

Development Management – Delegated Officer Report

Application Number: AWDM/0762/26

Recommendation: – APPROVE

Site: 7 Southview Drive Worthing West Sussex BN11 5HU

Proposal: Single-storey front (east) extension to provide new porch and in association with conversion of integral garage to a habitable room

Date of Site Visit: 16/07/2026.

Neighbours Checked: Y

Additional Neighbours Notified: N

Site and Surroundings

The site, 7 Southview Drive, is situated within an established residential area in Worthing. The surrounding area largely consists of detached two-storey dwellings within individual plots, containing wide front driveways, integral garages and private rear gardens. The application site follows this established pattern. A side extension exists on the southern elevation of the property. Some properties in the surrounding area contain front extensions.

The application site is not a listed building and is not situated within a conservation area. There are no trees subject to Tree Preservation Orders affecting the site.

Proposal

Planning permission is sought for a single-storey front (east) extension in association with the conversion of the integral garage into a habitable room, plus a new porch.

The front extension would be approximately 1.91m in depth and 5.48m in width. It would contain a lean-to roof with a height of approximately 3.47m.

The extension would consist of brickwork with a tiled roof. No side windows are proposed. The proposed front (east) elevation would contain a door and white uPVC windows. The extension would facilitate the conversion of the existing integral garage into a habitable room.

A flat roof was proposed originally, but following concerns and further discussions, this was amended to a lean-to roof.

Relevant Planning History:

AWDM/0478/19 - Single-storey side extension to south elevation.

STATUS: Application Permitted 24th May 2019.

Consultations

WSSC Highways

"This application is for a single-storey front (east) extension to provide new porch and in association with conversion of integral garage to a habitable room. The site is located on Southview Drive, an unclassified road subject to a speed restriction of 30 mph.

From inspection of the plans, the existing vehicle crossover (VCO) will be closed off and a new VCO will be created onto Southview Drive. The proposed access works will be subject to a licence obtained through the local Highway Area Office and constructed to a specification agreed with the local Highway Area Engineer.

There are no apparent visibility concerns with the proposed access point onto Southview Drive, and the visibility is similar to that of the existing access point which has been operating with no known safety concerns.

A single-bay garage will be lost as part of the proposals. However, it should be noted that the existing garage does not meet the minimum internal specifications for single-bay garages of 3m x 6m as outlined in Manual for Streets (MfS). Therefore, the LHA would not consider the existing garage for parking provision, as it is likely too small to accommodate modern sized cars. It is not unreasonable for the LHA to assume the existing garage may be being used for other purposes, such as storage.

As such, no concerns are raised regarding loss of existing parking provision. From inspection of the plans, the proposed driveway will be suitably sized for at least one car. On-site turning does not appear achievable, so cars may have to exit the site in reverse gear. However, this is not anticipated to give rise to an adverse highway safety impact, owing to good forward visibility in this location.

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.

If the LPA are minded to approve the application, the following informative should be applied:

Vehicle Crossover – Minor Highway Works

The applicant is advised that in addition to obtaining planning permission that they must also obtain formal approval from the highway authority to carry out the site access works on the public highway. The granting of planning permission does not guarantee that a vehicle crossover licence shall be granted because the highway license process considers wider factors than are considered by the Highway Authority at planning stage.

Additional information about the licence application process can be found at the following web page:

<https://www.westsussex.gov.uk/roads-and-travel/highway-network-permits-and-licences/highway-licences/west-sussex-county-council-licences/dropped-kerbs-or-vehicle-crossovers-for-driveways/>

Neighbour Representations

None received.

Relevant Planning Policies:

Worthing Local Plan policies (WBC 2023): SP1, DM5
National Planning Policy Framework (MHCLG 2026)
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 proposed front extension would be subsidiary in form and scale to the existing building and would be finished in brickwork and tiles to match the existing. As such, the extension would relate well to the existing building and would not appear out of place. A flat roof was originally proposed; however, following concerns regarding the appearance of the proposed flat roof construction, this was amended to a lean-to roof. This is visually acceptable and complements the existing side extension, which also contains a lean-to roof.

Whilst the proposed extension is situated at the front of the property and would therefore be visible from the street, its design (as amended) and scale are considered visually acceptable. Moreover, there are other examples of front extensions within the local area. As such, the addition of the extension would not appear visually out of keeping or detract from the character of the area.

Residential Amenity

Firstly, the adjacent properties at Nos. 9 and 5 Southview Drive are detached from the application site, providing a degree of separation. The proposed front extension would not contain any side openings and, as such, would not result in any loss of privacy or overlooking. Whilst the proposed front extension would result in a slightly different outlook and a slight reduction in the amount of light received by the windows on the front (east) elevation of No. 9 Southview Drive, this impact would not be severe or unacceptable.

Vehicle Access

The formation of a new vehicle access is not included within the description of the proposed works. The provision of a hard surface within the curtilage of a dwellinghouse to facilitate vehicle access may be permitted development under Class F of Part 1 of Schedule 2 of the GPDO, subject to the provisions of that Class.

Notwithstanding this, separate consent from the Local Highway Authority is required for works within the public highway, including the formation of a dropped kerb.

Recommendation:

APPROVE subject to condition(s):-

1. Drawing Numbers
2. Standard time limit
3. Matching materials

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.

Highways Informative

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

Case Officer: Tom Westerman Date: 25/08/2026.

Authorised by: Jo Morin Date: 25.08.2026