

Development Management – Delegated Officer Report

Application Number: AWDM/1578/25 **Recommendation:** – REFUSE

Site: 132A Pavilion Road Worthing West Sussex BN14 7EL

Proposal: Conversion of loft space with new rear dormer windows including over outrigger and front roof light to create a self-contained residential unit (Use Class C3)

Date of Site Visit: 10/02/2026

Neighbours Checked: Y

Additional Neighbours Notified: N

Site and Surroundings

The application relates to a two-storey end of terrace building on Pavilion Road within the built-up area boundary. The ground floor is in commercial use with residential at first floor.

To the rear there is no garden with the ground floor unit having garage parking and storage to the rear.

The site is not in a conservation area, nor is the property listed. There are no TPOs on the site.

Proposal

Permission is sought to create dormers to the north and eastern elevations of the roof slope to be a self contained residential unit. The dormers are proposed to connect and create one L shaped extension to the roof. This is to be full width creating a flat with a GIA of 33sqm. To the rear there would be 1 window, one to the side elevation of the eastern aspect of the dormer to the western elevation. One serves the shower room and the other above the kitchen providing light to the unit. An existing window will be retained in the western elevation. There is to be one velux style window proposed in the roof slope to the front of the site.

Relevant Planning History:

AWDM/1128/25 - Conversion of loft space with new rear dormer to create a self-contained residential dwelling

STATUS: Application Refused 3rd November 2025.

Consultations

WSCC Highways

For context, WSCC in its role as Local Highway Authority (LHA) was previously consulted regarding highway matters for this site for application AWDM/1128/25 (Conversion of loft space with new rear dormer to create a self-contained residential dwelling), of which no highway safety or capacity concerns were raised. The Local Planning Authority (LPA) refused the application on grounds unrelated to highways.

The current application seeks the conversion of loft space with new rear dormer windows including over outrigger and front roof light to create a self-contained residential unit. The site is located on Pavilion Road, an unclassified road subject to a speed restriction of 30 mph.

No vehicle access is associated with this site, whilst pedestrian access will utilise existing arrangements. The proposed development is not anticipated to give rise to a significant material intensification of movements to or from the site.

No vehicular parking is proposed. As such, any vehicular parking associated with this development would have to be accommodated on-street. At least one car parking space would be expected for a dwelling of this size and location under WSCC Parking Standards. There are comprehensive parking restrictions in place on the nearby roads that prohibit parking in places that would be detrimental to highway safety. The LHA does not anticipate that the proposed nil car parking provision would result in a highway safety concern, but the LPA may wish to consider the potential amenity impacts.

The site is situated in a sustainable location within walking/cycle distance of local services, amenities and public transport connections. Cycling is a viable option in the area, and the LHA would request that secure cycle parking provision be provided if there is space within the site to do so.

In summary, the LHA does not consider that this 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 (paragraph 116), and that there are no transport grounds to resist the proposal.

Environmental Protection, Environmental Health & Licensing

Works of construction or demolition, 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

Any temporary exception to these working hours shall be agreed in writing by the Local Planning Authority at least five days in advance of works commencing. The contractor shall notify the local residents in writing at least three days before any such works.

Reason: To safeguard the residential amenity of the area.

Environmental Health Private Sector Housing

No response

WSP

Thank you for your consultation on the above site. We have reviewed the application as the drainage consultant acting on behalf of the Council and wish to make the following comments.

The applicant is applying for a conversion of loft space with new rear dormer windows including over outrigger and front roof light to create a self-contained residential unit (Use Class C3). The application is to Worthing Borough Council.

Following a review of the submitted information, including the Flood Risk and Surface Water Drainage Statement (AEG9742_BN14_Worthing_01, Rev: DC, dated 9th December 2025), we note that the applicant has demonstrated that safe access and egress is available for the proposed development. Therefore, we have no objection on surface water grounds, and due to the site, size, location, and type of development we would recommend the approval of the application with the following informative attached:

Informative 1: We have identified the site is adjacent to an area of surface water flood risk, therefore the applicant should consider creating a Flood Risk Emergency Plan in case of the event of a flood. We note that safe access and egress has been demonstrated through flood depths which are considered safe; however, a Flood Risk Emergency Plan should be created in line with 'Flood risk emergency plans for new development' (as produced by ADEPT and EA) to advise occupants on safe evacuation routes in the event of a flood to avoid occupants entering deeper floodwater.

Southern Water

No response

Waste Services

No response

Neighbour Representations

None

Relevant Planning Policies:

Worthing Local Plan policies (WBC 2023): SP1, DM5
National Planning Policy Framework (MHCLG 2024)
National Planning Practice Guidance
SPG 'Extending or Altering Your Home' (WBC)

Planning Assessment:

Policy SS1 of the Worthing Local Plan sets out the housing supply over the period 2020-2036 and gives a total figure of 3672 (an annual target of 230 dwellings per annum).

Paragraph 78 of the NPPF (2024) requires that local planning authorities should identify and update annually a supply of specific deliverable sites sufficient to provide a minimum of five years' worth of housing against their housing requirement set out in adopted strategic policies, or against their local housing need where the strategic

policies are more than five years old. The supply of specific deliverable sites should, in addition, include a buffer (moved forward from later in the plan period) of:

- a) 5% to ensure choice and competition in the market for land; or
- b) 20% where there has been significant under delivery of housing over the previous three years, to improve the prospect of achieving the planned supply; or
- c) From 1 July 2026, for the purposes of decision-making only, 20% where a local planning authority has a housing requirement adopted in the last five years examined against a previous version of the Framework, and whose annual average housing requirement is 80% or less of the most up to date local housing need figure calculated using the standard method set out in national planning practice guidance.

The most recent 5 Year Housing Land Supply (5YRHLS) position for Worthing (as at 01/04/2023) demonstrates a 6.3 years supply applying a 20% buffer as at that time Worthing had failed the then current Housing Delivery Test (HDT) (2022 published December 2023).

However, the most recent HDT 2023 (published December 2024) shows that Worthing scored 107% and therefore faces no consequences from the HDT.

Having a 5YRHLS position and having passed the HDT with no consequences means that for Worthing Paragraph 11 c) of the NPPF applies which states: 'For decision-taking this means: c) approving development proposals that accord with an up-to-date development plan without delay'.

The provision of one additional residential unit would make a small contribution to the Borough's housing supply. It is acceptable in principle subject to the assessment against other material considerations as set out below.

Visual Amenity

Due to the location of the site being a corner plot, it is widely visible from within the street scene. Therefore, careful consideration needs to be taken when considering the visual impact of the proposal.

The previous application was considered acceptable in design terms but included only a dormer on the main roof slope. In this application, there is also the proposed introduction of a dormer to the outrigger to increase the floor space for the residential unit. The proposed dormer over the outrigger would be particularly large and bulky and appear as a dominant and top-heavy addition to the building, unsympathetic in scale, form and design. The combination of the size of the rear dormer, with minimal from the edges of the roof, and the wrap-around form, height and bulky design of the side dormer to the rear projection extending 0.5m metres above the ridge level, would appear as an incongruous addition and where it would dominate. The resultant effect would appear as an unsympathetic, overbearing and excessive addition that would be detrimental to the visual amenities of the site and surrounding area.

As such the proposed development would be contrary to policy DM5 of the Worthing Local Plan.

Standard of accommodation for future occupiers

Policy DM2 of the Worthing Local Plan says:

“d) New dwellings across all tenures will be expected to meet as a minimum, the nationally described space standards (or any subsequent Government update) for internal floor areas and storage space. These standards will apply to all open market dwellings and affordable housing, including those created through subdivision and conversion. Applicants will be expected to have regard to the Council’s local guidance for external space.

e) The Council will only consider any variation to the requirements set out above in exceptional circumstances.”

The plans indicate that the unit would have 37 square metres of floorspace. This doesn’t include the area over the stairs. When measuring the floor area any space under 1.5 metres should be counted at half its floor area. The 37 figure includes space up to 1 metre above finished floor level. It is therefore considered that the unit would be smaller in size than the stated 37sq and therefore less than is required for a 1-person, 1-bedroom flat. The undersized unit is exacerbated by not providing any outdoor amenity space. While it is only a small amount below the minimum standard this unit is at the smallest size of unit already and any reduction below this standard is considered to result in substandard accommodation.

The accommodation would have a north facing aspect from the dormer windows to the rear of 132 Pavilion Road. There is also a small window within the western elevation within the gable of the existing property. Light and outlook are provided through the north facing kitchen window and west facing living/sleeping area window.

It is recognised that the proposal may conflict with the Housing Act. Had the application been otherwise acceptable comments would have been sought from the Council’s private sector housing team to ensure that any potential hazards were designed out of the proposal.

Overall, the proposed unit is undersized and would represent cramped and substandard accommodation for the future occupants. It is recommended for refusal on this basis.

Residential Amenity

The location of the dormer would provide views to the rear of the site, overlooking the roof of the ground floor commercial unit and towards the side of 2 St Anselm’s Road to the north. There is a side facing window in the outrigger dormer faces back into the plot and across the road. The main kitchen window is on the northern side of the dormer and would have only oblique views towards the rear garden of that property.

There is not considered to be any overbearing impact on the neighbouring properties or the residential unit below from the dormer. Due to the location of the proposal, there would not be any significant overshadowing on the neighbouring properties.

Access and Parking

There would be no parking provision to serve the proposed flat. The Highway Authority has raised no objection on the basis that the proposed development is in a highly

sustainable location in relation to nearby bus/train routes and within walking distance of shops and services.

Flooding

Policy DM20 of the Worthing Local Plan and the NPPF and PPG require that the risk of flooding to sites is considered with new dwellings. The site is located in an area at high risk from surface water flooding in the future. The drainage statement explains that there is safe access and egress available for the development. No objection is raised from the Councils' consultant on surface water drainage issues.

Recommendation:

REFUSE for the reasons:-

1. The proposed development would, by reason of its scale, form, and design, represent a dominant, unsympathetic and overbearing form of development, detrimental to the visual amenities of the site and wider area. As such the proposed development would be contrary to policy DM5 of the Worthing Local Plan, the SPG 'Extending or Altering Your Home' and the relevant paragraphs of the National Planning Policy Framework.
2. The proposed dwelling, by reason of inadequate internal floor space and storage, would result in a cramped and substandard form of accommodation to the detriment of the amenity of future occupier's contrary to policy DM2 of the Worthing Local Plan (2023) and the NPPF.

Informative

Refused – Without discussion

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

Case Officer: Finlay Gardner Date: 10/02/2026

Authorised by: Louise Prew Date:10/02/2026