



LEWIS & CO

**DESIGN AND ACCESS and
HERITAGE STATEMENT**

REAR OF 1-3 SHIP STREET, SHOREHAM, BN43 5DH

ON BEHALF OF ALASTAIR
REDMAN



Client: ALASTAIR REDMAN

Site Location: REAR OF 1-3 SHIP STREET, SHOREHAM, BN43 5DH

Job History:

Version	Date	Author	Checked	Notes
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Draft v2	13/07/2026	STB	STB	corrections
Final	21/07/2026	STB	STB	



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1.0 INTRODUCTION AND SUMMARY

- 1.1 This statement is submitted on behalf of Alastair Redman (the applicant) in support of an application for full planning permission for the extension of an outbuilding to create a single storey dwelling. The site is land at the rear of 1-3 Ship Street, Shoreham.
- 1.2 The application seeks consent to extend and convert an existing brick structure to create a one bedroom dwelling that complies with national space standards for new dwellings. The dwelling will be accessible from both the alleyway that extends past the south side of 1-3 Ship Street and from a through route within 1-3 Ship Street.
- 1.3 The proposed development will bring underused land back into use and will make a modest but useful contribution to the supply of housing. The scheme is well designed, will improve the appearance of the application site and will be a good form of sustainable development.
- 1.4 Further information is provided within the submitted drawings and supporting documents. This Statement addresses the proposed development, application site and surrounding area and compliance with relevant local and national planning policies and guidance. Analysis is provided on:
 - The site and area (Section Two)
 - Planning history (Section Three)
 - Development proposals (Section Four)
 - Planning policy context (Section Five)
 - Planning, Design and Access Assessment (Section Six – *including Design and Access Statement requirements*)
 - Heritage Statement (Section 7)



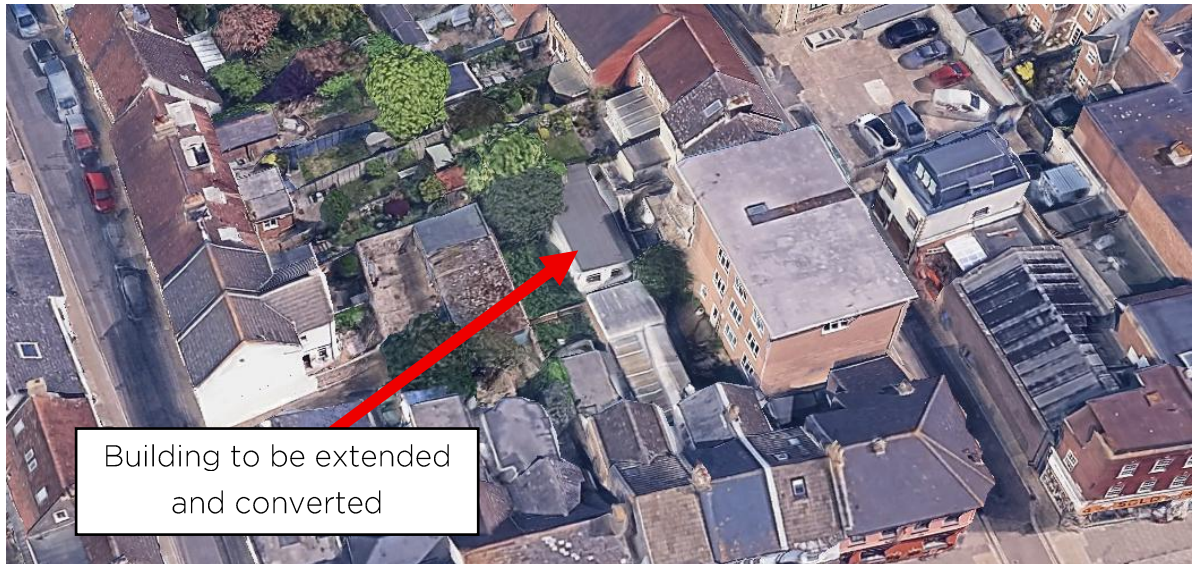
2.0 APPLICATION SITE & SURROUNDING AREA

- 2.1. The application site comprises a three storey building (recently converted into flats under prior approval reference NOTICE/0007/25) at the front of the site and land at the rear that accommodates a single storey storage building. It is the storage building at the rear of the site that is the subject of this current application for extension and conversion into a dwelling:





- 2.2. The existing storage building is constructed out of masonry, and there is unused and unregistered land to its side. The building is to be extended into this area to make it suitable for additional living space.



- 2.3 The site is located within the Shoreham-by-Sea conservation area:

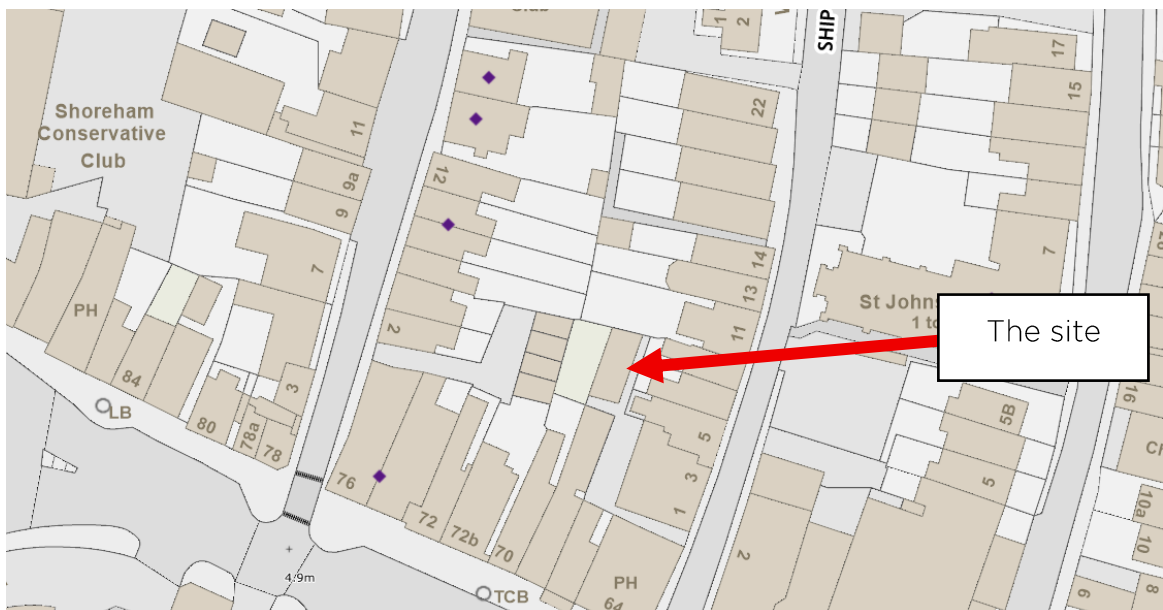




2.4 The site is located within an archaeological notification area:

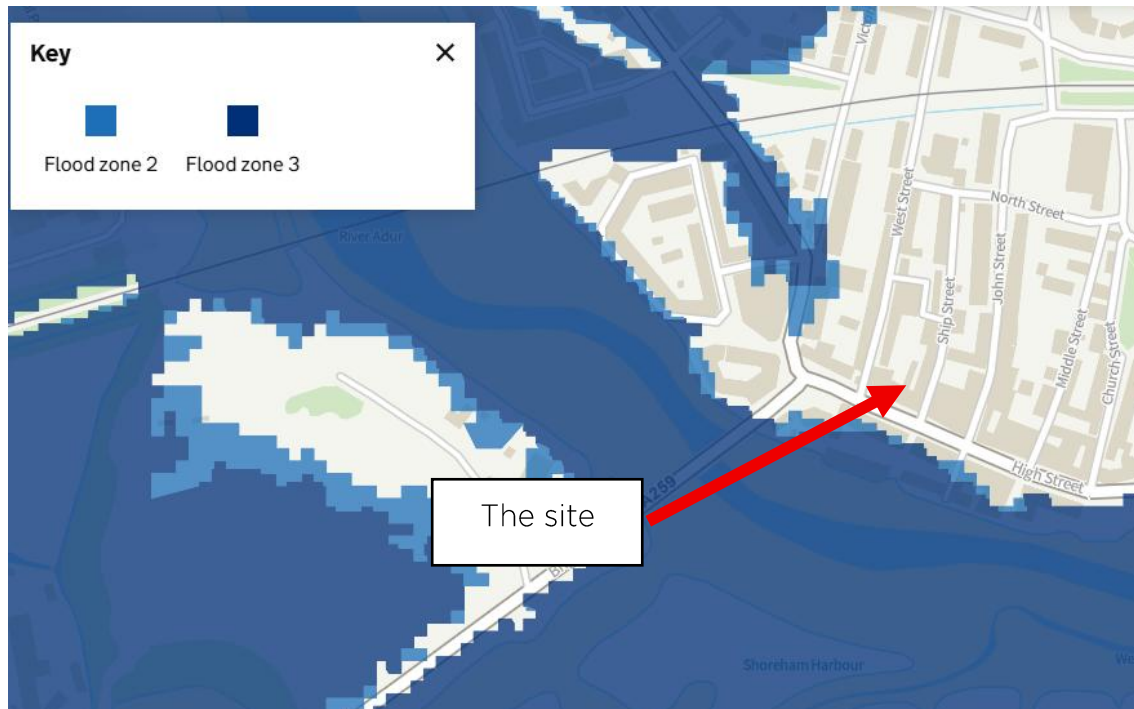


2.3 There are no nearby listed buildings that would be impacted by the proposals (listed buildings shown with diamond shaped markers on map extract below):

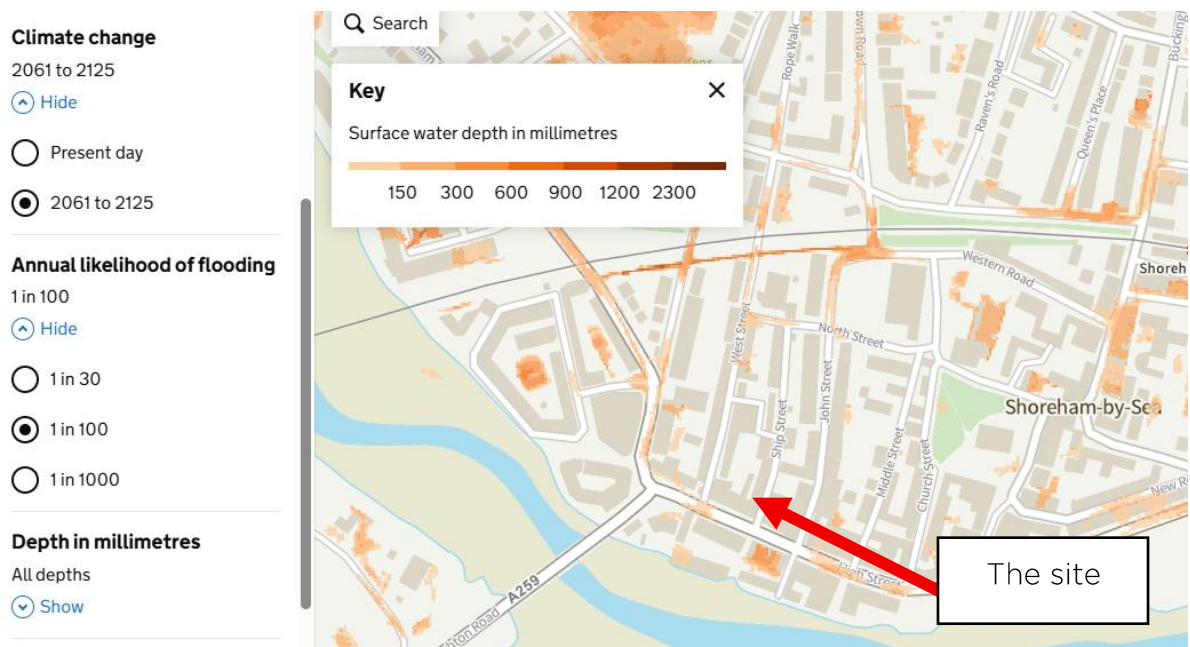




2.4 The site is not at risk of floodings from rivers or seas



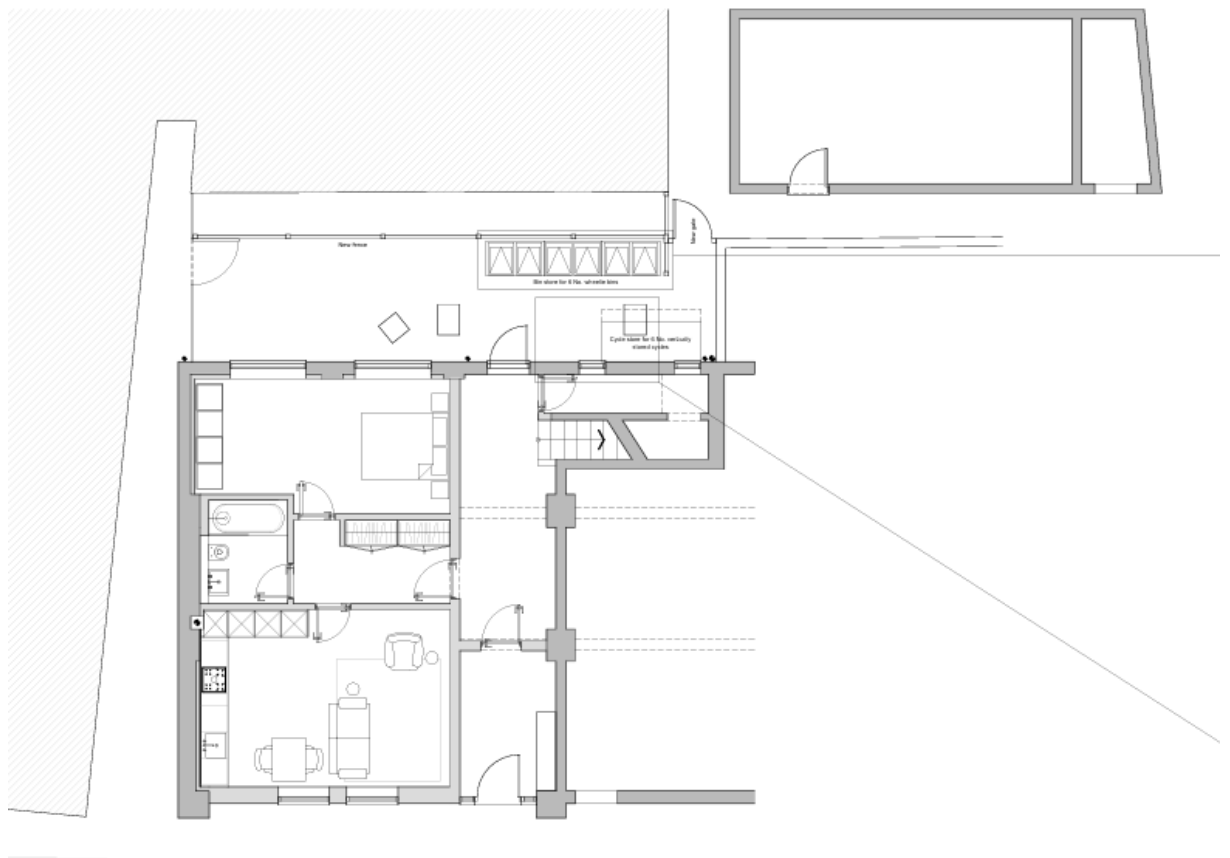
2.5 The site is not at risk of surface water flooding (1 in 100 year map shown below):





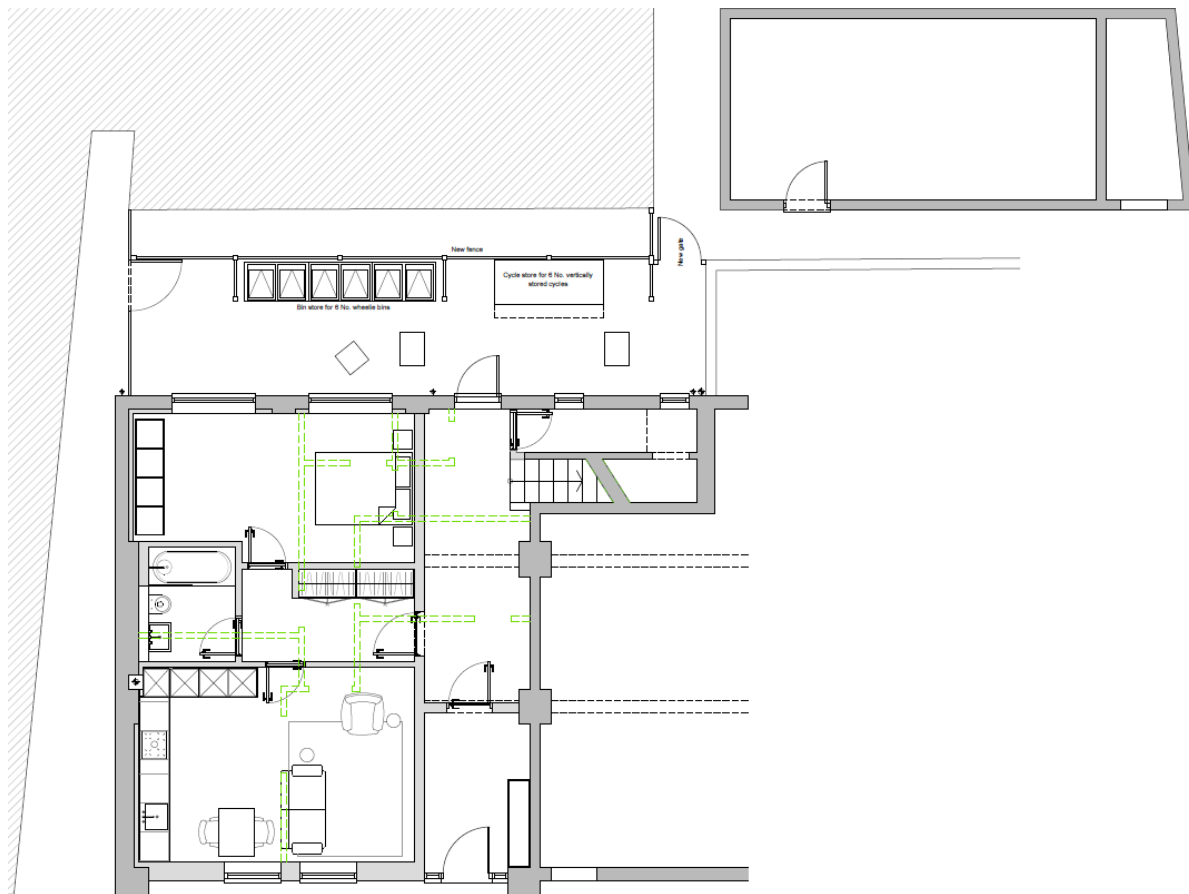
3 RELEVANT PLANNING HISTORY

- 3.1 Prior approval for the conversion of the offices at the front of the site into 3 self-contained flats was approved under NOTICE/0007/25. This permission has been implemented and the flats have recently been completed internally.
- 3.2 A related planning application for new replacement windows, cladding and Juliet balconies was approved earlier this year under planning permission reference AWDM/0122/26. The application also included details for bin and bike storage. The approved works have not yet commenced.
- 3.3 Note that for AWDM/0122/26, the rear bike and bin storage was approved in the following format:





- 3.4 The current application for the extension and conversion of the storage building proposes a modified layout for bikes and bins, in order to allow for a pleasant access route to the outbuilding:



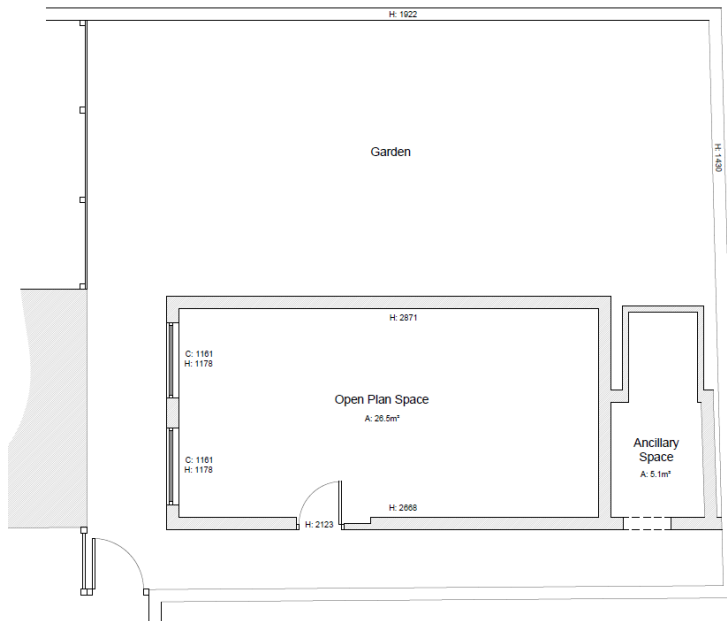
- 3.4 A non-material amendments application has been submitted to the local planning authority to ensure that all applications and approvals tally correctly



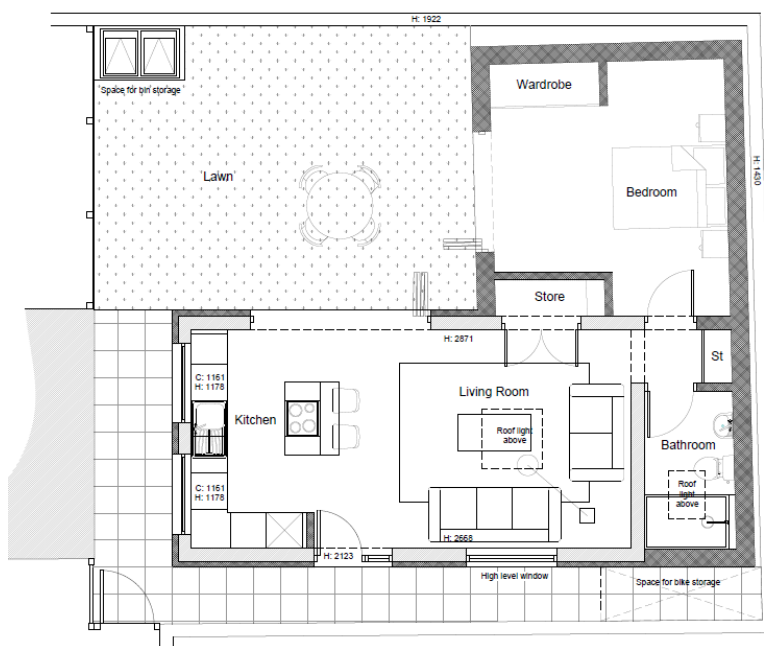
4 PROPOSED DEVELOPMENT

- 4.1 The current planning application seeks consent to extend and convert the outbuilding in to create a one bedroom flat measuring 50.5m².

Existing Plan:

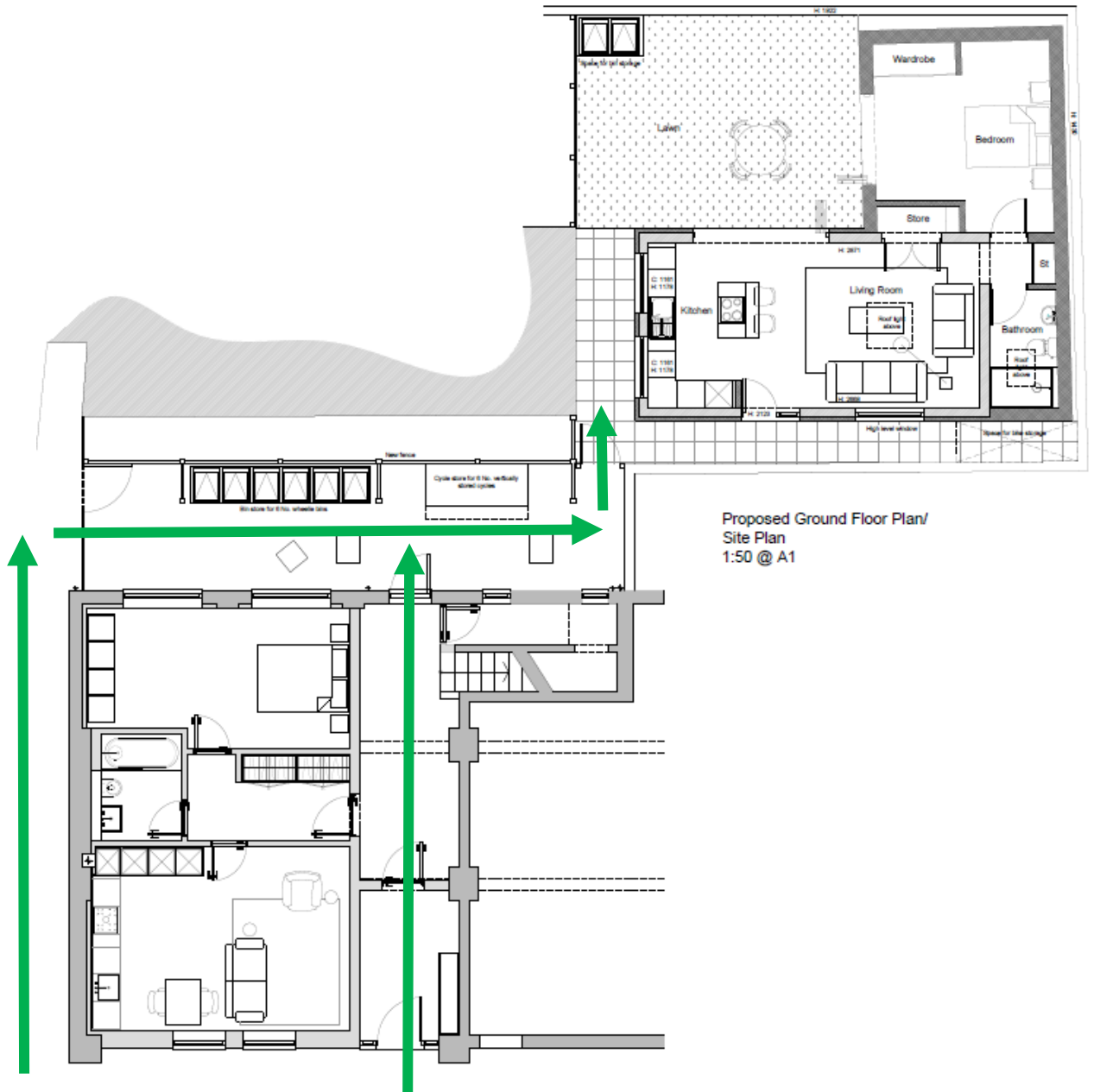


Proposed Plan:



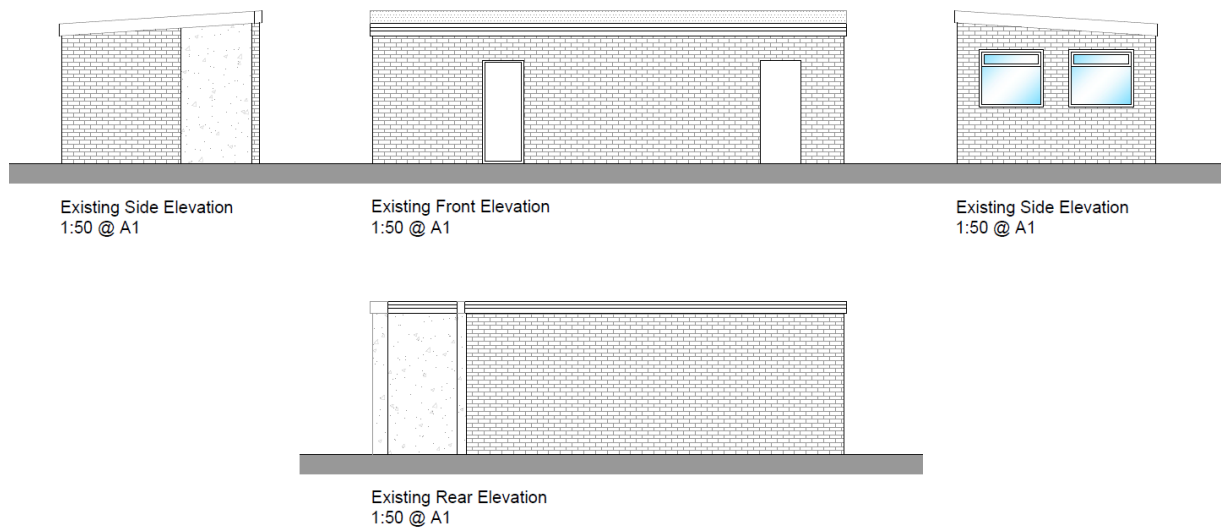


- 4.2 The house will be accessed from both the alley to the side of 1-3 Ship Street, and from a route through the main building as well. Access routes are shown with green arrows on image below.

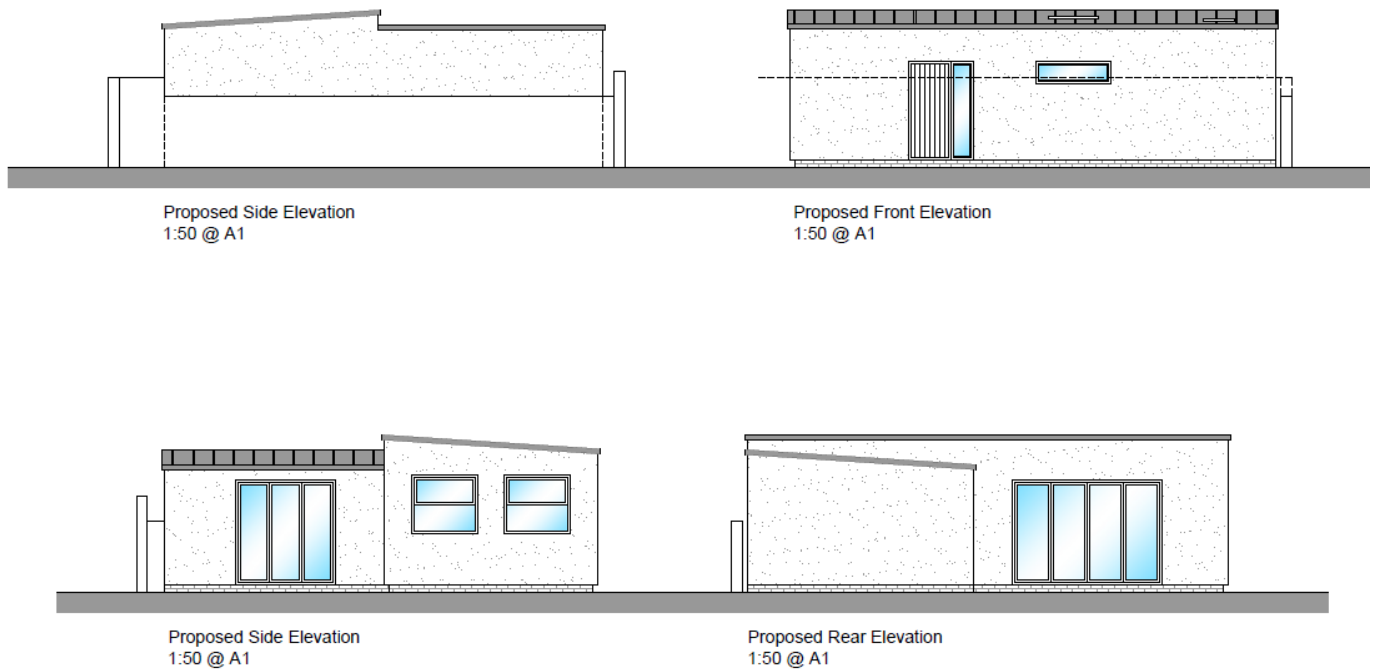




Existing Elevations:



Proposed Elevations:





5 RELEVANT PLANNING POLICIES

- 5.1 The adopted Local Development Plan primarily consists of the Adur Local Plan 2017. The National Planning Policy Framework is also a material consideration. Further guidance is set out in West Sussex County Council Guidance on Parking at New Developments 2020, and Adur District Council Guidance on outside space requirements for new dwellings.

Adur Local Plan policies

Policy 3: Housing Provision.

This policy sets out the Council's housing targets for the lifetime of the local plan. The Council's most recent housing supply position statement (dated 2025) indicates that the council currently has a 3.2 years supply of housing land

Policy 11: Shoreham by Sea

This policy provides an overview of development requirements in Shoreham. The policy confirms Shoreham town centre as being the main focus for development, and that development should respect the historic town centre's setting.

Policy 15: Quality of the Built Environment and Public Realm

This policy seeks to ensure a high standard of design in new development and ensure that development respects the character of application site and surrounding area.

Policy 17: The Historic Environment

Requires development in conservation areas to be of a high standard of design, and preserve and enhance the conservation area's character and appearance.



Policy 18: Sustainable Design

This policy sets out water and energy standards for new development.

Policy 22: Density

This policy seeks to ensure new development achieves a minimum density of 35 dwellings per hectare.

Policy 31: Biodiversity

Requires all development to ensure the protection of biodiversity and, where possible, enhance biodiversity.

Policy 35 (Water Quality and Protection),

Seeks to ensure that new development has an acceptable impact on water supplies and drainage.

Policy 36: Flood Risk and Sustainable Drainage

Requires new development to demonstrate suitable arrangements in place for the implementation and maintenance of sustainable urban drainage features.



6.0 PLANNING, DESIGN AND ACCESS ASSESSMENT

- 6.1 The key material planning, and design and access considerations relevant to this proposal are considered below.

Principle and Amount

- 6.2 The site is located within the urban centre and will make use of an underused plot of land. Note that part of the land (the area currently with no building on it) is unregistered land – so currently has no purpose whatsoever.
- 6.3 The addition of an extra dwelling on the site will make positive use of land, and a modest but nonetheless useful contribution to the supply of housing at a time when the Council cannot demonstrate a five year supply of housing land. The principle of development therefore carries significant weight.

Use and Layout

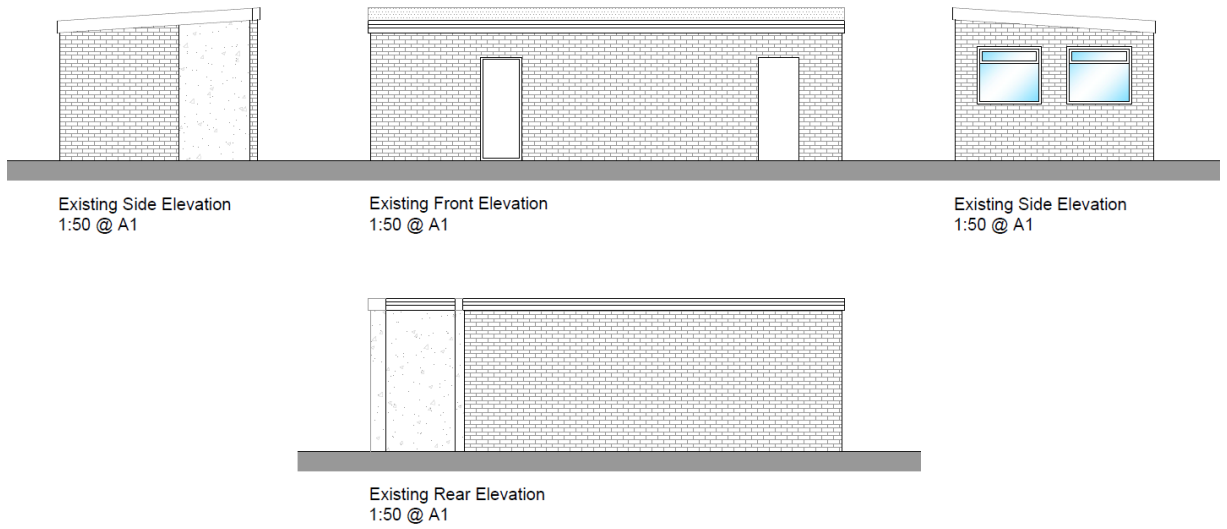
- 6.4 The proposed use will be residential – class C3.
- 6.5 The proposed site layout is shown on pages 10 and 11 of this Statement.

Scale and Appearance

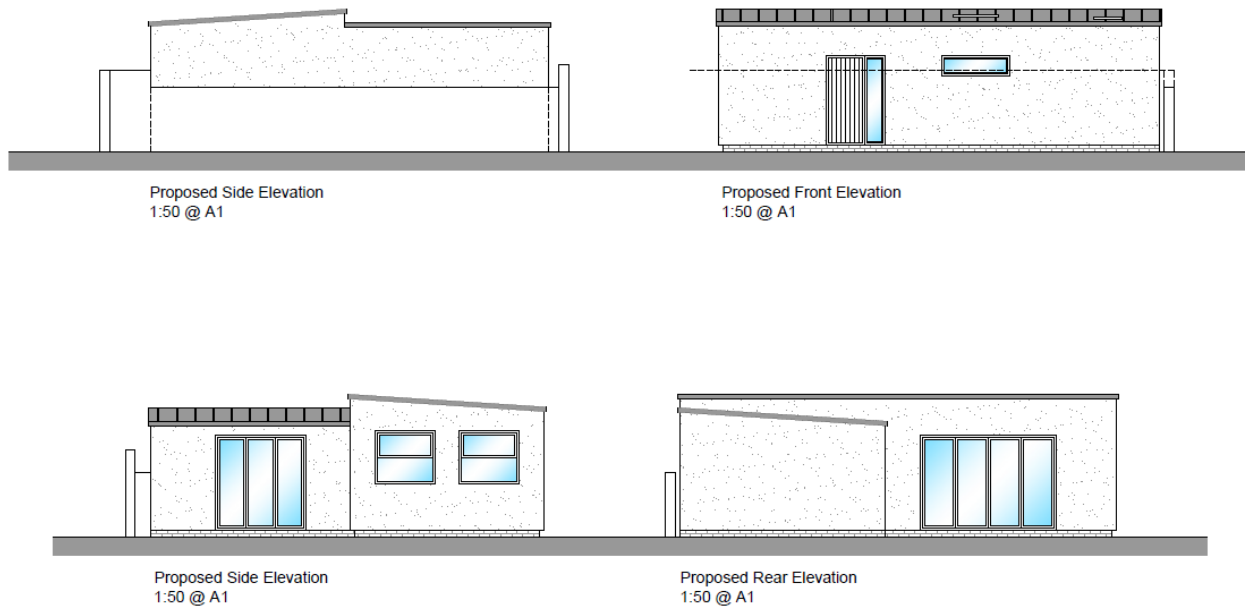
- 6.6 The existing building is single storey and of utilitarian appearance.
- 6.7 The proposed works will make only a modest enlargement to the building's footprint, and will retain its single storey height.
- 6.8 The proposed works will include adding a new standing seam roof to the building, and the introduction of more fenestration. These works will improve the appearance of the building ,and make a theoretical improvement to the character and appearance of the conservation area. We use the word “theoretical” because the site is a backland site and not publicly visible.



Existing building:



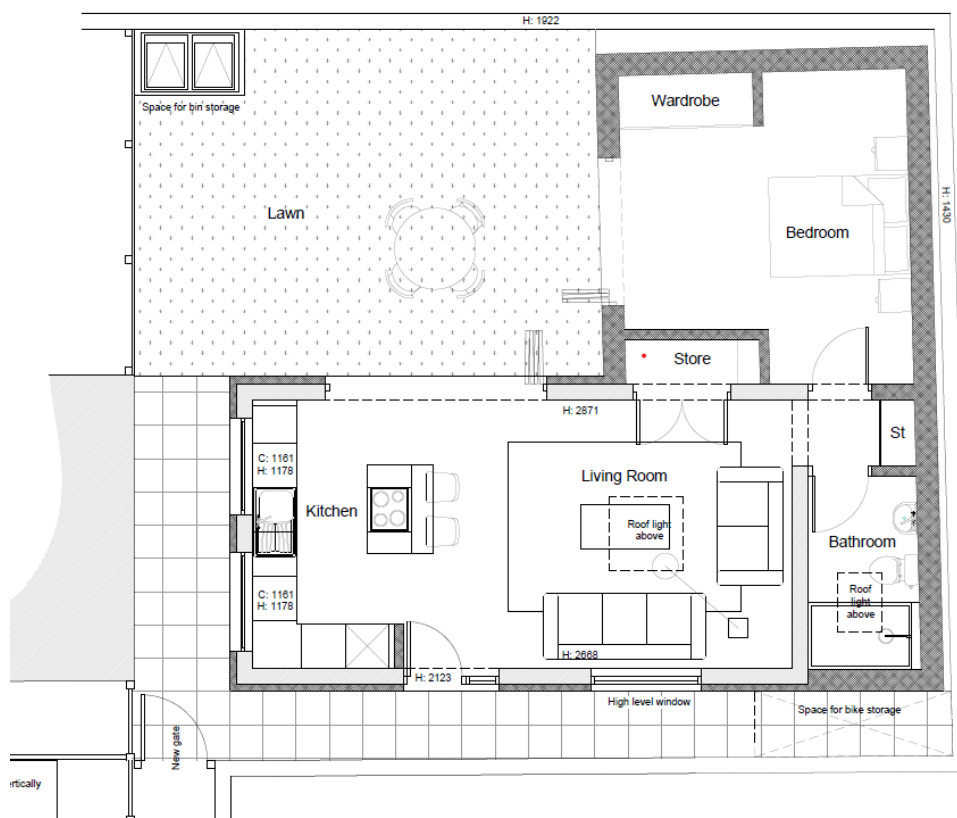
Proposed Building:





Landscape

- 6.9 The proposed house will have permeable pavers around its edge – to allow for circulation, and with a central lawn area accessible from both the bedroom and main living area. This will provide for both a desirable area of outside space, and also a pleasing level of outlook from main windows.



Access

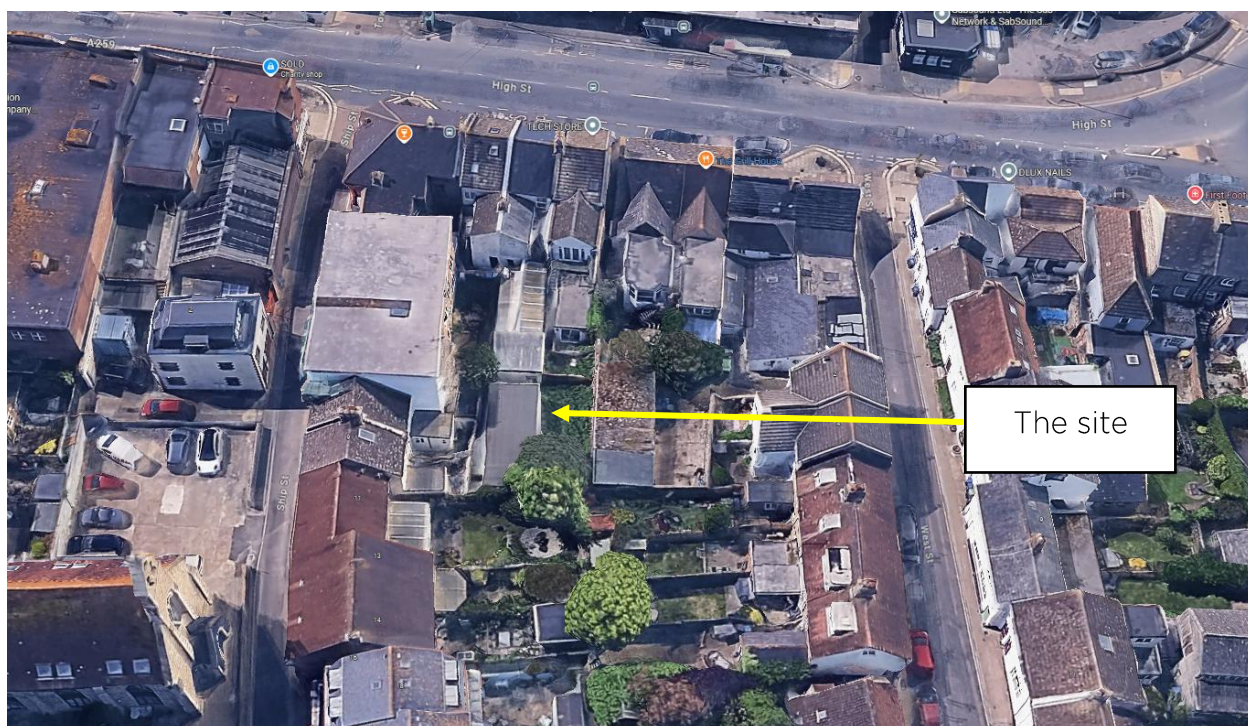
- 6.10 Level access is provided through to the house (see image on page 11 of this Statement).
- 6.11 The site benefits from a highly sustainable location being situated just off the main high-street – and so is within easy walking distance of shops and bus routes. Shoreham Station is a reasonable walking distance away, and the high street forms part of a popular south coast cycling route.



Residential Amenity

- 6.12 The scheme is single storey and so does not create any concerns with regard to impact on neighbouring residents.
- 6.13 For future residents of the proposed house, the proposed accommodation provides for a good standard of accommodation. The single storey 1-bed 2-person unit will measure 50.5m², and so will comply with national space standards. In addition., the scheme provides for at least 27m² of lawn area in addition to terraced space around the edge of the house. This is a very high level of outside space provision for a one bedroom unit.
- 6.14 Privacy levels will be very good for a back land property. This is because views from neighbouring properties will be restricted by existing structures.

Aerial view of site – note presence of single storey structures on neighbouring land that will obscure views from higher level neighbouring windows:





Other Matters

- 6.15 The scheme proposes only a modest 16m² increase in non-permeable hard surfaces. This will not result in any material increase in surface water runoff – in an area that does not have any risk (current or future) of surface water drainage. If officers do consider that further information is required then, given the very limited amount of new development proposed, this can be controlled through the use of appropriately worded planning conditions.
- 6.16 Policy requirements on water use and energy use are noted. The house will be highly insulated, and water use will be regulated through having aerators fitted on tap heads, installation of a shower rather than a bath tub in the bathroom and installation of energy and water efficient washing machine and dishwasher appliances.
- 6.17 The scheme is below the threshold for statutory biodiversity net gain. However, the applicant is happy for the development to be conditioned to require installation of a bird box and bee bricks to help improve the site's ecological value.



7 HERITAGE STATEMENT

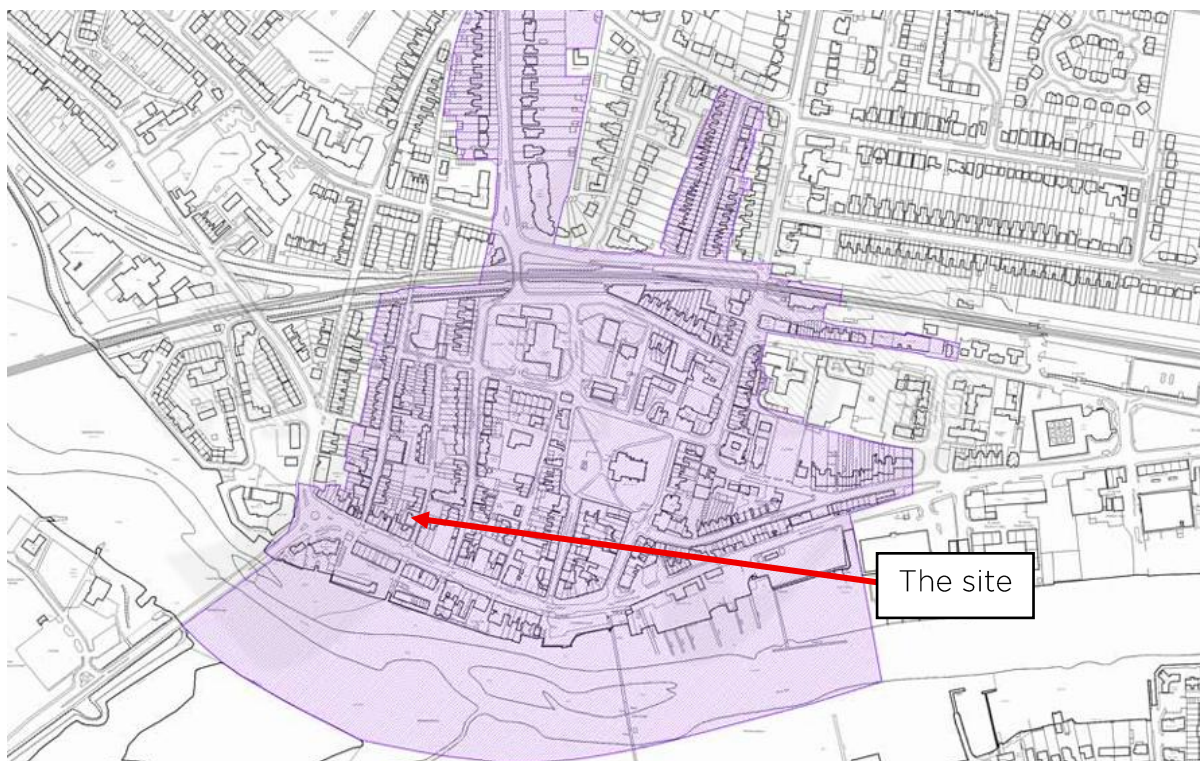
- 7.1 The application site does not contain any statutory listed buildings. The only “nearby” listed buildings are highlighted by diamond shaped markers on the image below, and their setting will not be impacted by the proposed development:

Map Showing listed buildings (diamond markers) and application site (red arrow):





- 7.2 The site is located within the Shoreham by Sea Conservation Area. The Conservation Area is shown below shaded purple.



- 7.3 The site is not mentioned in specific detail Council's conservation area character statement. The conservation area character statement does make the following comments that relate to the site's general locality:

Plot Characteristics

Other than the large church site and modern community centre sites, the plots within the core of the conservation area (and including Queens Place and Ham Road) are generally small and intimate in size. The majority of the buildings in these areas are contained in terraced groups and are set on narrow plots with small back gardens roughly the same length as the building (although this does vary between individual terrace groups). The plots are usually arranged so that dwellings face the road and the rear gardens back onto other rear gardens. There are some exceptions to this pattern, including the eastern side of John Street, the western side of Southdown Road and



north side of New Road east of Tarmount Lane. These have longer plots and result in the road frontages to Ship Street and Ropewalk containing walls and accessory buildings associated with the rears of these sites. Despite this non-active frontage, the effect is an interesting mix of residential and rural elements.

- 7.4 The proposed development is considered to be neutral/minor beneficial to the above characteristics. The existing building is in disrepair, and currently not in any use at all. It therefore makes no positive contribution to the conservation area. Similarly, the open land to the side (which will accommodate the proposed bedroom and garden area) is currently unregistered land and so does not benefit from any upkeep. The proposed works will bring the building back into active use, and mean that the open area will be maintained by residents. All this will be to the conservation area's benefit, albeit with restricted visibility and not forming part of the conservation area's active frontage.
- 7.5 The site is located within an Archaeological Notification Area (see cross hatched area on map extract below):





- 7.6 As the scheme will involve some minor ground works (the extension to the create the bedroom, and some Sustainable Urban Drainage features) the Council's Historic Environment Record has been interrogated, and the resultant report is included with the application documents. Should the Council consider it necessary, then a condition requiring overview of any ground works by an archaeologist can be applied to any grant of planning permission.



8 CONCLUSIONS

- 8.1 The proposed development is the extension and conversion of an unused outbuilding to create a one bedroom dwelling.
- 8.2 The proposed development will bring an unused building and unused land back into active use. This will be to the benefit of the surrounding area and to the council's housing land supply position.
- 8.3 The scheme is well designed and appropriately scaled for its location. The house will provide for a good standard of accommodation – meeting with national space standards and providing a generous level of open space for the type and scale of proposed house. The house and its garden will enjoy good levels of privacy for an urban location owing to the juxtaposition of neighbouring buildings and windows.
- 8.4 The scheme will not result in any material increase in surface water run off, and condition can be applied if the council considers it necessary to have more detail on this point before development comments. Similarly, the site's ecological value can be improved through the installation of such features as bird boxes and bee bricks.
- 8.5 In light of the above it can be seen that the scheme accords with the adopted planning policies set out in Section 5 of this Statement, and so the Council is respectfully requested to grant planning permission subject to conditions to control sustainability.

Lewis and Co Planning
July 2026