Expiry Date - 25/08/2025
Extension of Time -

Development Management – Delegated Officer Report

Application Number: AWDM/0825/25 **Recommendation: – APPROVE**

Site: 14 Melrose Close Worthing West Sussex BN13 1NY

Proposal: Proposed rooms in roof consisting of hip to gable end roof extension, rear dormer and front roof lights

Date of Site Visit: 18/07/2025

Neighbours Checked: Y

Additional Neighbours Notified: N

Site and Surroundings

The site is located at the end of Melrose Close to the south side and within a predominantly residential area of Worthing. The property backs on to the Field Place tennis courts to the rear. The property comprises a semi-detached bungalow with projecting front gable, brick elevations and a tiled hipped roof. The property is set back from the road behind a low wall and gravel hardstanding and a driveway leading to the detached garage at the rear. There is a small garden to the rear enclosed by a fence, wall and hedges.

The property is not within a conservation area, is not a listed building and there are no protected trees on site.

Proposal

Planning permission is sought for a loft conversion including hip to gable extension, rear dormer and front roof lights.

The application was initially submitted as permitted development but just exceeds the volume limit for roof extensions and therefore requires consideration as a planning application.

The hipped roof to the east side of the building would be extended out approximately 4.75m to form a gable. The works would be finished in tiles to match the existing building. Four roof lights would be inserted to the front elevation serving a bathroom and bedroom.

The proposed rear dormer would measure approximately 7.2m wide x 3.4m deep x 2.4m high and would be set in 450mm from the outside edge of the roof to the east. The dormer would be finished in vertical tile hanging with two windows to the rear, serving bedrooms.

The application has been amended to reduce the width of the dormer and to bring it in from the edge of the roof.

Relevant Planning History:

None relevant

Consultations

None required

Neighbour Representations

None received

Constraints:

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:

There is no objection in principle to extensions and alterations to residential dwellings within the built-up area. The key considerations are the effects on the visual and residential amenities of the locality.

Visual Amenity

The street scene consists of semi-detached bungalows of similar design, form and scale, with traditional materials of brick, tiles and render. Most properties have extensions to the rear and very similar development to that proposed, has been carried out under permitted development at No.10 and 26.

The application property is positioned at the end of the close and slightly set back from the neighbouring property to the east. The front and side elevations are visible in the street scene. The rear of the property is visible from the tennis courts to the rear but is separated from the grade II listed building at Field Place, by the tennis courts and willow trees and a distance of over 80m. The proposal is not considered to affect the setting of this listed building.

The proposed hip to gable extension would be finished in matching materials and would not project beyond the footprint of the existing building. This element of the proposal would be visible in the street scene but would not appear dominant or intrusive or out of keeping with other similar development in the immediate vicinity.

The proposed dormer has been amended to be set in further from the outside edge of the roof, ensuring that a section of pitched roof is retained to the side. The dormer

would be set down from the ridge and up from eaves and is not considered overly dominant on the roof slope. The dormer is only fractionally larger than could be achieved under permitted development and is considered acceptable in context with other very similar development in the locality.

There would be no significant adverse impact on the visual amenities of the locality as a result of this application.

Residential Amenity

The most affected neighbours are those to the sides at No.12 and No.15.

No.12 is located to the east of the application site and positioned further forwards in its plot and separated by the driveways to each property and a high fence to the rear. There is a gap of about 5.5m between properties and the proposed roof extensions are not considered to be overbearing or oppressive. There are several windows to the side of No.12 serving a kitchen, bathroom and bedroom. The least affected windows are those to the bedroom as these windows are situated further forward than the proposed gable and would not be significantly impacted in terms of light or outlook. The other windows are secondary windows or serve non-habitable rooms and would not be adversely affected by the proposal. No new windows are proposed to the side of the building and no overlooking or loss of privacy would occur.

No.15 is the adjoining property to the west side and separated by a high fence to the boundary. The proposed dormer would direct views over the applicant's own garden and the tennis courts beyond and would not result in an overbearing development or significantly impact on privacy.

There would be no significant detrimental impact on the residential amenities of adjacent occupiers as a result of this application.

Recommendation:

APPROVE subject to the condition:-

1. Drawing Numbers
2. Standard time limit
3. Matching tiles
4. No openings to east side gable of extension
5. Dormer set in a minimum of 450mm from outside roof edge east

Informative

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.

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

Case Officer:	Amanda Haslett	Date: 21/08/25
Authorised by:	Jo Morin	Date 22.08.2025