Application Numbers: AWDM/1016/13 & AWDM/1041/13

Recommendation – Subject to the receipt of satisfactory comments from West Sussex County Council, APPROVE planning permission and Conservation Area Consent

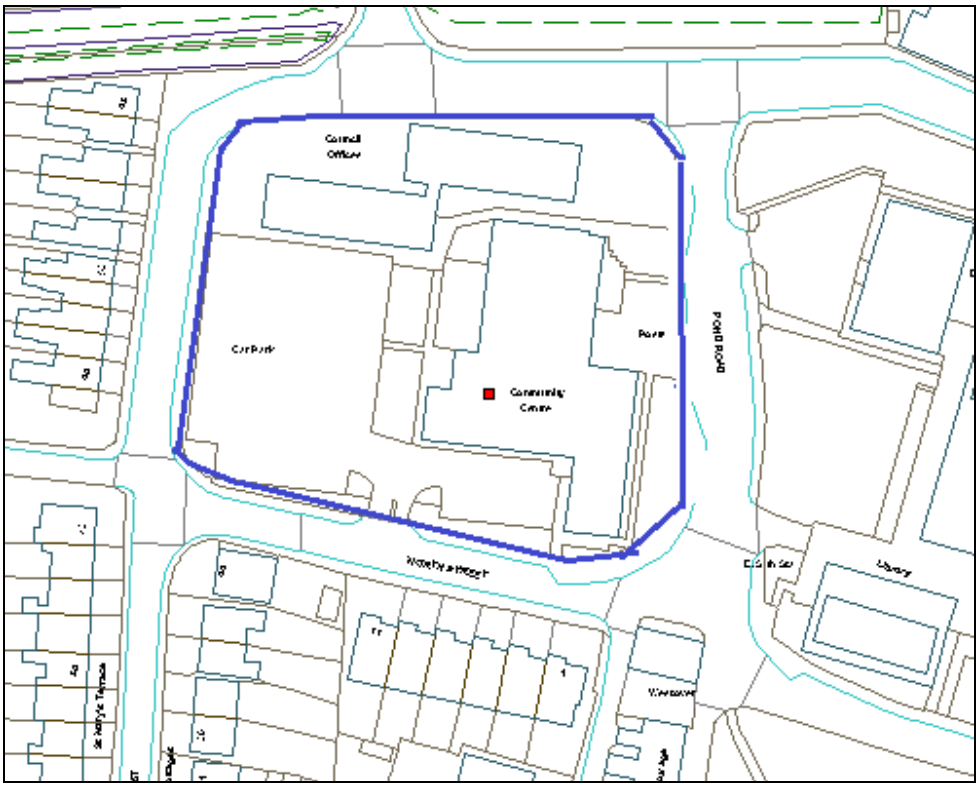
Site: **The Shoreham Centre, Pond Road, Shoreham-by-Sea**

Proposal: **AWDM/1016/13: Extension of the Shoreham Centre to provide 1230sqm of new build accommodation on two floors, including a new entrance foyer, offices, meeting spaces, council chamber and function room to provide replacement Adur District Council offices/civic presence. The proposal will include the removal of the existing temporary CAB office, partial demolition of the existing foyer/main entrance and the removal of a number of existing trees. The cafe and kitchen area in the existing building will be refurbished, new toilet facilities provided at first floor and new accessible toilet and baby changing facilities provided on ground floor.**

AWDM/1041/13: Conservation Area Consent for the removal of the existing temporary CAB office, partial demolition of the existing foyer/main entrance and removal of a number of existing trees

Applicant: Adur & Worthing Councils Ward: St Mary's

Case Officer: Gary Peck



Not to Scale

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Proposal, Site and Surroundings

These applications for planning permission and Conservation Area consent seek to extend the Shoreham Centre in Pond Road to allow the building to become a civic presence for Adur District Council in Shoreham and providing permanent accommodation for the Citizens Advice Bureau (CAB)

The new build proposals will provide about 1230 square metres of accommodation and will include the demolition of the existing flat roofed foyer (which requires Conservation Area consent) which will be replaced by a double height foyer space. The existing single storey temporary CAB buildings, which are flat roofed, on the northern side of the site would also be removed. The removal of some trees would also be required as part of the proposals.

The existing main buildings, which date back from the 1970s, comprise steeply pitched mono pitched roofs which would be extended in a similar fashion to the north as part of the proposal. Three large bays will form part of the revised main entrance and are stated to be clad in bronze and curtain walling to give a more contemporary feel. The new build continues to wrap around the existing building on the east and north sides and will reflect the existing building in its choice of brick and glazing.

The application site is located within the Shoreham-by-Sea Conservation Area and is bordered by Pond Road to the east, North Street to the south and Western Road to the north and west. The existing buildings are on the eastern side of the site with a car park to the west. The site is mostly enclosed by a brick and flint wall on all sides except towards the east.

Residential properties are located across North Street to the south and the western part of Western Road. To the east, is the Health Centre, Library and Burrscrofte, while to the north is the railway line raised up on an embankment from which the application site is clearly visible.

Relevant Planning History

No planning history is considered relevant to the determination of the applications.

Consultations

West Sussex County Council originally commented that further information was required to enable further assessment of the scheme.

The County Council commented that 'given the use class applied for (D1), DfT guidance recommends that a form of transport assessment (of all modes) is undertaken for the development. Given that some of the uses are already being undertaken on-site, the Highway Authority would accept on this occasion a Transport Statement. This should include the following information:

- Details of existing activities on-site (including existing staff numbers and times of operation).
- Details of proposed activities (including proposed staff numbers and times of operation).
- Details of existing numbers of visitors to site (including breakdown of facilities they are accessing).
- Details of proposed numbers of visitors to the site (including breakdown of facilities they would be encouraged to access).
- Details of how the private car park will operate following redevelopment (including details of space allocation).
- Assessment of capacity of existing public car park alongside site during hours of operation.
- Assessment of available public bus services and distances to and from bus stops and how this would comply with appropriate guidance on this matter (travel times, distances etc.).
- Clarification about the existing vehicular access to the front of the building. From the proposed plans this appears to be removed. However, this needs to be confirmed.
- A Travel Plan is required for the facilities. This can be conditioned if one is not available at this stage.

- Additional car park directional signage should be provided as part of the scheme. It is understood that Adur-Worthing Council and local traders have raised this as needing attention in the locale. As for the Travel Plan, this could be conditioned.
- Amendments to Traffic Regulation Orders.'

In respect of fire and rescue, the County Council have reviewed the plans and comment that no obvious issues appear. The site has road access on four sides with hydrants in every direction. The building is only two-storey so aerial ladder access would not be required. There is also general passage front to rear and easy access to the rear car park.

The County Council therefore requested that further information be submitted as set out above. Further information has now been submitted and the County Council's response is anticipated prior to the meeting.

Adur & Worthing Councils:

The **Environmental Health** Officer does not have any comments.

Adur District Conservation Advisory Group comments that they unanimously approve the principle of the scheme. Clarification is sought regarding the new ground floor layout and the impact upon client confidentiality in relation to the Citizens Advice Bureau. It is also stated that it is hoped the cafeteria sign shown on the design and access statement drawing is artistic licence since the size of the sign shown would be inappropriate in the area.

Representations

1 letter has been received neither objecting to nor supporting the planning application but expressing concern regarding the possibility of increased parking problems for local residents.

Relevant Planning Policies and Guidance

Adur District Local Plan 1993-2006 (ADC 1996) AG1, AB4, AB7, AB9, AB17 & AB19

Design Bulletin No.1 'Trees and Landscaping' (ADC 1996)

West Sussex Parking Standards and Transport Contributions

National Planning Policy Framework 2012

Circular 11/95 'The Use of Conditions in Planning Permissions' (DoE 1995)

Application for Planning Permission: AWDM/1016/13

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.

Application for Conservation Area Consent: AWDM/1041/13

The Committee should consider the application in accordance with Section 72 Planning (Listed Buildings and Conservation Areas) Act 1990 (as amended) and pay special attention to the desirability of preserving or enhancing the character or appearance of the Conservation Area.

Planning Assessment

Principle

The site is within the built-up as area as defined by the Adur District Local Plan where there is no objection in principle to appropriate development. The site is also within the Shoreham-by-Sea Conservation Area and both Local Plan policies and those contained within the much more recent National Planning Policy Framework require a high quality of design in any new development.

Visual amenity

It is difficult to argue that the existing complex is historically sensitive to the character of the Conservation Area and especially in relation to the temporary CAB buildings, it is quite clear that they contribute little to the overall character of the Conservation Area and therefore there would appear to be a clear opportunity for visual improvement.

The main buildings were built in the 1970s but their main feature, the steeply pitched mono-pitched roofs, are primarily contained within the south eastern corner of the site. Given the overall size of the site, with the car park to the west and a number of flat roofed buildings further to the north, it is considered that the extension of the main buildings in a similar fashion towards the north eastern corner of the site, together with the demolition of the CAB buildings, will improve the overall appearance of the site. The opportunity to provide an enhanced entrance point, particularly given the potentially enhanced public use of the building, also will provide the opportunity to provide more of a focal point than is currently the case. The 3 central bays are especially important in this respect.

Conservation Area and Trees

Specifically relating to the proposal for Conservation Area consent, it is considered that the existing buildings which are proposed to be demolished do not contribute positively to the character of the Conservation Area and therefore there is no objection to their removal. Trees which are situated in a Conservation Area also require consent before they can be removed. In general, the trees to be removed to the north east of the site are of limited value and from distant views are seen against the vegetation of the railway embankment and therefore they are not considered to be of sufficient value to warrant protection via a Tree Preservation Order. A more prominent group of trees is located to the south eastern corner of the site but these are generally low quality conifers. Any permission would be subject to a landscaping condition and it is considered that with appropriate planting, a visual improvement to the Conservation Area is likely to occur.

Residential amenity – effect on existing dwellings

There have not been any representations from nearby properties on amenity grounds. The nearest residential properties are to the west and south of the site and since the majority of the proposal will to be the north and east of the site, it is not considered there will be any material impact upon the amenity of nearby residents.

Accessibility and parking

The County Council required further information in respect of a Transport Statement as outlined in the consultations section above. Given the similar nature of the proposed uses, it is not considered that a principled objection can be sustained in respect of the proposal on highways grounds but clearly in light of the increased floorspace, it is necessary that sufficient information is submitted and any conditions or transport infrastructure requirements met as a result. At the time of writing this report, additional information had been submitted to the County Council and their further comments are anticipated prior to the meeting.

Sustainable and resource efficient buildings

A sustainability statement has been submitted with the application and it is stated that where possible construction materials will be selected using the BRE Green Guide to Specification. It is also intended to provide photovoltaic panels on the flat roof of the new north wing.

Other issues

The Conservation Advisory Group unanimously supports the scheme but have raised concern regarding the signage shown on the submitted Design and Access Statement. This is a matter which can be controlled by condition. Regarding the internal layout within the building, this is not a matter which can be determined by the planning application but officers within the Council and the CAB themselves are aware of the

need to ensure that the internal layout reflects the requirements of each user group and it is understood that discussions are continuing in that respect.

Recommendation

AWDM/1016/13: Subject to the receipt of satisfactory comments from the County Council and confirmation of any transport infrastructure requirements, **GRANT** planning permission for the reason:-

Subject to Conditions:-

1. Standard 3 year time limit
2. Materials sample to be submitted
3. Permission relates to the following approved plans
4. Landscaping Plan
5. Details of any external signage to be submitted
6. Drainage details to be submitted

Together with any further conditions suggested by the County Council as the Highways Authority.

AWDM/1041/13: GRANT Conservation Area consent for the following reason:

The existing buildings which are proposed to be removed are of no architectural or historic merit and the trees to be removed are not considered to be of sufficient quality to merit a Tree Preservation Order. The proposed demolition would enable redevelopment with a new building that would enhance the character and appearance of the Conservation Area. It would therefore accord with the relevant policies of the Adur District Local Plan (AB4-5).

and subject to the following condition:

1, Standard Time Limit