



**DESIGN AND ACCESS STATEMENT,
FLOOD RISK ASSESSMENT
& BNG EXEMPTION STATEMENT**

IN RELATION TO

**CHANGE OF USE OF EXISTING BUILDINGS TO
FORM 2 x HMO AND 1 X BEDSIT**

AT

**39 AND 43 WEST STREET
LONG SUTTON**

FOR

IMN PROPERTIES

Job No. SE-2227 (Rev A)

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1.0 INTRODUCTION

This application seeks to change the use of the existing buildings to form 2 x HMOs and 1 x bedsit. The application site is located at 39 and 43 West Street, Long Sutton. The buildings are Grade II listed buildings known as National Westminster Bank and Brenchley House and the site lies within Long Sutton Conservation Area.

2.0 PLANNING POLICY & CONTEXT

2.1 SITE DESCRIPTION

The application site is located within the built up settlement of Long Sutton, within the settlement centre. The site is located on the southern side of the highway, where West Street turns into Market Place.

There are mixed town centre uses within the area.

The site itself is a combination of office use (located on the ground floor of number 39) with residential use elsewhere. The buildings have 3-storeys and a basement, are finished in cream render, have a dual pitched roof and a central chimney.

The site is within the defined settlement boundary of Long Sutton, within Long Sutton Conservation Area and is identified as 'Brenchley House' by Historic England as being a Grade II listed building, entry number 1281135.



Figure 1: Aerial photograph showing site location



Figure 2: Location Plan

2.2 PLANNING HISTORY

None available online post 2006.

2.3 PROPOSAL

The proposal seeks to change the use of the existing buildings to form 2 x HMOs. The accommodation schedule is as follows:

Number 39 West Street

9 x 2-person room

1 x 1-person room

1 x 1-person bedsit

Number 43 West Street

3 x 2-person room

5 x 1-person room

The basement will be used for storage facilities to serve the property.

The internal layout of the buildings has been informed by the 'Minimum Amenities for HMOs' guidance provided by South Holland District Council. Owing to the listed status of the properties, physical works have been kept to a minimum, with stud walls put in place to provide en-suites to each of the bedrooms and to separate off rooms 1 and 4 of number 39. All internal openings have been reused where possible with only a few examples of new internal openings.

There are no proposed changes to the external appearance of the properties.

2.4 PRINCIPLE

Policy 1 of the South Lincs Plan (Local Plan) sets out the spatial strategy for the District, identifying where development is to be directed. Policy 1 categorises Long Sutton as a 'Main Service Centre'. It states that:

'Within the settlement boundaries of the Main Service Centres (as shown on the Inset Maps) development will be permitted that supports their role as a service centre for the settlement itself, helps sustain existing facilities or helps meet the service needs of other local communities.'

Policy 7 of the Local Plan relates to employment land. It seeks to assess proposals for the conversion, redevelopment or change of use of existing employment sites/uses against the following criteria:

- 1 - Whether the loss of land or buildings would adversely affect the economic growth and employment opportunities in the area the site or building would likely serve;*
- 2 - Whether it is demonstrated that the site is inappropriate or unviable for any employment use to continue and no longer capable of providing an acceptable location for employment purposes; and*
- 3 – whether the applicant has provided clear documentary evidence that the property and/or land has been appropriately but proportionately marketed without a successful conclusion for a period of not less than 12 months on terms that reflect the lawful use and condition of the premises.*

The application site is located within the defined development boundary of Long Sutton as set out in the policy maps. There is an identified need for HMOs within Long Sutton as is evidenced by SHDC Homelessness Reduction Manager in Appendix 1. They state that there are 122 individuals/couples who would accept housing within Long Sutton. They have also offered

assistance to the applicant to ensure that the property is occupied. This should weigh heavily in support of the proposal. The principle of the development is therefore acceptable in accordance with Policy 2 of the Local Plan.

The use of the buildings is mainly residential (flats), with approximately 1/8 of the total of the properties being in office use. The proposal seeks to change the use of the buildings in their entirety to HMOs. The proportion of the site which is in employment use is negligible given the scale of the buildings and within the context of the wider town centre. Therefore the loss of the employment use will have no harmful effect on the economic growth or employment opportunities within Long Sutton. In any event, the office use ceased operation a considerable time ago and the evidence provided in support of this statement at Appendix 2 proves that there is no appetite for the continued use of part of the site for employment purposes. The requirements of Policy 7 of the Local Plan are therefore met.

3.0 DESIGN

3.1 USE, AMOUNT, APPEARANCE AND SCALE

The proposal will result in the change of use of existing residential (Class C3)/office (Class Eii) buildings to large HMOs (sui generis). The vast majority of the buildings are in residential use and therefore the change of use to create HMOs will not significantly affect the character of the buildings in terms of how they are used given that both existing and proposed uses are effectively the same.



Figure 3: Existing buildings (finished in cream)



Figure 4: Existing buildings (finished in cream)

The proposed accommodation schedule for the buildings is as follows:

Number 39 West Street

9 x 2-person room

1 x 1-person room

1 x 1-person bedsit

Number 43 West Street

3 x 2-person room

5 x 1-person room

The basement will be used for storage facilities to serve the property.

Policy 29 of the Local Plan relates to the Historic Environment. It states that *'proposals to change the use of a Listed Building or to alter or extend such a building will be granted where the Local Planning Authority is satisfied that the proposal is in the interest of the building's preservation and does not involve activities or alterations prejudicial to the special architectural or historic interest of the Listed Building or its setting.'*

Policy 29 further states that *'proposals within, affecting the setting of, or affecting views into or out of, a Conservation Area should preserve (and enhance or reinforce, as appropriate) features that contribute positively to the area's character, appearance and setting.'*

The buildings are Grade II listed and the site lies within Long Sutton Conservation Area. There are no proposed changes to the external appearance of the buildings. Accordingly there will be no harmful impact on the setting of the Conservation Area.

All works are internal and have been designed to provide living standards which meet the SHDC HMO guidelines. The internal works are minimal, do not affect important historic fabric and generally can be reversed if required. As such the proposal will not harm the special architectural or historic interest of the listed buildings. The development, therefore, complies with Policy 29 of the Local Plan.

3.2 LAYOUT

There are no proposed changes to the layout of the site. The work relate to a change of use only with associated minimal internal alterations.

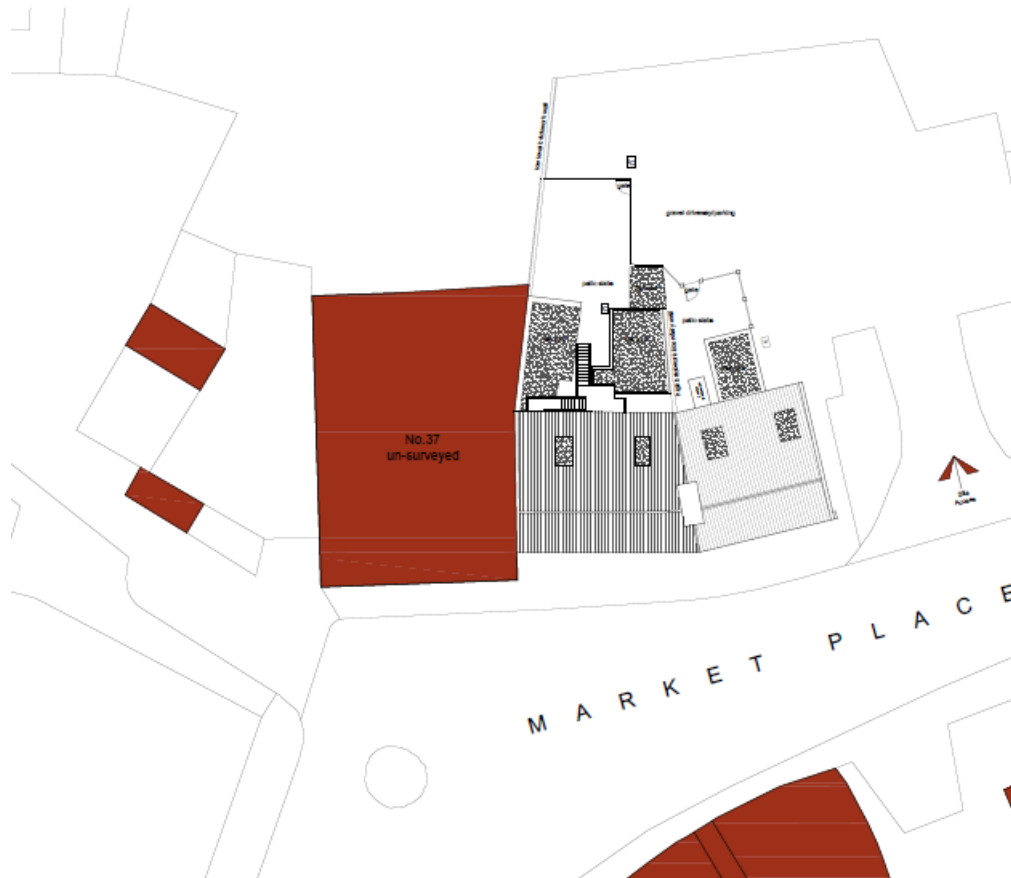


Figure 5: Site Plan

3.3 LANDSCAPING

The external areas of the site are laid to hardstanding and there is limited scope to provide additional landscaping. However, the patio areas to the rear of the buildings would provide external amenity space where future residents would have the opportunity to have pot plants should they wish.

4.0 ACCESS

4.1 SUSTAINABLE TRANSPORT

Policy 33 of the Local Plan and Section 09 of the NPPF promote sustainable transport options. This is achieved by placing new development in places where future residents are not reliant on private motor vehicles.

The application site is located within the built up settlement of Long Sutton. It is within walking and cycling distance to a wide range of facilities. Such facilities include education, retail, employment, health and public transport. Future occupiers will therefore benefit from sustainable transport options, being able to gain access to facilities without relying on private motor vehicles. The proposal therefore complies with Policy 33 of the Local Plan and Section 09 of the NPPF.

4.2 PARKING

Policy 36 of the Local Plan relates to vehicle and cycle parking. It refers to Appendix 6 of the Local Plan which sets out the parking standards for the District. There are no specific parking standards for HMOs but there are standards for houses and flats which are closely linked to HMOs in terms of the nature of the use.

Appendix 6 also allows for flexibility, stating that parking standards may be relaxed where justified by the character and location of the site.

In this case, four vehicular parking spaces and cycle storage is proposed as part of the development. Although this provision may fall below the typical standards applied to other forms of residential development, it is considered appropriate given the highly sustainable nature of the location. The site is situated in the centre of a 'Main Service Centre' and lies within convenient walking distance of a wide range of amenities including education, retail, employment, healthcare, and public transport links.

Given both the sustainable location and the physical constraints of the site, it is submitted that the proposed level of car and cycle parking is sufficient and that a relaxation of the usual standards is justified in accordance with Appendix 6 of the Local Plan.

5.0 FLOOD RISK

5.1 FLOOD RISK ASSESSMENT

The site sits within Flood Zone 2 & 3 of the Environment Agencies flood map.

No alterations are proposed to the finished floor levels of the building as part of this application. All finished floor levels will remain the same as existing.

The occupants will sign up to the 24 hour a day Floodline Service providing advice and information on flooding contact tel: 08459881188.

There is no increased risk of flood and the vulnerability class of the development has not increased. As such, the flood risk associated with this proposal has not increased over the current situation.



Figure 6: Extract from Flood Map for Planning

6.0 BIODIVERSITY NET GAIN

6.1 EXEMPTION

The buildings subject to the change of use are existing structures, and no new development is proposed as part of this application. Therefore, the proposal qualifies for exemption under the de minimis exemption, as it involves development below the threshold.