

Development Management – Delegated Officer Report

Application Number: AWDM/1474/25

Recommendation: Approve

Site: 60 Holmbush Way, Southwick

Proposal: Application to vary condition 3 (car parking) to include bike shed on new raised area to front as opposed to a car parking bay as approved AWDM/0937/24

Original Description: Change of use with internal alterations to create 2no. self contained flats with 2no. parking spaces, including construction of new raised parking area to front.

Date of Site Visit: 25 September 2024

Neighbours Checked: Y

Additional neighbour notification: N

Proposal, Site and Surroundings:

The application relates to a semi-detached bungalow on the south side of Holmbush Way which is in use as a convenience store at the front of the building but which is a 3 bed residential dwelling for the remainder of the property, over 2 floors. Permission has been granted to retain the existing dwelling at the rear and first floor but to use the former shop floorspace as a single 1 bed flat (AWDM/0937/24).

A new parking space was proposed at the front, to be constructed as a raised area at the front of the property due to the drop in ground levels from the road to the front of the building. However, West Sussex Highways have refused approval for a dropped kerb meaning the proposed parking space is inaccessible. This application therefore seeks approval for an amendment to the layout to include a bike shed rather than a parking space. Parking to the existing dwelling will continue to be provided in the rear garden with access via an existing shared drive between 62 and 64 Holmbush Way.

Planning History:

AWDM/0937/24 - Change of use with internal alterations to create 2no. self contained flats with 2no. parking spaces, including construction of new raised parking area to front - approved

AWDM/0335/24 - Part change of use from shop at front of property to full residential dwelling, external alterations to front North elevation - approved

AWDM/0894/21 - Retention of rear orangery (retrospective) - approved

Consultations:

West Sussex County Council: The Highways Authority: The resulting loss of an off-street car parking space will mean any parking associated with the property would have to be accommodated on-street instead. The LHA does not anticipate that the loss of one car parking space would lead to a highway safety concern, but the LPA may wish to consider the potential impact on on-street parking from an amenity point of view. Cycling is a viable option in the area and the inclusion of cycle parking will help encourage the use of sustainable transport methods

Public Health: No comments

WSP Drainage: No objection

Representations

None received

Relevant Planning Policies

Adur Local Plan 2017 Policy 15, 20, 28, 34
Development Management Standard No.1 'Space Around New Dwellings and Flats'
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 proposed bike shed is a modest structure, 0.9m by 1.96m, which is proposed to be positioned on the eastern boundary in front of the building. It will be visible from the street due to its position on top of the raised hardstanding but is not considered to have an adverse visual impact. The level of the raised hardstanding has been lowered by 250mm during the course of the application to reduce its prominence. The existing shop has a commercial appearance, with associated signage and clutter, and the overall effect of the development will be to improve the appearance of the property in the street scene.

Residential amenity

The proposal does not change the size or layout within the flats, which was previously deemed to be acceptable.

The proposed bike shed will be on the boundary with the attached bungalow to the east, No. 62, and will be largely screened by a previously approved proposed 1m high fence. The level of the raised hardstanding has been lowered by 250mm during the course of the application so that the shed will only project 100mm above the fence. No harm to residential amenity will occur.

Parking and Access

There is no highway objection to the proposal. The loss of the car parking space is not expected to result in significant amenity issues locally as on street parking is available.

Recommendation

APPROVE

Subject to Conditions:-

1. Approved Plans
2. Standard s73 time limit
3. Cycle parking
4. Sound insulation
5. All works, including the use of plant and machinery, necessary for implementation of this consent shall be limited to the following times.
Monday - Friday 08:00 - 18:00 Hours
Saturday 09:00 - 13:00 Hours
Sundays and Bank Holidays no work permitted

Is recommendation contrary to letter(s) of representation N

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.

Case Officer: Peter Barnett

Date: 23 January 2026

Authorised by: Louise Prew

Date: 23 January 2026