TO:	Horsham District Council – Planning Dept
LOCATION:	40 Bank House, Flat B High Street Steyning West Sussex
DESCRIPTION:	Removal of Condition 8 of previously approved application DC/21/1620 (Change of use of first floor from offices (Use Class E) to a residential use (Use Class C3) comprising of 1no apartment and 1no holiday let with associated internal and external alterations and additions (Full Application)) to remove the holiday-let condition.
REFERENCE:	DC/24/1813
RECOMMENDATION:	More information required

SUMMARY OF COMMENTS & RECOMMENDATION:

The following supporting documents have been reviewed (the following documents have been provided to support the planning application DC/21/1620. No flood risk or drainage related documents have been provided to support the DC/24/1813 planning application).

- Existing Ground Floor Plan (Jones Architects, Drawing no: 896-21/01)
- Proposed Ground Floor Plan (Jones Architects, Drawing no: SK-01)
- Existing Ground Floor Plan (Jones Architects, Drawing no: 896-21/02)
- Proposed First Floor Plan (Jones Architects, Drawing no: SK-02)
- Southern Water letter (Southern Water, 31/08/2021, PLAN-041169)
- Design and Access Planning Statement Jones Architects, June 2021)

Condition 8

Regulatory Condition: The holiday-let accommodation hereby permitted shall be managed in accordance with the following:

i) The accommodation shall be occupied for holiday and short-term let purposes only;

ii) The accommodation shall not be occupied as a person's sole, or main place of residence;

iii) The accommodation shall not be occupied by any one person for a period exceeding 28 days in any calendar year;

iv) The accommodation shall at all times be managed and supervised by Old Dairy East;

v) The owners / operators shall maintain an up-to-date register of the names of all owners / occupiers of the accommodation on the site, and of their main home addresses, and shall make this information available to the Local Planning Authority upon request.

The proposed development is for a Change of use of first floor from offices (Use Class E) to a residential use (Use Class C3) comprising of 1no apartment and 1no holiday let. The ground floor uses are retained. It is therefore understood that there is no change in the proposed footprint. Consequently, a Surface Water Drainage Strategy is not required.

We have reviewed the evidence provided by the applicant in support of the planning application. **More information is required** due to the absence of an acceptable foul water drainage strategy and flood risk assessment and additional information relating to:

- Whether the site foul drainage meets the requirements of the PPG, Building Regulations Approved Document H (2015), the Horsham District Planning Framework (2015) – Policy 38 and the proposed development meets the Environment Agency requirements for Flood Risk Assessments.

The applicant must provide the following information:

- As the proposed development on the first floor is proposed to have a change of use from office space to residential, the foul flows from the development will possibly change. As stated in the Southern Water letter, a formal application for a connection to the public foul sewer must be made by the applicant or developer Therefore, written confirmation of permission to connect to a private/public sewer must be provided.
  A foul water drainage strategy, with supporting flow calculations in line with Sewerage Sector Guidance and/or Building Regulations Part H* must also be provided, including a detailed drainage layout, showing pipe sizes, materials, gradients and outfall location.

- The proposed development on the first floor is proposed to have a change of use from office space (classified as 'Less Vulnerable' in the NPPF guidance) to residential (classified as 'More Vulnerable' in the NPPF guidance). Hence, the vulnerability classification is proposed to be increased.
  The Environment Agency guidance (https://www.gov.uk/guidance/flood-risk-assessment-for-planning-applications) states that applicants need to provide a Flood Risk Assessment, for all development (including minor development and changes of use) proposed that increases the vulnerability classification and may be subject to sources of flooding other than rivers or sea.
  Therefore, a Flood Risk Assessment must be submitted as part of this planning application, which should assess all sources of flooding to and from the site.

MAIN COMMENTS

See above

ANY RECOMMENDED CONDITIONS:

N/A

NAME:	C Bakopoulou E Edney S Darch
DEPARTMENT:	Horsham District Council - Drainage
DATE:	23/12/2024