

## **Design & Access Statement**

Retrospective change of use at 2 Chilver Farm Cottages / Red Gate Farm, Chilver House Lane, Bawsey, Norfolk, PE32 1ES

### **Description of Development**

This Design and Access Statement is made in support of a full planning application for the retrospective retention of residential garden and change of use to commercial/business/service use to include porta cabin, 3No. storage containers, parking and retained caravan.

### **Site Details**

The site is accessed via Chilver House Lane, which is a private road off the B1145.

The site is approx. 310m along Chilver House Lane just before the established Chilver House Stables. The lane consists of varying widths and surface types with passing bays that all have sight of each other.

The site consists of the existing cottage (2 Chilver Farm Cottages) and additional land. The land is part residential, and part countryside as indicated on the 2019 Local Plan Review Version of the development boundary for Bawsey.

Within the land destined as countryside there has been an historically sited caravan, as indicated on Google Earth aerial view from September 2006. The caravan is shown on numerous reference maps including Ordnance Survey.



*Google Earth Aerial Sept 2006*

### **Background**

Clean Tech is a family-owned professional cleaning company located and operating in and around King's Lynn, Norfolk. Mike Barrett founded the company 14 years ago and in 2020, Jordan Barrett became the owner & managing director of Clean Tech

Jordan is the applicant for this submission and has several years of hands-on experience in all areas of cleaning and his main aim for Clean Tech is progressing the company forward through investment in the latest technology and reducing input costs such as rent for commercial space.

Unfortunately, because of the Covid-19 pandemic the cleaning sector underwent difficult times, and this was the case with numerous sectors of the wider UK economy.

The site (NK320493) was purchased at auction by Mr and Mrs Barrett in September 2020.

The existing cottage was in a state of disrepair and uninhabitable, a full renovation was completed, and the property is now an affordable rental with tenants since last December 2019. As part of the renovation a 20ft shipping container was hired to provide storage of materials and equipment used as for the works on the cottage. This container has since been off-hired and removed from site.

The remaining site, which is part residential and part countryside, comprised of 6ft vegetation, large quantities of waste from the previous owners and other companies being allowed to make disposals of an unidentified nature.

The clearance of the land did include the removal of fruit trees of low quality and the felling a substantial diseased tree to the rear of site which was undertaken by an arboriculturist.

The existing caravan that had been sited on the site for several years was in no condition for occupation or use and therefore was replaced like for like.

In November 2020 the landlord of Clean Tech's previous premises informed them that their lease would not be extended for the following financial year, this resulted in the relocation of the portacabin to the site. Additional storage was required at the site for the applicant's and cottage tenants use.

Planning history:

20/00512/     Alleged unauthorised use. Pending Consideration.  
UNAUTU:

21/00330/F:   Change of use of residential garden to allow for commercial use - to include construction of office building, new static caravan, 2 No storage containers, parking for 5 cars and temporary porta cabin (to be replaced by office building). Application Withdrawn.

#### **Use**

The retained garden land will be for residential use (C3) and the remaining land to be a commercial/business/service use (E(c)iii).

#### **Layout**

The site at Red Gate Farm allows for all employees of the business to work at the same location including all administrative operations and provides material/equipment storage.

The porta cabin provides an office for the admin staff and other employees to coordinate the day to day running of the business. All cleaning tasks and the usage of materials and equipment is undertaken on location.

The existing caravan has been stripped out to provide storage for the cleaning supplies and welfare facilities which includes retaining the existing WC. The 3No. storage containers allows for the storage of materials and equipment essential to the needs of the business.

The porta cabin office will be accessible from the front car parking for any pre-arranged visitors to the site which will be mostly to deal with administration with the company.

The storage containers will be behind the fencing and gates along with the commercial vehicles. The containers will be positioned along the Northern boundary and to the

Eastern side of the site to eliminate any impact on the surrounding properties and neighbours. Parking for the commercial vehicles will also be provided along the Eastern boundary for the same reasons and remaining land will be used for low impact storage.

### **Amount and Scale**

The proposal aims to provide a business premises with a porta cabin (30.6m<sup>2</sup>), 3No. containers (37.2m<sup>2</sup>) and the existing caravan (31.1m<sup>2</sup>). The remaining area of land will be used for external low impact storage and parking.

The retained residential garden provided for the existing cottage is 166.2m<sup>2</sup>.

The overall site area (including private road) is 3181.3m<sup>2</sup>/0.31ha.

### **Appearance**

The porta cabin, retained caravan and storage containers are to remain in their current form but if the Local Planning Authority feel these are detrimental to the rural area, then they could be clad in materials to be more in keeping.

### **Landscaping**

The existing dwelling's private garden will be enclosed with 1.8m close boarded fence.

The business premise will utilise the existing 1.8m fencing to the Western and Northern boundaries. The Northern boundary fence will be extended along to the edge of the site. The rear yard will be fronted by a 1.8m fence and gates to provide security to the commercial vehicles and storage area. A 1.2m post and rail fencing with native landscaping set inside will be provided to Eastern and Southern boundaries.

The parking and storage areas will be hard surfaced with compacted road plainings and the remaining areas will be lawned.

Additional hard surfacing will be provided for the bin storage area, caged LPG store and cycle parking.

### **Access**

Site access (pedestrian and vehicular) will utilise the existing gated access from Chilver House Lane, but the construction will be maintained to accommodate the dual residential and commercial use.

The site plan shows sufficient space will be provided to enable vehicles to park enter, turn, and leave in forward gear onto Chilver House Lane.

The business site will have an additional gate access to the parking and storage area for the commercial vehicles.

It is considered that the proposed use will have no adverse effect to the private lane or cause an additional safety concern.

### **Parking**

Parking standards for the existing dwelling and proposed commercial use are compliant of the requirements under Parking Standards for Norfolk 2007:

- 3-bed dwellings – minimum 2 spaces. 3 spaces are provided.
- Class B1 – minimum 1 space per 30m<sup>2</sup> for Car Parking and 1 space Visitor per 100m<sup>2</sup> / 1 Staff per 50m<sup>2</sup> for Cycle Parking. 8 car and 3 cycle parking spaces with secure stand are provided.

Five spaces are provided to the rear of the office for the company vehicles which will be collected at the start of the day by employees. Three additional spaces are provided to the front of the site for the admin staff and any visitors that attend the office to deal with administrative matters with the business.

### **Waste / Hazardous Substances**

The existing dwelling's foul water is disposed of into a septic tank and is subject to Water Quality Exemption (ref: EPR/VE5205UV/A001) for discharge of sewage effluent into the ground of up to two cubic meters per day or less.

The business site will have waste collected via a private carrier and a storage area is shown within the site to the rear of the office which allocates a 1100L wheelie bin for office waste only.



*Example of 1100L wheelie bin*

The business does store fuel onsite, and this is used for machinery/equipment involved in the cleaning process. The amount of fuel stored onsite is below the required levels for the oil storage regulations for businesses, but the company is registered with Norfolk Fire to acknowledge that they store greater than 30 litres of petroleum spirit.

Liquid petroleum gas (LPG) is also stored on site, and this is used to supply gas burners in the commercial vehicles which is involved in the oven cleaning process. The amount of LPG stored is 0.076 Tonnes (4No. 19kg bottles) and these will be stored to the rear of the porta cabin and caravan within a lockable enclosure in accordance with Calor Gas Recommendations.



*Example of LPG storage cage*

The cleaning chemicals will be contained within the converted caravan and stored in accordance with the appropriate guidelines and regulations. The waste liquids from the onsite cleaning processes are stored on the commercial vehicles and disposed of in accordance with local guidance and as per the company's waster carrier license.

The converted caravan will retain a WC for employees and will be linked to a sealed effluent tank, which will be emptied as required.

### **Lighting and Security**

External lighting will be fitted to the porta cabin to allow access and safe transit to and from vehicles. The lights will be fitted with a PIR sensor and be of a domestic standard lux level to minimise the impact on the neighbouring property.

Close Circuit Televisions (CCTV) will be provided to the premise, as would be standard with most businesses' premises and domestic properties, especially in a rural area.

### **Planning Considerations**

Within the previous withdrawn application there were comments made by consultees that the submission contained incomplete and inaccurate information. Also, that further information would be required for material planning considerations to allow for a complete assessment of the proposals to be made.

This application aims to provide information to address technical consultees issues and clarify any incomplete/incorrect aspects of the previous submission and confirm the intentions of the proposals.

#### Ecology

A preliminary ecology assessment has been conducted on the site and is submitted in support of this application and concludes that the proposals impact on protected species would be either not be likely or limited.

Precautionary mitigation and enhancements measures are advised within the assessment and if these are followed no further surveys are considered necessary on the site.

#### Highways

A transport statement has been prepared and is submitted in support of this application and concludes that the junction of Chilver House Lane with B1145 provides vehicle to vehicle visibility splays in line with national requirements and the proposals will not cause a severe or adverse impact on the public highway.

#### Business Plan

A business plan has been prepared and is submitted in support of this application which outlines the company history, services, principles, and vision.

A financial overview for the business shows that it is currently stable and profitable and figures from 2016 to July 2021 are provided within the plan and these details are to remain confidential with the Local Planning Authority.

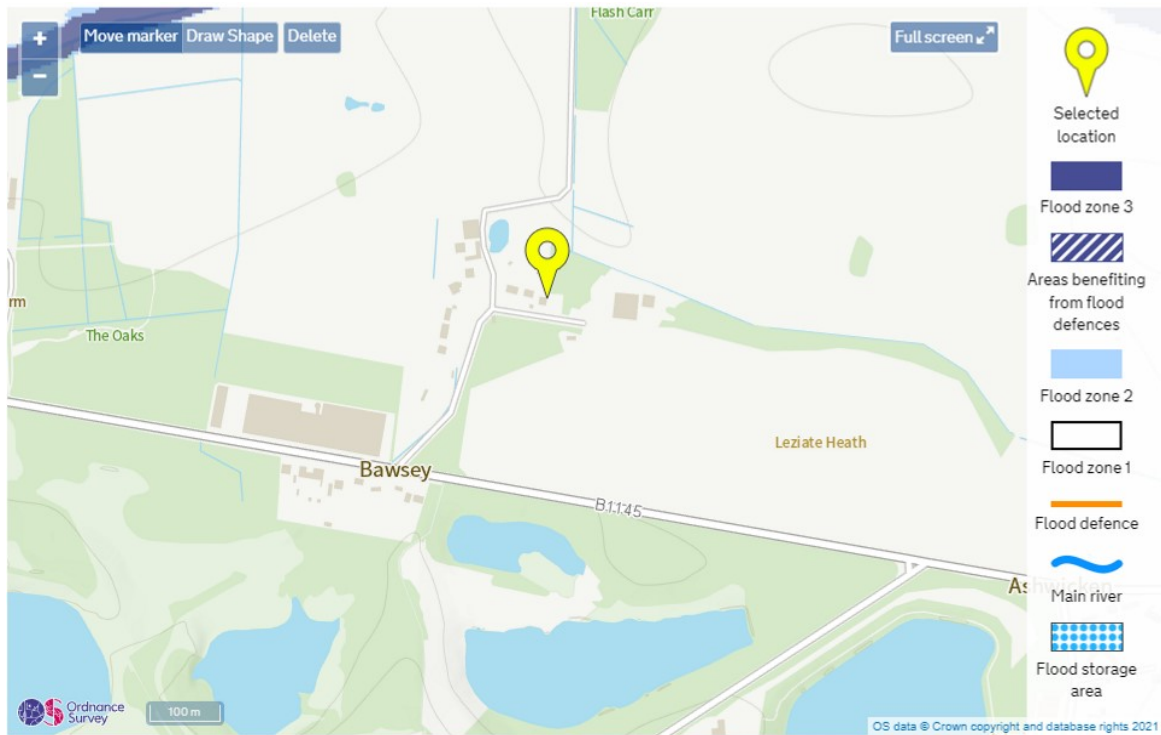
The reasoning behind the addition of the site and its proposed change of use is to significantly reduce monthly outgoings from previous rented premises and storage, monies which can be redirected and invested into the business.

The applicant intends to move into the existing cottage in the coming year which will provide additional security to the business's assets and provide an enhanced work life balance.

#### **Flood Risk Assessment**

In accordance with the Environment Agency's flood zone maps, the application site is within flood zone 1.

See map extract below:



An SFRA Appendix C proforma has been completed to assess local flood risk requirements and is submitted as part of the application for consideration.

### Summary

The proposals are considered to provide a minimal impact to the surrounding area and provides a sustainable location for the administrative and storage requirements of a local family run business to operate from.

### Documents List

This document is to be considered in conjunction with the following plans:

6370-L01	Location Plan
6370-EX01	Existing Drawing
6370-PL01B	Planning Drawing
BP-Rev 2	Clean Tech Business Plan
JDS030 Rev 0	Transport Statement
P2021-28 R3 Final	Preliminary Ecology Appraisal