Planning Services, Adur & Worthing Councils

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Adur & Worthing councils

pp. 02280138

Application for Planning Permission
Town and Country Planning Act 1990

T.P. OFFICE COPY

Publication of applications on planning authority websites
Please note that the information provided on this application form and in supporting documents may be published on the Authority's website
If you require any further clarification, please contact the Authority's planning department

1. Applicant Name, Address and Contact Details

Title	Mr
First name	Andrew
Surname	Coles
Company name	Smartpaint
Street address	Unit 25 Winston Business Centre
	Chartwell Road
Town/City	Lancing
County	West Sussex
Country	
Postcode	BN15 8TU

	Country Code	National Number	Extension Number
Telephone number			
Mobile number		[redacted]	
Fax number			

Email address: [redacted]

Are you an agent acting on behalf of the applicant? ○ Yes ◉ No

2. Agent Name, Address and Contact Details

No Agent details were submitted for this application

3. Description of the Proposal

Please describe the proposed development including any change of use

Below is a brief summary of what my business does and how I intend to use Unit 25 Winston Business Centre May I also at this stage direct you to our company website to further demonstrate what we do, www smart-paint co uk
The plan would be to create a clean, professional business that would function in two ways Primarily the unit would be used as a base to operate 'Smartpaint mobile auto repairs' This will involve the storage of materials/tools/equipment etc Somewhere to store, clean, maintain and kit out mobile workshops (company vans) And as a training centre for new employees (and hopefully one day franchisees)
It would also be used to as a 'Smart centre' where we can offer additional 'Smart services' such as paintless dent removal and window tinting As well as occasional paint and wheel repairs where it's not possible for our mobile paint and wheel repair technicians to do their job at the customers location
The proposal will involve very little noise creation Dent removal and window tinting processes are such that very little noise is created at all The activity of Minor car body repair and alloy wheel repair also create relatively little noise There will be noise from air and electric sanders, machine polishing, the extraction unit and the air compressor when it recharges The air compressor creates db of noise Each recharge takes a few minutes and I estimate the compressor will run for at most a total of 20 minutes per day
Opening hours for the business would be 8 30am-5 30pm Monday-Friday 8 30am-1pm Saturday
Upstairs we intend to create a modern office and Lounge/waiting area along with kitchen space and bathroom facilities It is intended to be a very pleasant comfortable space for customers, staff and trainees to enjoy
I currently employ three guys as mobile technicians that operate out of company vans The proposal will mean I will immediately need to employ another technican to operate from the business premises with another 1-2 employees potentially required depending on the success of the business

Has the building, work or change of use already started? ○ Yes ◉ No

ADUR & WORTHING
VNING SERVICES

	AWDM/1489/12
DATE VALID	19 DEC 2012

4. Site Address Details

Full postal address of the site (including full postcode where available)

House: | Suffix:

House name:

Street address: Unit 25 Winston Business Centre

Chartwell Road

Town/City: Lancing

County: West Sussex

Postcode: BN15 8TU

Description of location or a grid reference
(must be completed if postcode is not known)

Easting: 517462

Northing: 104031

Description

Light industrial unit of block and metal cladding construction built approximately 30 years ago The unit is arranged as ground floor workshop space and first floor office by way of a suspended ceiling giving a ground floor internal height of 3m The property has recessed lighting, night storage heating, an alrm and three car parking spaces at the front See details attached

5. Pre-application Advice

Has assistance or prior advice been sought from the local authority about this application? (•) Yes ( ) No

If Yes, please complete the following information about the advice you were given (this will help the authority to deal with this application more efficiently)

Officer name

Title: Ms | First name: Hannah | Surname: Barker

Reference:

Date (DD/MM/YYYY): 13/11/2012 (Must be pre-application submission)

Details of the pre-application advice received

I spoke with Hannah on a few occasions relating to several issues/questions I had and I received the following advice,
- there was a good chance of success of a change of use application due to the proximity of the building to residential areas
- An external canopy or awning would require planning permission
- I was given advise how to fill out a few of the forms such as 'description', 'non-residential floor space' and 'materials'
- I was advised that the application requires both a location plan and a block plan

6. Pedestrian and Vehicle Access, Roads and Rights of Way

Is a new or altered vehicle access proposed to or from the public highway? ( ) Yes (•) No

Is a new or altered pedestrian access proposed to or from the public highway? ( ) Yes (•) No

Are there any new public roads to be provided within the site? ( ) Yes (•) No

Are there any new public rights of way to be provided within or adjacent to the site? ( ) Yes (•) No

Do the proposals require any diversions/extinguishments and/or creation of rights of way? ( ) Yes (•) No

7. Waste Storage and Collection

Do the plans incorporate areas to store and aid the collection of waste? (•) Yes ( ) No

If Yes, please provide details

The business will not produce in excess of 500kg of waste over a 12 month period The council has provided a commercial waste bin and a commercial recycling waste bin which are emptied on a weekly basis which are ample for the amount of waste the business is likely to produce The bins are located in the parking area at the front of the building There is easy access for the waste collection contractor to empty the bins

Have arrangements been made for the separate storage and collection of recyclable waste? (•) Yes ( ) No

If Yes, please provide details

As above, local council has provided means of recycling

8. Authority Employee/Member

With respect to the Authority, I am
(a) a member of staff
(b) an elected member
(c) related to a member of staff
(d) related to an elected member

Do any of these statements apply to you? ( ) Yes (•) No

9. Materials

Please state what materials (including type, colour and name) are to be used externally (if applicable)

Walls - description

Description of *existing* materials and finishes

Materials and finishes as existing

Description of *proposed* materials and finishes

Materials and finishes as existing

Roof - description

Description of *existing* materials and finishes

Materials and finishes as existing

Description of *proposed* materials and finishes

Materials and finishes as existing

Windows - description

Description of *existing* materials and finishes

Materials and finishes as existing

Description of *proposed* materials and finishes

Materials and finishes as existing

Doors - description

Description of *existing* materials and finishes

Materials and finishes as existing

Description of *proposed* materials and finishes

Materials and finishes as existing

Boundary treatments - description

Description of *existing* materials and finishes

Materials and finishes as existing

Description of *proposed* materials and finishes

Materials and finishes as existing

Vehicle access and hard standing - description

Description of *existing* materials and finishes

Materials and finishes as existing

Description of *proposed* materials and finishes

Materials and finishes as existing

Lighting - add description

Description of *existing* materials and finishes

Materials and finishes as existing

Description of *proposed* materials and finishes

Materials and finishes as existing

Are you supplying additional information on submitted plan(s)/drawing(s)/design and access statement? (●) Yes ( ) No

If Yes, please state references for the plan(s)/drawing(s)/design and access statement

location plan
block plan
floor plan

10. Vehicle Parking

Please provide information on the existing and proposed number of on-site parking spaces

Type of vehicle	Existing number of spaces	Total proposed (including spaces retained)	Difference in spaces
Cars	3	3	0
Light goods vehicles/public carrier vehicles	0	0	0
Motorcycles	0	0	0
Disability spaces	0	0	0
Cycle spaces	0	0	0
Other (e g Bus)	0	0	0
Short description of Other			

11. Foul Sewage

Please state how foul sewage is to be disposed of

Mains sewer	☒	Package treatment plant	☐	Unknown	☐
Septic tank	☐	Cess pit	☐		

Other

Are you proposing to connect to the existing drainage system? ○ Yes ◉ No ○ Unknown

12. Assessment of Flood Risk

Is the site within an area at risk of flooding? (Refer to the Environment Agency's Flood Map showing flood zones 2 and 3 and consult Environment Agency standing advice and your local planning authority requirements for information as necessary) ○ Yes ◉ No

If Yes, you will need to submit an appropriate flood risk assessment to consider the risk to the proposed site

Is your proposal within 20 metres of a watercourse (e g river, stream or beck)? ○ Yes ◉ No

Will the proposal increase the flood risk elsewhere? ○ Yes ◉ No

How will surface water be disposed of?

☐ Sustainable drainage system	☐ Main sewer	☐ Pond/lake
☐ Soakaway	☐ Existing watercourse	

13. Biodiversity and Geological Conservation

To assist in answering the following questions refer to the guidance notes for further information on when there is a reasonable likelihood that any important biodiversity or geological conservation features may be present or nearby and whether they are likely to be affected by your proposals

Having referred to the guidance notes, is there a reasonable likelihood of the following being affected adversely or conserved and enhanced within the application site, OR on land adjacent to or near the application site

a) Protected and priority species

○ Yes, on the development site ○ Yes, on land adjacent to or near the proposed development ◉ No

b) Designated sites, important habitats or other biodiversity features

○ Yes, on the development site ○ Yes, on land adjacent to or near the proposed development ◉ No

c) Features of geological conservation importance

○ Yes, on the development site ○ Yes, on land adjacent to or near the proposed development ◉ No

14 Existing Use

Please describe the current use of the site

The site is currently used as office and storage space

Is the site currently vacant? ○ Yes ◉ No

Does the proposal involve any of the following?
If yes, you will need to submit an appropriate contamination assessment with your application

Land which is known to be contaminated? ○ Yes ◉ No

Land where contamination is suspected for all or part of the site? ○ Yes ◉ No

A proposed use that would be particularly vulnerable to the presence of contamination? ○ Yes ◉ No

15. Trees and Hedges

Are there trees or hedges on the proposed development site? ○ Yes ◉ No

And/or Are there trees or hedges on land adjacent to the proposed development site that could influence the development or might be important as part of the local landscape character? ○ Yes ◉ No

If Yes to either or both of the above, you may need to provide a full Tree Survey, at the discretion of your local planning authority If a Tree Survey is required, this and the accompanying plan should be submitted alongside your application Your local planning authority should make clear on its website what the survey should contain, in accordance with the current 'BS5837 Trees in relation to construction - Recommendations'

16. Trade Effluent

Does the proposal involve the need to dispose of trade effluents or waste? ◉ Yes ○ No

If Yes, please describe the nature, volume and means of disposal of trade effluents or waste

The business will produce less than 500kg of waste annually Waste will typically consist of empty containers such as empty paint cans, empty plastic bottles, rags used in cleaning and polishing processes The business has a contract with the local council who provide a general waste bin and recycle bin

17. Residential Units

Does your proposal include the gain or loss of residential units? ○ Yes ◉ No

18. All Types of Development: Non-residential Floorspace

Does your proposal involve the loss, gain or change of use of non-residential floorspace? ◉ Yes ○ No

Use class/type of use		Existing gross internal floorspace (square metres)	Gross internal floorspace to be lost by change of use or demolition (square metres)	Total gross new internal floorspace proposed (including changes of use) (square metres)	Net additional gross internal floorspace following development (square metres)
A1	Shops Net Tradable Area	0 0	0 0	0 0	0 0
A2	Financial and professional services	0 0	0 0	0 0	0 0
A3	Restaurants and cafes	0 0	0 0	0 0	0 0
A4	Drinking establishments	0 0	0 0	0 0	0 0
A5	Hot food takeaways	0 0	0 0	0 0	0 0
B1 (a)	Office (other than A2)	0 0	0 0	0 0	0 0
B1 (b)	Research and development	0 0	0 0	0 0	0 0
B1 (c)	Light industrial	204 0	204 0	0 0	-204 0
B2	General industrial	0 0	0 0	204 0	204 0
B8	Storage or distribution	0 0	0 0	0 0	0 0
C1	Hotels and halls of residence	0 0	0 0	0 0	0 0
C2	Residential institutions	0 0	0 0	0 0	0 0
D1	Non-residential institutions	0 0	0 0	0 0	0 0
D2	Assembly and leisure	0 0	0 0	0 0	0 0
Other	Please Specify	0 0	0 0	0 0	0 0
	Total	204 0	204 0	204 0	0 0

For hotels, residential institutions and hostels, please additionally indicate the loss or gain of rooms

Use Class	Types of use	Existing rooms to be lost by change of use or demolition	Total rooms proposed (including changes of use)	Net additional rooms

19 Employment

If known, please complete the following information regarding employees

	Full-time	Part-time	Equivalent number of full-time
Existing employees	3	0	0
Proposed employees	4	0	0

20. Hours of Opening

If known, please state the hours of opening for each non-residential use proposed

Use	Monday to Friday Start Time	Monday to Friday End Time	Saturday Start Time	Saturday End Time	Sunday and Bank Holidays Start Time	Sunday and Bank Holidays End Time	Not Known
B2	8 30	17 30	8 30	13 00			☐

21. Site Area

What is the site area? 268 sq metres

22. Industrial or Commercial Processes and Machinery

Please describe the activities and processes which would be carried out on the site and the end products including plant, ventilation or air conditioning Please include the type of machinery which may be installed on site

There are four main activities we would like to carry out on site These are paintless dent removal, window tinting, alloy wheel refurbishment and minor car body repair
Paintless Dent Removal - is a technique used to repair dings, dents and creases without the need for repainting Using metal rods of varying lengths, shapes and sizes dents are accessed from behind the panel and the panel profile is 'massaged' back to its original shape
Window tinting - tinted film is applied to the inside of vehicle glass giving the glass a darker apperanance and allowing less light to pass into the vehicle The film is cut to size and applied using a special solution Heat is applied and a flatening tool is used to eradicate any bubbles or creases Occasionally the inside door panels require removal to aid the application process
Alloy wheel refurbishment - first the wheels are cleaned using a degreaser Then the wheel surface is prepared by machine and hand sanding to rid the wheel of any scuff marks or corrosion The wheels are then primed, painted and lacquered using a pressurised spray gun Spraying is carried out inside the spray booth (doc 2) Finally heat is applied using an infra red heater
Car body repairs - first the damaged area is cleaned using a degreaser and the surrounding area is covered using masking paper and tape to prevent overspray Then the damage is prepared by machine and hand sanding and body filler is applied if the panel requires reshaping Once the panel has been fully prepared and retuned to its original shape the panel is then primed, painted, lacquered and blended Spraying is carried out inside the spray booth (doc 2) Finally heat is applied using an infra red heater Once hardened body panels sometimes require machine polishing to rid the panel of any dust or other unwanted 'bits' that have settled on the surface of the fresh paint
The extract from the paint booth will be extended to expell fumes at high level

Is the proposal for a waste management development? ○ Yes ◉ No

23. Hazardous Substances

Is any hazardous waste involved in the proposal? ○ Yes ◉ No

24 Site Visit

Can the site be seen from a public road, public footpath, bridleway or other public land? ○ Yes ◉ No

If the planning authority needs to make an appointment to carry out a site visit, whom should they contact? (Please select only one)

○ The agent ◉ The applicant ○ Other person

25. Certificates (Certificate A)

Certificate of Ownership - Certificate A
Town and Country Planning (Development Management Procedure) (England) Order 2010 Certificate under Article 12

I certify/The applicant certifies that on the day 21 days before the date of this application nobody except myself/ the applicant was the owner (owner is a person with a freehold interest or leasehold interest with at least 7 years left to run) of any part of the land or building to which the application relates

Title	Mr	First name	Andrew	Surname	Coles
Person role	Applicant	Declaration date	03/12/2012	☒ Declaration made	

25. Certificates (Agricultural Land Declaration)

Agricultural Land Declaration
Town and Country Planning (Development Management Procedure) (England) Order 2010 Certificate under Article 12

Agricultural Land Declaration - You Must Complete Either A or B
(A) None of the land to which the application relates is, or is part of an agricultural holding ◉

(B) I have/The applicant has given the requisite notice to every person other than myself/the applicant who, on the day 21 days before the date of this application, was a tenant of an agricultural holding on all or part of the land to which this application relates, as listed below ○

If any part of the land is an agricultural holding, of which the applicant is the sole tenant, the applicant should complete part (B) of the form by writing 'sole tenant - not applicable' in the first column of the table below

Title	Mr	First Name	Andrew	Surname	Coles
Person role	Applicant	Declaration date	03/12/2012	☒ Declaration Made	

26. Declaration

I/we hereby apply for planning permission/consent as described in this form and the accompanying plans/drawings and additional information I/we confirm that, to the best of my/our knowledge, any facts stated are true and accurate and any opinions given are the genuine opinions of the person(s) giving them ☒ Date 03/12/2012