

HMG Architecture and Development
32 Stow Park Avenue
Newport, NP20 4FN

05 March 2026

To: The Local Planning Authority and Adjoining Neighbours (REV A)

Re: Proposed Larger Home Extension at 234 Old Shoreham Road, Southwick, BN42 4LT

Dear Sir / Madam,

We write on behalf of our client in our capacity as appointed architectural consultants for the proposed works at **234 Old Shoreham Road, Southwick, BN42 4LT**.

The purpose of this letter is to formally inform the Local Planning Authority and adjoining neighbouring properties that a proposed rear extension is currently being submitted.

The primary objective of the proposal is to provide additional internal living space to meet the functional needs of the occupants, while ensuring that the scale, siting, and design of the extension, to have no adverse impact on the neighbouring context.

In developing the design, careful consideration has been given to established planning *material considerations*, particularly in relation to:

- Protection of neighbouring residential amenity
- Avoidance of undue loss of light or overshadowing
- Prevention of overlooking or loss of privacy
- Appropriate scale, height, and massing
- Visual consistency with the existing property and surrounding context.

Our approach prioritises a responsible and transparent design process. We are committed to maintaining open dialogue with both the Local Authority and neighbouring residents to ensure that any concerns or comments can be appropriately considered prior to determination, as it is our intention that the final proposal represents a balanced and mutually agreeable outcome for all parties. Should you wish to discuss the proposal or request further information, please do not hesitate to contact us using the details provided above.

Yours faithfully,

HMG Architecture and Development