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Conversion and Extension  
to Jubilee House  
Design and Access Statement

at

39 Park Way,  
Havant,  
Hampshire  
PO9 1HH

Prepared by  
PDP Architecture llp



## 1.0 Introduction

PDP Architecture llp has been instructed by our client to prepare and submit a planning application for the conversion and extension of Jubilee House, 39 Park Way, Havant, Hampshire PO9 1HH into residential dwellings.

Jubilee House was formerly a dwelling which has been extended and converted in to office use. The rear of the site is occupied by the applicant and trades as a car sales business. This will be retained as part of this proposal.

This application proposes to convert currently redundant office space into four number 1 bed apartments with associated refuse and cycle storage. Although the current use is commercial, the same levels of employment on the site will be retained through the retention of the car sales business at the rear.

The surrounding area is predominantly residential and as such this application aims to return Park Way to a domestic residential street scene.



Aerial photograph showing site.

## 2.0 Context of Site and Surroundings

Park Way is predominantly made up of two storey dwelling houses, with front and rear gardens. Jubilee House is an end of terrace, two storey property with underpass leading to the rear courtyard. To the north of the site is Havant Fire Station, to the east is a row of victorian terraced houses and a new development of 2-storey apartments is situated to the west. Directly behind the site are the garages occupied by the car sales business with a block of flats and West Street beyond.

## 3.0 Use

The building is currently used by the car sales business as overflow office and storage space however the office space is no longer required for the size of the business. The office to the rear will be retained and is sufficient to continue operating the car sales business.



Site location plan.



Existing Site Photos

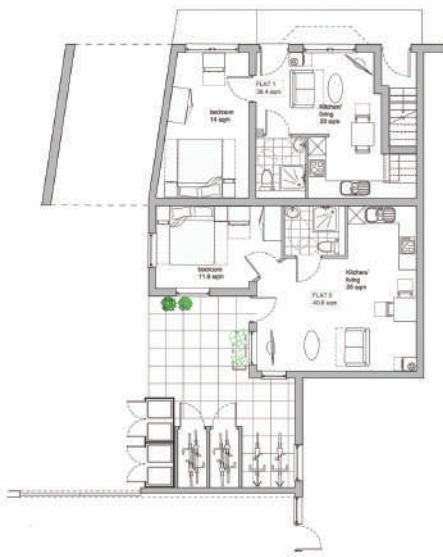


## 4.0 Amount and Layout

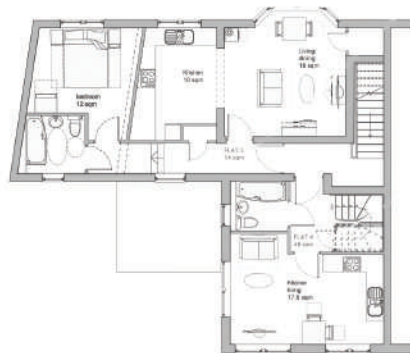
The proposed plans show two self contained flats on the ground floor (1 bed, 2 person) of 38.4sqm and 40.8sqm, each with their own private entrance.

On the first floor there are a further two flats of 54sqm and 48sqm (1 bed, 2 person). The internal layout shows a new communal entrance and stair which access both the first floor apartments.

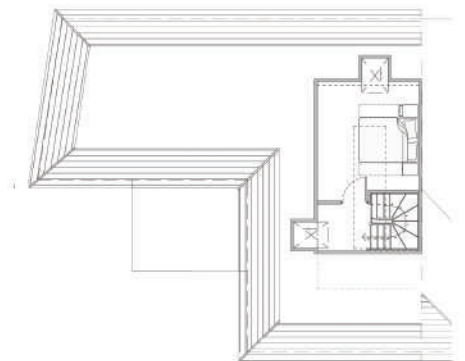
The overall proposal will provide housing for 8 people in an area where homes are in high demand.



Proposed Ground Floor



Proposed First Floor

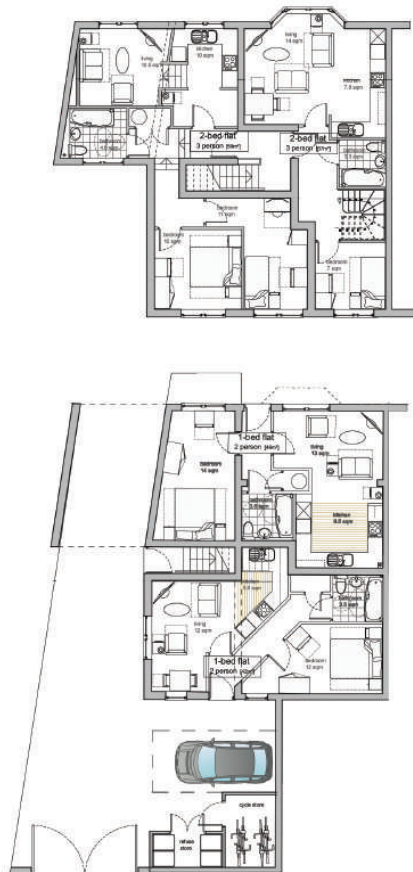


Proposed Second Floor

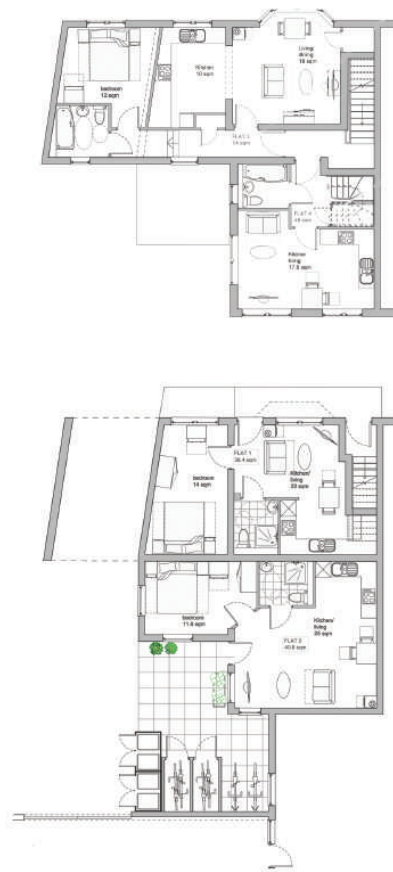
## 5.0 Pre - Application Consultation

Pre-application advice was sought from Havant Borough Council planners in May 2015 (ref GEN/15/00357). As a result amendments to the original proposals were made as such:

- Access has been moved away from the underpass and to the front of the building.
- The extension on the ground floor has been cut back to provide better amenity space and a better quality of light to the flat at the rear.



Pre Application submission



Amended Plans

## 6.0 Scale

The existing single storey extension is being reduced in size which is the only factor affecting the overall scale/external massing of the building.

The surrounding buildings within the immediate area are two storeys in height therefore the proposal will not have a detrimental effect on the mass or scaling of the area.

## 7.0 Appearance

The proposals are predominantly internal with all external changes designed to enhance the appearance and re-establish the identity of a building which has been formerly modified as offices and no longer has need for this purpose.

The external appearance of the building will be only superficially altered on the street frontage, replacing the commercial ground floor windows and doors with domestic windows and doors, more in keeping with the residential terrace. A new entrance door which serves the first floor flats will be established. The existing rendered finish will be retained and made good. To the rear, where the extension occurs, this will also be designed to match the existing in terms of fenestration, materials and massing.



## 8.0 Marketing

Jubilee House was marketed by Hellier Langstone property agents and a marketing brochure was produced (seen here) when the previous occupants, Designline Graphic Designers vacated the premises in 2011. It was marketed for 22 months with no viable purchaser coming forward.

The applicant, Performance Car Company (PCC) who operate from the premises behind the application site, decided to purchase the premises to safeguard their own business and it has since been used as overflow office space and storage for the company. However the business can still successfully fully operate utilising the rear office space which will remain as part of these proposals.

## 9.0 Community Infrastructure Levy

According to the Havant Borough Council Developer Contributions Guide CIL is only liable and chargeable for any additional floorspace this proposal proposes an extra 20sqm in the roofspace however this is negated by the loss of floorspace on the ground floor of 12sqm. Therefore it is expected that CIL will be chargeable on this difference.



## 10.0 Access

Access to the property remains the same with a parking space to the front and drop off zone located towards the rear. Due to the close proximity of the town centre cycle stores plus additional visitor cycle spaces are being provided to the rear.

## 11.0 Planning History

Two previous planning applications have been submitted for the site. An application for the demolition of the existing garage to the rear of the site and construction of four number, 2 bedroom apartments was submitted and granted on 02/06/2006, application reference: 06/70737/001. A second application APP/12/00116 was submitted and withdrawn in April 2012. This application outlined conversion of Jubilee House to six number 1 bed flats. Both applications sought to re-establish Jubilee House as residential.

## 12.0 Flood Risk Assessment

The map shows that the site is not in a flood risk zone and therefore is not currently at risk from flooding. This map was sourced from the environment agency website and was correct as of 20th July 2015.



## 13.0 Conclusion

This proposal aims to convert a building which has previously been adapted from a dwelling to commercial use, back to residential dwellings, in keeping with the use of the adjacent buildings.

Employment use on the site will be retained, with the car sales business which occupies the site continuing to trade from the premises at the rear.