Form Ref. No. 763958

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 AWC/066263
Date Received 29 OCT 2007
Fee 135
Rem. List

Applicant's Details

Title		Address	Pipers Way
Forenames			
Surname or Company/ Organisation	Nationwide Building Society		Swindon
			Wiltshire
Telephone	[redacted]	Postcode	SN38 1SN
Email			

Do you have an agent? Yes

Agent's Details

Title	Mr	Address	Edmont Joinery Ltd
Forenames	Lee		Hyde Road Works
Surname	Hargreaves		Upper Stratton
			Swindon
Telephone	01793 825765		Wiltshire
Email Address	lee@edmont.co.uk	Postcode	SN2 7RB

Application Type

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

(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

Nationwide Building Society
75, North Road
Lancing
West Sussex
BN6 8AN

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) 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: Refurbishment of ground floor inc introduction of external ATM in shopfront & refurbishment of empty first floor office accomodation including new internal staircase.

(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: Ground Floor - Building Society

If vacant, the last use: First Floor - Offices

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? No changes to existing proposed

(ii) How will foul sewage be disposed of? No changes to existing proposed (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.

No Industrial Processes

Details of Proposal

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

If 'Yes', please explain the relationship: The development will add existing services & private meeting areas for the existing & proposed new members of the society in & around Lancing

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.

The Nationwide has merged with the Portman & it is it's intention to expand this premises & close its existing small branch at 23 North Road, Lancing. This property is leased & therefore the future intentions of the property are unknown

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?	44		44
What is the amount of retail floor space?	123		123
What is the amount of storage or warehousing floor space?	7		7
Other Use 1 (please specify)			
Other Use 2 (please specify)			
TOTALS	174		174

Other Uses 1 or Comments/Information

Retail floor space is areas that members of the general public will conduct there banking needs eg. at counters & in open & private meeting rooms

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.

Unknown staff numbers - there is a mixture of full & part time workers M & F

Premises Details

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

Type of Business: N/A

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?

N/A

State number of car spaces:

and Lorry 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? N/A - Offices Only

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
LA23_PL_00.1	Rev A	As Shown On Drawing

Fees

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

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

Signed: [redacted] .....Nationwide Building Society

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: 26/10/07

On behalf of: NBS

Nationwide Building Society, 75 North Road, Lancing, BN15 9AS

ADUR DISTRICT COUNCIL
PLANNING DIVISION
PLAN No. Adc066207
DATE RECEIVED 29 OCT 2007

Design Statement

The current use of the building is of a Building Society located on North Road Lancing, West Sussex. As you look at the frontage of the property it is joined on the right by a Retail Unit & to the left is an escape alley with fire exit from the empty first floor office accommodation

The proposed works at the property involves at ground floor level the removing of modern stud walls, the existing counters & general banking items & the installation of new stud walls & glass screens etc to comply with the latest DDA Access for all requirements.

We also propose the installation of an external automated telling machine in the existing shopfront which will enhance the services for existing & new society members. This machine if allowed will be positioned in accordance with the latest DDA regulations i.e. a maximum 900mm from the external finished floor level to the top of the machines number pad.

At first floor level we propose to refurbish the existing layout & to introduce a new internal staircase that will act as an additional fire escape route for proposed meeting rooms etc. on that floor

All these proposals will enhance the services provided to the people of Lancing & it's surrounding area & also brings the latest Nationwide Building Society brand image to North Road

There currently is no new buildings or new landscaping proposed in the application & the works do not ingress on current height restrictions within the area

Access Statement

The society currently has a single swing door which opens from the main paved area outside which we propose to retain & paint

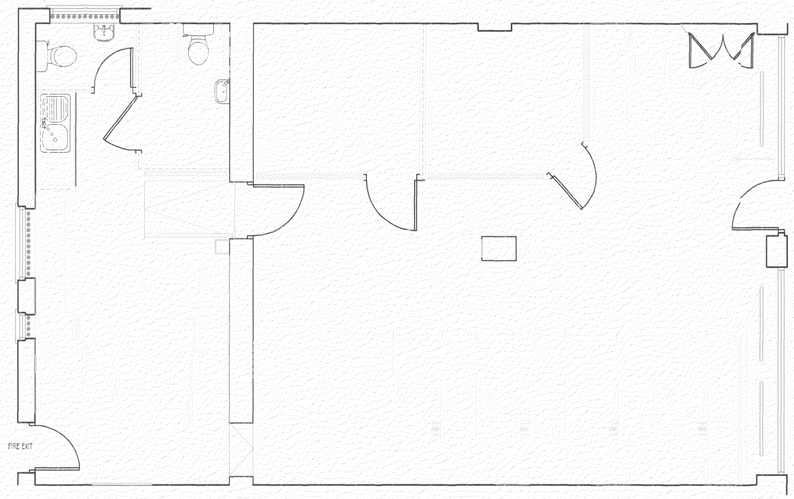
This door also benefits from existing automatic opening devices which we also propose to retain

The main paved area outside is owned & maintained by the local authority.

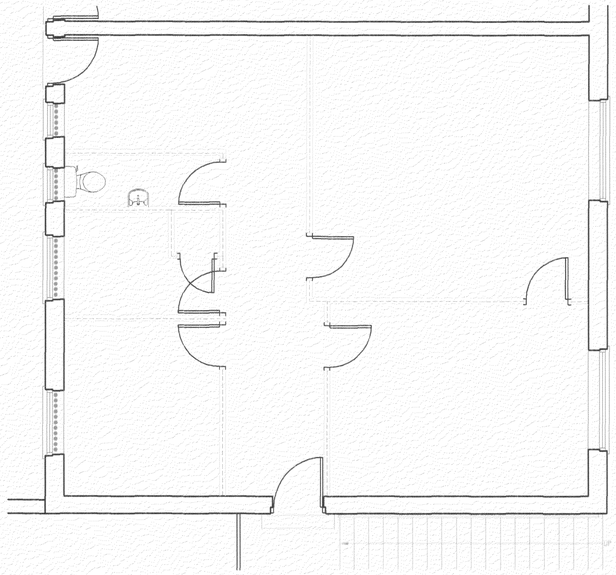
No vehicular access exists from the front & no public access exists at the rear

There is no changes proposed to these in the application & will remain therefore as the existing arrangements

The Nationwide Building Society does have a 'Access For All' policy & does comply with all current legislation & regulations where necessary if internally or externally wherever possible

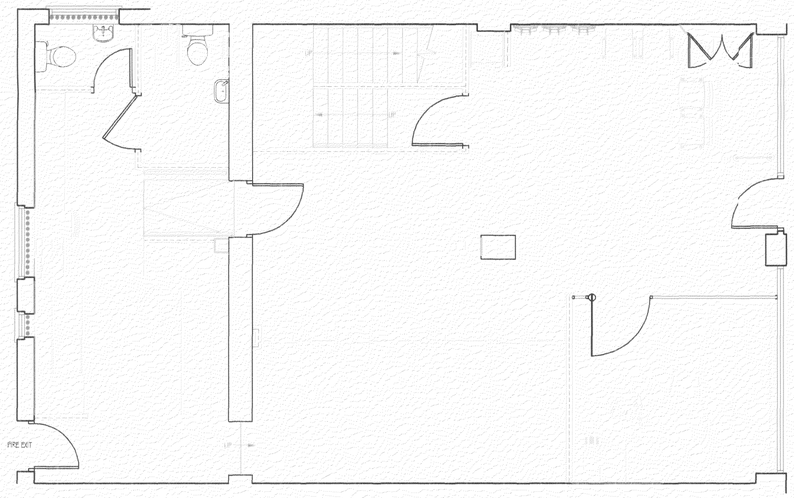


Ground Floor Plan
EXISTING LAYOUT - 1:50

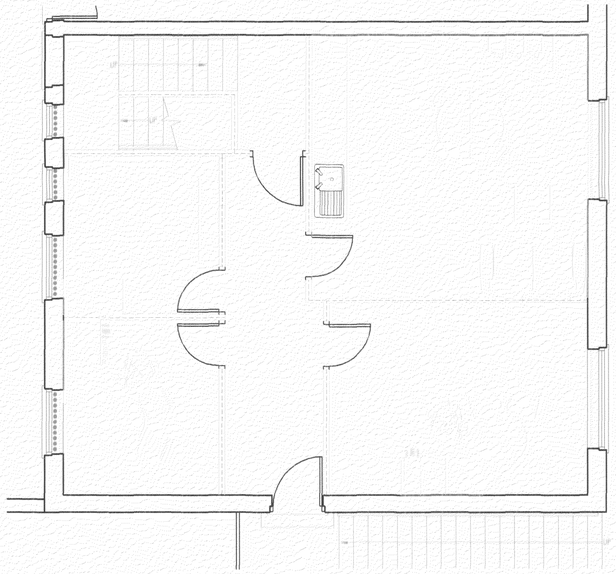


First Floor Plan
EXISTING LAYOUT - 1:50

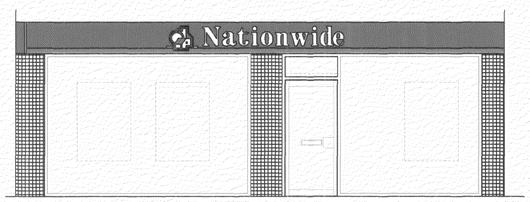




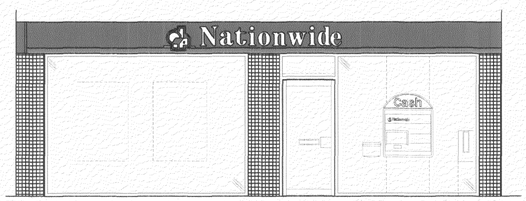
Ground Floor Plan
PROPOSED LAYOUT - 1:50



First Floor Plan
PROPOSED LAYOUT - 1:50



Elevation
EXISTING ELEVATION - 1:50



Elevation
PROPOSED ELEVATION - 1:50

NEW SHOPFRONT DETAILS

GLAZING

NEW SHOPFRONT GLAZING TO BE FULL HEIGHT WITH NO STALLRISER

ALL NEW PANES OF GLASS TO BE 11.5mm SECURITY LAMINATED SANDBLASTED IN THE BOTTOM RIGHT HAND CORNER IN 5mm HIGH LETTERING SHOWING LATEST BRITISH STANDARDS

NEW SHOPFRONT GLAZING TO HAVE 2 ROWS OF MANIFESTATIONS 1 No. ROW AT 750mm AFFL & 1 No. ROW AT 2250mm AFFL (REFER TO DETAIL RIGHT)

EXISTING POWER ASSISTED ENTRANCE DOOR

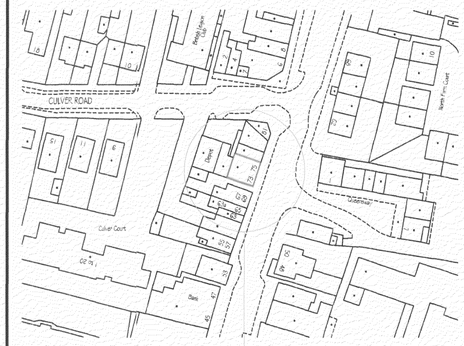
EXISTING ENTRANCE DOOR TO BE RE-PAINTED RAL 5002 GLOSS FINISH (BLUE)

ATM

THE CASH & WHITE PERIMETER LINE ARE ILLUMINATED USING A STRIP OF LED LIGHTS BEHIND FASCIA

MISCELLANEOUS

NEW GLAZING TO HAVE NEW SECURITY POST BOX



Location Plan
1:1250

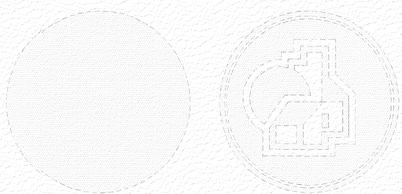
Nationwide

Nationwide Building Society
75, North Road
Lancing
West Sussex, BN15 9AS

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Location Plan
1:500



Manifestions
nts

EMPTY FIRST FLOOR HISTORY

(DATES ARE APPROXIMATE))

1996-2006

APPLICATION APPROVED FOR CHANGE OF USE FROM RESIDENTIAL TO OFFICE ACCOMODATION
PREMISES MODIFIED WITH KITCHEN, BATHROOM ETC ALL REMOVED LEAVING ONLY A WC & BASIN
SEPERATE EXTERNAL STAIRCASE TO SIDE DOOR AT FIRST FLOOR
SEPERATE METERED WATER & ELECTRICAL SUPPLIES
ALL ROOMS UTILISED AS OFFICES

2006 - TO PRESENT

PREMISES EMPTY - ALL ROOMS ARE EMPTY & CURRENTLY UNUSED

PROPOSED USE

JANUARY 2008 - ONWARDS

FULL FIT OUT & DECORATIONS WITH NEW INTERNAL STAIRCASE ACCESS PROVIDING IMPROVED ACCOMODATION FOR BOTTH STAFF & MEMBERS IN ADDITION TO THE GROUND FLOOR SERVICES
REFER ALSO TO DESIGN & ACCESS STATEMENTS SUBMITTED WITH APPLICATION FORMS

Other Usefull Information

NOTES

1. No dimensions are to be scaled from this drawing.
   Any errors or ommisions are to be reported to the CAD Manager at Nationwide Property Services (Tel: 01793 657070)
2. All dimensions are to be checked on site prior to any works taking place.

KEY TO AREAS

ATM	-	ATM
B	-	BANKAGE
CSM	-	CSM
FI	-	FAST INTERNET
FPM	-	FAMILY PRIVATE MEETING
I	-	INFORMATION WALL
I & M	-	INFORMATION & MURAL WALL
LA	-	LEARNING AREA
M	-	MURAL WALL
OM	-	OPEN MEETING
PM	-	PRIVATE MEETING
Q	-	QUEUE SYSTEM
RA	-	RELAXATION AREA
ST	-	STORE
W	-	WAITING AREA
WP	-	WELCOME POINT
AA	-	APPRAISALS AREA

Safety, Health & Environmental Information

All works are to be carried out by a person competent to undertake the type of work indicated on this drawing.

This drawing is to be read in conjunction with the risk register produced for inclusion in the Health & Safety Plan.

In addition to the hazards/risks normally associated with the types of works detailed on the drawing, note the following.

Construction:	Refer to relevant H/S & risk register
Maintenance/Cleaning:	Refer to relevant manual
Demolition/Adaption	Refer to relevant manual
Environmental:	Refer to Asbestos Survey

All works are to comply with latest Building Regulation Requirements

EDMONT
All types of building and manufactured joinery, upholstery
The Complete Contractor

Edmont Joinery Limited
Registered Office:
Hyde Road Works
Upper Stratton
Swindon
SN2 7RB.

Telephone 01793 825765
Fax 01793 825725
E-mail lee@edmont.co.uk

Rev.	Description.	Date.
A	Planning Consent Issue	26.10.07

Nationwide

Property Services
Nationwide Building Society
Nationwide House
Pipers Way
Swindon
SN38 1SN

Telephone 01793 657070

PLANNING
PLAN No. AX1006267
DATE RECEIVED 29 OCT 2007

Building / Branch Name
Lancing
75, North Road

Property Ref.	Branch Prefix
LA23	1269

Floor Level
Ground & First

Drawing Title
Ground & First Floor
Planning Consent Drawing

Drawn By	Date	Scale	Sheet Size
LJH	Oct.2007	As Shown	A1

Drawing No.	Revision
LA23_PL_00.1	A