



DESIGN AND ACCESS STATEMENT

In Support of Design for

Proposed car parking alterations including proposed cycle shelter, alterations to security fencing and gates.

At

Thomas Sanderson Ltd
Tileasy House
Waterberry Drive
Waterlooville
PO7 7UW

For

Thomas Sanderson Ltd

By

BH Architecture Ltd
Heath Cottage
Newlands Lane
Waterlooville
PO7 5SQ

On

27th June 2017

1.0 CONTEXT

Thomas Sanderson Ltd/Thomas Sanderson Blinds are located in a large factory unit (B1/B2 use) off Waterberry Drive, Waterlooville. This is a designated employment region known as Brambles Business Park serving Waterlooville and the surrounding areas.

We understand this premises employs 245 people, with approximately 150 of these on site at any one time, and has existing car parking provision for 136 vehicles which includes one disabled space. There are areas for motor bikes (2 number spaces) and cycle parking (10 number hoops). Company information indicates that there are some 165 vehicles registered on their database to employees.

For information purposes the site area is 9,975m², total internal floor area is approximately 3,000m².

The site has good road communication to the surrounding districts including the A3M/M27/M3. There is public transport via a bus service to Waterlooville and the surrounding districts but it is being reduced due to cost cutting of public services budgets by the local council. Trains are available from nearby Havant which provides links to the larger areas.

2.0 THOMAS SANDERSON LTD/THOMAS SANDERSON BLINDS

Our clients have been manufacturing and installing high quality blinds and shutters for over 25 years. They are a national company and the Waterlooville branch is its head office. All blinds and shutters are hand made by skilled craftsman to individual client requirements. They have an established network of over 160 designers, installers and surveyors located all across the UK and Ireland. Thomas Sanderson has both domestic/commercial clients & has developed a conservatory/ sun lounge cleaning valet service.

The Waterlooville opening hours are as follows:

Monday – Friday 8am-7pm

Saturday 9am-1pm

Sunday Closed

3.0 PLANNING HISTORY/PRE-APPLICATION ENQUIRY

We have been involved with Thomas Sanderson Ltd for a number of years including the large extension to these premises (planning reference 98/53562/5 granted consent on 8th October 1998) and internal refurbishment projects. The planning consent for the extension included 13 number conditions, two of which are relevant to this application which are as follows:

Condition 4 – no development hereby permitted shall be brought into use until a more detailed soft landscaping scheme ... has been submitted and approved any tree or shrub planted which dies shall be replaced

Condition 8 – each part of the site which becomes landscaped in pursuance of condition 4 shall be retained as an area of soft landscaping Shall not be used for the purpose of vehicle parking ...

The planning consent also confirmed that a minimum of 108 car spaces should be provided within the curtilage of the site (condition 7).

We can confirm that the planning permission we refer to above, 98/53562/5, included a large lorry parking area to the southern part of the site adjacent the building for 5 lorries. This was never utilised owing to how deliveries/finished products are arranged to and from the premises. Each lorry reverses onto the site towards the goods in/goods out. Materials are either delivered/collected from the building via forklift onto the lorry which then departs from the site. There is no lorry parking overnight.

Over recent years the business has expanded, the number of employees and visitors has steadily increased. The redundant lorry parking area was subsequently used for additional car parking for the business. The current car parking availability unfortunately is still not adequate for our clients requirements hence this proposed planning application.

On investigation, Company information confirms that in 1998 there were 92 employees on this site, today there are 245, an increase of some 166% in employment numbers.

Please note that this planning application has been subject to a pre-application enquiry. We received a response dated 12th September 2016, a copy of which we have attached for ease of reference, including the drawings submitted. Be aware that the car parking numbering referred to in this document has been revised for this planning application. Suggestions were made concerning relocation of disabled car spaces near the main entrance and the need for a Travel Plan to explore the current/future needs of the workforce. No mention was made of the possibility of constructing some of the additional car spaces under the General Permitted Development Order. This has been subsequently explored with your Rachael McMurray, Principle Planner – see email trail attached.

4.0 THE PROPOSALS

Our clients have been experiencing serious car parking issues due to the constant volume of staff and visitors which results in a shortfall of parking spaces on a daily basis. This gives rise to car parking on grass verges within the site boundary, particularly on the southern aspect leading to the goods in and out area. We are aware that in some instances vehicles park along Waterberry Drive which is less than satisfactory and constitutes a highway hazard.

Our clients have employed the services of Ian Eyres, Highway/Traffic Consultant to prepare and carry out a transport survey for all the employees currently on this site. The results of the survey and the travel plan form part of the application documents. Our clients actively encourage the use of car sharing, public transport & other non-car sustainable modes of travel to the application site. The recommendations of the study will be actively supported by our clients including the creation of a travel plan co-ordinator.

We propose the following for your consideration:

a. Northern Area of Site

Remove existing grass bank/landscaped area/tree to provide 10 additional car spaces with grass surface finish to match existing in a reinforced cell system (car parking spaces numbered 19-28). Our clients have confirmed this outside area is underused by employees due to lack of direct sunlight as it is on the northern side of the building. The smoking shelter to the north-west corner of the building is to remain as this is a popular location at break times. To compensate for the loss of 'green space' hedging is proposed, as shown, to screen the parked vehicles.

In the same area of the site we wish to install a cycle shelter to allow the storage of 10 cycles under a weather protected structure. This will actively encourage the use of cycling and is located just 25m away from the main entrance to the building. It is intended to purchase a standard pre-manufactured shelter with enclosed roof/sides with standard cycle frames for storage/locking purposes.

b. Western Area of Site

It is intended to extend the current car parking area towards the sprinkler storage tank. This will involve the removal of grass/seating to create 5 car parking spaces/turning area. (Car parking spaces numbered 14-18). Surface finish to be grass in reinforced cells to match existing. The existing tree/hedge screening to the western boundary will be unaffected. Our clients have stated this is not a popular outside seating/recreational space and again is underused by employees. For safety purposes a vehicular barrier will be installed to the southern side of the sprinkler tank for protection.

c. South-West Area of Site

There is a considerable area underused adjacent the western boundary of the site. This area generally provides the goods in/out to the premises and a large proportion of the car parking available on site. The proposals will include the removal of two number outbuildings (timber shed and sun lounge currently used to display blind/shutter samples which have been located here for approximately 15 years) and a small section of the car parking for 7 vehicles. The provision of an enlarged car parking area towards the western boundary will provide parking for 13 vehicles, 8 of which form part of this application (car parking spaces numbered 4-11). Car spaces 1-3 and 12-13 will be constructed under permitted development legislation. In conjunction with this, again under permitted development rights, towards the southern boundary, provide a designated motor cycle parking area for 6 motor bikes. All proposed surfaces to be permeable block paving.

It is also intended to remove and reposition the security gates adjacent the proposed motor cycle parking area. This will improve access/distance away from parking bays for larger vehicles/lorries to the goods in/out areas. The existing metal security fencing will be adjusted accordingly as detailed.

d. South-East Area of Site

We have observed the parking of many vehicles on the grass areas adjacent the access way onto Waterberry Drive when the existing car park is full. Under permitted development rights remove the grass area to the south to provide angled parking for 5 vehicles. (Car parking spaces numbered 32-36).

Permeable block paving finish. Access for larger vehicles/lorries to the goods in/out areas will be unaffected.

The application includes three additional car parking bays (car parking spaces numbered 29-31) to the area adjacent the vehicular access with hedge screening to shield them from Waterberry Drive. Block paving surface finish to match existing. It is important to maintain the landscaped street scene when viewed from Waterberry Drive which was an important issue for the extension proposal back in 1998. Although circumstances in our professional opinion have altered due to the large amount of commercial construction on The Brambles Business Park over recent years.

e. Main Entrance to Premises - Eastern Area of Site

There is a large paved area around the main pedestrian entrance into the building. Under permitted development our clients wish to remove paving to each side of the entrance portico to create a further two disabled car spaces. Provide protective barriers to the base of the two columns of the portico for safety reasons. Block paving surface finish to match existing.

Once all the above alterations have been completed there will be a total provision for 164 car parking spaces, 3 of which will be for disabled persons, 20 cycle spaces and 6 motor cycle spaces. This results in an increase of approx. 20% in the number of car spaces which currently is 136. (Please note the employment numbers have risen by 166% since the planning permission was granted in 1998).

Although we can carry out some of the car parking works under permitted development legislation we feel it is important that the Local Authority understand the total amount of work our client intends to carry out to improve the car parking issues currently on this business premises.

5.0 CONCLUSION

In our opinion these proposals enable our clients to provide an extra 28 car parking spaces (including 2 disabled spaces) on this very busy employment site. An undercover cycle shelter for 10 cycles has been provided which will encourage this as an alternative mode of transport. A designated motor cycle area has been provided where before an ad-hoc space previously existed. The areas suggested are generally underused and the proposals are easily accommodated. Additional landscaping will be introduced to maintain the surrounding street scene and the green setting of the site. Our clients will actively encourage the use of car sharing and will introduce a travel plan co-ordinator to actively promote staff to use alternative sustainable transport to and from the site.

The increase in employment of some 166% on this site since 1998 has greatly improved the financial environment of the local and wider community. This has unfortunately created the issues which our clients are trying to resolve with this application.

We respectfully requested that Havant Borough Council support these proposals.



Havant
BOROUGH COUNCIL

Public Service Plaza
Civic Centre Road
Havant
Hampshire PO9 2AX

T 023 9247 4174
F 023 9248 0263

www.havant.gov.uk

Mr B Harding
B H Architecture Ltd
Heath Cottage
Newlands Lane
Purbrook, Waterlooville
PO7 5SQ

Our Ref: GEN/16/00931
Direct Line: (023) 9244 6546
Ask For: Mrs R McMurray
Email: planning.development@havant.gov.uk

12 September 2016

Site Location: Tileasy House, Waterberry Drive, Waterlooville, PO7 7UW
Re: Proposed alterations to car parking areas.

Dear Mr Harding

I am writing to you in regard to your enquiry in relation to the above address. Please find my full response below. This incorporates the feedback given by the Council's Landscape and Highways Officers.

Firstly I advise that the proposed changes will require full planning permission. The proposed additional spaces comprise an increase of parking provision by some 23-24%. Given such a significant increase, it is important that if a full application is submitted, that the applicant prepares and submits a Travel Plan to demonstrate opportunities for alternative, more sustainable transport modes are being actively encouraged and that proposals are in accordance with the Borough car parking standards:

<http://www.havant.gov.uk/sites/default/files/documents/Final%20Parking%20SPD.pdf>

I note the current provision for a single disabled parking space will increase to 3no in total. I am concerned the two proposed bays are positioned some 75 metres from the main reception without provision for a defined safe route (not deemed BS8300 or DDA compliant), and that these bays are also visually prominent from an aesthetic perspective. I am concerned this would have an adverse impact on the visual amenity of the site frontage. For compliance with HBC parking standards, please note there should be 5% provision of disabled parking bays.

To assist resolution, it appears there is scope for 2no disabled bays to be added opposite (east of) proposed bays 29-31, which by introduction of a pedestrian gate would facilitate access to the main entrance. Additionally, there are several bays adjacent to footways that afford sufficient accessibility to be utilised as disabled parking bays e.g. bays 26, 29, 32, 33, as well as the standard bay adjacent to the existing disabled access bay.

Similarly, provision for motorcycle and cycle parking should also be addressed within the scope of a submitted Travel Plan.

From review of the other proposed parking bay areas, there are no adverse landscape comments but would recommend that adjacent vegetation is carefully pruned back in advance of undertaking any works to achieve sufficient clearance for construction machinery.

Whilst employees may commute considerable distances or have shifts that limit scope for using other sustainable forms of transport, there may be other measures that could benefit the sustainable transport network for the wider community. An example of this being the potential introduction of a shared cycle / pedestrian link route from the adjacent Waterlooville Major Development area? This would perhaps be something to be followed up with Hampshire County Council and could be delivered in collaboration with the County or

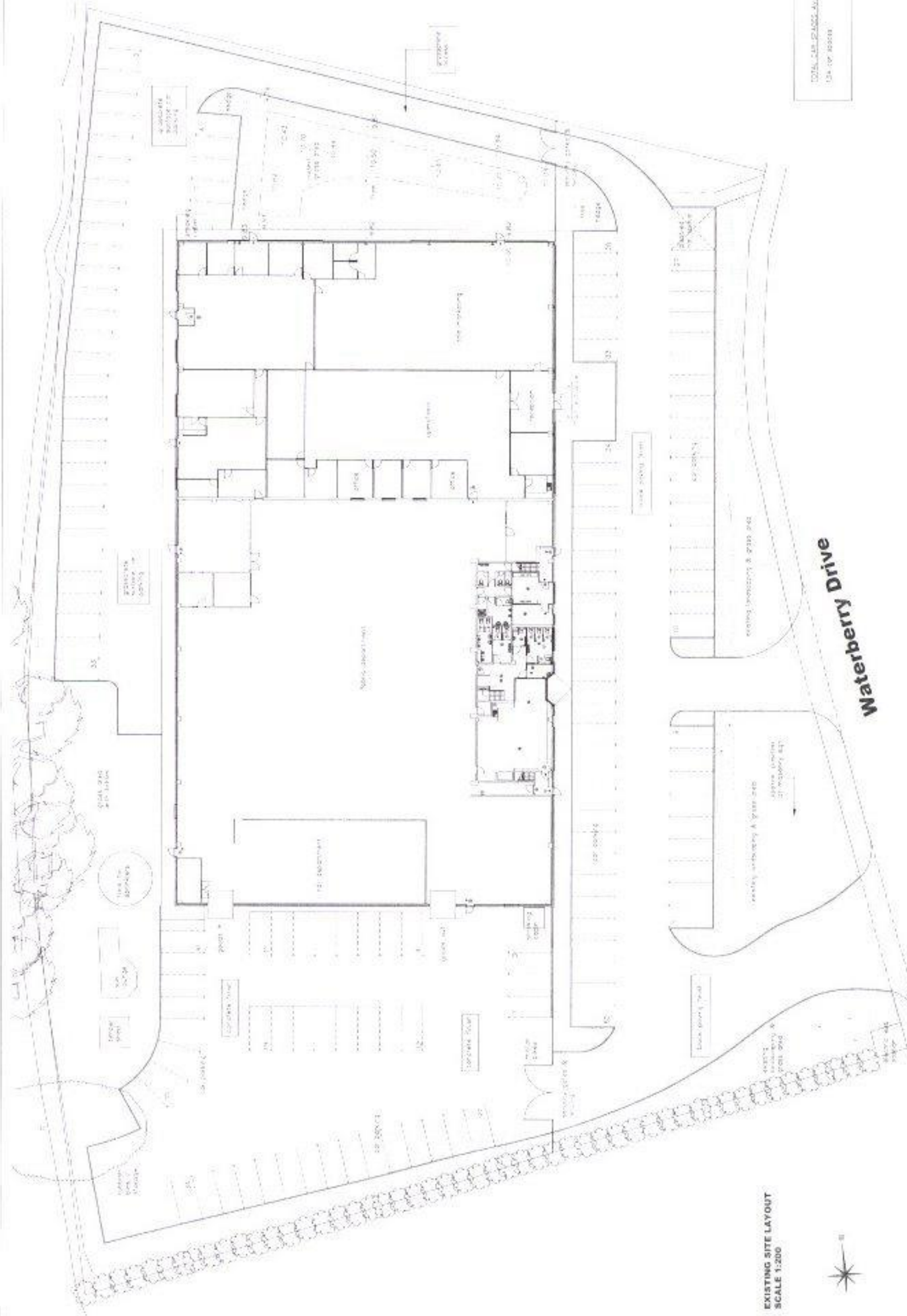
Borough, it would contribute a significant benefit to the local sustainable transport network. I trust this response is of use however if you have any further queries please do not hesitate to contact me. I am happy to consider and comment on any further changes you make based on this response prior to you making a full planning application, as part of this pre-application enquiry.

Please note that the above comments are the opinion of individual Planning Officers and are in no way binding upon the Council when determining any future applications for planning permission and nor will they prejudice the outcome of any applications submitted.

This advice also only relates to planning matters, and does not relate to any other application that may be required under Building Regulations or under any other Act, Regulation, Byelaw or Order where the Council's approval may be needed. For further guidance as to the need for consent under the Building Regulations please phone 02392 446571

Yours sincerely

Mrs R McMurray
Principal Planner
Our Ref: GEN/16/00931



TOTAL CAR PLACES AVAILABLE
124 (27 spaces)

EXISTING SITE LAYOUT
SCALE 1:200



NOTES

The design and construction of the proposed development is in accordance with the requirements of the Planning and Building Regulations. The design is based on the information provided by the client and is subject to the approval of the relevant authorities.

On all plans the dimensions are given in feet and inches. All dimensions are to the centre of the wall unless otherwise stated.

The drawing is to be submitted to the relevant authorities for approval.

DESIGNED BY B.H. ARCHITECTURE LTD.
PROJECT NO. 12345678
DATE 15/05/2024
SCALE 1:200 @ A1
PROJECT NO. 12345678
DATE 15/05/2024
SCALE 1:200 @ A1

CLIENT

Thomas Sanderson Ltd
 Waterberry Drive
 Waterbury
 PO1 1AA

PLANNING CONSULTANT

Existing Site Layout

SCALE

1 inch = 20 feet

PROJECT NO. 12345678

DATE 15/05/2024

Bernard Harding

From: Rachael McMurray <Rachael.McMurray@havant.gov.uk>
Sent: 08 March 2017 15:57
To: 'Bernard Harding'
Subject: RE: Proposed car parking alterations to Thomas Sanderson, Waterberry Drive (GEN/16/00931)

Bernard

If this area of land was already landscaped and did not form part of the new landscaped areas in the 1998 application, then I would be of the view that contrary to my previous response, this area of the site would benefit from permitted development rights.

Regards

Rachael McMurray
Principal Planner
Development Management

Direct Dial: 023 9244 6546
Email Address: Rachael.mcmurray@havant.gov.uk

Please note my normal working days in the office are **Monday, Wednesday and Thursday**

Havant Borough Council
Public Service Plaza
Civic Centre Road Havant PO9 2AX
www.havant.gov.uk

Think before you print!

www.havant.gov.uk
www.facebook.com/havantboroughcouncil
www.twitter.com/havantborough

If you are requesting information under the Freedom of Information Act, Environmental Information Regulations or Data Protection Act then please redirect your email to customer.services@havant.gov.uk. Any statutory timeframe for a response for requests will not commence until the request is received by the Customer Services Team.

Information in this message is confidential and may be privileged. It is intended solely for the person to whom it is addressed. If you are not the intended recipient, please notify the sender and delete the message from your system immediately.

From: Bernard Harding [<mailto:bernard@bernardharding.com>]
Sent: 06 March 2017 16:16
To: Rachael McMurray
Subject: RE: Proposed car parking alterations to Thomas Sanderson, Waterberry Drive (GEN/16/00931)

Dear Rachael

Proposed car spaces 33-40 appear to me not in the proposed landscaped area on approval reference number 98/53562/5 for the extension. I know there are three number existing trees shown on drawing number 207 / 08C dated August 1998 towards the junction of Waterberry Drive. These were not part of this application. Can you please reconsider this again ?

Regards

Bernard

For & on behalf of
BH Architecture Ltd
Heath Cottage
Newlands Lane
Waterlooville
PO7 5SQ

Tel: 02392 232322

From: Rachael McMurray [<mailto:Rachael.McMurray@havant.gov.uk>]
Sent: 06 March 2017 09:14
To: 'Bernard Harding'
Subject: RE: Proposed car parking alterations to Thomas Sanderson, Waterberry Drive (GEN/16/00931)

Dear Bernard,

We are of the view that spaces 1 and 2 could be PD, spaces 32-33 could be PD, however, 33-40 appear to be located within an area of landscaping and therefore unlikely to be PD.

Regards

Rachael McMurray
Principal Planner
Development Management

Direct Dial: 023 9244 6546
Email Address: Rachael.mcmurray@havant.gov.uk

Please note my normal working days in the office are **Monday, Wednesday and Thursday**

Havant Borough Council
Public Service Plaza
Civic Centre Road Havant PO9 2AX
www.havant.gov.uk

Think before you print!

www.havant.gov.uk
www.facebook.com/havantboroughcouncil
www.twitter.com/havantborough

If you are requesting information under the Freedom of Information Act, Environmental Information Regulations or Data Protection Act then please redirect your email to customer.services@havant.gov.uk. Any statutory timeframe for a response for requests will not commence until the request is received by the Customer Services Team.

Information in this message is confidential and may be privileged. It is intended solely for the person to whom it is addressed. If you are not the intended recipient, please notify the sender and delete the message from your system immediately.

From: Bernard Harding [REDACTED]
Sent: 25 January 2017 17:43
To: Rachael McMurray
Subject: RE: Proposed car parking alterations to Thomas Sanderson, Waterberry Drive (GEN/16/00931)

Dear Rachael

I have made diligent search in our archive & have obtained the original landscape drawing which was approved as part of the planning approval for the extension. I have attached a photograph of this as it is hand drawn & not in electronic format.

I understand that all landscaped areas within this consent have to be maintained as per condition number 8 of approval reference number 98/53562/5.

I refer to our enquiry drawing number 849 / 02C (PDF attached) where the following proposed car parking spaces are not part of these restricted areas:

- Spaces 1-2
- Spaces 32-33
- Spaces 33-40

It appears that these spaces can be constructed under the permitted development order ? Can you please confirm this is the case so the appropriate planning application be submitted for the remainder ? I look forward to hearing from you shortly.

Regards

Bernard

For & on behalf of
BH Architecture Ltd
Heath Cottage
Newlands Lane
Waterlooville
PO7 5SQ

Tel: 02392 232322

From: Rachael McMurray [<mailto:Rachael.McMurray@havant.gov.uk>]

Sent: 20 December 2016 06:55

To: 'Bernard Harding'

Subject: RE: Proposed car parking alterations to Thomas Sanderson, Waterberry Drive (GEN/16/00931)

Dear Bernard

Apologies for the confusion which may have been caused. I have had to take leave from the office recently and my colleague Harriet assisted by responding to your query on my behalf as I was keen not to cause any further delay.

The original planning permission for the site includes a restrictive condition (8) which advises that certain landscaping areas must remain in situ unless otherwise agreed by the LPA. Therefore the proposed works could not be carried out under PD as this would be in breach of that planning condition.

I trust this is of use and I apologise for any inconvenience caused.

Kind regards

Rachael McMurray
Principal Planner
Development Management

Direct Dial: 023 9244 6546

Email Address: Rachael.mcmurray@havant.gov.uk

Please note my normal working days in the office are **Monday, Wednesday and Thursday**

Havant Borough Council
Public Service Plaza
Civic Centre Road Havant PO9 2AX
www.havant.gov.uk

Think before you print!

www.havant.gov.uk
www.facebook.com/havantboroughcouncil
www.twitter.com/havantborough

If you are requesting information under the Freedom of Information Act, Environmental Information Regulations or Data Protection Act then please redirect your email to customer.services@havant.gov.uk. Any statutory timeframe for a response for requests will not commence until the request is received by the Customer Services Team.

Information in this message is confidential and may be privileged. It is intended solely for the person to whom it is addressed. If you are not the intended recipient, please notify the sender and delete the message from your system immediately.

From: Bernard Harding [REDACTED]
Sent: 16 December 2016 17:08
To: Harriet Pitney
Cc: Rachael McMurray
Subject: RE: Proposed car parking alterations to Thomas Sanderson, Waterberry Drive (GEN/16/00931)

Good afternoon Ms Pinkney

Thank you for your comments but this is very contradictory to the response we have already received from Mrs McMurray. This is not an initial enquiry it has been running since September. I have attached a copy for ease of reference.

It appears that there were no adverse landscape comments, apart from impact on the site frontage, as reported in this letter. We have already supplied drawings on our proposals & we really needed a response to an email we sent to you on 16th November concerning permitted development. Can you please advise on this matter as quickly as possible as this is now exactly one calendar month old? I have been promised a response to this matter over the last 2 weeks but with no answer. I have attached a copy of our note below.

Is this enquiry now in your hands? I look forward to hearing from you shortly.

Regards

Bernard Harding

For & on behalf of
BH Architecture Ltd
Heath Cottage
Newlands Lane
Waterlooville
PO7 5SQ

Tel: 02392 232322

Good afternoon Mrs McMurray

We refer to your response dated 12th September 2016 concerning our pre-application enquiry for car parking alterations. We have been subsequently investigating the permitted development order under the 2015 Act. It appears to us that we can construct a hard standing which could be used for car parking associated with the use as the extract below;

Class J – hard surfaces for industrial and warehouse premises

Permitted development

J. Development consisting of—

(a) the provision of a hard surface within the curtilage of an industrial building or warehouse to be used for the purpose of the undertaking concerned; or

(b) the replacement in whole or in part of such a surface.

Development not permitted

J.1 Development is not permitted by Class J if the development would be within the curtilage of a listed building.

Conditions

J.2 Development is permitted by Class J subject to the following conditions—

(a) where there is a risk of groundwater contamination the hard surface must not be made of porous materials; and

(b) in all other cases, either—

(i) the hard surface is made of porous materials, or

(ii) provision is made to direct run-off water from the hard surface to a permeable or porous area or surface within the curtilage of the industrial building or warehouse.

We understand there may be planning conditions associated with this site which may preclude this operation. Can you please investigate & advise accordingly ? We look forward to hearing from you shortly.

Regards

From: Harriet Pitney [<mailto:harriet.pitney@havant.gov.uk>]

Sent: 15 December 2016 15:43

To: 'Bernard Harding'

Cc: Rachael McMurray

Subject: Proposed car parking alterations to Thomas Sanderson, Waterberry Drive (GEN/16/00931)

Dear Mr Harding,

I write further to your recent enquiry, which I understand is being dealt with by my colleague Mrs Rachael McMurray. In Rachael's absence, I have been asked to provide you with an initial response to your enquiry.

Following my review of the planning history relating to the site, I attach for your information a copy of the relevant planning decision notice (Reference- 98/53562/5). I would draw your attention to Condition 8 of this consent which requires each landscaped area (in pursuance with condition 4) to be retained as an area of soft landscaping at all times thereafter and shall not be used for the purpose of vehicle parking. I can advise you that whilst your clients proposal to provide additional parking spaces would ordinarily require the benefit of formal planning permission, the proposal would also be in conflict with the above condition.

In assessing the merits of the application, I would suggest that the main points to consider would be the potential loss of visual amenity (in terms of landscaping) as a result of the additional parking. Any potential impact would therefore have to be assessed to determine whether the proposal would result in any adverse impact upon the character and appearance of the surrounding area.

If you were to provide further details (such as a revised site plan denoting the location of the parking spaces to be provided), this would provide an indication as to what impact the proposal would have on the loss of landscaping and also would ascertain whether the additional parking spaces would be appropriate in highway terms. An internal parking layout would also be beneficial to determine traffic movement within the site.

I trust you will find this initial response helpful.

Kind Regards,

Harriet Pitney

Planning Enquiry Officer, Planning Services

Havant Borough Council, Public Service Plaza, Civic Centre Road, Havant , PO9 2AX

Direct Dial (023) 92446144

Email: harriet.pitney@havant.gov.uk