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22 December 2023
Ref: SL/Let/P2086

Dear Sir / Madam,

Full Planning Permission for the *"Rear extension and internal alterations at first floor level"* at 17A Buckingham Rd, Worthing BN11 1TH.

The Full Planning Application has been submitted online via the Planning Portal under reference **PP-12607284** and includes the following documents/drawings:

- **Planning Application Forms and CIL Forms;**
- **Planning Covering Letter;**
- **Suite of Architectural Drawings including Location and Block Plans.**

The Site

The site is located within the built up area boundary, within a highly sustainable location just outside the Town Centre Boundary of Worthing, as identified by Worthing's adopted Proposals Map. The site therefore benefits from excellent access to an abundance of local shops, services and facilities.

A number of bus stops are located along Marine Parade, 200m from the site linking Worthing to surrounding villages and towns. Additionally, the site is located approximately 900m south of Worthing Train Station.

The site, including the ground floor, which is excluded from this application, is currently occupied by 'Roffey Homes' a family run company which specialises in the development of luxury apartments along the West Sussex coast, with particular emphasis in Worthing.

The first floor, in which this application relates to, is currently used for office space. The first floor office space is in need of refurbishment and extension to meet modern requirements.

The site is not located within a Conservation Area. Historic England's 'List' has been consulted and reveals that the building is not listed.

Please refer to Figure 1 which shows the site's specific location.

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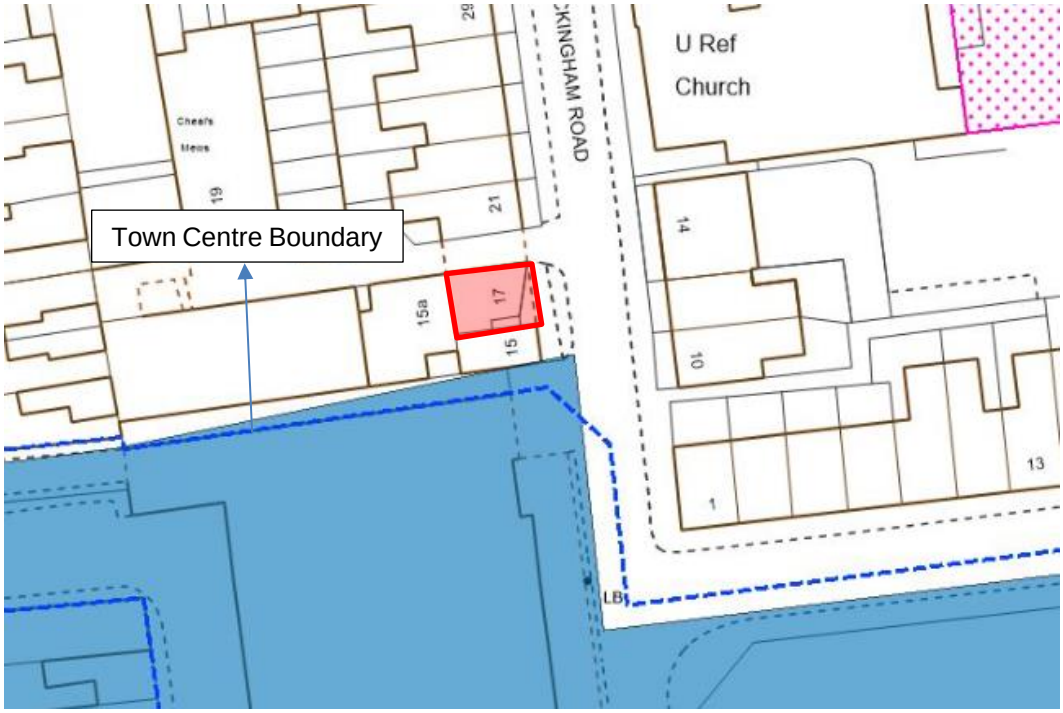

Figure 1- Site Location

Planning History

The site has limited planning history available on the Council's website which is detailed below in chronological order with the most recent application first.

98/05081/FULL- Change of use from residential first floor flat to class B1 offices. **Approved 1 July 1998.**

98/05080/FULL- Change of use from residential first floor flat to class B1 offices. **Refused 31 March 1998.**

95/05106/FULL- Change of use pf first floor of premises from offices to a two bedroom flat. **Approved 23 February 1995.**

91/05108/FULL- Proposed second floor extension to workshops. **Refused 25 September 1991.**

91/05107/FULL- Proposed second floor extension to workshops**. Refused 22 March 1991**

The Proposal

The proposal seeks planning permission to extend the former offices to the rear and internally alter the existing building at first floor level, to provide larger and easily accessible spaces.

At present, the first floor of the offices has a terraced area, which is sought to be extended into office space to provide leisure spaces and a meeting room.

The proposal also seeks to make minor internal changes to the first floor including relocating the kitchen and bathroom areas, removal / implementation of walls and the relocation of the staircase in the centre of the building.

Please refer to Figures 2 and 3 which shows the existing and proposed floor plans.

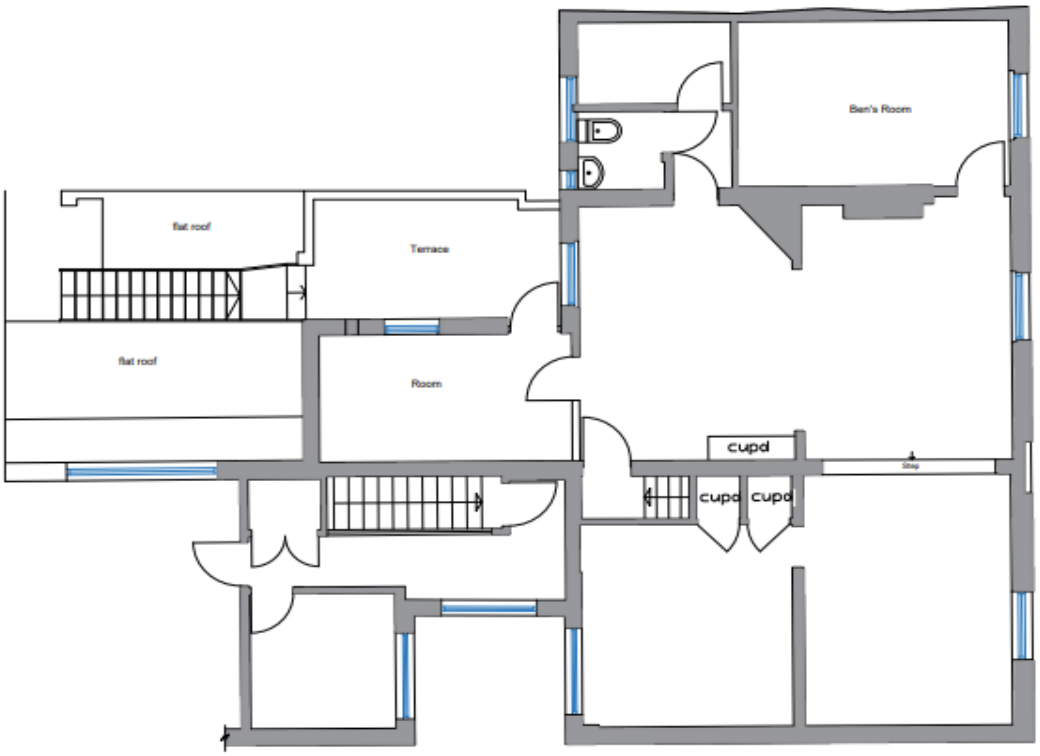

Figure 2- Existing First Floor Plan

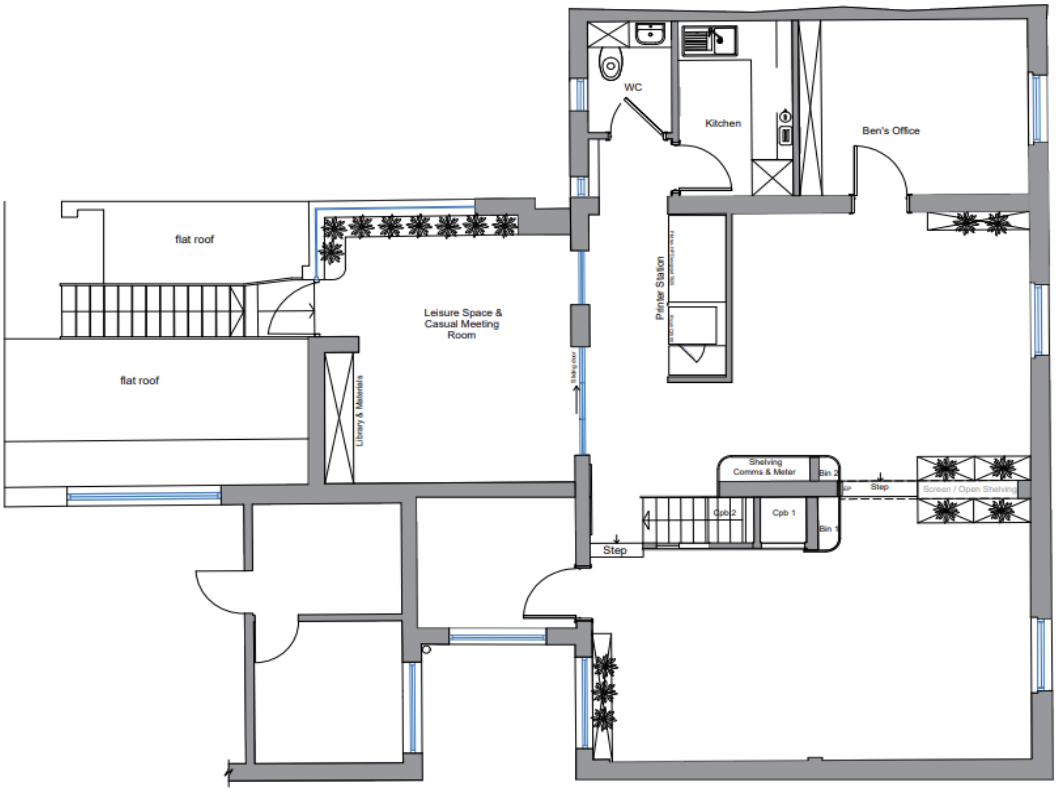

Figure 3- Proposed Floor Plan

Planning Policy Overview

The National Planning Policy Framework (2021)

The National Planning Policy Framework (NPPF) was newly revised in December 2023 and is a material consideration in all planning applications.

The relevant sections of the NPPF relate to the presumption in favour of sustainable development, delivering a sufficient supply of homes, building a strong, competitive economy, ensuring the vitality of town centres, promoting sustainable transport, making effective use of land, achieving well-designed places, meeting the challenge of climate change, flood and costal change and conserving and enhancing the historic environment. The relevant sections are not explored in detail within this letter but have been in the preparation of this application.

It is contended that the proposed scheme is entirely compliant with the relevant paragraphs of the National Planning Policy Framework.

The Worthing Borough Council Local Plan (2023)

The Worthing Borough Council Local Plan (Local Plan) was adopted on 28th March 2023, and replaces the Core Strategy (2011) and saved policies of the Worthing Local Plan (2003). The Local Plan sets out the overall vision and strategy for the Borough. The relevant policies are not explored in detail within this Letter but have been in the preparation on the application.

Community Infrastructure Levy (CIL)

The adopted CIL charging rates have reviewed. No CIL payable charge is required for this development as it falls within the ‘all other development’ category.

Planning Appraisal

The Principle of Development

The application site is currently occupied by offices on the ground and first floor of 17A Buckingham Road. The proposals seek to extend the first floor to the rear to provide additional office space which is fully compliant with Policy DM11 of the Local Plan.

The application proposes a single storey rear extension to the western elevation of the existing office building, which would comprise approximately 15sqm of additional floor space.

The additional floor space will significantly improve the working environment and facilities for existing staff. The extension will also provide opportunity for the business to expand, in which, two more employees are likely to join the business shortly due to the level of planned work. This extension will therefore greatly improve the working environment for current and future employees.

It is considered that the extension will actively and positively contribute to the local economy, in line Policy DM11 of the Local Plan.

Design and Appearance

As set out throughout the letter, the scheme seeks to extend the offices to the rear and proposes minor internal changes to provide larger working spaces and maximise the space of the existing building. As the building is not Listed, the proposed extension and internal alterations are considered to be acceptable and will not have any impact on the surrounding area.

The rear extension would not be seen from Buckingham Road nor neighbouring roads. The extension is considered to sit in conformity with neighbouring buildings and therefore the proposal does not have any impact on existing occupiers and residents.

The proposed alterations both internal and external, are considered minor in nature and would create a higher quality environment for employees while utilising the existing space on site.

It is therefore considered that the proposals will have a positive impact on the surrounding environment, in accordance with both local and national polices.

Please refer to the submitted visuals for further information on the scheme.

Residential Amenity

The existing amenities of both the commercial and residential properties which currently surround the building have been fully considered in the preparation of this application.

The site is attached to a massage therapist shop to the south, with the entrance of the Buckingham Road multi-storey further beyond. To the north of the site is the Cheal Mews and no. 21 Buckingham Road, a terraced residential dwelling which is the first terraced dwelling to the north of the Site's driveway. It should be noted that no. 22 Buckingham Road is within the Applicants ownership.

Both of the buildings to the north and south are the same storey heights, however many of the residential dwellings along Buckingham Road to the north have rear extensions at first floor.

As the site is already in use for office uses, it is considered that the proposed rear extension is entirely acceptable and will not have a detrimental impact on existing or proposed residential amenity.

Conclusion

To conclude, this application for Full Planning Permission seeks consent for a rear first floor extension to the existing offices at 17A Buckingham Rd, Worthing BN11 1TH.

The proposed extension would make an effective use out of the existing building, while providing additional floor space to facilitate growth within the local business.

The proposals are not considered to have a detrimental impact on Buckingham Road, in which the extension would not be visible from the public realm.

We therefore respectfully request that full planning permission is granted for the proposed first floor rear extension at 17A Buckingham Road.

If you have any further queries or require further information, please contact me on 01903 248777.

Yours sincerely
ECE Planning



Chris Barker MATP MRTPI
Managing Director