

Development Management – Delegated Officer Report

Application Number: AWDM/1478/25 Recommendation: APPROVE

Site: 7 Glebe Close, Southwick, West Sussex

Proposal: Two storey double pitched roof rear extension. First floor pitched roof front extension.

Date of Site Visit: 20th January 2026

Neighbours Checked: Y

Additional neighbour notification: N

Proposal, Site and Surroundings

The application site is a detached, two storey dwelling within a large cul de sac of similar style dwellings. There is a front recess with ground floor parapet, garage attached to the side and rear conservatory. Many properties have been extended and altered but still appear as a cohesive development with a distinctive character.

Consent is sought here to add a first floor extension to the front of the building, where the first floor is currently recessed. This would create an additional front pitch, replicating the existing roof design to the front.

To the rear a two storey extension is proposed with a double pitch. This design has been changed from that originally submitted which showed a pitched roof up to the existing ridge height. A bedroom window is also proposed on the west side elevation, serving a bedroom. This opening now been moved further towards the rear, reduced in size and shown with obscured glazing and a top opener only. This was to address concerns with regards to overlooking to the adjacent occupiers.

Materials proposed will match existing.

Representations: - 1 representation from the owner/occupiers of 6 The Glebe.

- Loss of Light, loss of privacy.
- Impact to the side window serving bedroom.
- Sense of enclosure.
- Proposed design should be reconsidered.

Following revisions a representation from the same property has been received stating that there is support for the plans as amended.

Consultations: -

WSP Flooding and Drainage Consultants: - We have no objection on surface water grounds. Due to the site, location and type of development, we would recommend the approval of the application.

Relevant Planning Policies

Adur Local Plan 2017 Policy 15

'Supplementary Planning Guidance' comprising: Development Management Standard No.2 'Extensions and Alterations to Dwellings'

National Planning Policy Framework (December 2024)

WSCC Guidance on Parking at New Developments (Sept 2020).

Planning Assessment

Principle

The relevant issues are the effects on the amenities of neighbouring residential occupiers and the effect on the character and appearance of the area.

Visual amenity

The front extension is clearly visible within the street scene. There are other examples of similar development with Glebe Close. The dwellings on either side have completed similar development. This addition will not be out of character or harmful to the existing dwelling or street scene.

The rear extension is a reasonable depth, not overly large in relation to the existing dwelling. The reduced ridge height and materials to match allow for an appropriate, subservient addition which matches a similar extension at No. 5.

Residential amenity

The rear extension is 4 metres in depth, the roof has been redesigned to limit the height and scale of the development. The neighbour to the west has a two storey rear extension with a single pitched roof and matching ridge height. This neighbouring dwelling has a side bedroom window in the original dwelling facing the application site. The applicant proposed a bedroom window which would have resulted in overlooking to the neighbouring, side window. Amended plans have been received showing the proposed side window reduced in size, repositioned and shown to be obscurely glazed and top opening only. In the light of these amendments and the distance between the windows, separated by the two garages, on balance it is considered that support can be given here. Overlooking would not be such here to warrant a refusal, the occupiers of the neighbouring dwelling have also submitted representations in support of the plans as amended.

To the east, there is some spacing between the buildings as the neighbouring property angles away, and there is a side, secondary window. There is a proposed obscurely glazed bathroom window on this side. It is therefore not considered that the proposed extension or window will result in any significant loss of light, privacy or overbearing impact in this case which would warrant a refusal. The plans as amended can be supported, subject to safeguarding conditions set out below.

Recommendation

APPROVE

Subject to Conditions:-

1. Approved Plans
2. Standard 3 year time limit
3. Materials to match existing
4. No additional windows on the west or east of the building.
5. The bedroom window on the west elevation and the bathroom window of the east elevation hereby permitted shall be obscurely glazed minimum level 3 and top opening only.

Is recommendation contrary to letter(s) of representation N

1. Proactive with amendments

Case Officer: Hannah Barker

Date: 13th February 2026

Authorised by: Peter Barnett

Date: 13 February 2026