

WEST SUSSEX COUNTY COUNCIL CONSULTATION

TO:	Adur & Worthing Councils FAO: Finlay Gardner
FROM:	WSCC – Highways Authority
DATE:	14 September 2026
LOCATION:	15 Halsbury Road Worthing BN11 2JP
SUBJECT:	AWDM/0981/26 Proposed two storey side extension with 2no, additional parking spaces.
DATE OF SITE VISIT:	n/a
RECOMMENDATION:	Advice

I refer to your consultation in respect of the above planning application and would provide the following comments.

Parking

The existing parking arrangement at this site allows for a single vehicle to be parked off-street. For a three-bedroom property in this location two parking spaces would be considered sufficient to satisfy the likely demand. Therefore, currently there is a shortfall of 1 parking space at this property.

The proposed additional floor space provides an additional bedroom and extended kitchen/dining area for the property. This raises the number of bedrooms within the dwelling from 3 to 4.

The LHA has consulted the WSCC Parking Demand Calculator and can advise that the total parking provision for this property would raise to 3 spaces with the additional bedroom.

Although parking demand increases by a single space, the proposals facilitate for this to be accommodated off-street. The LHA is mindful also that the property has operated for some time with a parking shortfall of 1 space and therefore would have relied on the on-street parking provisions along Halsbury Road for any overspill parking.

The plans appear to demonstrate sufficient depth in the frontage for vehicles to be accommodated and not overhang onto the footway.

Capacity

It is not considered that the additional bedroom generated by the proposal would cause a material intensification in vehicular movements along Halsbury Road, over that which is currently generated by residents.

It appears that the proposals will remove approximately 1 on-street parking space from the marked parking zone, this would not be anticipated to cause a severe highways safety concern, however the LPA may wish to consider any existing parking pressures from an amenity perspective.

Vehicular Crossover License

The applicant should be aware that any new vehicular access onto publicly maintained highway is subject to a license obtainable from WSCC Area Highways Authority. No works can be commenced on the highway prior to the license being obtained. 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.

The applicant is encouraged to ensure that their access proposals align with WSCC guidance; *WSCC Vehicular Cross Over: Application Criteria guidance*, which can be found at the following link:

https://www.westsussex.gov.uk/media/20290/vco_guidance_notes.pdf

The access widening demonstrated shows an overall width of approx. 7.5m to serve the three parking spaces. I can advise that the Highway Licensing team, operate a policy whereby accesses intersecting on-street parking zones may be subject to additional consideration. This is due to the need to retain on-street parking provisions. There are also restrictions on permitted widths of single crossover accesses, please see the linked documentation above.

Conclusion

The Local Highway Authority does not consider that the 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 (in line with TR6 paragraph 4) and that there are no transport grounds to resist the proposal."

Informative Note

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:

<http://www.westsussex.gov.uk/roads-and-travel/highway-licences/dropped-kerbs-or-vehicle-crossovers-for-driveways-licence/>

Jodie Wilkes

West Sussex County Council – Planning Services