



DELL QUAY CONSERVATION AREA

CHARACTER APPRAISAL & MANAGEMENT PROPOSALS

SEPTEMBER 2006

Appendices updated March 2012 to reflect legislative changes

DELL QUAY CONSERVATION AREA CHARACTER APPRAISAL & MANAGEMENT PROPOSALS

On the 5th September 2006 Chichester District Council approved this document as planning guidance and therefore it will be a material consideration in the determination of relevant planning applications.

Cover: Map of Dell Quay 1875



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PART I DELL QUAY CONSERVATION AREA APPRAISAL

I INTRODUCTION

This document has been produced for Chichester District Council following consultation with the local community. Local authorities are required by law to preserve or enhance their conservation areas and part of that process is the production of a character appraisal to explain what is important about the area.

Part I of this document therefore attempts to define the key elements that contribute to the special historic and architectural character of the Dell Quay Conservation Area, and identifies negative features (the issues) which might be improved. Part 2, the Management Proposals, sets out a programme for further work, based on the issues identified in Part I. This process involves a thorough review of the existing conservation area boundary and provides one suggestion for change.



Dell Quay in the summer with the tide out



Dell Quay in the winter with the tide in

The Character Appraisal concludes that the most significant features of the Dell Quay Conservation Area are:

- The maritime setting on the Fishbourne Channel of the Chichester Harbour;
- Location within the Chichester Harbour AONB;
- Small group of quayside buildings;
- The Crown and Anchor Public House, dating to the 18th century and listed grade II;
- The Gate House, also 18th century, and also listed grade II;
- The former warehouse on the quay, dating to the late 18th or early 19th century;
- The former round house of a mill, converted into a house and extended;
- An assortment of more modern functional buildings associated with the sailing club and education centre;
- The sound of the water and wildlife;
- The beautiful views over the estuary, an Area of Outstanding Natural Beauty (AONB).

The Management Proposals make the following recommendations:

- Encourage the owners of the Crown and Anchor Public House to improve the appearance of the pub;
- All new development should follow the Good Practice Guidance included in the Management Plan;
- Amend the conservation area boundary in two places:
 - Move the existing boundary on the east side of the conservation area to follow an existing hedge line;
 - Include Saltings, Apuldram House, Honeysuckle Cottage and Apuldram Cottage, on the southern edge of the conservation area.

2 LOCATION AND LANDSCAPE SETTING

2.1 LOCATION

Dell Quay is located on the east side of the Chichester Channel, about two kilometres from the centre of Chichester. The tiny settlement is connected by a short lane to the A286, which connects Chichester to West Wittering. The hamlet of Appledram lies a field away to the north and the Chichester Canal, about two kilometres to the south.

2.2 TOPOGRAPHY

Dell Quay lies on the northern edge of the Manhood Peninsula, which is largely flat as demonstrated by the very well spaced contours on modern maps. The area is criss-crossed by deep drainage ditches and small streams and ponds are common. Dell Quay lies on a slight rise in the land which follows the five metre contour along the side of the estuary.

2.3 RELATIONSHIP OF THE CONSERVATION AREA TO ITS SURROUNDINGS

To the north, east and south of Dell Quay lie flat open fields with no special features, although it is possible to see the outline of the South Downs in the distance. However, to the west lies the tidal estuary of the Fishbourne Channel, with beautiful views across the water (or muddy flats, depending on the tide) towards Oldpark Wood and the farms of the Bosham peninsula. A coastal footpath passes north-south through Dell Quay.

Dell Quay lies within the Chichester Harbour AONB (Area of Outstanding Natural Beauty), designated as such in 1964 because of its unique blend of landscape and seascape. The AONB contains four channels – Emsworth, Thorney, Bosham and Chichester (of which the Fishbourne channel forms the northern part). The designation of the AONB provides an additional means of control and will help to prevent unsuitable development, particularly along the shoreline.



View from Dell Quay Road towards the South Downs

A recent (June 2005) Landscape Character Assessment of the AONB by Chris Blandford Associates confirms that Dell Quay lies within the AONB Character Area D3 *Fishbourne Channel*, and the chief features are:

- Long narrow inlet with a winding channel;
- Mud and shingle exposed at low tide.
- Underlying chalk and the red and orange clays of the Reading Beds are occasionally revealed;
- Patches of fringing saltmarsh;
- Largely undeveloped shoreline with a wooded appearance;
- Old Wooden boats at Dell Quay are a distinctive feature;
- Underdeveloped and mostly tranquil character.

The Landscape Character Assessment also includes a number of recommendations for the improvement and conservation of the whole Character Area, covered in *Planning and Land Management Guidelines*, page 71.

2.4 GEOLOGY

Most of the Manhood Peninsula is covered in brick earth or river alluvium, suitable for agriculture, and it is notable that in the centre of the area, around Almodington and Sidlesham, are large numbers of commercial nurseries.

Beneath the southern part of the Selsey Bill, the underlying geology is formed by the Bracklesham Beds, dating to the Eocene period and composed of richly fossiliferous sands which are exposed at low tide between Selsey Bill and East Head at the entrance to Chichester Harbour. The Bracklesham Beds produce sands and gravels suitable for rough grazing. Scattered along the beaches of the Selsey Bill are blocks of pale brown or grey stone, known as septaria.

Beneath Chichester are the Reading Beds, a layer of red and orange clays which were deposited as alluvial mudflats and beyond the city, the South Downs provide a source of flint and chalk for lime.



View over the Chichester Channel from Dell Quay

2.5 BIODIVERSITY

There are no sites of ecological significance to the north, east, or south of the conservation area but the whole area lies within the Chichester Harbour AONB. The Chichester Channel to the west is also covered by a number of important landscape and wildlife designations:

- (i) Ramsar Site, an area of wetlands of international importance;
- (ii) Site of Special Scientific Interest (SSSI);
- (iii) Special Area of Conservation (SAC).



The Chichester Channel is part of the Chichester Harbour AONB

3 HISTORIC DEVELOPMENT AND ARCHAEOLOGY

3.1 HISTORIC DEVELOPMENT

Dell Quay developed as one of the more important landing places which collectively form Chichester Harbour. Evidence suggests that the Romans had a small port at the head of the Fishbourne Channel and built a military base there, probably between AD45-75. They also brought in boats on the south side of the Manhood Peninsula, probably at Pagham Harbour, and it is possible that Dell Quay was in use at this early period because it was located close to Chichester and yet still provided some depth of water at low tide. Interestingly, there is evidence for a Roman tile works near Dell Quay.

After the Norman Conquest, and the development of Chichester as the principal settlement, Dell Quay became one of the five main ports for Chichester – the others were Itchenor, Birdham, Bosham and Fishbourne. However, from the early 13th century, Dell Quay rose in importance. Cargoes of grain, timber and wool were among the goods exported, and imports included coal, wines, cloth and building materials. At about this time, a Chapel of Ease was built at nearby Apuldram, presumably required because the local population was growing. In 1353, Chichester became a Staple Port, that is, one officially empowered to deal with the export of wool. In 1397, the boundaries of the Port of Chichester were said to be Romney in the east and Havant in the west, and this seems to have been the pattern until the reorganisation of the 1670s. Within Chichester Harbour, Dell Quay was the only official “Port of Landing” for foreign trade, but there were other minor ports in Sussex, subordinate to Chichester, and even within the Harbour and its environs, there were a number of authorised “creeks” where trade could be carried on. Pagham also grew in importance during the late medieval period. In the 16th century, Lord Fitzwilliam of Cowdray, High Admiral 1536-40 built a wharf at Dell Quay, described as Chichester’s “very faire haven”. An act was passed in 1585 to allow the digging of a canal along the course of the River Lavant to the city’s West Gate, but the work was

never undertaken. By this time, the principal export commodity had changed from raw wool to cloth, and the chief import was wine. In the 17th century, Dell Quay became known for the export of malt, made from barley and used in the production of beer.

In the 1670s there was a general reorganisation of the system of customs ports. Under this, the western boundary of the Port of Chichester was to be Hermitage Bridge and the county boundary. Dell Quay remained as the sole “point of entry” for the Port of Chichester, although corn was allowed to be exported through Emsworth.

In the 18th century, land communications had improved including the construction of the Chichester to Cosham turnpike in 1762, which helped Emsworth develop, and the Chichester to Dell Quay turnpike in 1779. During this century, The Crown and Anchor Public House and the adjoining Gate House were both built. In 1790 a miller insured his windmill at Dell Quay and an old drawing in the possession of the owner of Dell Quay House shows that the windmill was a post mill with a brick or stone round house. The Tithe Map of 1838 shows the circular base with a large house adjoining it – presumably the mill owner’s own residence.

The opening of the Chichester Canal in 1822 enabled goods to be brought directly into Chichester by barge. It appears likely that the brick store on Dell Quay, recently repaired and now used as offices, was built during this time. References in 1807 and 1810 to a “large square built post mill, will grind seven loads per week” confirm the continued use of the mill. By 1836, some 40% of all coastal cargo was handled through Emsworth compared with 28% at Dell Quay and 11% at Chichester Canal basin. The coming of the railways in the 1840s connected Brighton, Chichester and Portsmouth along the south coast and, from this date onwards, Dell Quay, the canal and indeed all boat-based transport began to decline. The mill had ceased



The Crown and Anchor Public House



The Gate House

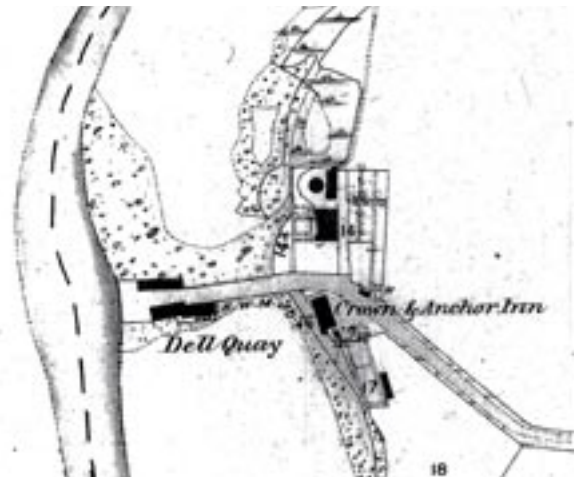
operation by c.1870. As the mill is not shown on the 1813 Ordnance Survey map it is possible that the 1790 mill had been demolished and another erected by 1823/4, recorded on Greenwood's *Map of Sussex*.

By the mid-1920s, the canal basin in Chichester had been cut off from the Harbour because the old swing bridges had been replaced by permanent structures. Almost no trade came through Dell Quay, and commercially Chichester Harbour was all but dead. From the 1930s onwards, only the occasional barge arrived at Dell Quay and the Harbour became a pleasant backwater, its peace and quiet enjoyed by the increasing number of small-boat enthusiasts. Before 1968, possibly in the late 1930s or early 1950s, the miller's house was demolished and the round house of the mill subsumed within Dell Quay House. The swimming pool of the house marks the site of a former salt panning pond, shown on early maps, which ceased production in c.1840.

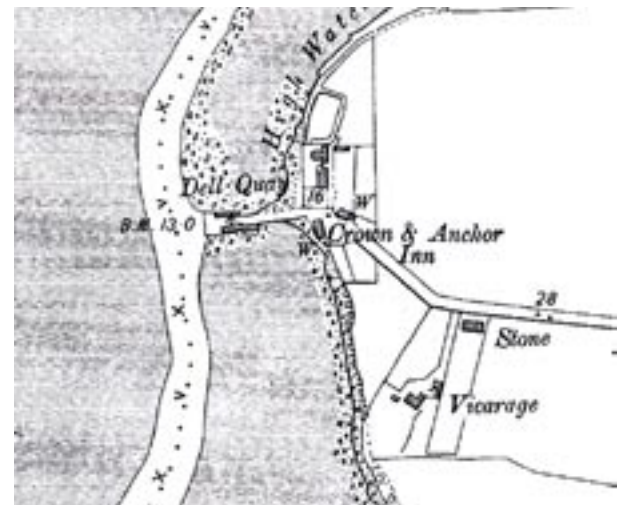
Dell Quay is now used by a sailing club and there is also an education centre in one of the buildings for visiting schoolchildren. The early 19th century brick store remains, now modernised, and adjacent are two more vernacular buildings, weather-boarded with tiled roofs. Otherwise the buildings appear to be modern. Sailing boats are pulled up onto the quay or the adjoining beach in a pleasing array of masts and ropes. The Crown and Anchor Public House is a popular venue, with its large outdoor sitting area and stunning views over the water.



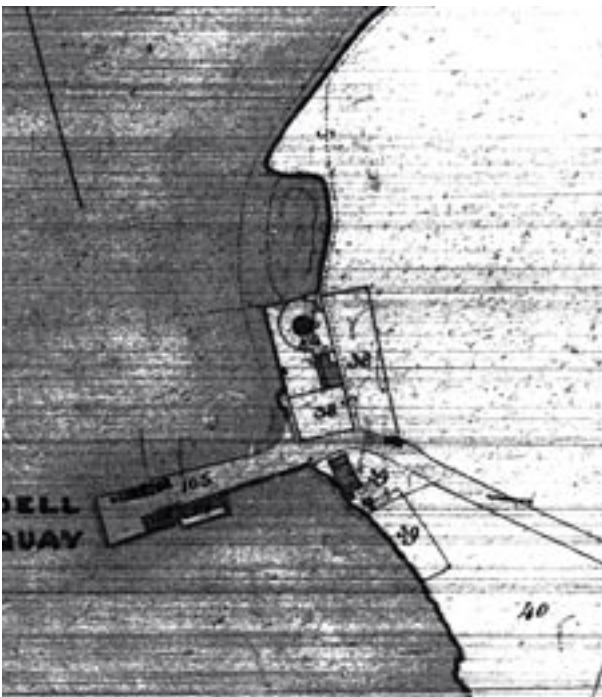
Outside seating area for the Crown and Anchor Public House, overlooking the estuary



1875 First Edition Ordnance Survey



1913 Ordnance Survey



1838 Tithe map



1933 Ordnance Survey

3.2 SURVIVING HISTORIC FEATURES:

The following are the most significant surviving historic features:

- Ancient landing place and past status as Chichester's primary port;
- 18th century Crown and Anchor Public House (listed grade II);
- 18th century Gate House (listed grade II);
- Early 19th century brick store.

3.3 ARCHAEOLOGY

Because of its particularly rich natural resources the West Sussex coastal plain has been exploited continuously since hominids first arrived in Britain c.500,000 years ago. The older, Palaeolithic deposits would not normally survive close enough to the surface to be relevant, but later prehistoric deposits, from the Mesolithic to the Early Saxon, and most particularly Bronze age to Roman, should be expected to survive at plough depth.

Around Dell Quay, the area is likely to have suffered from varying degrees of coastal erosion and deposition. This may result in unrepresentative concentrations of artefacts along the shores, most notably the various Neolithic flint-working sites recorded around the conservation area and noted on the SMR.



4 SPATIAL ANALYSIS

4.1 CHARACTER

The Dell Quay Conservation Area is dominated by the location on the side of the Chichester Channel, providing attractive views to the north, west and south over the wide estuary towards the fields and isolated farmsteads which lie close to Bosham. To the east, the settlement is enclosed by flat, rather featureless fields with low hedges and a few trees.

A long, straight road connects Dell Quay to the main road, bending slightly as it nears the buildings. There is no central area, just a wider section of road around the public house, used for car parking, and another smaller car parking area against the flint and stone wall which forms the boundary to Dell Quay House.

The key characteristics of the conservation area are:

- The maritime setting on the Fishbourne Channel of the Chichester Harbour;
- Location within the Chichester Harbour AONB;
- Small group of quayside buildings;
- The Crown and Anchor Public House, dating to the 18th century and listed grade II;
- The Gate House, also 18th century, and also listed grade II;
- The former warehouse on the quay, dating to the late 18th or early 19th century;
- The former round house of a mill, converted into a house and extended;
- An assortment of more modern functional buildings associated with the sailing club and education centre;
- The sound of the water and wildlife;
- The beautiful views over the estuary, an Area of Outstanding Natural Beauty (AONB).

4.2 PLAN FORM, BUILDING TYPES AND BOUNDARIES

There is no formal layout at Dell Quay. The principal feature is the quay itself, rebuilt in modern materials, with an assortment of 19th and 20th century structures providing a pleasingly nautical character. The most important building is the 18th century public house, The Crown and Anchor, and similarly dated, but less visually



Quay Cottage with its trimmed hedging

significant, The Gate House. Quay Cottage is a single storey brick-faced building with a shallow pitched roof, and opposite, a two storey cottage is built from brick. Both of these appear to date to the 1930s.

Boundaries are made up of trimmed hedges, although there is a flint and rubble stone wall to the front of Dell Quay House. Less attractive is the horizontally boarded timber fencing which encloses the back of the public house, facing Dell Quay Road. More ordered vertical boarding surrounds Dell Quay House along its west facing boundary.

4.3 OPEN SPACES, TREES AND VIEWS

There is no formal open space in the conservation area, with the whole emphasis on the waterfront and the views over the estuary to the peninsular beyond. Being tidal, this is sometimes filled with water and sometimes a mainly mud and stony beach with a narrow channel. The smell of seaweed, the sound of the many seabirds, and clattering of the rigging, all adds to the maritime character of the conservation area.

There are few really notable trees in the conservation area, which clearly suffers from a degree of exposure to the westerly winds. However, a good tree belt, with some evergreen shrubs, does exist around Dell Quay House and The Gate House, providing privacy from the many visitors to the public house and the quay.

The most notable views are marked on the Townscape Appraisal map.



View westwards from Dell Quay across the estuary



Mature trees frame The Gate House

5 DEFINITION OF THE SPECIAL INTEREST OF THE CONSERVATION AREA

5.1 ACTIVITIES AND USES

Dell Quay revolves around the sailing club and the many visitors who come to enjoy the stunning setting. The Crown and Anchor Public House is a popular venue, which does, in high season, become very busy. There are several residential properties, but otherwise alternative uses are centred on the quay and the sailing club. In 1999, the Chichester Harbour Conservancy opened the Chichester Harbour Education Centre in a modern building on the quay, which is used as a field studies centre for groups of up to 40 children at a time. This is also supported by the Friends of Chichester Harbour, the Solent Protection Society, and the Countryside Agency.

5.2 LISTED BUILDINGS

There are just two listed buildings in the Dell Quay Conservation Area, both listed grade II. The most impressive is the Crown and Anchor Public House, dating to the 18th century. The two storey elevation facing the road consists of four varied windows, including sashes to the ground floor and casements above. A modern porch protects the front door. The west elevation, facing the water, includes a large modern single storey curved bay. The best feature of the building is the steeply pitched roof, covered in handmade clay tiles. The worst feature is the assortment of modern alterations, including the bay window, a number of satellite dishes, and a variety of discordant modern windows.

Facing the public house, The Gate House is an 18th century L-shaped stuccoed building, painted white. Its regular six over six sashes provide a pleasing symmetry to the elevation facing the road, and it too has a steeply pitched tiled roof with axial stacks. It retains a number of modern extensions to the side and rear which,



Boats are an important part of the character of the conservation area

although bulky, have been carefully designed to blend in with the original.

5.3 POSITIVE BUILDINGS

There are only two further buildings in the existing conservation area which can be said to make a *positive* contribution to the character and appearance of the conservation area. The first one is the remains of the circular base of the windmill which was subsumed within Dell Quay House, probably in the late 1930s. It can just be glimpsed from Dell Quay Road and the quay. The second is the late 18th or early 19th century brick and tiled structure, once used as a store, on the quay itself. These buildings have been identified during the survey process and, as recommended in PPG15, are recorded on the Townscape Appraisal map. As with listed buildings, there is a general presumption in favour of their retention. Further information is included in Part 2 Chapter 2 Recommendations.



Rear elevation of the Crown and Anchor Public House



The brick building on Dell Quay makes a positive contribution to the conservation area



The gazebo to Dell Quay House

5.4 BUILDING MATERIALS AND COLOURS

Both the Crown and Anchor Public House and The Gate House are faced in white-painted stucco. The orangey/brown handmade clay tiles for their roofs are particularly important. These tiles, and some grey natural slate, are also used on several of the smaller buildings on the quay, where grey and black-painted weather-boarding provides a surface to some of the walls. The former store is faced in red brick, with a slate roof and maroon-painted timber windows.

Windows are generally made from timber and usually painted white, although the small gazebo on the boundary of Dell Quay House has blue painted window surrounds and a thatched roof.

5.5 PUBLIC REALM

There are no historic paving materials in the conservation area, and no pavements. There is no street lighting and the only “street features” are the timber telegraph poles which convey the telephone lines.

6 ISSUES

6.1 NEGATIVE FEATURES

The Dell Quay Conservation Area encompasses a very small group of buildings and the quay, associated with the sailing club, and the use of the Chichester Channel. All of the buildings are in good condition, apart from the Crown and Anchor Public House, which provides the only “Negative” feature in the area. Of special concern are:

- The plethora of (presumably unauthorised) satellite dishes;
- The modern windows, of inappropriate design;
- The large circular bay window on the rear elevation facing the water, stained brown;
- The poor condition of the paintwork.

6.2 CONSERVATION AREA BOUNDARY REVIEW

As part of the appraisal process, the existing conservation area boundary was inspected. It was found that the boundary generally followed a logical line, apart from two places (the eastern boundary and part of the southern boundary) where some changes are suggested. These are described in greater detail in Part 2 Chapter 2 Recommendations and noted on the Townscape Appraisal map.



I BACKGROUND

The designation of a conservation area is not an end in itself, as under Section 71(1) of the *Planning (Listed Buildings & Conservation Areas) Act 1990*, the District Council is required to periodically review its conservation areas and to publish proposals for their preservation and enhancement.

Part 1 of this document, the Character Appraisal, therefore assesses the character of the Dell Quay Conservation Area and identifies the positive features which make the conservation area special. Additionally, the character appraisal also notes the less attractive, negative features and these are discussed in Chapter 6 “Issues”.

Part 2 of this document, the Management Proposals, presents proposals to achieve the preservation and enhancement of the conservation area’s special character, by providing a series of recommendations for future action based on the issues raised in Chapter 6.

This document reflects government guidance as set out in *Planning Policy Guidance 15 ‘Planning and the Historic Environment’*, English Heritage guidance titled *Guidance on the management of conservation areas* (August 2005), Best Practice guidelines, and policies within the *Chichester District Council Local Plan - First Review* adopted in April 1999.

It is recognised that the Dell Quay Conservation Area is one where even minor change is unlikely. However to help both the District Council and the local community, this document provides, at Appendix 3, a section entitled “Good Practice Guidance”, which explains the implications of conservation area designation and provides guidance on how residents can help to preserve and enhance the conservation area in which they live.



2 RECOMMENDATIONS

The “Issues” identified in Chapter 6 of the appraisal were:

2.1 THE CROWN AND ANCHOR PUBLIC HOUSE

The Crown and Anchor Public House, a grade II listed building, is currently considered to display a number of “negative” elements, including:

- The plethora of (presumably unauthorised) satellite dishes;
- The modern windows, of inappropriate design;
- The large circular bay window on the rear elevation facing the water, stained brown;
- The poor condition of the walls and paintwork.

Recommendation:

The District Council should encourage the owners of the public house to improve their building by:

- *Removing the (presumably unauthorised) satellite dishes;*
- *Replacing the modern windows with windows of a more appropriate design;*
- *Improving the colour and general appearance of the modern bay window facing the estuary;*
- *Painting the walls and external joinery of the building, preferably using an off white, rather than pure white, paint.*

2.2 NEW DEVELOPMENT

There are no obvious opportunities for new development within the conservation area but any that is allowed must be very carefully sited and detailed.

Recommendation:

All new development should follow the Good Practice Guidance included in the Management Proposals.

2.3 CONSERVATION AREA BOUNDARY REVIEW

As part of the appraisal process, the existing conservation area boundary was inspected. It was found that the boundary generally followed a logical line, apart from where it cuts across a field on the eastern side of the conservation area, where minor changes are proposed to follow an existing hedge line.

To the south, the boundary also cuts across a private driveway to Saltings. The buildings to the south of Dell Quay - Saltings, Apuldram House and Honeysuckle Cottage with Apuldram Cottage were inspected from the road, and it was decided to include them within the conservation area. Saltings and Apuldram House are both 20th century houses which are set well back from the road. However, their gardens are important to the setting of the core of Dell Quay and are partly visible



Detail of the rear elevation of the Crown and Anchor Public House

from the main access road. Honeysuckle Cottage with Apuldram Cottage are a pair of early 20th century cottages, but they are very visible as they face the road. Despite modern alterations, such as the insertion of two flat roofed dormers, they retain some interesting architectural details and therefore make a positive contribution to the character of the area.

Recommendation:

Amend the conservation area boundary in two places:

- *Bring in the boundary on the eastern side of the conservation area to follow the line of an existing hedge;*
- *Extend the boundary on the southern side to include Saltings, Apuldram House, Honeysuckle Cottage and Apuldram Cottage.*



The revised boundary follows the line of the hedge in the background



Apuldram House



Honeysuckle Cottage and Apuldram Cottage

3 MONITORING AND REVIEW

As recommended by English Heritage, this document should be reviewed every five years from the date of its formal adoption by Chichester District Council. It will need to be assessed in the light of the emerging Local Development Framework and government policy generally. A review should include the following:

- A survey of the conservation area including a full photographic survey to aid possible enforcement action;
- An assessment of whether the various recommendations detailed in this document have been acted upon, and how successful this has been;
- The identification of any new issues which need to be addressed, requiring further actions or enhancements;
- The production of a short report detailing the findings of the survey and any necessary action;
- Publicity and advertising.

It is possible that this review could be carried out by the local community under the guidance of a heritage consultant or the District Council. This would enable the local community to become more involved with the process and would raise public consciousness of the issues, including the problems associated with enforcement.



4 CONTACT DETAILS

For queries on planning matters or general conservation advice, you are encouraged to consult the District Council's planning officers who will be pleased to assist.

Telephone **01243 785166**
Fax **01243 534558**
Or write to: Conservation and Design Officer,
Development and Building
Control Services,
Chichester District Council,
East Pallant House,
East Pallant,
Chichester,
West Sussex PO19 1TY.



NATIONAL PLANNING POLICY

Government advice on the control of conservation areas and historic buildings are set out in Planning Policy Statement (PPS) 5. Further advice about conservation area control, including the production of management proposals, has recently (March 2011) been produced by English Heritage.

LOCAL PLAN CONSERVATION POLICIES

There are several relevant policies in the *Chichester District Council Local Plan - First Review* adopted in April 1999. Chapter 2 Environmental Strategy contains a description of the Council's aims and objectives relating to historic buildings and conservation areas. The policies relating to these specialist topics are set out in a separate section under *Built Environment: policies BE4 and BE5 (historic buildings) and BE6 (conservation areas)*.

The Dell Quay Conservation Area was designated in February 1976. The Local Plan insert map which is relevant is no. 45D. This confirms the following designations:

- A conservation area is based on Dell Quay, the Crown and Anchor Public House, The Gate House, and a few modern buildings at the end of Dell Quay Road;
- The whole area is an Area of Outstanding Natural Beauty (AONB). The estuary, as far as the shoreline, is a Site of Special Scientific Interest (SSSI); a Ramsar site (wetlands of international importance); and a Special Area of Conservation (SAC).

LOCAL DEVELOPMENT FRAMEWORK

In due course, the Local Plan will be replaced by the Local Development Framework. Meanwhile, the Local Development Scheme currently saves the Local Plan conservation policies prior to adoption of a Core Strategy which will contain replacement policies to protect historic buildings and conservation areas.



APPENDIX 2 COMMUNITY INVOLVEMENT

This Character Appraisal, with its Management Proposals, has been prepared in close partnership with Chichester District Council. Public consultation commenced with a public exhibition at the New Pavilion, West Wittering, on Friday 10th March 2006 and the document was also put on the Council's website for four weeks until the 7th April with a questionnaire encouraging responses. Following the analysis of these comments, the final document was drafted.

This document has been approved by Chichester District Council for development control purposes and will be a material consideration when making decisions about applications for development within, or on the edges of, the Dell Quay Conservation Area. The document will also inform other agencies and individuals whose activities impact on the fabric of the Dell Quay Conservation Area, such as West Sussex County Council, local traders and householders.



APPENDIX 3 GOOD PRACTICE GUIDANCE

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- 2 THE REQUIREMENTS FOR PLANNING PERMISSION IN A CONSERVATION AREA
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- 10 SATELLITE DISHES
- 11. SOLAR PANELS AND OTHER RENEWABLE ENERGY INSTALLATIONS

1 CONSERVATION AREA DESIGNATION

Designation as a conservation area brings a number of specific statutory provisions aimed at assisting the “preservation and enhancement” of the area. These are as follows:

- The District Council is under a general duty to ensure the preservation and enhancement of the conservation area, and has a particular duty to prepare proposals (such as conservation area appraisals or grant schemes) to that end;
- Extra publicity is given to planning applications affecting conservation areas and the District Council must take into consideration the desirability of preserving and enhancing the character of the conservation area when determining such applications. This is usually achieved through the use of advertising in the local newspaper;
- *Conservation Area Consent* is required for the demolition of any unlisted building in a conservation area and the local authority or the Secretary of State may take enforcement action or institute a criminal prosecution if consent is not obtained. This means that all positive buildings within the conservation area (as annotated on the Townscape Appraisal map) will automatically be preserved unless a very good case for demolition can be made.

- Written notice must be given to the District Council before works are carried out on any tree in the area;
- The display of advertisements may be somewhat more restricted than elsewhere;
- The District Council or the Secretary of State may be able to take steps to ensure that a building in a conservation area is kept in good repair (similar to the powers which protect listed buildings);
- Limited financial assistance may be available for the upkeep of a building in the conservation area through grant schemes with English Heritage or the Heritage Lottery Fund, (though these are usually targeted to areas of economic deprivation).

2 THE REQUIREMENTS FOR PLANNING PERMISSION IN A CONSERVATION AREA

In a conservation area, certain works to houses within the designated area, which are normally considered to be “permitted development”, will require planning approval from the District Council. The overall effect of these additional controls is that the amount of building works which can be carried out to a house or within its grounds without a planning application is smaller in a conservation area than elsewhere.

These are:

- Planning permission is needed for extensions to houses in conservation areas where they are on the side of a property or more than one storey to the rear of a property (front extensions require planning permission);
- Planning permission is needed for external cladding to houses in conservation areas, using stone, artificial stone, timber, plastic or tiles. However, cement and pebble dashing is still permitted development following a court case in 1995;
- Planning permission is needed for roof extensions;

- Planning permission is needed for the erection of any structure within the curtilage which is located to the side of a house.
- Planning Permission is needed for the installation of chimneys, flues and soil and vent pipes on the principal or a side elevation that fronts a highway.

It is worth noting that where a building is statutorily listed, different legislation applies, as all internal and external alterations which affect the special architectural or historic interest of the building require Listed Building Consent. Furthermore, commercial properties (such as shops and public houses), and houses which are in multiple occupation (flats) have far fewer permitted development rights and therefore planning permission is already required for many alterations to these buildings.

3 ARTICLE 4 DIRECTIONS

Designation as a conservation area means that the District Council can consider whether serving an Article 4 Direction is appropriate, by withdrawing permitted development rights for unlisted dwellings. This could affect all of the “positive” dwellings where unsympathetic change would be most detrimental. The changes that are commonly controlled by an Article 4 Direction are:

- The enlargement, improvement or other alteration of a dwelling (this includes new windows and doors);
- Alterations to the roof (such as changing the roof material);
- The construction of a porch;
- The provision of a building or enclosure, such as a swimming pool;
- The construction of a hardstanding and the creation of a new means of access;
- The painting of external walls.

The District Council can consider serving an Article 4 (2) Direction, which does not require an application to the Secretary of State, although thorough public consultation is needed. In many of the conservation areas in the District, Article 4 Directions would help to protect the historic character of the area and the District Council will consider their use as and when resources are available.

4 NEW DEVELOPMENT

All applications for new development within Chichester’s conservation areas are considered in the light of policies contained within the adopted Local Plan and central government guidance. For conservation areas, it is especially important to maintain the historic form of development, such as buildings lines, plot ratios and building form and uses. There is a general presumption that all listed buildings, and buildings marked as “positive” on the Townscape Appraisal maps, will be retained, and their setting protected. There is also a presumption that existing open spaces, especially those which are defined within the Character Appraisal for each conservation area, will be protected. Gardens, fields and other landscape features all make a vital contribution to the conservation area’s “special character or appearance” and should therefore be retained.

Where new buildings are to be allowed, their design should be carefully considered in terms of their context, so that they fit in with their surroundings in terms of scale, density, massing and bulk. Over dominant, cramped development is usually inappropriate in a conservation area.

For Bosham, Sidlesham Quay, Sidlesham Church and West Wittering, new development should follow also the guidance contained within the Village Design Statements.

5 LISTED BUILDINGS

Listed Building Consent is required from the District Council for all alterations or extensions which affect the character of the listed building. The interior, as well as the exterior, of the building is covered by the listing, so changes to such features as fitted cupboards, panelling, staircases and even floorboards all require Consent. The listing description is merely a tool for identification so the exclusion of any particular feature does not mean that it is not “listed”. It is a criminal offence to alter a listed building without having first obtained Consent so owners should always check first with the District Council before commencing work.

6 POSITIVE BUILDINGS

As part of the appraisal process, and as recommended by English Heritage “Positive” buildings have been identified and are marked on the Townscape Appraisal maps for each conservation area. Generally, these are individual or groups of buildings which retain all or a high proportion of their original architectural detailing and which add interest and vitality to the appearance of the conservation area. Most of them date to the 19th century, but some are early 20th century. Where they have been too heavily altered, and restoration is not easily achievable, they are excluded.

As with listed buildings, there is a general presumption in favour of their retention. Any application for the demolition of a positive building will therefore need to be accompanied by a reasoned justification as to why the building cannot be retained, similar to that required for a listed building. The owner must also have made positive efforts to market the building, or to find a suitable new use, before an application can be determined. The District Council may also, as resources permit, consider serving an Article 4 (2) Direction on the positive buildings which are dwellings, to control unsympathetic alterations such as the installation of uPVC windows.

7 ROOFS

In all of Chichester’s conservation areas, but most particularly in the more urban areas, roofs play an important part in contributing to the area’s special character. Their pitch, shape and materials are all important and should not be compromised by the insertion of over-dominant rooflights or dormers. The loss of chimney stacks and chimney pots will be resisted by the District Council, particularly on listed and positive buildings within the conservation area.

Thatch, handmade clay tiles and natural slate are the traditional materials for roofs within the conservation areas. For thatched roofs, the District Council will continue to encourage the use of long straw thatch and traditional details. Historically, long straw would have been sourced from local farmers as a waste product from grain production, and roughly shaped before fixing, often over the top of old thatch. This gave the buildings a

characteristically shaggy outline which the modern “combed wheat reed” roofs tend to lack. Combed wheat reed is also straw, but it is a more processed material which when fixed produces a much flatter, thinner roof than long straw. It has also become usual for the ridges of thatched roofs to be repaired using *raised* ridges, with decorative swirls and crescents, rather than the much simpler but historically more correct *flush* ridge which continued the outside face of the main roof. The use of water reed results in an even greater change of character, as this material is laid in thinner layers, given a crisper, more angled outline, with raised ridges adding to the difference. Organic long straw is now being grown commercially in Kent, so it is possible to source the correct material.

Handmade clay tiles are another material which would have been made locally, but which can still be purchased from brick makers in West Sussex. They are notable for their curved shape, producing a softly undulating roof shape which machine-made tiles, which tend to be almost flat, cannot emulate. Their soft reddish-brown colour is another important local feature. Ridges are created by rounded clay tiles, sometimes crested.

Natural slate was rare in West Sussex before the mid-19th century but its use became almost ubiquitous after the 1840s when slate became more fashionable and also far more affordable due to the coming of the railways. Welsh slate is preferable to imported slate as its colour is a better match for existing roofs and because of tighter quality controls it lasts much longer. Lead flashings, simply detailed (no curves or cut-outs) is traditional with slate.

Cast iron rainwater goods are required on listed buildings, but cast aluminium, which is cheaper and which almost replicates the sections of cast iron, is acceptable on non-listed buildings within the conservation area.

8 FRONT BOUNDARIES AND DRIVEWAYS

Where front gardens exist, and on-street parking is in short supply, there is often a demand for the creation of private parking spaces. In a conservation area, this can be to the detriment of the environment, involving as it does the removal of existing front boundaries

and the creation of hardstandings, often using modern materials such as concrete or tarmacadam. For many of the conservation areas in Chichester District, the front boundary walls, made from a variety of materials - brick, flint, sandstone or limestone - make an important contribution to the character and appearance of the area and they should be retained as far as possible.

Generally, the District Council therefore wishes to discourage private owners from carrying out such alterations. Permission will usually be required from the County Council for the creation of a new crossover onto a public highway, and for listed buildings, Listed Building Consent will be required for the demolition of any existing walls. For non listed buildings in a conservation area, Conservation Area Consent may also be required to demolish a front boundary wall. For the rural conservation areas, new driveways should be covered in a "soft" material, such as gravel or resin-bonded gravel, rather than tarmacadam or concrete blocks or slabs.

Where there is a real threat to the conservation area, the District Council can control the creation of hardstandings and the removal of more minor walls through the imposition of an Article 4 (2) Direction. This can be allied to a Direction to control other unsympathetic changes, such as the installation of uPVC windows or front doors.

9 TREES

Within conservation areas, anyone intending lopping or felling a tree greater than 100 mm diameter at 1.5 metres above the ground, must give the Council six weeks written notice before starting the work. This provides the Council with an opportunity of assessing the tree to see if it makes a positive contribution to the character or appearance of the conservation area, in which case a Tree Preservation Order may be served. This protects the tree from felling or inappropriate lopping. Fruit trees are no longer exempt, although slightly different constraints occur where the tree forms part of a managed forest or is in another agricultural use.

10 SATELLITE DISHES

The rules governing satellite dishes in conservation areas are significantly tighter than outside such areas. These state that the installation of a satellite antenna on any building or structure within the curtilage of a house in a conservation area is only permitted development if the following conditions are met:

For building less than 15metres high

- No more than 2 antennas are installed on the property overall
- The dish does not exceed 100 cm in any dimension (not including any projecting feed element, reinforcing rim, mounting and brackets);
- Where two antennas are installed, one is not more than 100 centimetres in any linear dimension, and the other is not more than 60 centimetres in any linear dimension (not including any projecting feed element, reinforcing rim, mounting and brackets)
- the cubic capacity of each antenna is not more than 35 litres
- No part of it must exceed the highest part of the roof;
- If it is installed on a chimney it is not more than 60 centimetres in any linear dimension and does not stick out above the chimney;
- It is not on a wall or roof slope fronting a highway or footway;

For buildings exceeding 15 metres in height

- No more than 4 antennas are installed on the property overall
- The dish does not exceed 130 cm in any dimension (not including any projecting feed element, reinforcing rim, mounting and brackets)
- If it is installed on a chimney it is not more than 60 centimetres in any linear dimension and does not stick out above the chimney;
- No part of it must exceed the highest part of the roof by more than 300cm;
- It is not on a wall or roof slope fronting a highway or footway;

If you live in a flat these limits apply to the building as a whole and not to each separate flat.

If any of these do not apply, a specific planning application will be required,

and it is unlikely that permission will be granted.

11. SOLAR PANELS AND OTHER RENEWABLE ENERGY INSTALLATIONS

Within conservation areas there are tighter rules on renewable energy installations that can be installed without planning permission.

These are

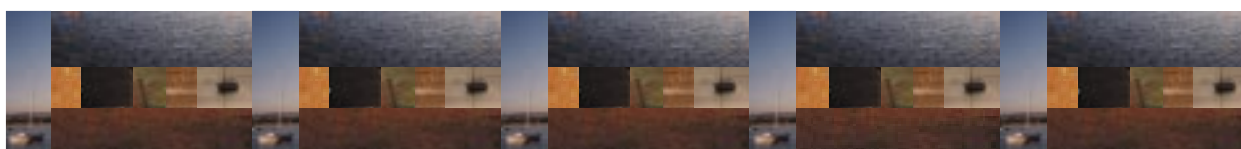
- Planning permission is needed to fix a solar panel to a principal or side elevation visible from a public road or space
- Planning Permission is needed to fix solar panels onto an outbuilding within the curtilage of a dwelling house where it is visible from a street or public place.
- Planning permission is also needed to fix a wind turbine to the roof.
- Free-standing solar arrays within the curtilage of the building must not be visible from a public street or place

It is permitted development to install solar panels on the roof slope even if it is visible from the road, but is only permitted if the following conditions apply.

- The panel should not extend materially beyond the existing plane of the roof.
- Panels on a building should be sited, so far as is practicable, to minimise the effect on the appearance of the building.
- They should be sited, so far as is practicable, to minimise the effect on the amenity of the area.
- When no longer needed for micro-generation they should be removed as soon as possible.

APPENDIX 4 BIBLIOGRAPHY

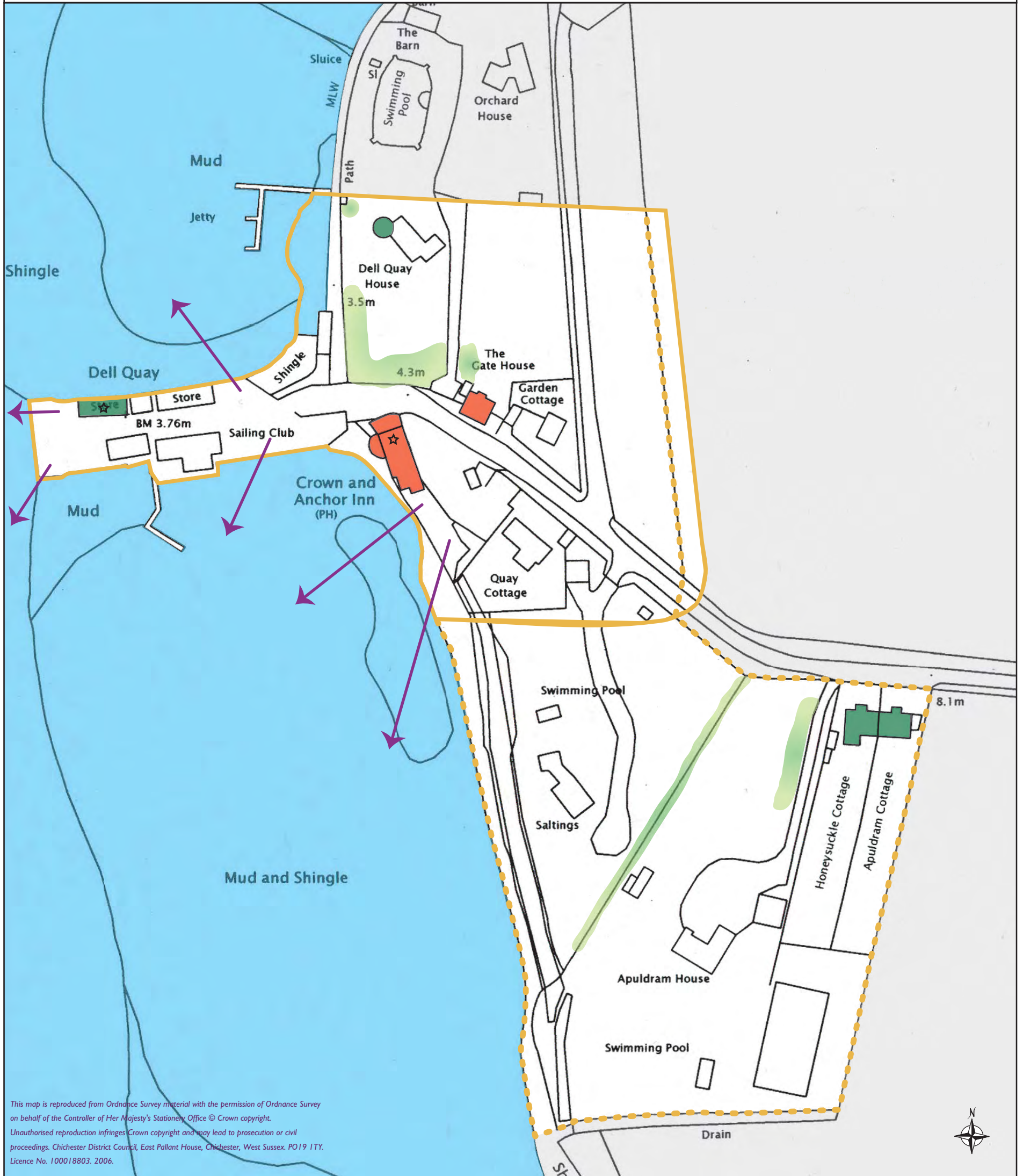
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Dell Quay Conservation Area

Townscape Analysis Map

(Not to scale)



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- | | | | |
|--|---|---|---|
|  Listed buildings |  Important views |  Focal buildings |  Proposed conservation area boundary |
|  Positive buildings |  Significant tree groups |  Significant trees |  Existing conservation area boundary |
|  Water | | | |