



Chichester City Council

PLANNING AND CONSERVATION COMMITTEE

Minutes

Date Thursday 14 August 2025

Time 4.00pm – 5.12pm

Location The Council Chamber - The Council House • North Street • Chichester • West Sussex • PO19 1LQ

PRESENT: Councillors Butler (AB), Vivian (JV), Russell (NR)

EX-OFFICIO: The Mayor, Councillor McHale.

ALSO IN ATTENDANCE: Town Clerk (TC), Planning Advisor (PA), Communications, Civic and Council Support Officer (CCCSO), Councillor Apel (CA), Councillors Simon Oakley and Sarah Sharp of West Sussex Country Council, Representatives from Henry Adams Planning Department, Representative from Whyke Residents Association and 10 members of the public.

33. APOLOGIES FOR ABSENCE

Cllr Chant and Gershater sent their apologies.

34. DECLARATIONS OF INTEREST BY MEMBERS OF THE COMMITTEE IN MATTERS ON THE AGENDA FOR THIS MEETING

No declarations were made.

35. CHAIRMANS ANNOUNCEMENTS

The Chairman noted the news that former Mayor John Hughes had passed away today following a long illness and expressed his condolences to Mr Hughes' family.

36. ELECTION TO FILL VACANCY ON COMMITTEE

Committee **RESOLVED** to appoint CA to the Planning and Conservation committee

37. MINUTES OF THE PLANNING AND CONSERVATION COMMITTEE MEETING HELD ON 17 JULY 2025

Committee **APPROVED** and signed as a correct record the minutes of the Planning and Conservation Committee meeting held on 17 JULY 2025.

38. **UPDATES ON ACTIONS FROM THE PREVIOUS MEETING**

Committee noted the completion of the following actions:

Minute ref:

22 - Initiate planning for the installation of a bus stop at the Bus Station.

26 & 27 - Submit comments from the committee to Chichester District Council.

28 - Progress planning for the Environment Community Event and prepare a report for Committee review (to be discussed item 7).

30 - Inform Councillor Apel of the cancelled meeting. Officers

30 - To share SID schedule with Councillors via City Council Intranet (report attached).

31 - To include items on the next Planning and Conservation Agenda.

39. **APPLICATIONS FOR PLANNING PERMISSION**

CC/25/01681/FUL - 90 Whyke Lane Chichester West Sussex PO19 7PD

During the meeting, councillors raised several concerns regarding parking and social housing provisions. Councillors also noted the lack of outdoor amenity space and questioned whether this could lead to antisocial behaviour. They also raised concerns about the absence of storage for bicycles and other items, the difficulty of vehicle turning in the narrow cul-de-sac, and the overall size and quality of the proposed flats

Representations were received from both residents and the developer, outlining the following points:

Representative of Henry Adams, for the applicant, acknowledged concerns raised by residents regarding the proposed development. He clarified that although flood risk maps have recently expanded flood zone 3, a detailed Flood Risk Assessment confirms the specific site lies outside this zone, negating the need for a sequential test. The drainage scheme has been designed accordingly, separating surface and foul water to reduce nutrient neutrality impacts. The proposal is sympathetic to the Conservation Area, includes noise mitigation measures, and considers parking needs, noting the site's sustainable location where car use is not essential. The development will provide six one-bedroom units for the open market, and is supported by CDC housing officers

Residents voiced several concerns about the proposed development, including the safety and practicality of construction traffic and deliveries due to the narrow width of Whyke Lane. They expressed worries about overdevelopment, the impact on the character and features of the conservation area, and insufficient parking. Additional issues included potential damage to existing trees and hedgerows, a perceived lack of transparency in the CDC's planning process, and the absence of outdoor space, which they feared could lead to antisocial behaviour. Residents also highlighted the lack of storage for items like bicycles, difficulties with vehicle turning in the narrow cul-de-sac, and concerns about the size and overall quality of the proposed flats

Chichester City Council **OBJECTS** the application.

- Concern is raised that the site is within Flood Zone 3.
- The area has a significant existing problem of under-provision of parking. The proposal fails to provide the required 3.6 parking spaces. Though this is a small deficit numerically, its effect, particularly when considered cumulatively with that of other recent developments in the area, as well as the possible resultant loss of existing parking spaces to the front of the proposal property, would likely result in a severe impact on highway safety due to the position of the property and the scale of the existing problem. The site is at the end of the road where cars and large vehicles need sufficient space to turn. Additional parking in this area would be detrimental to highway safety and to the amenity of local residents.
- Should the application be approved, a Construction Management Plan should be provided detailing how the construction process would be safely managed.
- The site is within the Conservation Area, a designated heritage asset, wherein proposals should preserve or enhance the character and appearance of the area. It is considered that the proposal would harm the character and appearance of the Conservation Area by reason of its scale, mass, bulk and design.
- Due to the close proximity of the railway line, advice should be sought from Environmental Health in relation to the noise levels for future occupants.
- It is considered that the proposal for six units on a plot of this size, in this area, is overdevelopment, particularly having regard to the footprint, mass and bulk of the building in relation to the plot size, and the resultant lack of space for sufficient on-site parking, which is essential in this area. Should the LPA consider that the principle of intensifying the use of this site is appropriate, consideration should be given to a smaller scale development of fewer units, where the parking standards can be met as a minimum.
- It is noted that the proposal meets only the minimum technical space standards for one-person, one-bedroom properties and that the shared outdoor amenity space is limited, considering it would need to serve six households. Consideration should be given to the provision of fewer, larger units, with adequate internal space, adequate outside amenity space, and adequate parking on site for the future residents and their visitors to enjoy.

25/00559/FUL - The Atrium Southern Gate Chichester West Sussex

The applicant presented updates to the Southern Gateway Atrium scheme during the planning committee meeting, highlighting modifications made to enhance the building's appearance and address concerns raised by planning officers at CDC. These changes included the introduction of Corten steel for the facing panels to improve the visual quality of the structure, additional screening on rear balconies to protect the privacy of neighbouring properties, and a reduction in the size of the screens on the rear terraces. Furthermore, the applicant confirmed the retention of obscured glass up to 1.7 metres in height on unscreened south-facing windows to minimise overlooking of homes in Canal Place.

On the basis of the amended plans, the City Council's **OBJECTION IS WITHDRAWN**. The bank of mature trees along the southern boundary of the site should be retained for its amenity, privacy and biodiversity value.

Windows not screened by 1.7m privacy screens should retain their obscure glazing to preserve the privacy of the properties to the south.

40. **NEW PLANNING ITEMS RECEIVED SINCE PUBLISHING OF AGENDA**

25/01429/FUL & 25/01430/LBC - 23 & 24 North Street, Chichester
Chichester City Council has **NO OBJECTION** to the above applications.

41. CHICHESTER DISTRICT COUNCIL LOCAL PLAN UPDATE

PA reported that Chichester District Council is now in the final stages of adopting the Local Plan.

The Committee had no comments at this stage.

A Special Council Meeting at Chichester District Council is scheduled for Tuesday, 19th August 2025, to formally adopt the Local Plan.

42. NET ZERO MATTERS

A meeting has been held with the Climate Change Officer at Chichester District Council. The current proposal is to organise a climate-focused event, scheduled to take place on 18 March 2026.

SMH has agreed to participate in the All-Parishes meeting hosted by Chichester District Council on Monday, 13 October 2025 at 5:00 PM, to be held at East Pallant House.

43. PAVEMENT STEERING GROUP UPDATE

JV declared an interest arising from their role as a District Council Ward Member.

A meeting is scheduled for Wednesday, 20th August 2025, to review the latest iteration of the design plans.

Officer-level meetings have taken place this week, during which outstanding concerns were raised regarding the current proposals, including:

- Insufficient seating provision in key locations
- Lack of in-ground tree planting
- Concerns about the effectiveness of wayfinding proposals

Final designs are yet to be confirmed.

44. ENFORCEMENT MATTERS

No new items at this stage.

45. TRAFFIC ISSUES

The Town Clerk reported that feedback is still awaited from West Sussex County Council regarding the proposed additional locations for Speed Indicator Devices (SIDs).

46. ITEMS TO BE INCLUDED ON THE NEXT AGENDA

- Pavements update
- Local Plan update

47. DATE OF NEXT ORDINARY MEETING

DATE OF NEXT ORDINARY MEETING: Thursday 11 September 2025

The meeting closed at 5.12pm.

ACTIONS ARISING FROM THIS MEETING

Minute ref.	Action	Assigned to
39 & 40	To submit comments from Committee on planning applications to Chichester District Council.	Officers
42	To place this event in the Mayor's Diary.	Officers
46	To include items on the next Agenda of the Planning and Conservation Committee Meeting.	Officers