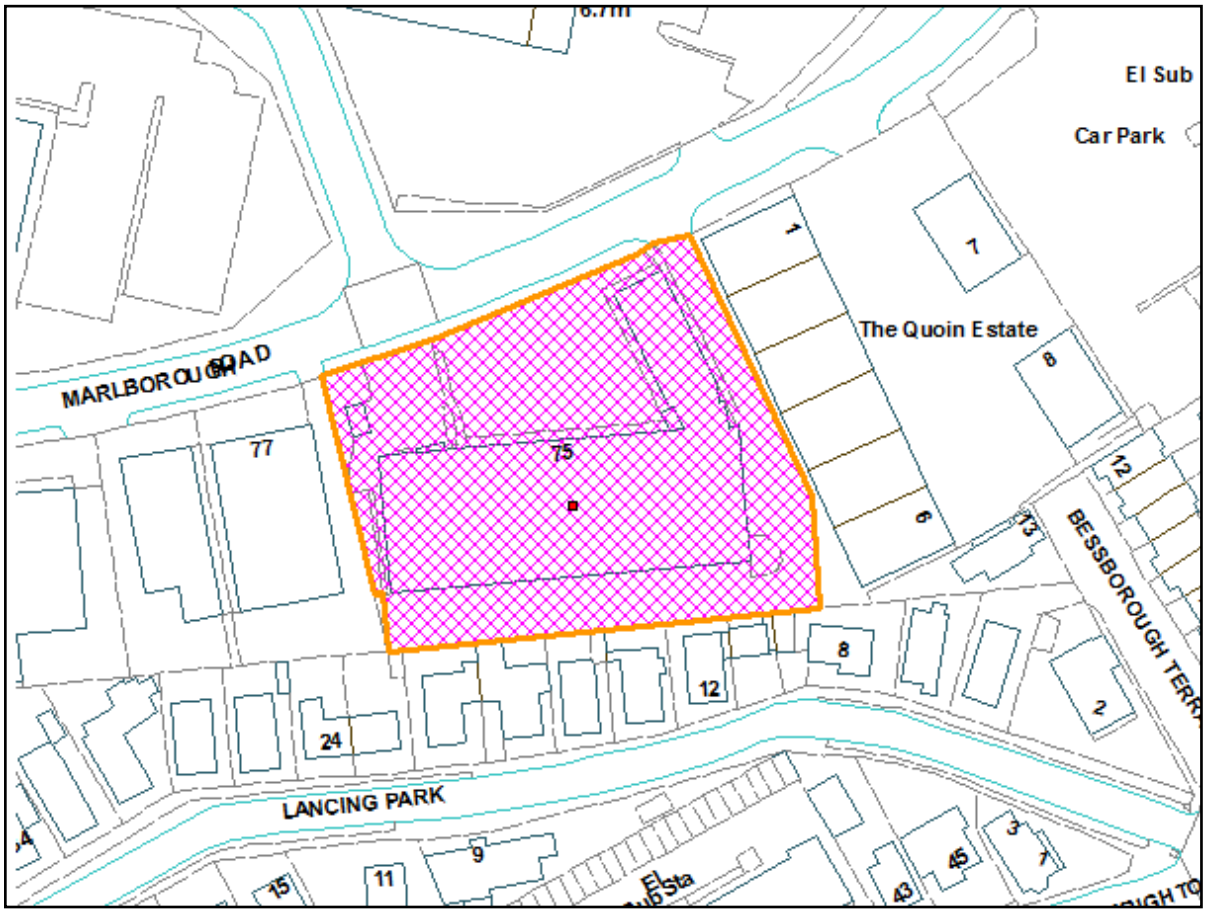
Application Number:	**AWDM/1683/23**	**Recommendation - APPROVE subject to the completion of a s106 agreement to secure Travel Plan monitoring fee of £3,500**
Site:	**75 Marlborough Road, Lancing Business Park, Lancing**	
Proposal:	**Demolition of existing building and construction of new building for use as production, warehousing, office and distribution facility for the Scout Association**	
Applicant:	The Scout Association	Ward: Churchill
Agent:	Lewis and Co Planning SE Ltd	
Case Officer:	Peter Barnett	



Not to Scale

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Proposal, Site and Surroundings

The site comprises an existing building set back from Marlborough Road with a three

storey wing on the east side which projects at the front up to the road. There is a second three storey element on the west side of the building which is in line with the main building. There is a delivery area at the front on the west side and car parking at the rear.

The site is located within the Lancing Business Park and backs onto dwellings in Lancing Park to the south. It is used by the Scout Association as a warehouse and offices.

It is proposed to demolish the existing building and to redevelop the site by constructing a replacement two storey building to provide more warehousing space and reduced office space. It will also consolidate activity into one building rather than being spread across several buildings as existing.

The new building will be a single, regular-shaped building across the site and will be clad in aluminium panels. The building will have a different orientation compared to existing, being more parallel to and coming closer to Marlborough Road overall. The rotation of the building will bring the building closer to the dwellings in Lancing Park at its western end but further away at its eastern end. car parking is to be removed from the rear and provided at the front of the site. The rear will be landscaped.

It will have a parapet height of 10.36m which is required in order to provide adequate warehousing storage clearance. There will be a line of offices and meeting rooms on the first floor at the front of the building. Deliveries will be similar to existing, towards the west side of the building. The building will provide 2489m2 gross external floor area (2339m2 internal). This is a slight reduction compared to existing (2404m2 internal).

The application is supported by a Planning Statement, Design & Access Statement, Transport Statement, Noise Impact Assessment, Statement of Community Involvement, Socio-Economic Impact report, Flood Risk and Drainage Report, BREEAM assessment, Arboricultural Assessment and Ecological Appraisal.

Relevant Planning History

Various permissions for extensions and alterations over the years

Consultations

West Sussex County Council: Highways: **First Response**: Whilst no objection is raised in principle a Travel Plan has not been submitted for approval in line with NPPF guidance on promoting sustainable travel. Please can the applicant provide a Travel Plan for approval.

Proposal
The improvements will create a modern sustainable building to provide B8 storage & distribution, a production and package facility, and associated office space. The overall square footage of the site will decrease by 91sqm, from 2,404 sqm to 2,313sqm, however the number of employees will increase from 40 to 90, an increase of 50 staff) however; these are already located on the business park and as such the only additional increase in trips to the site will be from the relocated Littlehampton office,

where 5 employees currently work.
In summary the trip impact from staff will only increase by 5 employees which is not considered significant.

Location and Site Access

The site provides two existing access points onto the public highway, and these will not be altered in any way. The western access will continue to serve as a loading bay, providing space for two HGV's. The eastern access will continue to serve the car park; however, this will be re-located to the front of the building and offer 15 spaces, a reduction in 8 spaces. It will also include 2 disabled parking spaces which is in line with Manual for streets guidance for at least 5% of all spaces to be allocated for disabled use.

Whilst both access points will remain unchanged, the newly created car park access will need to create good visibility and any planting within the visibility splays here should be kept below 0.6m.

Car Parking, Cycling and Loading

The new building will support cyclists by providing suitable storage facilities which are covered and secure, and the inclusion of showers and changing facilities will help to promote this as a way of commuting throughout the year rather than just in the summer months. The proposed cycle storage facilities will cater for 24 bicycles, this is double the current parking guidance of at least 12 bicycles. Given the site will be able to support this form of travel going forward the applicant should also ensure there is space within the area allocated for bicycle storage for expansion should more spaces be required.

WSCC car parking guidance has been consulted and the expected parking demand for the site based on these standards are 1 space per 100sqm which equates to 23 spaces. Whilst the new proposals only provided 15 spaces, first principles data using modal split, suggests a high use of sustainable travel modes amongst staff.

As such the applicant's proposals to use the additional parking spaces within the Marlborough Road car park can be considered as alternative means of parking at busier times or as/when overflow parking is required.

Given the applicants commitment to provide a Travel Plan and promote sustainable transport; and discounts to staff through the easitNETWORK, the number of parking spaces on site and within the business park itself is considered acceptable.

Travel Plan

Whilst the applicant appears committed to promoting sustainable transport a Travel Plan has not been submitted with this planning application. Please provide a plan, or at the very least a framework plan.

WSCC require a travel plan monitoring fee of £3,500 to cover the costs of monitoring the plan over the 5-year period and should be secured via a s106 or unilateral undertaking whichever is preferred.

The Travel Plan auditing fees reflect the amount of local authority officer time required to evaluate the initial plan, assess the monitoring data, and participate in on-going

review and agreement to any amended plans in the future, including post planning once the development is built out and occupied. The costs have been benchmarked against fees charged by other Local Authorities and are considered to proportionate and reflective of the costs incurred. Please provide at your earliest convenience to the LPA for review.

Trips
The use of first principles data and TRICS data has been used to provide a picture of the existing and proposed trip impacts the site will create.

Data provided by the scout association suggests the number of trips made by staff once the site has been completed could be in the region of 121 vehicle movements per day. However, as the staff are already on site (albeit in different offices) the actual increase in trips to the site will be from the 5 staff moving from the office in Littlehampton. As such this increase will be insignificant.

With regards to deliveries the site currently receives up to 20 deliveries per day, but the creation of one main site will half this number.

Therefore, the current number of trips based on first principles could be up to 141 trips per day.

TRICS data for B8 use has been considered and suggests 125 daily movements, this includes both deliveries, staff, and customers, as such it would seem the TRICS data is slightly lower than the first principles approach. Nevertheless, the overall trip impact of the site will be one which is better than the current situation due to the reduction in the number of deliveries. As such WSCC are satisfied there will not be any material capacity impacts from this proposal.

Construction Management Plan
A Construction Management Plan would be required for the demolition and clearance of the site. This can be conditioned.

Second Response:

Car Parking:
WSCC must base any decision on the merits of the planning application put forward. The information provided to us suggests there will be a minimal impact on the use of the Marlborough Road car park, and the applicants will be implementing travel plan measures which will be monitored by WSCC as part of TRICS SAM surveys. As such we are satisfied the car park provision will accommodate expected demand with some use of the Marlborough Road car park as an overflow option. This is considered acceptable.

Travel Plan:
The submitted travel plan by Reeves Transport Planning has been reviewed by WSCC and is accepted. This is a live working document and will be updated on a regular basis, and surveys undertaken and shared with WSCC at key time points.

A s106 agreements should be entered into and a fee of £3,500 provided.

The Travel Plan auditing fees reflect the amount of local authority officer time required to evaluate the initial plan, assess the monitoring data and participate in on-going review and agreement to any amended plans in the future, including post planning once the development is built out and occupied. The costs have been benchmarked against fees charged by other Local Authorities and are considered to be proportionate and reflective of the costs incurred.

Local Lead Flood Authority: **First Response**: We are concerned that the submitted Flood Risk Assessment and Surface and Foul Water Drainage Strategy (Haworth McCall Consulting, October 2023) has not provided an agreement in principle from Southern Water to discharge surface water into the nearby surface water sewer. We would also expect the application to consider flood resilience and resistance for the proposed development, fully demonstrate the exceedance flow routes and consideration of above ground SuDS to provide biodiversity and amenity benefits.

We object to this planning application in the absence of an acceptable Drainage Strategy relating to:

• The application is not in accordance with NPPF paragraph 167, PPG Flood risk and coastal change & Policy 15 in the Worthing Adopted Core Strategy April 2011

Second Response following submission of further information from the applicants: No objection subject to conditions.

Adur & Worthing Councils: **Public Health**: A Noise Impact Assessment (Ref:J3713, dated:20/10/23) was submitted in support of the ASHP located on the eastern facade of the proposed development. I am satisfied that the monitoring undertaken has demonstrated that the ASHP will not cause a nuisance to the closest receptor, under the parameters it was tested within. In Section 7 of the report it states, “Whilst the noise model assumed a 2.5m high wall surrounding the units, the final design is still being considered”. Therefore following the installation of the ASHP post-installation noise monitoring shall be undertaken by the applicant and shall be submitted to the Local Planning Authority to ensure that chosen enclosure is sufficient in preventing a loss of residential amenity.
Recommends conditions relating to hours of construction, Construction Management Plan and contamination.

Southern Water: Requires details of foul sewerage and surface water disposal by condition

Lancing Parish Council: No comments received

Representations

Objection received from Lancing Business Park:

- Inadequate parking
- Additional staff will be using the new building - many are currently based at The Quadrant which provided car parking which will no longer be available to Scout Association staff
- Limited parking on the Business Park generally
- Proposal will have a detrimental impact on parking for the scout association, other businesses and residents surrounding the park

Relevant Planning Policies and Guidance

Adur Local Plan 2017 Policies 4, 9, 15, 18, 19, 25, 28, 30, 31, 34, 36
Sustainable Energy SPD (August 2019)
Adur Planning and Climate Change Checklist (June 2021)
WSCC Guidance on Parking at New Developments (Sept 2020).
National Planning Policy Framework (December 2023)

Relevant Legislation

The Committee should consider the planning application in accordance with:

Section 70 of the Town and Country Planning Act 1990 (as amended) provides that the application may be granted either unconditionally or subject to relevant conditions, or refused. Regard shall be given to relevant development plan policies, any relevant local finance considerations, and other material considerations; and

Section 38(6) Planning and Compulsory Purchase Act 2004 that requires the decision to be made in accordance with the development plan unless material considerations indicate otherwise.

Planning Assessment

Principle

The site lies within the Lancing Business Park which is protected for employment use by Policy 25 of the Adur Local Plan. The upgrading of existing employment sites and buildings is also supported by the policy.

There are currently 35 jobs provided at the existing building with 55 jobs created at the applicant's other site on the Business Park at The Quadrant plus a further 5 in Littlehampton. The new building will provide 95 jobs once these sites have been brought together. While the floor area will be reduced compared to existing, the new building will have a more efficient use of space and a better layout.

There is no objection to the principle of the redevelopment therefore, subject to consideration of the impacts on visual and neighbour amenity and on parking and access at the site and the wider Business Park.

Visual amenity

The new building will be taller than the existing (10.36m compared with 9.74m). However, its height is consistent with other buildings on the Business Park and it is not considered to be excessive. The demolition of the existing building and its replacement with a single building of a regular design and form is considered to be beneficial to the visual amenity of the locality. Its reorientation brings part of the building further away from the road while bringing the western end nearer. However, the overall effect is a more acceptable relationship with the street and an improved design with two contrasting cladding materials at ground and first floor and better rhythm of window openings.

There will be a loss of grassed area to the front as a result of the reorientation and new car parking area, which will have some visual impact. This will be compensated for at the rear although this will not be visible from the street. However, overall, the proposal is considered to result in an improvement in visual terms compared to existing.

Residential amenity - effect on existing dwellings

The existing building is separated from the dwellings in Lancing Park to the south by the car parking area, leaving a gap of approximately 9m to the boundary and around 14m to the rear of the dwellings.

The building at that point is 4.75m high to the eaves before rising to the taller three storey height approximately 9m further back.

The proposal will reorientate the built form so that it moves closer to the southern boundary at the western end nearest to 18-20 Lancing Park, but further away from Lancing Park at its eastern end. At its closest point it will be only 3.4m from the boundary from No. 20. It will be taller and bulkier too, being 10.2m high with a flat vertical wall with no relief or set back elements. In order to improve the relationship with Lancing Park slightly, the plans have been amended by the applicant to reduce the parapet height on the south elevation to 9.3m.

Ordinarily, the siting of a taller building closer to the boundary with residential properties would be a cause for concern. However, in this case the properties in Lancing Park have very small rear gardens with little or no outlook currently. The moving of the building closer is therefore not likely to have a significant impact. Furthermore, there is only a single first floor window on the rear elevation of each dwelling which appears to be obscure glazed and serves a bathroom, rather than a habitable room. The site is to the north of Lancing Park so there will be no loss of sunlight. The proposed development will also remove car parking from immediately behind the boundary fence.

Taken together, all of these factors are considered to be sufficient to demonstrate that there will not be any significant harm to the existing residents in Lancing Park.

Accessibility and parking

It is proposed to provide 15no. staff and visitor car parking spaces plus 24no. cycle parking spaces, plus changing areas and showers for staff. At present there are 23no. car parking spaces located at the rear. Access to them is difficult and there is limited manoueuvring space.

The Transport Statement submitted with the application states that over winter months there is roughly a 50-50 split between car and non-car users visiting the site while in the summer the number of car users drops to around 10% due to an increase in use of non-car modes of transport such as walking and cycling.

On a typical day parking demand is around 30-35 cars and overspill parking is accommodated in the Marlborough Road car park close to the site to the east. The proposal will see an increase in the number of people at the site (up to 95). The WSCC Guidance on Parking at New Developments advises that 23 parking spaces would be required for a development of this size and the 15 proposed therefore represents a shortfall. Objections have been raised by the Lancing Business Park about the lack of parking and the applicants were asked to provide more information by WSCC Highways to support their case.

A draft Travel Plan has subsequently been submitted, which sets out the aims to reduce car use and to increase sustainable methods of transport to the site. The applicants have stressed that they are ultimately looking to achieve 'net zero' and sustainable transport will help with these aims. The site is close to bus stops and the railway station. Cycle parking and showering facilities will encourage staff to use non-car modes of transport. Further information about parking demand has also been provided. The Managing Director of the two sites on the business park has kept records of the number of staff on the sites every day. The data also records the number of staff who have driven to work. The data suggests that all of the parking demand could be accommodated on the site and there would generally be no need to use the Marlborough Road car park.

The Highway Authority has considered the information submitted and is satisfied that the car park provision will accommodate expected demand with some use of the Marlborough Road car park as an overflow option. The Travel Plan is also accepted. They have not raised an objection on highway grounds therefore.

Flood risk and drainage

The applicants have submitted a Flood Risk Assessment and Surface and Foul Water Drainage Strategy which explains that it is proposed to discharge surface water runoff to a nearby surface water sewer, using an existing off site connection as full infiltration is not possible due to the ground conditions. Runoff is to be attenuated by a tank to be installed under the car parking area.

The LLFA has objected to this approach as there is no agreement in principle from Southern Water to discharge surface water into the nearby surface water sewer. They have also asked for the applicant to consider above ground SuDS to provide biodiversity and amenity benefits.

A revised FRA has since been submitted which incorporates interception storage in permeable paving and a bioretention area. This is a shallow landscaped depression which uses vegetation and soil filtration to remove pollution and reduce runoff. Connection to the sewer, which is believed to be privately-owned, will be made with a reduced peak run-off to that currently experienced following completion of the proposed development.

The site has a low level of flood risk but the FRA recommends that finished floor levels are raised 150mm above surrounding ground levels to mitigate potential risks from exceedance events.

The LLFA were reconsulted and they are satisfied that their initial objections have been adequately addressed, subject to conditions.

Sustainability

The applicants have expressed a desire to achieve net zero in the long term. This development has received a preliminary BREEAM assessment rating of Very Good. A total of 320 PV panels are proposed on the southern roofslope and an air source heat pump is also proposed at ground level on the east side of the building.

Biodiversity

The grassed area at the front of the site is to be replaced with a larger area at the rear. The supporting statement states that this represents an increase from 834m2 to 1273m2. Rather than mown grass the proposal will see a more biodiverse environment created. The existing site has low potential for protected species and ecological enhancement is recommended in the Preliminary Ecological Appraisal through the provision of bat and bee bricks and bird boxes. Final details can be secured by condition.

Recommendation

Approve

Subject to the completion of a s106 to secure Travel Plan monitoring fee of £3,500 and the following conditions:-

1. Approved Plans.
2. Time limit.
3. Ecological enhancements.
4. Landscaping.
5. Materials.
6. Parking.
7. CMP.
8. Travel Plan.

9. Hours of working.
10. Provision of energy efficiency measures.
11. Prior to the commencement of development, construction drawings of the surface water drainage network, associated sustainable drainage components and flow control mechanisms and a construction method statement shall be submitted and agreed in writing by the local planning authority. The scheme shall then be constructed as per the agreed drawings, method statement, FRA (by Hamworth McCall Consulting, Rev A, 5th January 2024) and Drawing Foul and Storm Water Drainage Plan by Hamworth McCall Consulting, Rev P02, January 2024 and remain in perpetuity for the lifetime of the development unless agreed in writing by the Local Planning Authority. No alteration to the agreed drainage scheme shall occur without prior written approval from the Local Authority.
12. The development hereby approved shall not be first occupied until details of the maintenance and management of the sustainable drainage scheme have been submitted to and approved in writing by the Local Planning Authority, in consultation with Southern Water. The drainage scheme shall be implemented prior to the first occupation of the development hereby approved and thereafter managed and maintained in accordance with the approved details in perpetuity. The Local Planning Authority shall be granted access to inspect the sustainable drainage scheme for the lifetime of the development. The details of the scheme to be submitted for approval shall include:
    I. a timetable for its implementation,
    II. details of SuDS features and connecting drainage structures and maintenance requirement for each aspect,
    III. a management and maintenance plan for the lifetime of the development which shall include the arrangements for adoption by any public body or statutory undertaker, or any other arrangements to secure the operation of the sustainable drainage scheme throughout its lifetime.
13. Upon completion of the surface water drainage system, including any SuDS features, and prior to the first occupation of the development; a survey and report from an independent surveyor shall be submitted to and approved in writing by the Local Planning Authority. The survey and report shall demonstrate that the surface water drainage system has been constructed in accordance with the details approved pursuant to condition 1. Where necessary, details of corrective works to be carried out along with a timetable for their completion, shall be included for approval in writing by the Local Planning Authority. Any corrective works required shall be carried out in accordance with the approved timetable and subsequently re-surveyed with the findings submitted to and approved in writing by the Local Planning Authority.
14. Construction of the development shall not commence until details of the proposed means of foul sewerage have been submitted to, and approved in writing by the Local Planning Authority in consultation with Southern Water.
15. Contaminated land.