Planning Services, Adur & Worthing Councils

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Worthing,
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Adur & Worthing councils

Application for Planning Permission.
Town and Country Planning Act 1990

Q1 extracted 03906780

Publication of applications on planning authority websites.
Please note that the information provided on this application form and in supporting documents may be published on the Authority's website.
If you require any further clarification, please contact the Authority's planning department.

1. Applicant Name, Address and Contact Details

Title: Mrs | First name: Judy | Surname: Packham

Company name: Springboard Education

Street address: The Ropetackle Centre, Little High Street

Town/City: Shoreham-by-Sea

County: West Sussex

Country: United Kingdom

Postcode: BN43 5EG

	Country Code	National Number	Extension Number
Telephone number:	[redacted]		
Mobile number:		[redacted]	
Fax number:			

Email address: [redacted]

Are you an agent acting on behalf of the applicant? ○ Yes ◉ No

ADUR & WORTHING PLANNING SERVICES
PLAN AWDM/ 0222/15
DATE VALID 13 MAR 2015

2. Agent Name, Address and Contact Details

No Agent details were submitted for this application

3. Description of the Proposal

Please describe the proposed development including any change of use:

Change of use from offices to D1, Education and training
Springboard Education is a small independent School which has been based at No 55, South Street, using the first floor of the Penhill Youth Centre, for 13 years. We teach and support a small number of young people from 5 to 18 years of age, who are unable to access mainstream schooling.
Although we have agreement from OFSTED to teach 17 pupils at Penhill, we have rarely had that number on roll; we operate a teacher:pupil ratio of 1:2.
Since 2008 we have also used No 15 South Street as additional space for individual tutorials, family meetings, exams etc. For this we were granted a change of use to D1.
The landlords of No 15 also own No 13, which has been used as B1, office space. The solicitors who leased this have recently vacated the property and the landlords have offered us the lease. They are aware that to have the school in one space would be more effective for the young people who attend and offer them more space to work in.
We would again need to apply for change of use to D1.
We are aware that the residents of the flats to the rear of the property may see the children playing and occasionally hear them, but noise will be kept to a minimum with only 4 or 5 children playing outside at any time. Breaks are short; generally 20 minutes maximum, and ball games will not be allowed. Children will use the play ground at No 55 for this. If required we would be happy to erect a trellis or other screening on top of the wall between the properties. We would also like to emphasise that children will only use the area weekdays in term-time.
I am aware of the Proposed Submission Adur Local Plan 2014 and have studied Part 3 Policy 9. I understand the Lancing Vision is to create a more vibrant environment in the town centre. Our proposal will not involve the loss of a retail outlet and we believe would contribute more to the vibrancy of the community than its previous use. We understand that you might be prepared to consider "a more flexible approach to uses at ground floor level along South Street".
Several of our pupils live in the Lancing area and all are encouraged to be involved in the life of the community. Pupils have an allotment at Lancing Manor where they are preparing to grow their own vegetables. They worked on the Lancing Sensory Garden Project raise money for charity by washing cars, have worked with disabled young people at the Adur Special Needs Project, and used to keep the grounds free of litter for Abacus After School Club.
As a small business Springboard Education uses local traders wherever possible; we have particularly long-standing links with Gardner & Scardifield and Henley & Burton.
We have positive links with the nursery next to No 55, and are happy to offer our minibus to be used by a local after school club and other local organisations.
The local community support us by welcoming pupils to places such as the Leisure Centre, chip shop and sweet shop. Should one of the pupils struggle with being independent in the community, the shops have our phone number to contact us to give the pupil support. To acknowledge this we have invited members of the community to join us for Christmas lunch.
Should we be granted this permission, we would be sharing our existing premises with our sister organisation, Time Out Fostering, offering contact facilities and community support to local families suffering from separation and disadvantage after school hours.

Has the building, work or change of use already started? ○ Yes ◉ No

4. Site Address Details

Full postal address of the site (including full postcode where available)

House: 13 Suffix:

House name:

Street address: South Street

Town/City: Lancing

County: West Sussex

Postcode: BN15 8AH

Description of location or a grid reference
(must be completed if postcode is not known):

Easting: 518221

Northing: 104311

Description:

5. Pre-application Advice

Has assistance or prior advice been sought from the local authority about this application? (•) Yes ( ) No

If Yes, please complete the following information about the advice you were given (this will help the authority to deal with this application more efficiently):

Officer name:

Title: Mr First name: Michael Surname: Porter

Reference:

Date (DD/MM/YYYY): 08/12/2014 (Must be pre-application submission)

Details of the pre-application advice received:

03/12/14
In principle, we would support such a change use, as your proposal would assist with a community need and, to a lesser extent, positively contribute toward the vitality and viability of the shopping area by encouraging footfall.
However, this would be subject to how you would intend to use the car park, i.e. would this become a playground, as this has the potential to be un-neighbourly to occupiers of adjacent properties.
26/01/15
My earlier comment regarding use of the car park is still relevant but it should not be insurmountable to negotiations, so you can receive your planning approval.

6. Pedestrian and Vehicle Access, Roads and Rights of Way

Is a new or altered vehicle access proposed to or from the public highway? ( ) Yes (•) No

Is a new or altered pedestrian access proposed to or from the public highway? ( ) Yes (•) No

Are there any new public roads to be provided within the site? ( ) Yes (•) No

Are there any new public rights of way to be provided within or adjacent to the site? ( ) Yes (•) No

Do the proposals require any diversions/extinguishments and/or creation of rights of way? ( ) Yes (•) No

7. Waste Storage and Collection

Do the plans incorporate areas to store and aid the collection of waste? (•) Yes ( ) No

If Yes, please provide details:

We currently lease the adjacent building; Adur and Worthing Council collect household and recyclable waste and this would be extended to No 13.

Have arrangements been made for the separate storage and collection of recyclable waste? (•) Yes ( ) No

If Yes, please provide details:

We currently lease the adjacent building; Adur and Worthing Council collect household and recyclable waste and this would be extended to No 13.

8. Authority Employee/Member

With respect to the Authority, I am:

(a) a member of staff
(b) an elected member
(c) related to a member of staff
(d) related to an elected member

Do any of these statements apply to you? ( ) Yes (•) No

9. Materials

Please state what materials (including type, colour and name) are to be used externally (if applicable):

Walls - description:

Description of *existing* materials and finishes:

Brick

Description of *proposed* materials and finishes:

Brick

Roof - description:

Description of *existing* materials and finishes:

Tiles

Description of *proposed* materials and finishes:

Tiles

Boundary treatments - description:

Description of *existing* materials and finishes:

Brick walls

Description of *proposed* materials and finishes:

Brick walls

Vehicle access and hard standing - description:

Description of *existing* materials and finishes:

tarmac entrance between buildings and tarmac parking area

Description of *proposed* materials and finishes:

tarmac entrance between buildings and tarmac parking area

Lighting - add description

Description of *existing* materials and finishes:

internal lighting standard, low level external lighting

Description of *proposed* materials and finishes:

internal lighting standard, upgrade external lighting and install timers

Are you supplying additional information on submitted plan(s)/drawing(s)/design and access statement? ○ Yes ◉ No

10. Vehicle Parking

Please provide information on the existing and proposed number of on-site parking spaces:

Type of vehicle	Existing number of spaces	Total proposed (including spaces retained)	Difference in spaces
Cars	5	3	-2
Light goods vehicles/public carrier vehicles	0	1	1
Motorcycles	0	0	0
Disability spaces	0	0	0
Cycle spaces	0	4	4
Other (e.g. Bus)	0	0	0
Short description of Other			

11. Foul Sewage

Please state how foul sewage is to be disposed of:

Mains sewer ☒ Package treatment plant ☐ Unknown ☐

Septic tank ☐ Cess pit ☐

Other

Are you proposing to connect to the existing drainage system? ○ Yes ◉ No ○ Unknown

12. Assessment of Flood Risk

Is the site within an area at risk of flooding? (Refer to the Environment Agency's Flood Map showing flood zones 2 and 3 and consult Environment Agency standing advice and your local planning authority requirements for information as necessary.) ○ Yes ◉ No

If Yes, you will need to submit an appropriate flood risk assessment to consider the risk to the proposed site.

Is your proposal within 20 metres of a watercourse (e.g. river, stream or beck)? ○ Yes ◉ No

Will the proposal increase the flood risk elsewhere? ○ Yes ◉ No

How will surface water be disposed of?

☐ Sustainable drainage system ☒ Main sewer ☐ Pond/lake

☐ Soakaway ☐ Existing watercourse

13. Biodiversity and Geological Conservation

To assist in answering the following questions refer to the guidance notes for further information on when there is a reasonable likelihood that any important biodiversity or geological conservation features may be present or nearby and whether they are likely to be affected by your proposals.

Having referred to the guidance notes, is there a reasonable likelihood of the following being affected adversely or conserved and enhanced within the application site, OR on land adjacent to or near the application site:

a) Protected and priority species

○ Yes, on the development site ○ Yes, on land adjacent to or near the proposed development ◉ No

b) Designated sites, important habitats or other biodiversity features

○ Yes, on the development site ○ Yes, on land adjacent to or near the proposed development ◉ No

c) Features of geological conservation importance

○ Yes, on the development site ○ Yes, on land adjacent to or near the proposed development ◉ No

14. Existing Use

Please describe the current use of the site:

Offices

Is the site currently vacant? ◉ Yes ○ No

If Yes, please describe the last use of the site:

Solicitor's offices

When did this use end (if known) (DD/MM/YYYY)? 11/11/2014

Does the proposal involve any of the following?
If yes, you will need to submit an appropriate contamination assessment with your application.

Land which is known to be contaminated? ○ Yes ◉ No

Land where contamination is suspected for all or part of the site? ○ Yes ◉ No

A proposed use that would be particularly vulnerable to the presence of contamination? ○ Yes ◉ No

15. Trees and Hedges

Are there trees or hedges on the proposed development site? ○ Yes ◉ No

And/or: Are there trees or hedges on land adjacent to the proposed development site that could influence the development or might be important as part of the local landscape character? ○ Yes ◉ No

If Yes to either or both of the above, you may need to provide a full Tree Survey, at the discretion of your local planning authority. If a Tree Survey is required, this and the accompanying plan should be submitted alongside your application. Your local planning authority should make clear on its website what the survey should contain, in accordance with the current 'BS5837: Trees in relation to design, demolition and construction - Recommendations'.

16. Trade Effluent

Does the proposal involve the need to dispose of trade effluents or waste? ○ Yes ◉ No

17. Residential Units

Does your proposal include the gain or loss of residential units? ○ Yes ◉ No

18. All Types of Development: Non-residential Floorspace

Does your proposal involve the loss, gain or change of use of non-residential floorspace? ◉ Yes ○ No

18. All Types of Development: Non-residential Floorspace (continued)

Use class/type of use		Existing gross internal floorspace (square metres)	Gross internal floorspace to be lost by change of use or demolition (square metres)	Total gross new internal floorspace proposed (including changes of use) (square metres)	Net additional gross internal floorspace following development (square metres)
A1	Shops Net Tradable Area	0.0	0.0	0.0	0.0
A2	Financial and professional services	158.7	154.7	0.0	-154.7
A3	Restaurants and cafes	0.0	0.0	0.0	0.0
A4	Drinking estabishments	0.0	0.0	0.0	0.0
A5	Hot food takeaways	0.0	0.0	0.0	0.0
B1 (a)	Office (other than A2)	0.0	0.0	0.0	0.0
B1 (b)	Research and development	0.0	0.0	0.0	0.0
B1 (c)	Light industrial	0.0	0.0	0.0	0.0
B2	General industrial	0.0	0.0	0.0	0.0
B8	Storage or distribution	0.0	0.0	0.0	0.0
C1	Hotels and halls of residence	0.0	0.0	0.0	0.0
C2	Residential institutions	0.0	0.0	0.0	0.0
D1	Non-residential institutions	0.0	0.0	158.7	158.7
D2	Assembly and leisure	0.0	0.0	0.0	0.0
Other	Please Specify	0.0	0.0	0.0	0.0
	Total	158.7	154.7	158.7	4.0

For hotels, residential institutions and hostels, please additionally indicate the loss or gain of rooms:

Use Class	Types of use	Existing rooms to be lost by change of use or demolition	Total rooms proposed (including changes of use)	Net additional rooms

19. Employment

If known, please complete the following information regarding employees:

	Full-time	Part-time	Equivalent number of full-time
Existing employees	0	0	0
Proposed employees	5	2	5.7

20. Hours of Opening

If known, please state the hours of opening (e.g. 15:30) for each non-residential use proposed:

Use	Monday to Friday Start Time	Monday to Friday End Time	Saturday Start Time	Saturday End Time	Sunday and Bank Holidays Start Time	Sunday and Bank Holidays End Time	Not Known
D1	08:30:00	17:00:00	10:00:00	14:00:00	00:00:00	00:00:00	☐

21. Site Area

What is the site area? 300 sq.metres

22. Industrial or Commercial Processes and Machinery

Please describe the activities and processes which would be carried out on the site and the end products including plant, ventilation or air conditioning. Please include the type of machinery which may be installed on site:

None

Is the proposal for a waste management development? ○ Yes ◉ No

23. Hazardous Substances

Is any hazardous waste involved in the proposal? ○ Yes ◉ No

24. Site Visit

Can the site be seen from a public road, public footpath, bridleway or other public land? (•) Yes ( ) No

If the planning authority needs to make an appointment to carry out a site visit, whom should they contact? (Please select only one)

( ) The agent (•) The applicant ( ) Other person

25. Certificates (Certificate C)

Certificate of Ownership - Certificate C
Town and Country Planning (Development Management Procedure) (England) Order 2010 Certificate under Article 12

I certify/The applicant certifies that:
Neither Certificate A or B can be issued for this application
- All reasonable steps have been taken to find out the names and addresses of the other owners *(owner is a person with a freehold interest or leasehold interest with at least 7 years left to run)* and/or agricultural tenants *("agricultural tenant" has the meaning given in section 65(8) of the Town and Country Planning Act 1990)* of the land or building, or of a part of it, but I have/ the applicant has been unable to do so.

The steps taken were:

The owners were Wendy Norton and Graham Scott. The week before Christmas Mr Scott passed away. Probate is in process. The executor of the estate is Mark Oliver and he and Wendy Norton are aware of this application.

- I have/the applicant has given the requisite notice to the persons specified below being persons who, on the day 21 days before the date of this application, were owners/agricultural tenant of any part of the land or building to which this application relates.

Owner/Agricultural Tenant					Date notice served
Name:	Wendy Norton				
Number:	58	Suffix:		House name:	
Street:	Arlington Avenue				
Locality:					04/01/2015
Town:	Worthing				
Postcode:	BN12 4SR				

Notice of the application has been published in the following newspaper (circulating in the area where the land is situated):

On the following date (which must not be earlier than 21 days before the date of the application): 03/02/2015

Title: Mrs First name: Judy Surname: Packham

Person role: Applicant Declaration date: 06/02/2015 ☒ Declaration made

26. Declaration

I/we hereby apply for planning permission/consent as described in this form and the accompanying plans/drawings and additional information. I/we confirm that, to the best of my/our knowledge, any facts stated are true and accurate and any opinions given are the genuine opinions of the person(s) giving them.

☒ Date 12/02/2015