

WEST SUSSEX COUNTY COUNCIL CONSULTATION

TO:	Adur & Worthing Councils FAO: Peter Barnett
FROM:	WSCC – Highways Authority
DATE:	6 February 2026
LOCATION:	132 Greenways Crescent Shoreham-by-sea West Sussex BN43 6HQ
SUBJECT:	AWDM/1577/25 Hip-to-gable loft conversion (including timber clad front and rear dormers with timber cladding and front rooflights), single storey rear extension and side utility room extension and new front porch. Widened crossover for ease of driveway access.
DATE OF SITE VISIT:	n/a
RECOMMENDATION:	Advice

This application has been dealt with in accordance with the Development Control Scheme protocol for small scale proposals.

This application is for loft conversion and extensions, new porch and widened crossover to existing property. The site is located on Greenways Crescent, an un-classified road subject to a speed limit of 30mph.

The site is accessed via an existing vehicular crossover. The proposed plans indicate that the existing access will be widened. However, it appears that the proposed VCO will be wider than the permitted maximum 6.4m width (including the neighbouring crossover width). Whilst the LHA would not raise any highway safety concerns to the proposed width, the access works would be subject to a licence from the Area Engineer and must be constructed to a specification agreed with them. They are unlikely to grant a licence for a VCO wider than a total of 6.4m. The applicant is advised to reduce the width of the proposed crossover to avoid a situation where planning permission for the VCO widening is granted but is unimplementable.

The LHA would not anticipate that the proposal would result in a material intensification of use of the access. There appears to be sufficient space on the existing driveway for a number of vehicles to park.

Conclusion

The LHA does not consider that this proposal would have an unacceptable impact on highway safety or result in 'severe' cumulative impacts on the operation of the highway network, therefore is not contrary to the National Planning Policy Framework (paragraph 116), and that there are no transport grounds to resist the proposal. However, as above, the applicant should consider reducing the width of the proposed VCO.

If the LPA are minded to approve the application, the following conditions and informative should be applied:

Access

The use of the access shall not commence until such time that it has been constructed in accordance with plans and details to be submitted to and approved in writing by the Local Planning Authority.

Reason: In the interests of road safety.

Informative

Vehicle Crossover – Minor Highway Works

The applicant is advised that in addition to obtaining planning permission that they must also obtain formal approval from the highway authority to carry out the site access works on the public highway. The granting of planning permission does not guarantee that a vehicle crossover licence shall be granted because the highway license process considers wider factors than are considered by the Highway Authority at planning stage.

Additional information about the licence application process can be found at the following web page:

<https://www.westsussex.gov.uk/roads-and-travel/highway-network-permits-and-licences/highway-licences/west-sussex-county-council-licences/dropped-kerbs-or-vehicle-crossovers-for-driveways/>

Nicola Elliott

West Sussex County Council – Planning Services