



TO: Planning Committee South

BY: Development Manager

DATE: 21st February 2017

DEVELOPMENT: Convert the existing 1 x 3-bedroom flat on the second and third floor (attic) of Westminster House into 3 x dwellings (2 x 1-bedroom on the second floor and 1 x 2-bedroom on the third floor)

SITE: Westminster House Station Road Pulborough West Sussex

WARD: Pulborough and Coldwaltham

APPLICATION: DC/16/2624

APPLICANT: Neil and Louise Spink

REASON FOR INCLUSION ON THE AGENDA: At the request of the Parish Council who wish to address the Committee.

RECOMMENDATION: To grant planning permission

1. THE PURPOSE OF THIS REPORT

1.1 To consider the planning application.

DESCRIPTION OF THE APPLICATION

1.2 The application proposes the conversion of the second and third (attic) levels of the property into 3 new flat units (2x1-bed units and 1x2-bed unit).

1.3 Externally, a new dormer window is proposed in each of the east and west-facing roof-slopes, matching the proportions of the existing side-facing dormer windows, some 1.1m in width.

1.4 Internally, the existing layout would be reconfigured to provide a 1-bed unit to the front and a 1-bed unit to the rear of the second floor. The attic space to the front of the roof-space, currently containing the water tanks, would be opened up to provide new accommodation for a smaller 2-bed unit set entirely within the attic space.

1.5 No parking or garden space would be provided for the properties.

DESCRIPTION OF THE SITE

- 1.6 The application property is an imposing red-brick building with a symmetrical front elevation that formerly comprised the Nat West Bank in the village centre of Pulborough. The building has three storeys with a further floor within the attic space. The upper floors are accessed independently from the former commercial functions of the building, by way of an entrance in the western side of the building and an external set of steps.
- 1.7 The ground and first floors of the building have, up until recently, provided office and floor space for a bank, whilst the upper floors currently provide for a 1 x 3-bed flat, with approximately half the attic space taken up by water tanks. To the rear of the property is a courtyard garden area. Conversion of the upper single flat into two smaller units was permitted in 2008 (DC/08/1639), to form 1x1-bed and 1x3-bed units, although this was not implemented.
- 1.8 The property does not have any parking provision on site. However, and nearby on-street parking is provided by way of restricted short-stay bays opposite the application site, which serve a number of commercial and retail units.
- 1.9 Permission has recently been granted for the conversion of the ground and first-floors into 3 self-contained flats, forming 2 x 2-bed flats on the ground floor and 1 x 3-bed flat on the first floor (DC/16/1973).
- 1.10 Development of the adjacent site to the west, Bartram House, has now commenced (DC/13/0764 and DC/16/0258), with the site providing a total of 9 new houses. The surrounding area is characterised by a mix of residential and commercial properties of various styles and dates of origin, including a mix of houses and flats.

2. INTRODUCTION

STATUTORY BACKGROUND

- 2.1 The Town and Country Planning Act 1990.

RELEVANT GOVERNMENT POLICY

- 2.2 **National Planning Policy Framework (2012)**
 - NPPF1 - Building a strong, competitive economy
 - NPPF4 – Promoting Sustainable transport
 - NPPF6 - Delivering a wide choice of high quality homes
 - NPPF7 - Requiring good design

RELEVANT COUNCIL POLICY

- 2.3 **Horsham District Planning Framework (HDPF 2015)**

- HDPF1 - Strategic Policy: Sustainable Development
- HDPF2 - Strategic Policy: Strategic Development
- HDPF15 - Strategic Policy: Housing Provision
- HDPF16 - Strategic Policy: Meeting Local Housing Needs
- HDPF24 - Strategic Policy: Environmental Protection
- HDPF32 - Strategic Policy: The Quality of New Development
- HDPF33 - Development Principles
- HDPF40 - Sustainable Transport
- HDPF41 - Parking

RELEVANT NEIGHBOURHOOD PLAN

- 2.4 The Pulborough Parish Neighbourhood Plan (2015-2031) has been formally submitted for examination. At this stage, no decision has been forthcoming

PLANNING HISTORY

DC/17/0137	Non material amendment to previously approved application DC/16/1973 (Change of Use of ground and first floor from Financial Services (Bank) to three dwelling units. New dwellings to include 2 x 2-beds flats on the ground floor and 1 x 3-bed flat on the first floor) Replacement of all windows and frames with like for like to the ground and first floor.	PCO
DC/16/1973	Change of Use of ground and first floor from Financial Services (Bank) to three dwelling units. New dwellings to include 2 x 2-beds flats on the ground floor and 1 x 3-bed flat on the first floor	PER
DC/16/2190	Prior Notification for Change of Use from bank to residential flats	REPA
DC/16/2682	Non material amendment to previously approved application DC/16/1973 (Change of use of ground floor from Financial Services (Bank) to three dwelling units. New dwellings to include 2 x 2-beds flats on the ground floor and 1 x 3-bed flat on the first floor) Alterations to windows on the side and rear elevation	PER
DC/08/1639	Conversion of existing apartment to 2 no. self-contained flats (1 x 3-bed and 1 x 1-bed)	PER

3. OUTCOME OF CONSULTATIONS

The following section provides a summary of the responses received as a result of internal and external consultation, however, officers have considered the full comments of each consultee which are available to view on the public file at www.horsham.gov.uk

OUTSIDE AGENCIES

3.1 West Sussex Highways - No Objection

- The application does provide a nil parking provision for the proposal. Limited and restricted parking is available nearby, however it is accepted that this part of Pulborough is sustainable due to the Railway station being in close proximity and regular bus services operating within the location.
- Parking restrictions are enforced along Station Road and junction protection is present nearby to ensure that vehicles are not parked in unsafe locations.
- The proposal is sited within reasonable walking distance to bus stops and within a short walk from Pulborough Train Station. This offers alternatives for commuters and alleviates the reliance on the use of a car for transportation.
- In the event of planning permission being granted, it is advised that a condition be included to secure cycle parking provision on site, and for an informative to advise on the parking bays opposite the site to remain available for the commercial units.

3.2 **Southern Water** - No Objection

- Informatives and planning conditions are advised in respect of the potential for public sewers once deemed private to be crossing the site, formal applications for connection to the public foul sewer, provision being made for the suitable disposal of surface water and the location of the property within a source protection area.

PUBLIC CONSULTATIONS

3.3 **Parish Council Consultation** – Objection

- Members commented that there was inadequate parking provision for the number of flats proposed, which would also impinge on local traders.

3.4 **Public Consultations** - 1 letter of objection has been received:

- Being a retailer we are extremely concerned about the parking situation as there is currently no parking available and now even more flats are proposed where will people be parking. We as a business need the parking bays at Ferrymead which is opposite to be free for customers to park and it is only a 1 hour time limit.

4. **HOW THE PROPOSED COURSE OF ACTION WILL PROMOTE HUMAN RIGHTS**

4.1 Article 8 (Right to respect of a Private and Family Life) and Article 1 of the First Protocol (Protection of Property) of the Human Rights Act 1998 are relevant to this application, Consideration of Human rights forms part of the planning assessment below.

5. **HOW THE PROPOSAL WILL HELP TO REDUCE CRIME AND DISORDER**

5.1 It is not considered that the development would be likely to have any significant impact on crime and disorder.

6. **PLANNING ASSESSMENTS**

Principle:

6.1 The National Planning Policy Framework (NPPF) sets out that there is a presumption in favour of sustainable development and that this should run through both plan-making and decision-taking. In terms of the determination of planning applications this should mean the approval of developments that accord with the development plan without delay, and that where the development plan is silent or relevant policies are out of date, that permission be granted unless the adverse impacts of doing so would significantly and demonstrably outweigh the benefits, or policies of the NPPF indicate otherwise.

6.2 Since the adoption of the HDPF in November 2015, the Council is able to demonstrate a full 5-year supply of housing land sufficient to meet the needs of the District to 2031.

6.3 According to the defined settlement hierarchy as set out in Policy 3 of the HDPF, the site is located within the 'Small Town and Larger Villages' category which includes Pulborough. Development under Policy 3 is directed towards towns and villages which have defined built up area boundaries, according to the hierarchy of Policy 3.

6.4 The site is therefore well located in policy terms for the principle of additional residential infill development, provided it is of an appropriate nature and scale to maintain the characteristics of the settlement.

6.5 The principle of the conversion to additional residential accommodation is therefore considered acceptable in terms of local and national policies.

Design:

6.6 Policy 32 of the HDPF requires new development to 'Complement locally distinctive characters and heritage of the district', 'Contribute a sense of place both in the buildings and spaces themselves and in the way they integrate with their surroundings'. Policy 33 requires developments to relate sympathetically with the built surroundings.

6.7 In terms of the proposed external alterations, the addition of two new dormers to the roof which would be in keeping with the existing dormers, is considered to represent sympathetic additions to the building, which are capable of being accommodated within the roof-slope. Furthermore, these changes would be commensurate with the wider mixed character of the immediate locality.

6.8 The proposal is therefore considered to result in a form of development which respects the wider character, in accordance with local and national policies

Residential Amenity:

6.9 Policy 33 of the HDPF (2015) seeks to avoid unacceptable harm to neighbouring amenity of occupiers and users of nearby property and land.

6.10 In this instance, the property is situated in a central village location, adjacent to a Masonic Lodge, opposite a small commercial parade with an element of upper floor residential and alongside a new residential development site.

6.11 Given the separation distances, it is not considered that the proposed new side-facing dormer windows would lead to any more of an adverse impact on neighbouring properties in terms of loss of privacy over and above the existing impact.
The proposal is therefore considered to accord with the requirements of Policy 33 of the HDPF.

Highways and Traffic:

6.12 Policy 40 supports proposals which provide safe and suitable access for all vehicles, pedestrians, cyclists, horse riders, public transport and the delivery of goods, whilst Policy 41 requires adequate parking facilities within developments. Chapter 4 of the National Planning Policy Framework sets out that 'development should only be refused on transport grounds where the residual cumulative impacts of development are severe'.

6.13 It is noted that the existing use of the upper floors has been as a 3-bed 'family' dwelling. The proposed development of this floor space is not anticipated to materially alter the traffic / vehicular movements as a result. The former use of the lower floors as a bank would have generated a greater number of trips than the anticipated trip generated by the proposed residential development.

6.14 Due to the proximity of the site to a railway station, and other local amenities within walking distance, the proposal is considered to be in a very sustainable location, where a reduced parking/nil provision would be considered acceptable. It is also noted that the proposal

includes for the provision of covered cycle storage, which contributes towards alternative transport modes.

- 6.15 The concerns raised by neighbours and the Parish Council relating to the nil provision of on-site parking are noted. The LHA acknowledges concerns of local residents regarding this proposal in relation to the parking generated by this development. However, the LHA are limited in what can be advised on transport choices of residents in any location. The site is well located with local amenities within walking distance, whilst pedestrians would have to cross the A283, forward visibility is good and a pedestrian can cross the road to the south side where there are continuous footways to the west (bus stops and Pulborough Train Station).
- 6.16 Although it is anticipated that most people are in possession of a car, it is anticipated that this would be something considered by any prospective buyer of the properties and therefore, if a resident was to move into one of the flats and park on the road where there are enforceable restrictions in place, this would be a wilful obstruction of a highway where there are mechanisms to remove such vehicles.
- 6.17 Based on plans and documents provided by the applicant and from observation of WSCC mapping data, The LHA does not consider that the proposal would have a severe impact on the operation of the Highway network, therefore is not contrary to the National Planning Policy Framework (paragraph 32), and therefore there are no transport grounds to resist this proposal.
- 6.18 The LHA has assessed the likely impact of the residential development on highway capacity, safety, and policy grounds. The proposal is not considered to have a severe impact on the operation of the Highway network, and is therefore considered acceptable in terms of local and national policy.

Conclusion:

- 6.19 In conclusion, the proposal has been considered within the context of the NPPF and the presumption in favour of sustainable development, and Policies set out within the Horsham District Planning Framework (2015). Officers consider that the proposal would lead to an acceptable form of development and would not lead to material harm in terms of its impact on the residential amenities of neighbouring properties and the character of the surrounding area. Furthermore, the proposal is within the built-up area boundary and in a sustainable location. The LHA has not raised an objection to the proposal and it would therefore be difficult to justify a refusal of planning permission on the grounds of nil parking provision.

7. RECOMMENDATION: Application Approved

- 1 Approved plans list
- 2 The development hereby permitted shall be begun before the expiration of three years from the date of this permission.

Reason: To comply with Section 91 of the Town and Country Planning Act 1990.

- 3 Prior to the commencement of any works of demolition or refurbishment an asbestos survey shall be undertaken to identify any asbestos containing materials or suspected asbestos containing materials. The survey shall be undertaken by a competent person in accordance with the requirements of HSG 264. A copy of the survey shall be submitted to and approved in writing by the local planning authority.

All asbestos containing materials or suspected asbestos containing materials identified in the survey shall be removed by an appropriately licensed and competent contractor. A written report detailing these works shall be submitted to and approved in writing by the local planning authority. The report shall include details of validation measures undertaken to ensure the all areas where works have been undertaken are free from asbestos.

If contamination, including presence of asbestos containing materials, not previously identified is found to be present at the site then no further development (unless otherwise agreed in writing with the local planning authority) shall be carried out until the developer has submitted a remediation strategy to the local planning authority detailing how this unsuspected contamination shall be dealt with and obtained written approval from the local planning authority. The remediation strategy shall be implemented as approved.

Reason: To ensure that any pollution is dealt with in accordance with Policies 24 and 33 of the Horsham District Planning Framework (2015).

- 4 No part of the development shall be first occupied until covered and secure cycle parking spaces have been provided in accordance with plans and details submitted to and approved by the Local Planning Authority.

Reason: To provide alternative travel options to the use of the car in accordance with current sustainable transport policies as required by Policy 40 of the Horsham District Planning Framework (2015).

- 5 Hours of demolition and construction activities (including deliveries & despatch) shall be limited to:

08.00 - 18.00 Monday until Friday,
08.00 - 13.00 Saturdays
No working on Sundays, Bank or Public Holidays

Reason: In the interests of amenity and in accordance with Policy 33 of the Horsham District Planning Framework (2015).

- 6 No exterior floodlighting shall be installed or operated without the prior written approval of the local planning authority.

Reason: In the interests of amenity and in accordance with Policy 33 of the Horsham District Planning Framework (2015).

NOTE TO APPLICANT

Please be advised that there are conditions on this notice that will require formal discharge. In order to secure the discharge you will need to submit an "Application for approval of details reserved by condition" application form and pay the appropriate fee, guidance and the forms can be found at www.planningportal.gov.uk/planning/applications/paperforms

NOTE TO APPLICANT

Statement pursuant to Article 35 of the Town and Country Planning (Development Management Procedure) (England) Order 2015. The Local Planning Authority has acted positively and proactively in determining this application by assessing the proposal against all material considerations, including planning policies and any representations that may have been received and subsequently determining to grant planning permission in accordance with the presumption in favour of sustainable development, as set out within the National Planning Policy Framework.

NOTE TO APPLICANT

A licensed waste removal contractor shall remove clearance debris and construction waste from site including all asbestos waste (if any).

Suitable provisions must be made for the control of noise and dust.

No burning of materials or waste on site.

There should be no importation of soil and other fill materials onto the development site unless the soil/fill has been certified as fit for purpose by a competent person and has been subject to analysis by an accredited laboratory to ensure that it is free from contamination.

NOTE TO APPLICANT

A formal application for connection to the public sewerage system is required in order to service this development, Please contact Southern Water, Sparrowgrove House, Sparrowgrove, Otterbourne, Hampshire SO21 2SW (Tel: 0330 303 0119) or www.southernwater.co.uk.

NOTE TO APPLICANT

Due to changes in legislation that came in to force on 1st October 2011 regarding the future ownership of sewers it is possible that a sewer now deemed to be public could be crossing the above property. Therefore, should any sewer be found during construction works, an investigation of the sewer will be required to ascertain its condition, the number of properties served, and potential means of access before any further works commence on site.

The applicant is advised to discuss the matter further with Southern Water, Sparrowgrove House, Sparrowgrove, Otterbourne, Hampshire SO21 2SW (Tel: 0330 303 0119) or www.southernwater.co.uk.

NOTE TO APPLICANT

The proposed development would lie within a Source Protection Zone around one of Southern Water's public water supply sources as defined under the Environment Agency's Groundwater Protection Policy. Southern Water will rely on consultations with the Environment Agency to ensure the protection of the public water supply source.

NOTE TO APPLICANT

The applicant / developer is advised of the limited on-street parking availability in the local area. The public parking bays on the southern side of Station Road are intended to support the functions of the local shopping area and businesses.

Background Papers: DC/16/2624