

YoYo DropIn Centre 24 South Street Epsom Surrey KT18 7PF

Change of use of offices at first and second floors to create 2 new residential units (amended description).

Ward:	Town Ward
Contact Officer:	James Udall

1 Plans and Representations

- 1.1 The Council now holds this information electronically. Please click on the following link to access the plans and representations relating to this application via the Council's website, which is provided by way of background information to the report. Please note that the link is current at the time of publication, and will not be updated.

Link: <http://eplanning.epsom-ewell.gov.uk/online-applications/applicationDetails.do?activeTab=documents&keyVal=OR9Q7V GYGZA00>

- 1.2 This application proposes the change of use of offices at first and second floors and conversion of the roof space to create two new residential units. The proposed units would be used by Epsom & Ewell's Borough Council provide temporary accommodation for Epsom and Ewell residents who are in acute need of housing provision and are in immediate danger of being homeless and who would otherwise use out of borough bed and breakfast accommodation.
- 1.3 This application has been submitted to planning committee as the land is owned by Epsom and Ewell Borough Council.
- 1.4 The application is recommended for APPROVAL.

2 Site description

- 2.1 The application building is a three storey building with a hipped roof which forms part of a terrace of buildings which front onto South Street. The building is set back slightly from the road and does not appear to have been extended.
- 2.2 The application site is situated on the western side of South Street. The area is mainly commercial in character comprising of a mixture of office and retail units and restaurants.
- 2.3 The adjoining building to the north No.22 has a Class A1 retail shop at ground floor with offices above. The adjoining building to the south No.26 is former restaurant (Use Class A3) which has closed and is currently empty.

3 Proposal

- 3.1 This application seeks permission for the change of use of offices at first and second floors and conversion of the roof space to create two new residential units. Amended drawings were received on 19th December 2017 changing the second floor flat from a two bed unit to a one bed unit so that the proposal would comply with the required National Space Standards for new residential accommodation.

4 Comments from third parties

- 4.1 The application was advertised by means of letters of notification to 37 neighbouring buildings, a site notice was displayed and an advert was placed in the local newspaper, to date one letter of objection has been received from Epsom Civic Society regarding the following:

“The property lies in the Epsom Town Centre Conservation Area. The society supports the conversion to residential use of suitable properties which would otherwise be left vacant. However, it is important that any such proposal meets the appropriate space standards. We note that the area of both of the proposed flats is well below the national standards and thus we are of the view that the current application should be refused on the grounds of non-compliance with policy DM10”.

5 Consultations

- 5.1 County Highway Authority: No objections.
- 5.2 Conservation Officer: “The conversion of the loft and the new uses at first and second floor levels result in no external alteration to the front and side elevations of the building. The proposal causes no harm to the significance of the adjacent listed buildings or to the special qualities of the Epsom Town Centre conservation area, and there is no objection in terms of Policy DM8”.
- 5.3 Policy Officer: “I can confirm that I have considered the additional information supplied by the applicant’s agent in relation to the proposed loss of employment floor space. On the basis of the information supplied to the planning authority I am satisfied that the proposal meets the requirements of Plan E Epsom Town Centre AAP Policy E5; which requires that proposals of this nature be subject to at least twelve months of marketing before being considered for alternative uses”.

6 Relevant planning history

Application number	Decision date	Application detail	Decision
90/00626/FUL	13.11.1990	Provision of new timber shop front	Permission Granted
09/00894/FUL	25.03.2010	Replacement of shop fascia and replacement of timber-framed upper windows with polyester powder-coated aluminium frames.	

7 Planning Policy

National Policy Planning Framework (NPPF) 2012

Chapter 6: Delivering a wide choice of high quality homes

Chapter 7: Requiring Good Design

Core Strategy 2007

Policy CS1	General Policy
Policy CS5	Built Environment
Policy CS8	Broad location of housing
Policy CS6	Sustainable Development
Policy CS14	Epsom Town Centre
Policy CS16	Transport and Travel

Development Management Policies Document 2015

Policy DM4	Biodiversity and New Development
Policy DM5	Trees and Landscape
Policy DM9	Townscape Character and Local Distinctiveness
Policy DM10	Design Requirements for New Developments
Policy DM11	Housing Density
Policy DM12	Housing Standards
Policy DM35	Transport and New Development

Plan E 2011

Policy E4	Secondary Retail Frontages
Policy E5	Town Centre employment floor space provision

Supplementary Planning Documents

Parking standards-residential development 2015

Supplementary Planning Guidance

Sustainable Design 2016

8 Planning considerations

Principle of Development

- 8.1 The National Planning Policy Framework (NPPF) states that planning applications for residential development should be considered in the context of the presumption in favour of sustainable development and this principle is mirrored in local plan policy. Core Strategy (2007) Policy CS1 states that the Council will expect the development and use of land to contribute positively to the social, economic and environmental improvements necessary to achieve sustainable development. Changes should protect and enhance the natural and built environments of the borough and should achieve high quality sustainable environments for the present, and protect the quality of life for future generations.
- 8.2 Core Strategy Policy CS8 encourages higher density residential development in sustainable locations, and Policy DM11 of the Development Management Policies (2015) states that we will, in principle, support proposals for new housing that make the most effective use of development sites located within the borough's existing urban area.
- 8.3 The council considers that on the basis of the information supplied the proposal meets the requirements of Plan E Epsom Town Centre AAP Policy E5; which requires that proposals of this nature be subject to at least twelve months of marketing before being considered for alternative uses.
- 8.4 The change to residential use within a town centre location is considered to be an appropriate and highly sustainable location for such development and in principle accords with the policies contained within national and local planning policy.

Visual Impact

- 8.5 It is not proposed to make any external changes to the application building other than the addition of two conservation style roof lights in the rear roof slope. Due to its size and design the proposal would have no impact on the character and appearance of the conservation area. The proposal would therefore accord with policies DM9 and DM10.

Residential Amenity

- 8.6 The proposal would retain the existing first and second floor window, which are considered to be acceptable. The proposal would include the addition of two conservation style roof lights in the rear roof slope. Due to its size and design the proposal would have no impact on the daylight, privacy or outlook on neighbouring residents.
- 8.7 The application therefore accords with the requirements of Policy DM10(ix).

Parking/Access

- 8.8 Paragraph 32 of the NPPF states that development should only be prevented or refused on transport grounds where the residual cumulative impacts of development are 'severe'.
- 8.9 It is noted that parking the Parking SPD advises that one bedroom units should have a car parking space. The proposed dwellings would not have any parking and therefore the proposal would not strictly comply with the SPD. However, the existing offices do not have any parking provision and the application site is in a highly sustainable location within easy walking distance of shops, services and excellent public transport facilities and would be within walking distance of Epsom Train Station.
- 8.10 Furthermore, the proposed conversion would create two single bedroom units, which it is expected would be mostly used by singletons and not families. The proposed zero parking provision is therefore, on balance, acceptable.
- 8.11 The Highway Authority has no objection to the development and on balance, it is considered that proposal would not have a harmful effect on the public highway or parking levels in the town centre. No objection is therefore raised in this instance.

Amenity for Future Occupiers

- 8.12 The table below summarises the proposed internal floor areas and private amenity spaces of the proposed dwellings in comparison to required standards;

Unit No	No. of bedrooms	No. of bed spaces	Required space standard (sqm)	Proposed floor space (sqm)	Required private amenity space (sqm)	Proposed amenity space (sqm)
1	1	1	39	42	5	0
2	1	1	39	42	5	0

- 8.13 Policy DM12 in Development Management Policies (2015) refers to housing standards and states that all housing developments are required to comply with external and internal space standards. The proposed dwellings would have internal areas which comply with the minimum standards.
- 8.14 Policy DM12 states that 1 bedroom units should have minimum private outdoor space of 5m². The proposed units would not have any private external amenity areas with the result that the proposal would not strictly comply with these standards.
- 8.15 However, the application site is within close walking distance of nearby parks and public spaces and it is therefore considered that the lack of outdoor space would not, in this instance, harm the amenities of future occupants.

9 Conclusion

9.1 In light of the above it is recommended that planning permission is granted.

10 Recommendation

10.1 Planning permission is GRANTED subject to the following conditions:

Condition(s):

- (1) 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 as amended by Section 51 (1) of the Planning and Compulsory Purchase Act 2004.

- (2) The development hereby permitted shall be carried out in accordance with the following submitted plans and documents:

Location Plan

04A

05

06

Design and Access statement – Revision A

Reason: For the avoidance of doubt and in the interests of proper planning as required by Policy CS5 of the Core Strategy 2007.

- (3) The residential units hereby approved shall not be occupied until they have achieved a water efficiency standard using not more than 110 litres per person per day maximum indoor water consumption.

Reason: To ensure that the development is sustainable and makes efficient use of water to comply with Policy DM12 of the Development Management Policies (2015).

- (4) Prior to the commencement of the development, details of sustainability measures shall be submitted to and approved in writing by the local planning authority. These details shall demonstrate how the development would be efficient in the use of energy, water and materials including means of providing the energy requirements of the development from renewable technologies. The development shall be carried out in strict accordance with the approved details prior to the first occupation of the building, shall be maintained as such thereafter and no change shall take place without the prior written consent of the local planning authority.

Reason: To ensure that measures to make the development sustainable and

efficient in the use of energy, water and materials are included in the development in accordance with Policy CS6 of the Core Strategy (2007).

Informatives:

- (1) The Council confirms that in assessing this planning application it has worked with the applicant in a positive and proactive way, in line with the requirements of paragraph 186-187 of the National Planning Policy Framework 2012
- (2) Works related to the construction of the development hereby permitted, including works of demolition or preparation prior to building operations shall not take place other than between the hours of 08.00 to 18.00 hours Mondays to Fridays; 08.00 to 13.00 hours Saturdays; with no work on Saturday afternoons (after 13.00 hours), Sundays, Bank Holidays or Public Holidays.
- (3) The water efficiency standard required under condition 3 has been adopted by the local planning authority through the Development Management Policies 2015. This standard is the 'optional requirement' detailed in Building Regulations 2010, Part G Approved Document (AD) Buildings Regulations (2015), at Appendix A paragraph A1.

The applicant is advised that this standard can be achieved through either:

(a) using the 'fittings approach' where water fittings are installed as per the table at 2.1 in the AD or

(b) using the water efficiency calculation methodology detailed in the AD Part G Appendix A.