

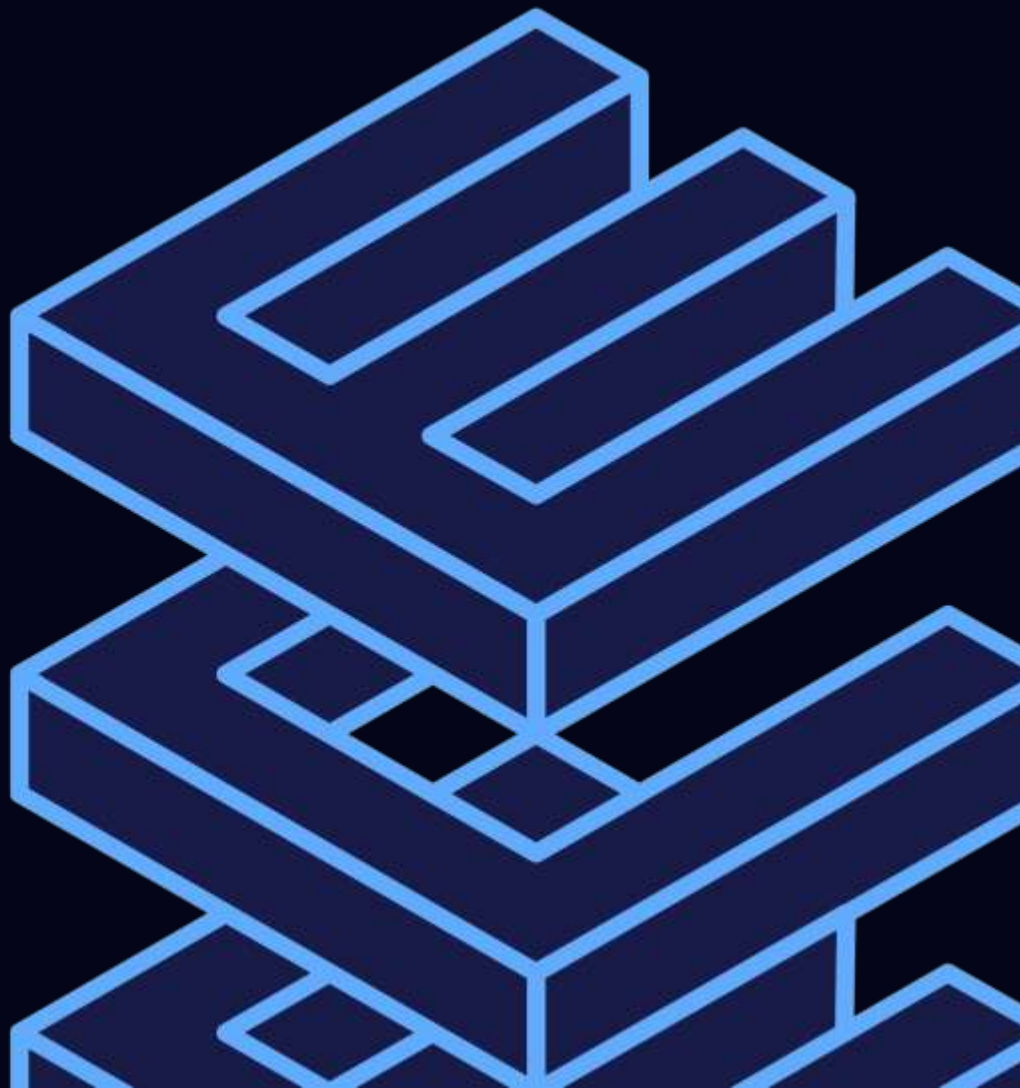


ECE Planning

Planning Statement

Aspect House, Lancing

March 2026



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Project Name: Aspect House, Lancing

Location Aspect House, 63 Spencer Road, Lancing,
BN15 8UA

Client: Telereal Trading Property Limited

File Reference: P2325

Issue	Date	Author	Checked	Notes
PL1	13.02.2026	R Hoad	C Barker	Initial Draft
PL2	27.02.2026	R Hoad	C Barker	Client Issue
PL3	05.03.2026	R Hoad	R Hoad	Planning Issue

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1. Introduction

- 1.1. This Planning Statement has been prepared on behalf of **Telereal Trading Property Limited** in support of a full planning application at Aspect House, 63 Spencer Road, Lancing. The application seeks:
- The removal of the personal planning permission associated with reference ADC/0439/07; and
 - The granting of a new planning permission for flexible employment use within Use Class E(g), B2 and B8.
- 1.2. This application follows pre-application discussions with Adur & Worthing Councils under reference PREAPP/0173/25, including a meeting with the case officer and consultation with the Council's Senior Environmental Health Officer.
- 1.3. The pre-application response dated 2 December 2025 confirmed that the Council would be:
- "likely to support a change of use to Class E(g), B2 and B8 subject to adequate controls on noise and deliveries."*
- 1.4. In direct response to this advice, the Applicant has amended the scope of the proposal and is now applying solely for Class E(g), B2 and B8 uses, excluding other Class E uses previously explored at pre-application stage. This demonstrates a positive and proactive approach in accordance with the Council's guidance.
- 1.5. This application has been submitted on the Planning Portal under reference PP-14704825 and is supported by the following documents and drawings:
- Planning Application Forms
 - CIL Form
 - Planning Statement including Appendix A
 - Noise Impact Assessment
 - Existing Drawings and Location Plan

2. The Site

- 2.1. Aspect House is an existing commercial building located within the established Spencer Road industrial area in Lancing.



Figure 1 - Location Plan

- 2.2. The site comprises a detached industrial/commercial unit with associated yard space and vehicle access. The surrounding area is characterised predominantly by employment and industrial uses, forming part of a wider designated employment area.
- 2.3. Residential properties are located to the east of the site, with additional residential properties further to the north beyond the railway line. The northern boundary and yard area were identified during pre-application discussions as the most sensitive interface in amenity terms.
- 2.4. The site is sustainably located within the built-up area of Lancing and benefits from established vehicular access and servicing arrangements.
- 2.5. The Government's Flood Maps for Planning have been reviewed and reveal that the site falls in Flood Zone 1 which has the lowest probability of flooding. Refer to Figure 2.



Figure 2 - Government's Flood Maps for Planning

3. Planning History

- 3.1. The relevant planning history is summarised as follows:
- 3.2. **Reference L/99/94/TP (1994) – Personal planning permission for archive storage and back office/administration use associated with Equiniti.**
- 3.3. As set out above, the property is currently subject to a personal planning permission granted in 1994 (ref: L/99/94/TP), which restricts the authorised use to archive storage and back-office/administration associated with the existing tenant, Equiniti. As this permission is personal and tied specifically to the current occupier, it provides very limited flexibility for alternative commercial uses.
- 3.4. It should be noted that, following consent in 1994 under reference L/99/94/TP, a removal of condition 2 application (reference ADC/0439/07) was granted in 2007 for a material change of use to partial light industrial, with no restriction on working hours. Condition 3 pursuant to ADC/0439/07 states:
- “No loading/unloading or movement of vehicles greater than three tonnes in weight shall take place between the hours of 11.00pm and 7.00am, unless prior agreement has been obtained from the Local Planning Authority.”*
- 3.5. The existing permission remains personal in nature and tied to the current occupier, significantly limiting the building’s future commercial flexibility. With the current tenant due to vacate in the first half of 2027, a new planning permission is required to ensure the continued viable employment use of the site, as explored later in this Statement.

4. The Proposal

4.1. This application seeks:

- Removal of the personal planning restriction; and
- A new flexible planning permission for uses within:
 - Class E(g) – Offices, research & development, and light industrial processes suitable in a residential area;
 - Class B2 – General industrial;
 - Class B8 – Storage and distribution.

4.2. Importantly, the proposal does not seek unrestricted Class E uses. In response to pre-application advice and Policy 25 of the Adur Local Plan, the application is limited specifically to Class E(g) only within Class E.

4.3. No external alterations are proposed as part of this application. The proposal relates solely to the lawful use of the building. As such, only existing drawings have been submitted. All vehicular access and parking etc are to be retained as existing.

4.4. The proposed change of use would retain the existing unrestricted working hours. In this respect, a Noise Impact Assessment has been prepared by Acoustic South East in support of this application. As set out within the Report, no specific mitigation measures to the fabric of the existing building has been suggested as required, to accommodate any of the proposed uses.

4.5. In terms of the external nighttime environment, the accompanying Report suggests that external activities are acceptable subject to restricted areas of work. As such, a Noise Management Plan/Delivery and Servicing Plan has been submitted alongside this application to clarify where forklifts and lorries will be restricted to working during nighttime hours (11pm – 7am) to ensure residential amenity is protected. This is discussed in further detail later in this Statement and accompanying Report.

5. Policy Overview

- 5.1. Section 38(6) of the Planning Compulsory Purchase Act 2004 requires, that where the Development Plan contains relevant policies, an application for planning permission shall be determined in accordance with the Development Plan, unless material considerations otherwise. In this case the Development Plan comprises:
 - Adur Local Plan (ALP) 2017
- 5.2. The National Planning Policy Framework (The Framework), the Planning Practice Guidance (PPG) and Supplementary Planning Guidance are material considerations, together with local guidance documents.
- 5.3. The relevant planning policies are considered within the following section of this Statement.

6. Planning Appraisal

6.1. Introduction

6.1.1. The principal issues in relation to this development are as follows:

- Principle of Development
- Residential Amenity and Noise

6.2. Principle of Development

6.2.1. The principle of employment use at the site is firmly established and protected by Policy 25 of the ALP. The Council's pre-application response clearly confirms that uses within Class E(g), B2 and B8 are acceptable in principle, stating support is likely subject to adequate noise and delivery controls (as explored in the next section of this Statement).

6.2.2. The proposal seeks to retain the site within designated employment use but simply removes an outdated personal restriction to ensure the building's long-term viability. Furthermore, the proposals seek to respond directly to officer advice by limiting Class E to E(g) only.

6.2.3. The principle of development is therefore fully compliant with both local and national policy.

6.3. Residential Amenity and Noise

6.3.1. Pre-application advice was carried out with the LPA including the Environmental Health Officer, as set out in Appendix A. The primary material consideration identified at pre-application stage relates to potential noise impacts, particularly:

- Night-time operations (11pm – 7am);
- Vehicle movements;
- Activity within the northern yard area;
- Noise breakout from the building;
- External plant and machinery.

6.3.2. The Council's Senior EHO confirmed at pre-application stage that there would be:

"No EH objections to this 24 hr use continuing in the future and for night time vehicle movement on the site subject to some safeguards being put into place."

6.3.3. As a result of the above, a Noise Impact Assessment (NIA) has been prepared by Acoustic South East to assess the existing and proposed noise levels, the potential effect of the change of use on neighbours and to suggest any necessary mitigation.

6.3.4. In conclusion, the NIA states that there are no concerns in relation to the proposed change of use on nearby receptors during the day time or during the night time (11pm-7am), subject to some restrictions. The restrictions include:

- Forklift drivers using diesel vehicles to be restricted at nighttime (11pm – 7am) from externally using the northern portion of the site. Electric forklifts are not restricted;
- Lorry movements on site including loading/unloading is acceptable at nighttime (11pm – 7am) but cannot extend past the west of the building. Lorry movements acceptable across all parts of the site during the day.

6.3.5. For the avoidance of doubt, the above restrictions have been identified on a plan prepared by Acoustic South East and copied below in Figure 3 for ease:

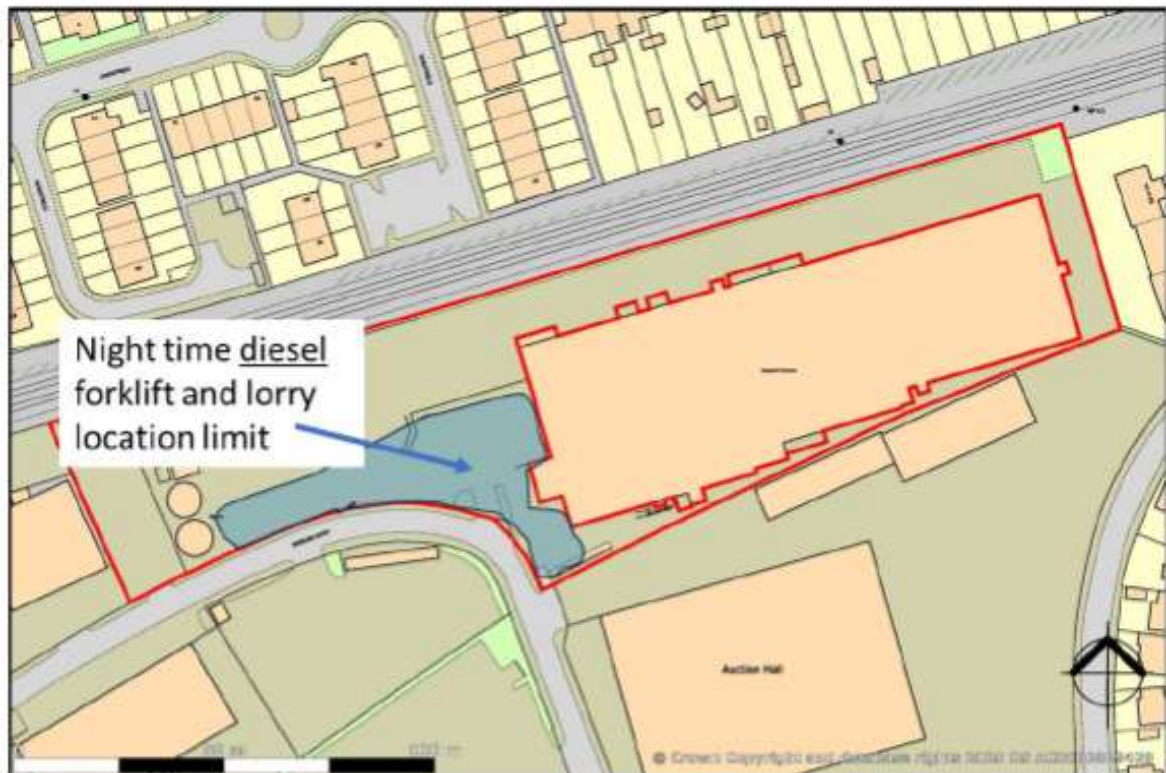


Figure 3 - Acoustic South East Noise Management Plan

- 6.3.6. To conclude, the submitted technical evidence demonstrates that, subject to appropriate restrictions, the proposed uses can operate without adverse impact on neighbouring residential amenity. The proposal is therefore consistent with Policy 25 of the Adur Local Plan, local environmental health guidance and the relevant paragraphs of the NPPF relating to noise and amenity protection.

7. Conclusion

- 7.1. To conclude, this application seeks to regularise and modernise the planning status of Aspect House by removing the historic personal permission and replacing it with a flexible employment permission within Use Classes E(g), B2 and B8. The proposal has been carefully shaped by the pre-application discussions with Adur & Worthing Councils and responds directly to the written advice provided under reference PREAPP/0173/25.
- 7.2. In particular, the Applicant has positively engaged with officers and amended the scope of development originally explored, limiting the proposal to Class E(g) only within Class E and excluding other higher footfall or service-based uses. This approach reflects a clear understanding of Policy 25 of the Adur Local Plan and the Council's objective of protecting established employment sites for appropriate industrial and business uses.
- 7.3. The principle of employment use at the site is long established and strongly supported by local and national planning policy. The proposed flexible permission will safeguard the site's continued contribution to the local economy, ensure its long-term viability beyond the departure of the existing tenant, and provide the adaptability necessary to respond to changing market demands.
- 7.4. Residential amenity considerations, particularly in relation to noise and servicing, have been thoroughly addressed through engagement with the Council's Environmental Health Officer and the commissioning of a detailed acoustic assessment. Subject to appropriate safeguards, which can reasonably be secured by condition, the proposed uses can operate without giving rise to unacceptable impacts on neighbouring occupiers.
- 7.5. The proposal is therefore fully aligned with the development plan, consistent with national planning policy objectives supporting economic growth, and supported in principle through the Council's pre-application advice. There are no material considerations that indicate planning permission should be withheld, and the application represents a sustainable and policy-compliant form of development.
- 7.6. As such, we would respectfully request that planning permission is granted without delay.

Appendix A – Pre Application Response Reference PREAPP/0173/25 Dated 2 December 2025



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Our Reference: PREAPP/0173/25
Extension of commercial operations
Aspect House, 63 Spencer Road, Lancing

Dear Mr Barker

I write further to your recent pre-application enquiry and our subsequent meeting regarding the above.

You are seeking to remove the personal permission granted under ADC/0439/07 and to broaden the range of uses permitted at the site to those within Classes E, B2 and B8.

As discussed, the site is covered by Policy 25 of the Adur Local Plan which seeks to protect and enhance existing employment sites and premises, specifically to uses within Classes B1 (now Class E), B2 and B8. You have suggested a number of uses within Class E that would not be consistent with the aims of Policy 25, particularly those within Class E (c), (d), (e) and (f). While I appreciate that Class E allows a broad range of uses without the need for planning permission, the existing building appears to have a light industrial use and such a use may be specified on a condition on the original permission (L/99/94). Unfortunately I have been unable to locate that file or a copy of that decision notice, which is believed to be in storage elsewhere.

In any event, it is considered that a restriction of uses within Class E to those within section (g) only would be appropriate here. Uses within Classes B2 and B8 would also be acceptable, being in accordance with Policy 25, subject to not causing any adverse impacts on neighbouring occupiers.

We discussed issues of noise with Michael Lavender, Senior EHO, at the meeting. He has provided the following comments following the meeting:

“I note the current permission has no time restrictions attached, but there is a condition restricting loading and unloading of larger vehicles over 3 tonnes between 11pm and 7am, the night time period without prior agreement.

There would be no EH objections to this 24 hr use continuing in the future and for night time vehicle movement on the site subject to some safeguards being put into place, as the final planning use for the building has yet to be determined.

As discussed, the applicant will arrange for an acoustic consultant to assess the current structure of the building to ascertain the likely sound reduction the building fabric will provide. This will inform future users of the site. The final future use should aim to ensure noise breakout from the building does not exceed the existing daytime and night time background levels along the perimeter of the site.”

With regard specifically to night time vehicle movements, the previous permission restricted vehicles greater than three tonnes between the hours of 11pm and 7am, unless prior agreement with the LPA was obtained. The sensitive area is the yard to the north of the building which backs onto the railway line but with residential properties beyond. We discussed the need to continue to control delivery hours and other external activities along the northern side of the building, possibly allowing deliveries to the west end of the building only during night time hours. To this end, a Noise Management Plan/Delivery and Servicing Plan will be required. Controls over specific types of activities within the building itself at night time may also be required, depending on the results of the noise survey.

Michael goes on to address deliveries in his comments:

“I would recommend that any future use minimise any night time noise from the yard area in front of the loading bays. This can be conditioned through a noise management plan for the site which should include vehicle noise from unnecessary idling, vehicle routing in the yard to keep vehicles away from the boundary with Hurstfield to the North, who would be nearest receptors, and reversing alarms. The noise management plan should also prevent unnecessary vocal noise from shouting in the yard at this sensitive night time period. Bidfood currently operates early morning vehicle movements on this industrial estate and has successfully managed noise from its operations.

I would recommend a condition that any future external plant or machinery be agreed with the local planning authority to ensure noise from this is adequately controlled.

*Information and guidance for noise assessments for planning is available via the following link.
<https://www.adur-worthing.gov.uk/media/Media,121802,smxx.pdf>*

Finally, if a new lighting scheme for the yard is proposed, details of this will need to be provided and agreed as part of any new application.”

It is understood that you would wish to seek a new, broader planning permission on submission of a full application for a change of use and I agree that this would be simpler than varying existing conditions. To be clear on the Council's position, we would be likely to support a change of use to Class E(g), B2 and B8 subject to adequate controls on noise and deliveries. The application should therefore be supported by a noise survey/acoustic report and Delivery/Noise Management Plan. No other specialist reports would be required.

Yours sincerely

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