

Development Management - Delegated Officer Report

Application Number: AWDM/0697/26

Recommendation – Approve

Site: 21 Queens Road, Lancing

Proposal: Retrospective planning application for the retention of the charcoal vertical cladding and clear glazing to the north facing window in relation to the roof extension permitted by Lawful Development Certificate under application AWDM/0791/24

Date of site visit: 16th June 2026

Neighbours checked: Y

Additional neighbour notifications: N

Proposal, Site and Surroundings

No. 21 Queens Road, Lancing is a detached bungalow, positioned on a corner plot in Queens Road. A Certificate of Lawfulness was granted in 2024 for the provision of accommodation within the roof by way of the construction of 2no. side dormers. The Certificate was granted because the development was found to fall within development permitted under Class B and Class C within Schedule 2 Part 1 of Town and Country Planning (General Permitted Development) (England) Order 2015 as amended.

The approved plans showed the dormers had a volume of 49m³. External materials would match those on the existing building (stated as being grey cladding and render). No part of the development was to exceed the highest part of the roof and the dormers were to be set up from the eaves by at least 200mm. All side windows were to be obscure glazed and fixed shut up to a height of 1.7m above floor level.

The development has been carried out but there are differences between that shown on the approved plans submitted with the CLEUD application and what has been built.

The dormers have been clad in charcoal vertical cladding and clear glazing has been installed in the full height windows on the north side elevation. The windows are also slightly larger than was shown on the CLEUD application. The windows on the front (east) have been reduced in width from 4 panes to 3 and a smaller high level window has been removed from the front.

It has also been discovered that the north and south elevations were wrongly notated on the CLEUD plans.

These alterations are contrary to that shown on the Certificate of Lawfulness and this application seeks to regularise the works by way of a retrospective planning application.

Relevant Planning History

AWDM/0791/24 – Application for Certificate of Lawfulness for proposed loft conversion including 2no. side dormers, front and rear windows – granted

Consultations

None

Representations

None

Relevant Planning Policies

Adur Local Plan 2017 Policies 1, 2 and 15
'Supplementary Planning Guidance' comprising: Development Management Standard No.2 'Extensions and Alterations to Dwellings'
National Planning Policy Framework (December 2024)

Planning Assessment

Principle

The proposal involves upgrading the existing housing stock located within the built up area and can be supported in principle. The relevant issues are the effects on the amenities of neighbouring residential occupiers and the effect on the character and appearance of the dwelling and its surroundings.

Visual amenity

The works have resulted in an unsympathetic box like addition to the roof which would not be supported had it been submitted as a planning application originally. However, due regard has to be given to the fact that the form and volume of the roof extensions falls under permitted development and, had the materials matched and the side windows been obscure glazed, a subsequent application would not have been required. As such, it is considered reasonable in this case to consider only those aspects which make the development unlawful, namely the materials and clear glazing to the north side.

The charcoal vertical cladding is strikingly different to anything that can be seen in the immediate surroundings. However, there are examples of the use of dark cladding nearby, most notably at 44A Brighton Road and 12 Kings Road. On balance, it is not considered that the colour or appearance of the cladding causes sufficient harm to warrant refusal.

Residential amenity

The provision of clear glazing to the north side windows results in views over the street and towards the front of 3 Queens Road rather than into private

garden areas or amenity space. As no intrusive overlooking is caused, the retention of the clear glazing is considered to be acceptable.

Recommendation

APPROVE

Subject to Conditions:-

1. Approved Plans

Is recommendation contrary to letter(s) of representation? N

1. The Local Planning Authority has acted positively and proactively in determining this application by assessing the proposal against all material considerations, including planning policies and any representations that may have been received and subsequently determining to grant planning permission in accordance with the presumption in favour of sustainable development, as set out within the National Planning Policy Framework.

Case Officer: Peter Barnett

Date: 8 July 2026

Authorised by: Louise Prew

Date: 08/07/2026