Planning Department
Adur & Worthing Councils
The Shoreham Centre
Pond Road
Shoreham-by-Sea
West Sussex
BN43 5WU

Dear Sir/Madam,

PLANNING APPLICATION FOR THE CHANGE OF USE OF NO.19 SOUTHWICK SQUARE FROM A1/A3 USE TO A3 USE INCLUDING INSTALLATION OF AN EXTRACT VENT AT THE REAR OF THE PREMISES.

We enclose a planning application for the above proposal. The proposed change of use will support and improve the vitality of the town centre. The premises would be operated under fixed opening hours as listed on the enclosed planning application form.

The Planning Application

The application includes the following:

- This supporting planning statement including Design & Access considerations;
- Duly completed planning applications forms (Planning Portal);
- OS location plan (1:1250);
- Block Plan (1:500);
- Floor Plans – Existing;
- Floor Plan – Proposed;
- Photos of the application site (**Appendix 1**).

Site and Surrounding Area

The application site is a mid terraced shop on the south side of Southwick Square, located within Southwick Town Centre. There are two floors of residential properties located above the shop. The site is located between a Newsagent (A1 use) and a Hairdresser (A1 use). Southwick Square is owned and managed by Adur & Worthing District Council. The site is neither a listed building or located within a Conservation area. The previously operated as a café under an A1/A3 use class before Drury Southern Ltd took over the lease of this shop.

Proposed development

This application seeks planning permission to covert the existing A1/A3 retail/café to a A3 café/restaurant use to enable the small scale cooking of hot food on the premises. The application also seeks permission to install a small vent on the rear of the premises to ventilate the kitchen. This will enable the use of a small oven and grill to prepare food

onsite. The applicant does not wish to install any industrial equipment associated with large scale hot food preparation such as deep fat fryers. This would not include the sale of alcoholic beverage and Drury Coffee Ltd. Is primarily a coffee shop serving a limited menu of lunch options and desserts (cake etc).

Relevant Planning History

- Application for permitted development for prior approval for change of use from Shop (Class A1) to mixed A1/A3 Shop/Cafe/Restaurant
  19 Southwick Square Southwick Brighton West Sussex BN42 4FP
  Ref. No: NOTICE/0018/17 | Received: Wed 15 Nov 2017 | Validated: Mon 27 Nov 2017 | Status: Decided

  3. This permission is for a mixed A1/A3 use only and does not permit primary cooking on the premises or the installation of ovens and/or ventilation/extraction equipment without the prior written agreement of the Local Planning Authority obtained through the submission of a planning application.

- Replacement Shopfront
  Tomorrows World Video Centre 19 Southwick Square Southwick West Sussex
  Ref. No: SW/14/02/TP/19721 | Received: Fri 08 Mar 2002 | Validated: Fri 08 Mar 2002 | Status: Unknown
- Regulation 4 Application For New Office Front.
  A.D.C. Housing Office 19 Southwick Square Southwick
  Ref. No: SW/93/81/TP/5282 | Received: Wed 28 Oct 1981 | Validated: Wed 28 Oct 1981 | Status: Unknown
- Regulation 4 Application For Change Of Use From Shop To Local Authority Cash Office And Housing Sub-Office
  Shop Unit No.19 Southwick Square Southwick
  Ref. No: SW/62/81/TP/5104 | Received: Mon 18 May 1981 | Validated: Mon 18 May 1981 | Status: Unknown

Relevant Planning Policy

The National Planning Policy Framework (2018)
Adur Local Plan 2017 Policies 2, 12 and 28

Case for Permission

The shop would retain a very similar usage to the previous occupier, serving hot/cold drinks and consumables to customers during the day time. This application simply seeks to expand the use of the café to enable the occupier to prepare hot food on the premises to serve to customers. This would be limited to baked goods and the cooking of meat products for sandwiches (or similar). Drury Tea and Coffee Ltd are an up market coffee shop and the use of the café would not expand into an A3 (restaurant) use with a low number of covers expected. The approved use of the site restricts the primary of cooking on site under the existing A1/A3 use class however we considered there are no planning or environmental reasons why this use should not be expanded, subject to adequate controls via planning condition.

Design & Access considerations

The only external alterations to the unit would be the installation of a small (160x160mm) manual vent on the rear of the premises. This discrete vent would assist with the air conditioning of the kitchen. External alterations to the shop front have already been completed.

This proposal also seeks retrospective permission for three tables and six chairs on the public highway outside the shop.

Conclusion

This proposal would vitalise this area of Southwick Square and would not harm the character of the shopping area. This proposal would result in no adverse harm to any nearby residential occupiers and is considered to be an appropriate use for this area.

The discreet vent to be installed on the rear of the shop would provide efficient air conditioning to the kitchen of the shop. The scale of the cooking undertaken in the kitchen is only a very small scale. This would not require the installation of more substantial mechanical ventilation as required in an industrial kitchen or a hot food takeaway use.

In conclusion, the proposal would comply with the relevant paragraphs of the NPPF and the adopted Adur Local Plan.