffic flow to the site during a normal working day?
Please include all vehicles

Separately specify those used by employees driving to work:

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?

If 'Yes', please indicate

Is this a proposal to replace existing premises in this area or elsewhere which have become obsolete, inadequate or otherwise unsatisfactory? Yes

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

To provide temporary accommodation for offices and visitor centre during the refurbished of the main terminal building and replacement of existing hangar building with new hangar and office space.

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?			
What is the amount of office floor space?			149
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			149

Other Uses 1 or Comments/Information

Temporary accomodation for offices and visitor centre

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

*and details of the premises affected.

Use of Land

Particulars of Use of Building or Land: Please State

Present use: Car park

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? 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 of 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? Connect to existing surface water drainage system

(ii) How will sewage be disposed of? connect to existing mains drainage (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.

Details of Proposal

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

If 'Yes', please explain the relationship: To provide temporary accomodation for offices and visitor centre whilst the main terminal building is refurbished and new offices are constructed.

(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

Parking area to the south of Terminal 3,
Shoreham Airport, Shoreham-by-Sea, West Sussex



Does the applicant own or control any adjoining land? Yes

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

Area of site (Hectares) 0.01

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: Site temporary office accomodation for a period of four years.

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

State whether the proposal involved:-

(i) New building(s) or structure(s) Yes

(ii) Alteration or extension of building(s) No

(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

Form Ref. No. 184577

ADUR DISTRICT COUNCIL

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. ADC/00536/
Date Received 06 FEB 2007
Fee 530
Rem. List

Applicant's Details

Title	
Forenames	
Surname or Company/ Organisation	Finaceous Group Plc
Telephone	[redacted]
Email	

Address: Shoreham Airport, SHOREHAM BY SEA, West Sussex, Postcode: BN43 5FF

Do you have an agent? Yes

Agent's Details

Title	Mr
Forenames	Tim
Surname	Hoskinson
Telephone	01202 856851
Email Address	thoskinson@savills.com

Address: Savills, Wessex House, Priors Walk, Wimborne, Dorset, Postcode: BH21 1PB

Application Type

(a) Full planning permission (including changes of use) Yes

(b) Outline planning permission

If 'Yes', state the 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 temporary permission

If 'Yes', state the Date

and Permission Application

and 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

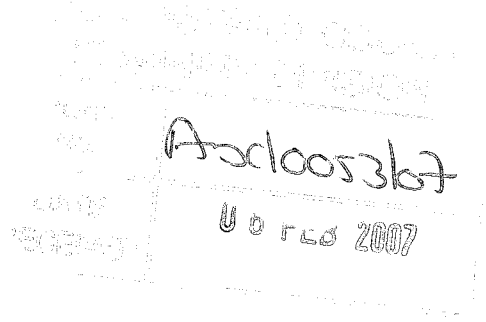
and Permission Application

and Condition Number

24 January 2007
Planning application covering letter 23.01.07.doc

savills

Mr Keith Morgan
Planning Services Manager
Adur District Council
Civic Centre
Ham Road
Shoreham-by-Sea
BN43 5PR



Tim Hoskinson
E: thoskinson@savills.com
DL: +44 (0) 1202 856851
F: +44 (0) 1202 856801

Wessex House
Priors Walk
East Borough
Wimborne BH21 1PB
T: +44 (0) 1202 856 800
savills.com

Dear Mr Morgan,

Please find enclosed a completed planning application form with accompanying Location Plan, Application Plan, Floor Plans and Elevations for temporary planning permission to locate a portable accommodation unit at Shoreham Airport for a period of four years.

The building is required to provide temporary accommodation for existing office uses and visitor centre during the refurbishment of the main terminal building and replacement of the existing hangar building with new hangar and office space (a planning application for this work is currently being prepared).

The relevant Local Plan policy is Policy AE10 which allows for future development within an area identified on the Proposals Map (including the area that is the subject of this planning application), subject to: (a) any development not leading to the introduction of noisier aircraft than those presently using the airport, and (b) local access and environmental considerations.

The building has been located so as to allow easy access close to the main terminal building and existing visitor centre, and to facilitate connection to existing foul and surface water drainage systems. A suitable ramp will be provided to ensure disabled access. There is little scope for any further changes to the design of the building as it is an existing unit that will be re-located from a local school. Photographs of the unit are attached for your information.

A cheque for £530 for the planning application fee is attached.

Yours sincerely

Tim Hoskinson
Senior Planner

cc. Mr John Haffenden - Shoreham Airport
Mr Jamie Carter – Dunlop Haywards

SHOREHAM AIRPORT
LOCATION PLAN

N

SCALE 1/5,000

savills
WESSEX HOUSE
WIMBORNE
DORSET BH21 1PB
Tel: +44 (0) 1202 856800 Fax: +44 (0) 1202 856801
Produced By The Cartographic & Design Team,
Wessex House, Wimborne, Dorset BH21 1PB. Tel: (01202) 856800

MCL/PDF REFERENCE: 9993/Location 1 | DATE PRODUCED: 17/01/07

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A27

SHOREHAM AIRPORT

CECIL PASHLEY WAY

SEE APPLICATION PLAN

NEW SALTS ROAD

A259

GRASS AIRCRAFT PARKING

CECIL PASHLEY WAY

EXISTING
MAIN
APRON

PORTABLE
TOILET
UNIT

TEMPORARY
OFFICE/VISITOR
CENTRE

TERMINAL
BUILDING

HS

0.015ha

HIGH DOWN HOUSE

SITE BOUNDARY (0.015HA)

OTHER LAND IN
APPLICANT'S OWNERSHIP

SHOREHAM AIRPORT
APPLICATION PLAN

N

SCALE 1/1250

savills

WESSEX HOUSE
WIMBORNE
DORSET BH21 1PB

Tel: +44 (0) 1202 856800 Fax: +44 (0) 1202 856801

Produced By The Cartographic & Design Team,
Wessex House, Wimborne, Dorset BH21 1PB. Tel: (01202) 856800

MCL/PDF REFERENCE: 10373/App rev 3 | DATE PRODUCED 23/01/2007

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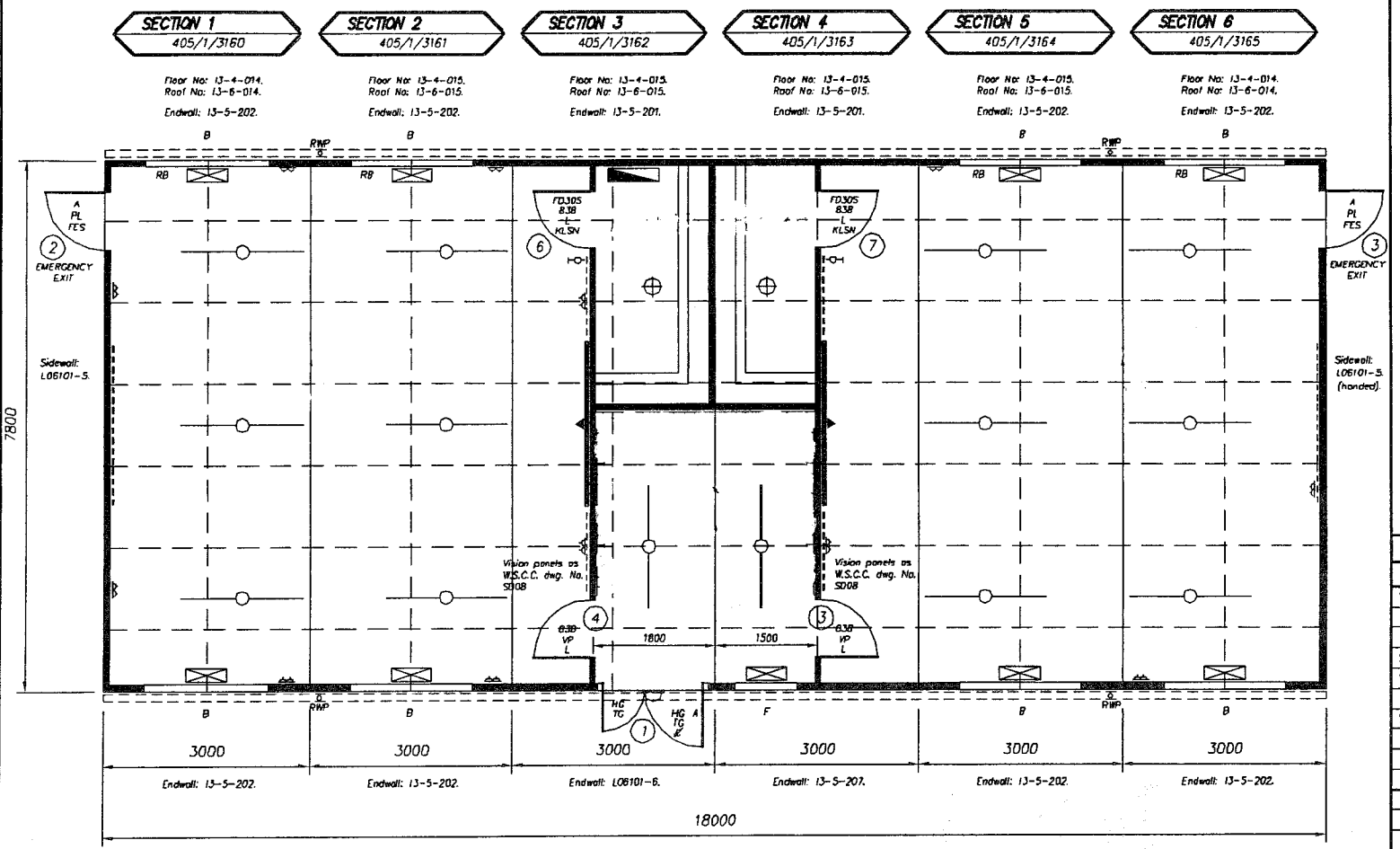


FSC

NOTES:~

FOUNDATION JACKS ONLY BY ROLLALONG. SLABS BY W.S.C.C. LAID BY ROLLALONG.

WIRE GUARDS TO ALL CONVECTOR HEATERS TO W.S.C.C. PATTERN.

THREE PHASE SUPPLY WIRED SO THAT ONE CLASSROOM IS FED FROM RED PHASE, CLOAK AREA ON YELLOW PHASE AND REMAINING CLASSROOM ON BLUE PHASE.

FINISHING SCHEDULE.

External.		Internal.	
Walls :	Durite Stenni.	Walls :	08.B.15.(3 coats
Fascia :	Brown CCS.		vinyl silk emulsion)
Roof :	Marleydek.	Hlr.Guards	Gloss White.
Soffit :	N/A.	Ceiling :	White.
Windows :	SAA.	Trims :	Rosewood.
Doors :	SAA.	Floor :	Felkirk Carpet Tiles
Skirting :	N/A.		Tarkett Vinyl Sheet
RWG :	Brown		

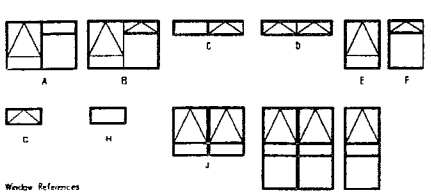
ISSUE	AMENDMENT	BY	DATE
2	Change Control Note: 246.	SPD	25.10.93
1	Contract Issue.	SPD	19.10.93
C	Revisions as clients order.	LAR	15.10.93
B	Revisions as per action request.	LAR	22.6.93

SYSTEM	INSTACOM MK 3
HEADROOM	2400mm
	Floor Area : ~ 140.4 sq.m
	Floor Loading : ~ 3 kN/sq.m
	Roof Loading : ~ 0.75 kN/sq.m
	Cladding : ~ Stenni Durite

CONTRACT
DATE 19:10:93.

06 FEB 2007

Approved



Electrical Legend

- Double 13 amp SSO 350 AFTL
- 1800mm Single Fluorescent Light Fitting Unit
- Internal Bulkhead Light Fitting
- 2 kw Convector heater
- Controller for heating
- PIR Detector
- 3 Phase Distribution Board

Doors

HG	Half Glazed
TG	Toughened Glass
FES	Fire Exit Sign
KLSN	Keep Locked Shut Notice to both sides of door
VP	Vision Panel
L	Lock
℄	Door with Closer
PL	Panic Latch
FD30S	Half Hour Fire Resisting Door

- 2.4x1.2m whiteboard
- 2.4x1.2m pinboard ~ flame retardant
- 1.2x1.2m pinboard ~ flame retardant
- RB Roller Blind

CLIENT	WEST SUSSEX COUNTY COUNCIL.	Date 24:03:93
TITLE	CLASSROOMS.	Scale 1=100
LOCATION	BUCKINGHAM COUNTY MIDDLE SCHOOL.	Drawn L.A.REGAN.

Rollalong
PO BOX 9 WIMBORNE DORSET BH21 6SF
Tel. 0202 824541

CHECKED | REV

DRG No L06101 / 1 | ISSUE 2

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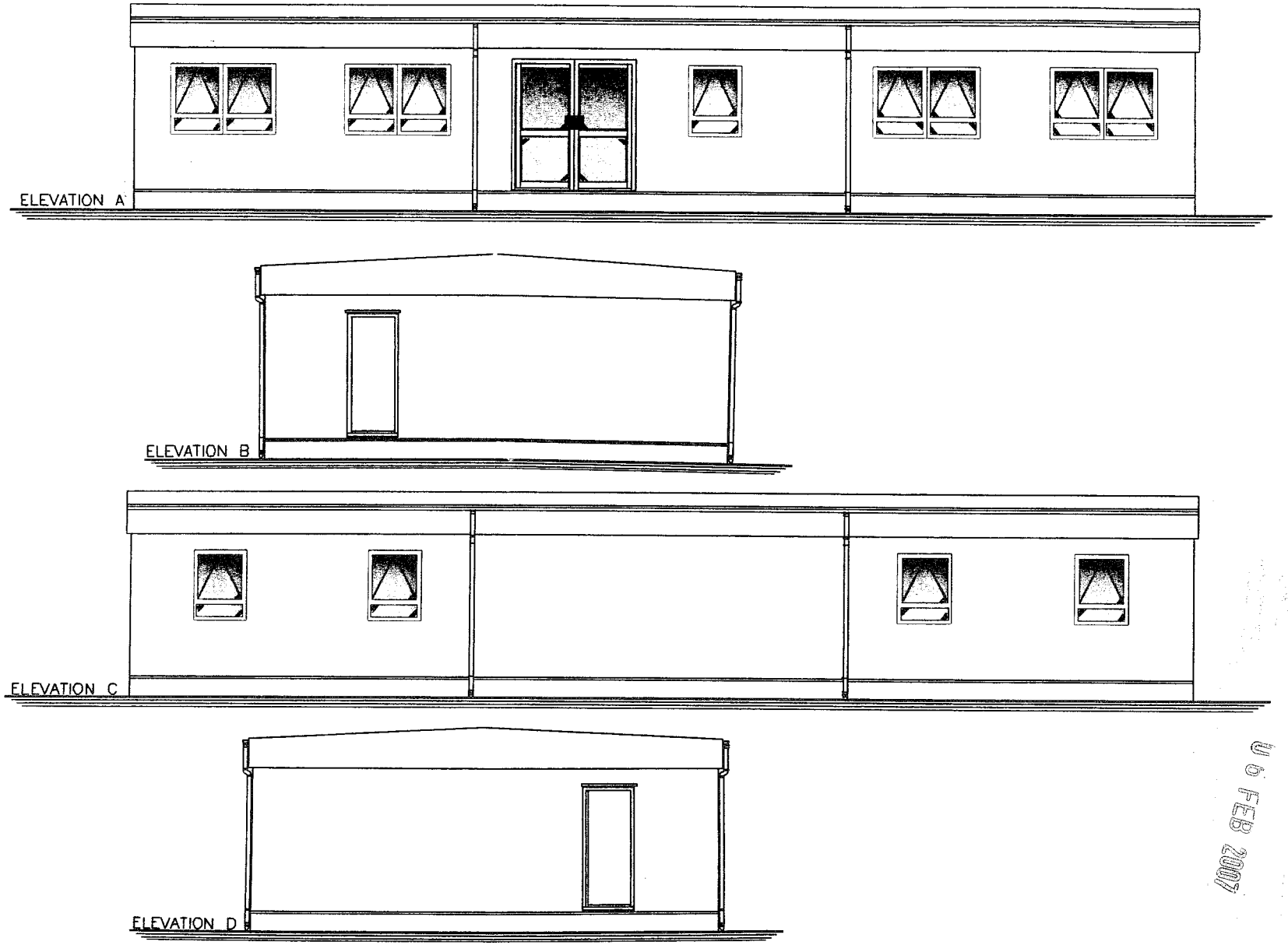

Proc 1005367

06 FEB 2007

CLIENTS APPROVAL OF DRAWINGS	
Stamp:	Signed by:
	Company:
	Position:
	Date:

We work with commerce on this project with we receive a signed copy of the drawing indicating approval of [illegible]. Any costs or time delays arising from changes after drawing approval will be chargeable to the client.

External	Stone aggregate (French Rouget)
Fascia	Vandyke brown 08-8-29.
External skirt	Vandyke brown 08-8-29.
Windows	White pvcU
Int. door trims	Grey door trims
Internal skirt	white pvc 2 part beveled skirting
Carpet	Heckmondwike iron duke carpet (Sapphire)
Vinyl	2.5mm Vinyl Marley safetred universal (Jupiter)

COLOUR SCHEDULE

Bldg Ref:

Job No:

Rev	Amendment	BY	DATE
1	Initial Issue	JB	9.11.2006

PORTABLE BUILDINGS DIVISION

Tel: 01202 824141 Fax: 01202 812617

www.rollalong.co.uk email:sales@rollalong.co.uk

Rollalong

(ELEVATION PLAN)

Date:	Drawn By:	Checked By:	Scale:	Dwg No:	Rev:
9.11.2006	JB	JB	1:400	L06101 / 1	1

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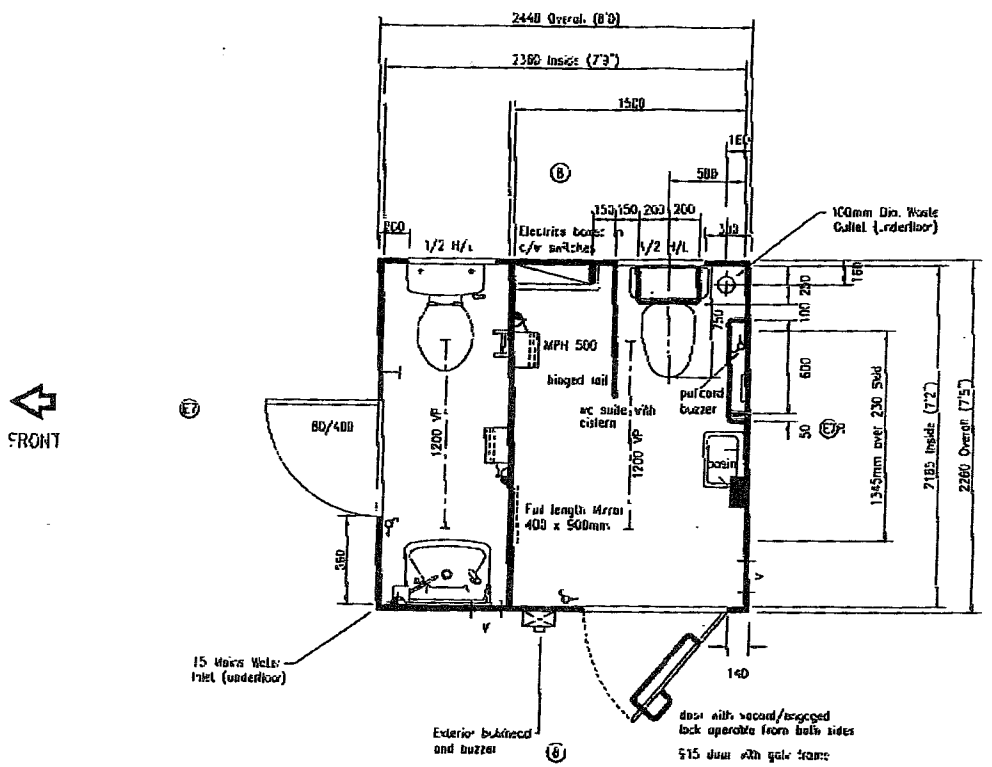

NOTES:-

'S' TYPE COATED STEEL COLOURBOND GREY LOOK-A-LIKE
OCEAN BLUE 18-C-39 FASCIAS
OCEAN BLUE 18-C-39 DOOR
BLACK SKID
BEIGE PLY INTERIOR.
PLYWOOD FLOOR
2415mm HEADROOM.
1.5mm VINYL FLOORING WITH JOINTS WELDED.
100mm SKI ON COVING.
SPEEDFIT PLUMBING.

ELECTRICS:-

CONSUMER UNIT C/W RCD.
1- 6A LIGHTS.
1- 6A MPH HEATERS.
2- 16A WATER HEATERS
1- BELL TRANSFORMER.

REFERENCE DRAWING P00568

10 FEB 2007

P00568/2

CLIENTS APPROVAL OF DRAWINGS	
ANY COSTS OR THE DELAYS ARISING FROM CHANGES AFTER DRAWING APPROVAL WILL BE CHARGEABLE TO THE CLIENT.	SIGNED BY:
	POSITION
	DATE:
NO WORK WILL COMMENCE ON THIS PROJECT UNTIL WE RECEIVE A SIGNED COPY OF THE DRAWING INDICATING APPROVAL OF LAYOUT.	

	ELECTRICAL SWITCHGEAR		2KW CONVECTOR HEATER
	FLUORESCENT LIGHT		MPH 500 HEATER
	BULKHEAD LIGHT		W.C.
	LIGHT SWITCH		URINAL BOWL
	PULLCORD SWITCH		WASH HAND BASIN
	13A SWITCHED SPUR OUTLET		SINK WITH DRAINER
	13A SWITCHED SOCKET		

	INSTANTANEOUS WATER HTER
	7 ltr WATER STORAGE H'TER
T	COLD WATER TAP
V	HIGH LEVEL FIXED VENT
VE	VACANT/ENGAGED INDICATOR
L	LOCK
T	COAT HOOK
W/L	WINDOW AT WAIST LEVEL
H/L	WINDOW AT HIGH LEVEL
------	MESH GUARD TO WINDOW
——	SHUTTER TO W

CABIN REF:	RS 0240 23 SF 36903S001		
JOB No:	105/3/		
1	Initial Issue	NDP	01.03.01
REV	AMENDMENT	BY	DATE

CLIENT: Mr B Rice		Date: 01.3.01
TITLE: 2.4 x 2.3m Rollaskid Cabin		Scale: 1:50
Disabled and Standard Toilet		Drawn: N.Perkins
Rollalong PORTABLE ACCOMMODATION	Dwg. No. 36903S001	Rev. 1
	Checked:	Date:

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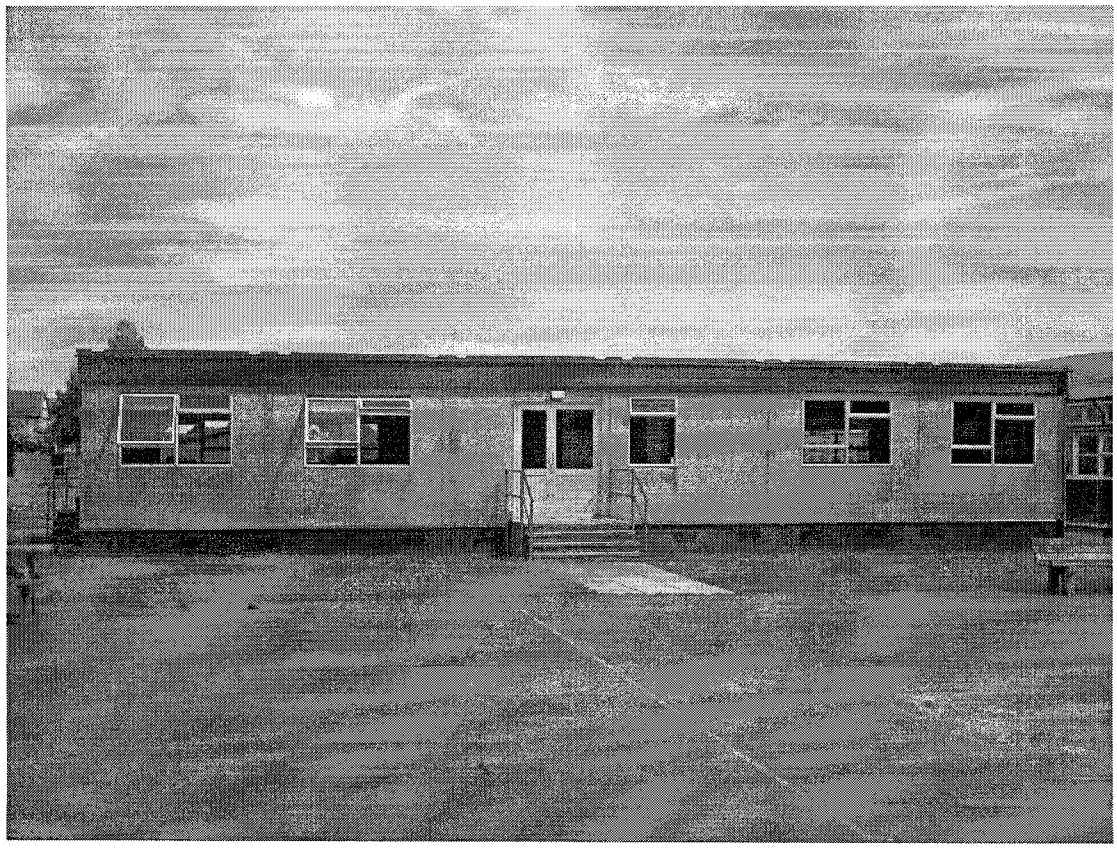
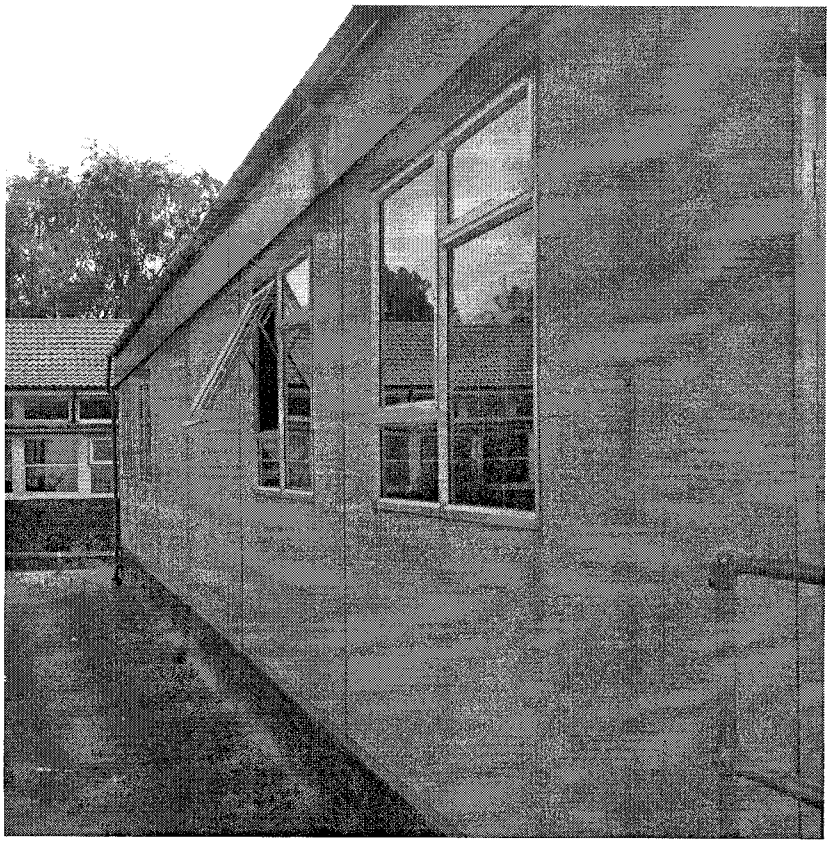
Rollalong Portable Accommodation Unit to be Re-located to Shoreham Airport





A0c1003167
06 FEB 2007