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Design & Access Statement

for

Top Floor Flat, 5 East Street, Shoreham by Sea

for

The Olive Tree

0074/D&A/01 September 2009

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1.0	**Format of Statement**
	This statement has been generally set out in accordance with Circular 01/2006. We also use a document produced by CABE entitled 'Design & Access Statements – How to write, read and use them.' Section 3 of the circular deals with the Design & Access Statements. Item 77 of the circular states, 'A Design & Access Statement can be presented in various formats. For most straightforward planning applications, the statement maybe only short, for some only a page may be needed.' The CABE document suggests that the writer should 'keep it short and to the point.' Reference should be made to the submitted detailed drawings when reading this statement.
2.0	**Introduction**
	This two storey pitched roof property is situated in East Street, Shoreham by Sea, and comprises of a ground floor retail unit with a first floor three bedroom flat over. The property has been previously extended to the rear with a single storey flat roof structure. This area is currently being converted to form a one bedroom flat with garden. The retail unit is accessed through the main frontage off East Street with the first floor flat accessed via the side access way. The rear flat is accessed through an existing pedestrian undercroft. The existing shop unit has recently been refurbished and is now operating as The Olive Tree. Minor external changes and the formation of a small roof terrace have been undertaken to the rear of the existing first floor apartment. The refurbishment of the area to the rear of the existing shop to form the one bedroom apartment is currently under construction. Communal bin and recycling storage area together with a secure bicycle store are provided at ground floor. The proposals are to convert the roof space into a two bed apartment accessed by the main communal stair through the ground floor undercroft. The proposals include a small rear facing terrace at roof level and the removal of the chimney stack at roof level.
3.0	**Use**
	The existing ground floor is part retail and part residential use, the first floor is residential use and the second floor is

	currently roof space. The proposal is to maintain the use at ground and first floor and create a two bedroom apartment at second floor level with access via the communal stairs off the existing under croft. A communal bin and recycling storage area together with a secure bicycle store are already housed at ground floor level.
4.0	**Amount**
	The existing ground floor is 1 retail unit and 1 residential unit with 1 residential unit at first floor. The proposal is to create a two bedroom apartment in the existing roof space with access via the communal stairs off the existing under croft. A communal bin and recycling storage area together with a secure bicycle store are already housed at ground floor level.
5.0	**Layout**
	The ground floor configuration will remain as approved. At first floor level a cupboard will be converted to allow for the installation of a new stair case to access the proposed second floor flat. The proposed apartment will be accessed via the communal stairs off the existing under croft at ground floor level. There is a master bedroom with a west facing window and east facing conservation style rooflight. The single bedroom has an east facing conservation style rooflight. The kitchen/dining room faces west and there is a west facing terrace off the dining area. The bathroom is naturally lit and ventilated via a conservation style rooflight
6.0	**Scale**
	There are no alterations to the scale of the building as the proposed roof conversion does not come above the line of the existing ridge line.
7.0	**Landscaping**
	A west facing terrace is proposed off the new second floor dining area to the rear to provide private contemporary amenity space for the proposed apartment.
8.0	**Appearance**
	The appearance and form will generally be unaltered at the front of the property. At the rear of the property a timber clad roof conversion with a flat roof is proposed it forming the two bedroom apartment. Conservation style rooflights are

	proposed in the slope of roof at the front with uPVC windows and doors to the rear elevation of the proposed apartment. The Chimney stack is to be removed from the front elevation at roof level.
9.0	**Access**
	Pedestrian access into the shop is level and will remain unaltered. The apartment to the rear allows level access via the under croft. The first floor apartment's access remains unaffected. At this level it is proposed that a cupboard will be converted to allow for the installation of a new stair case to access the proposed second floor flat.
10.0	**Sustainability & Waste Management**
	All materials will be locally sourced and re-use of materials co-ordinated as and where possible.
11.0	**Crime Prevention**
	Secure access control to the under croft area is to be provided. This will ensure controlled access for both retail staff and occupiers of the proposed rear apartment. The existing first floor flat will also have access to the bin and recycling storage area via the under croft. It is proposed that this access is also afforded to the proposed second floor flat.
12.0	**Conclusion**
	The proposal seeks to add to the quality of this area of Shoreham whilst providing modern, energy efficient facilities for modern day living requirements. The materials, layout and design aim to complement the building and local urban grain.

Revision

status	Revision description & author	Date

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