County Planning Team
West Sussex County Council
Tower Street
Chichester
PO19 1RH

Our ref: JB/NM/31116

10/07/2023

Dear Sir/Madam,

WSCC HEAT DECARBONISATION PROGRAMME – GLEBELANDS DAY CENTRE, MIDDLE ROAD, SHOREHAM-BY-SEA

Planning Portal Ref: PP-12282883

This letter accompanies a full planning application submitted on behalf of West Sussex County Council, in relation to the above site in Shoreham-By-Sea. The enclosed application seeks to provide replacement windows, doors and rooflights, and the installation of PV Panels and Solar Thermal Panels as part of WSCC's Heat Decarbonisation Programme.

WSCC have identified a number of corporate sites that they wish to pursue a Heat Decarbonisation Plan (HDP) as part of a strategy towards net zero carbon 2030. The Heat Decarbonisation Programme shall be produced in accordance with the publicly-accessibly Salix guidance 'Phase 2 Public Sector Low Carbon Skills Fund: Guidance on the preparation of heat decarbonisation plans'. This includes a holistic approach to building carbon performance.

Submission Documents

This submission includes documents that have been submitted via Planning Portal. Please see below a table showing all the submitted documents:

Document Title	Ref.	Consultant
Application Form	-	DHA Planning
Covering Letter		DHA Planning
Site Location Plan	GLE.04.09	Faithful+Gould
Site Plan	GLE.04.10	Faithful+Gould

Block Plan	GLE.04.11	Faithful+Gould
Floor Plan – Window, Door & Rooflight Plan - Ground Floor	GLE.04.01	Faithful+Gould
Floor Plan – Window, Door & Rooflight Plan - First Floor	GLE.04.02	Faithful+Gould
Roof Plan – Existing	DHA/31116GD/11	DHA Planning
Roof Plan – Proposed	DHA/31116GD/13	DHA Planning
Elevation - Existing	DHA/31116GD/12	DHA Planning
Elevation - Proposed	DHA/31116GD/14	DHA Planning
PV and Solar Thermal Proposal	HBS-01-RF-DR-E-6001_P02	Hamson Barron Smith
Elevation Plan - Elevation 1 – Existing & Proposed – Windows and Doors Plan	GLE.04.03	Faithful+Gould
Elevation Plan – Elevation 2 – Existing & Proposed – Windows and Doors Plan	GLE.04.04	Faithful+Gould
Elevation Plan – Elevation 3 – Existing & Proposed – Windows and Doors Plan	GLE.04.05	Faithful+Gould
Elevation Plan – Elevation 4 – Existing & Proposed – Windows and Doors Plan	GLE.04.06	Faithful+Gould
Photographs		Faithful+Gould

The Proposal

As part of the WSCC Heat Decarbonisation Programme, the proposal includes the replacement of windows, doors and rooflights, and the installation of PV Panels and Solar Thermal Panels.

Windows

A total of 145 windows are proposed to be replaced with new double glazed units, as shown on plan reference GLE.04.03 to GLE.4.06. The existing coated aluminium double glazed windows are proposed to be replaced with powder coated aluminium framed double glazed windows in a colour to match the existing windows. The framing and openers will also match the existing window layout and style.

Doors

A total of seventeen doors are proposed to be replaced as shown on plan references GLE.04.03 to GLE.04.06. Of these, twelve are double doors and five are single doors. These

replacement doors will be powder coated aluminium with double glazing, to match the windows, with the glazing and framing details to match the existing doors.

Rooflight

Replacement rooflights are shown on plan references GLE.04.01 and GLE.04.02. The design will match the existing, in powder coated aluminum with double glazing.

Whilst we consider that these changes will not materially affect the external appearance of the building, and therefore may not be considered to be development, we have been asked to submit a planning application for these works for the avoidance of any doubt.

PV Panels

A total of forty 425w panels, totalling 17kW total, are proposed as shown on plan reference HBS-01-RF-DR-E-6001-P02, DHA/31116GD/13 and DHA/31116GD/14. These are proposed on a south facing pitched roof space, covering 79.9m^2.

These PV Panels meet the requirements of Schedule 2, Part 14, Class J of the Town and Country Planning (General Permitted Development) (England) Order 2015 (as amended). Although these PV Panels would qualify as permitted development only requiring Prior Approval, they have been included within this planning application for completeness given the wider proposals on this site.

Solar Thermal Panels

Installation of a 24m^2 array of solar thermal panels is proposed on part of the existing south facing pitched roof, as shown on plan reference HBS-01-RF-DR-E-6001-P02 and HBS-01-RF-DR-E-6001-P02.

These Solar Thermal Panels meet the requirements of Schedule 2, Part 14, Class J of the Town and Country Planning (General Permitted Development) (England) Order 2015 (as amended). Although these Solar Thermal Panels would qualify as permitted development only requiring Prior Approval, they have been included within this planning application for completeness given the wider proposals on this site.

Air Source Heat Pumps

It should be noted that, as part of the proposed works, an Air Source Heat Pump System is proposed on the site, as shown in the Block Plan GLE.04.11 and HBS-01-RF-DR-E-6001-P02. These proposed Air Source Heat Pump Systems fall within Schedule 2, Part 12 of the Town and Country Planning (General Permitted Development) (England) Order 2015, as they fall within 200m^3 and below 4m in height. Therefore, whilst they are being shown on the plans for completeness, planning permission is not required for this element of the works.

Conservation Area

Glebelands Day Centre is located reasonably close to two Conservation Areas. To the east of the site approximately 400 metres is the Kingston Buci Conservation Area and to the north west of the site approximately 530 metres, is Southlands Conservation Area. Figure 1 shows the relationship between the Conservation Areas and the site. There is no intervisibility between the conservation areas and the site, and therefore the proposals would have no impact on the conservation areas or their setting.

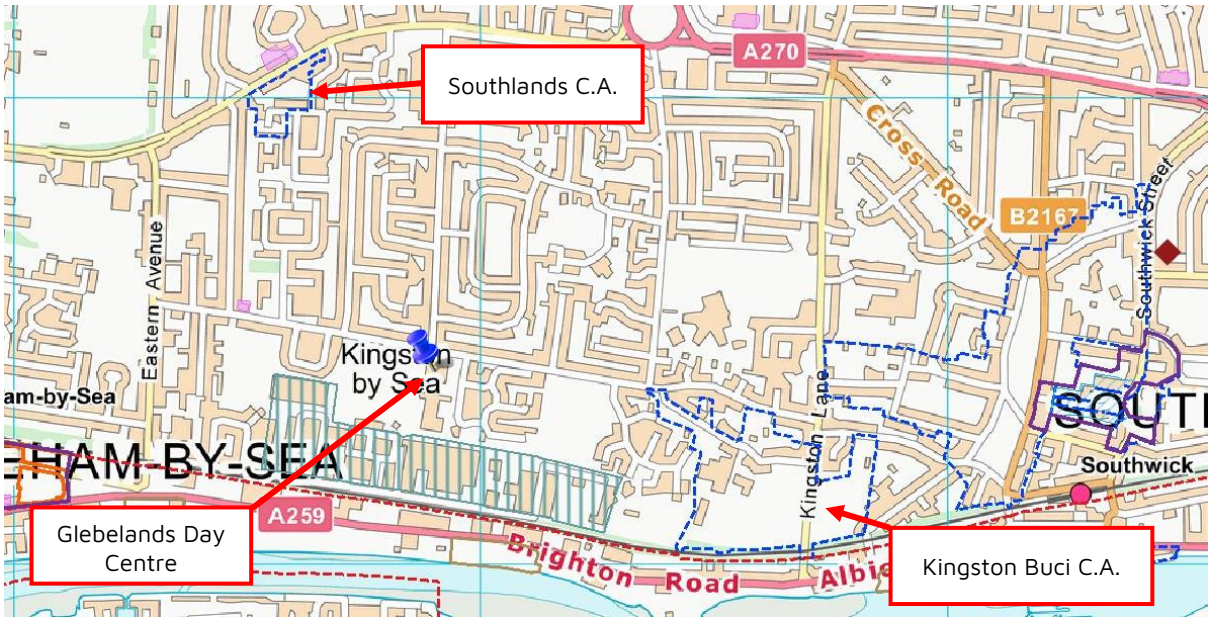


Figure 1 Conservation Areas Map

Conclusion

It is clear from the enclosed and above that the replacement windows, doors and rooflights, and installation of PV Panels and Solar Thermal Panels will provide environmental benefits by reducing carbon emissions as part of the WSCC Heat Decarbonisation Programme. The proposals will not have a material effect on the external appearance of the building and are therefore acceptable in design terms. They will not result in any planning harm and the proposal should therefore be approved.

I trust you have sufficient information to validate the application and I look forward to receiving acknowledgment of its receipt in due course. If, however, you require additional information please do not hesitate to contact me.

Yours faithfully,

[redacted]

Jonathan Buckwell,
Director
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