Expiry: 5/11

Development Management - Delegated Officer Report

Application Number: AWDM/1142/25 Recommendation – Approve

Site: Mill Warbler, Mill Lane, Shoreham

Proposal: Single storey extension to rear of garage (west side). Conversion of extended garage to self contained annexe. Insertion of rooflights to create en-suite bedroom and dressing room at first floor.

Date of site visit: 10/10

Neighbours checked: Y

Additional neighbour notifications: N

Proposal, Site and Surroundings

Mill Warbler is a detached bungalow with integral garage built in part of the rear gardens of 22-26 (evens) Southdown Road in the mid 1980's. It is accessed via a lane off Mill Lane which is also used by homeowners in Ravens Road and Southdown Road who have rear garden outbuildings off it.

The site itself is not in the conservation area but its north, south and west boundaries abut the Shoreham conservation area. It is not a listed building and there are no TPO's on the site. There is no known flood risk associated with this site.

The application has been revised since first submitted and no longer includes extensions to the main roof. Rooflights are proposed to create an en-suite master bedroom. These need permission due to a condition of the original permission. At ground floor rear of the garage a single storey flat roofed extension is proposed measuring a maximum 4.3 metres x 7.7 metres x 3.05 metres in height. The extended garage is to be converted into an annex for the applicant's parents.

Relevant Planning History

SU/204/83/TP - Bungalow and garage with widening of access road and surfacing (amendment to include double garage). Granted

Consultations

Highways:

'Mill warbler is taken from the public highway at Mill Laner via private single access driveway. WSCC would expect construction traffic using the site whilst undertaking the renovations to ensure there is a good area inside the site to be able to enter, turn and exit in forward gear.

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Access into the lane may be hindered by the parked cars opposite the access and it may be necessary to manage this with a banks man or some form of traffic management to ensure this is kept clear for vans or larger vehicles to make the turn into the site. However, as this is a single residential unit renovation the number of trips associated with the proposal will be low therefore it will be up to the contractors to arrange deliveries in vehicles which are suitable for use.

Therefore, WSCC raise no objection.'

Representations

One objection received to revised proposal from 7 Mill Lane summarised as follows:

- Number of north facing rooflights has increased from 2 to 3 and cill height is 1.1m. The north boundary is closer than the south where cill heights are shown to be 1.7m off floor. Overlooking and loss of privacy will result.
- The tree screen in &'s garden has reduced due to storm damage and cannot be relied upon. There is no current overlooking but the rooflights will afford overlooking of the garden and house at No. 7.
- The cills should be raised and obscured glass included.
- Light pollution will increase from 5 new rooflights. Blinds should be required to reduce this.
- Ground floor extension should be at least 1 metre from boundary.
- Extension's foundations are close to a mature holly tree. We want assurances that the roots won't be affected. The trees in 7's garden ware within the conservation area and therefore protected.
- The annex must not be sold separately, sub let

In response to the original notification 3 objections were received from 22 Southdown Road, Little Ravens, Mill Lane, 31 Ravens Road and summarised as follows:

- Increased height harmful to neighbour's visual amenity;
- Loss of privacy from roof lights;
- Overbearing
- Loss of light to garden
- Harm to TPO'd trees due to loss of light;
- The scheme should be designed within the existing roofspace without raising the height;
- Rooflights facing Little Ravens should have a cill height 1.8 metre off floor level
- How will deliveries to site be made without noise and nuisance to neighbours?
- Access and turning into and out unsafe for HGV's
- Ownership/annex to be one household only
- Why are the east side rooflight cill levels 1.1 metres off finished floor but others are 1.7m?
- Rooflights should have obscure glazing

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Relevant Planning Policies

Adur Local Plan 2017 Policies 1, 2, 15 and 17
'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 including the adjoining conservation area.

Residential amenity

The extension to the garage sits at the end of Southdown Road gardens which are at least 25 metres in depth. It is 900mm off the north boundary with 7 Mill Lane and 3.05 metres in height. It will not be harmful to neighbour amenity.

Rooflights are proposed in the north and south elevation of the main roof and two are proposed in the converted garage to provide light to the ground floor annex living room. The three proposed in the south elevation are shown to be 1.7 metres off finished floor level. One is to a bathroom, one to a dressing room and another to the master bedroom. With cill levels at this height no direct overlooking of neighbouring properties will be possible.

Three rooflights are proposed in the north slope. They are not high level. The one nearest the access road, is over the atrium/hall way. Two others are to the master bedroom. These rooflights are 10 metres off the north boundary. This boundary is shared with the rear garden boundary of 7 Mill Lane. No other neighbours will have a direct view. The garden at No. 7 is 36 metres deep and includes a tall tree line inside its boundary. It is not considered that any significant overlooking of No. 7's garden or house will occur.

The annex is intended for occupation by the applicant's parents. It is self contained but attached to the main dwelling and accessible from within it. The typical annex occupation condition is recommended.

Visual amenity

The ground floor extensions will not be visible from the public realm. The rooflights will be visible to neighbours. No. 7's objection also relates to light pollution from the rooflights. This area is an urban not rural location. Artificial light from neighbouring houses and street lights are visible in all directions. The amount of additional light from one dwelling will not be harmful.

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No significant visual harm will result.

Conservation area

The site itself is outside the conservation area. The scale of the proposal will not be harmful to the setting of the adjoining Shoreham conservation area.

Highways

The local highway authority has not raised objection to this proposal. There is some concern about potential restricted access for building materials deliveries due to on street parking in Mill Lane. However, the scale of development is such that it is anticipated that this can be managed by the developer with the use of smaller delivery trucks and/or a banksman. There is no need to apply any specific conditions.

Trees

The ground floor extension is within 1 metre of the boundary and so a Party Wall Agreement will be necessary. This should include details of potential for damage to tree roots.

Recommendation

APPROVE

Subject to Conditions:-

1. Approved Plans
2. Standard 3 year time limit
3. Materials to match existing
4. The south side rooflights 1.7m off finished floor, bathroom obscure
5. Ancillary annex

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

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. SW
3. Party Wall Agreement.

Case Officer:	MOK	Date: 19/12
Authorised by:	Peter Barnett	Date: 19 December 2025