

Development Management - Delegated Officer Report

Application Number: AWDM/1577/25

Recommendation – Approve

Site: 132 Greenways Crescent, Shoreham-by-sea

Proposal: 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: 4th February 2026

Neighbours checked: Y

Additional neighbour notifications: N

Proposal, Site and Surroundings

The application relates to a detached hipped roof bungalow close to the junction with Upper Shoreham Road. It has a detached flat roofed garage on its south side. It sits forward of 130 Greenways Crescent to the north, which sits on higher ground. To the south, on lower ground, the rear of 234 Upper Shoreham Road faces the site.

It is proposed to construct hip-to-gable extensions at the north and south ends of the building. A front dormer with timber cladding is proposed and cladding is to be added to the existing front gable and proposed new side gables. A new flat roofed front porch is also proposed with timber cladding.

At the rear, a flat roofed single storey extension, 4m deep, is proposed to be clad in cedar style cladding. A timber clad flat roofed rear dormer is also proposed plus a utility room pitched roof extension to the side at the rear of the garage. and new front porch. The existing crossover is to be widened to 6.4m (in combination with the neighbour's crossover).

Relevant Planning History

None

Consultations

West Sussex County Council: The Highway Officer advises 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.

{Officer Note – the plans have been amended to reduce the width to 6.4m}

Representations

Representation received from owner of 234 Upper Shoreham Road:

- We support this application for development subject to the 3rd party wall agreement.
- Concerns re working hours, access to our property (south side), protection of our property and timescale.
- There is to be no parking at any time on our crossover

Relevant Planning Policies

Adur Local Plan 2017 Policies 15, 28

'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 proposal will result in a contemporary update to this detached bungalow. The front dormer is a modest pitched roof addition. There are larger flat roofed dormers visible elsewhere in the street scene and the scale of the current proposal is acceptable. The use of timber-style cladding to the dormer will not match the existing roof tiles but there is an example of non-matching materials on the front dormer at 155 Greenways Crescent and there is grey cladding to the gable at 234 Upper Shoreham Road. Furthermore, this property is a detached bungalow with existing white cladding to its front gable and it is therefore already slightly different from the more uniform pairs of bungalows and houses further up the street. It is considered that the use of timber cladding is acceptable for this reason and will not cause significant visual harm. The gabling (with cladding) of the roof is also considered to be acceptable for this reason.

The rear ground floor extension will not be visible from the street. The width of the rear dormer has been reduced from 8.5m to 8m so that it is set further in from the roof edge and is considered to be an acceptable size. The timber

clad sides of the dormer may be visible from the street but this is not considered to be harmful in the context of the overall development.

Residential amenity

The property sits on higher ground than the houses in Upper Shoreham Road to the south. There is a reasonable separation between the properties and the new gable, dormers and side and rear ground floor extensions will not be unduly dominant or overbearing and will not harm light or outlook. The garage at No. 234 sits on the boundary with the site.

To the north, 130 Greenways Crescent, is a semi-detached bungalow on slightly higher ground. It has a number of ground floor openings on its south side which will be affected to some extent by the proposed roof extensions and rear ground floor extension. However, these openings appear to be secondary and two are obscure glazed. The dwellings are separated by a driveway at the side of No. 130 and, on balance, it is not considered that the proposal will result in harm. A window in the side of the rear extension is shown as being high level to avoid overlooking.

The rear dormer will face towards the applicant's garden and will not cause direct overlooking of neighbouring properties. There are existing rear dormers at 234 and 236 Upper Shoreham Road.

Highways

The crossover width has been reduced in line with WSCC's comments and there are no highway objections to the proposal. The Highway Authority has suggested a condition requiring details of the access but the road is not classified and permission is not required for the widening of the crossover. A condition is not considered to be necessary therefore and it will be dealt with under the highways licence.

Recommendation

APPROVE

Subject to Conditions:-

1. Approved Plans
2. Standard 3 year time limit
3. Materials as specified

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

1. The Local Planning Authority has acted positively and proactively in determining this application by identifying matters of concern within the application (as originally submitted) and negotiating, with the Applicant, acceptable amendments to the proposal to address those concerns. As a result, the Local Planning Authority has been able to grant planning permission for an acceptable proposal, in accordance with the presumption in favour of sustainable development, as set out within the National Planning Policy Framework.

2. Highway crossover works

Case Officer: Peter Barnett

Date: 4 March 2026

Authorised by: Louise Prew

Date: 4 March 2026