

Design and Access Statement for a 2-storey side extension, and a part single and part 2-storey rear extension at 28 Windsor Road, Worthing BN11 2LX

December 2025

1. Introduction

This Design and Access Statement is in support of a Householder planning application for a two-storey side extension and a part single-storey, part two-storey rear extension at 28 Windsor Road, Worthing BN11 2LX. The proposal has been developed following pre-application advice (Ref: PREAPP/0151/25), with all officer recommendations incorporated.

2. Site and Surroundings

28 Windsor Road is a detached two-storey dwelling featuring brickwork at ground floor and render with mock-Tudor detailing at first floor, and the roof is dual pitched with gables at the front and rear. The plot is in a residential area with no designated heritage constraints and with a varied streetscape of detached dwellings.

The house is located on the eastern side of Windsor Road and is a detached two-storey dwelling. There has been previously extended with a single storey rear extension and side conservatory which also houses the front door. A garage is in the rear garden.

Windsor Road has no set character however most dwellings in this area are two -storey and detached constructed from a mix of traditional building materials such as brick and render with tile hanging roofs. Both neighbouring properties (No.30 and No.26) have been extensively extended to the side and rear with single and double storey extensions.

The site is not in a conservation area and does not contain a listed building or structure. As advised within the pre-application, the flood maps show some risk in the future from surface water and tidal flooding, when the effects of climate change are considered. Therefore, an initial flood risk assessment has also been included within the application submission.

There are no TPO trees on site.



Figure 1 - Front elevation of No.28. and neighbour at No.26. (to RHS)

3. Proposed Development

The family intend to create a long-term home at the property, having purchased in Summer 2025. The property is very run down and needs complete internal renovations and refurbishment throughout. The proposals for the house are to create a modern and sustainable family home to raise their children in, enjoying the coast location and extensive garden plot.

The proposals include the following:

- A two-storey side extension (traditional matching materials)
- A part single, part two-storey rear extension (contemporary metal cladding)
- Recessed Juliet balcony at first floor
- Associated internal reconfiguration, services upgrades, insulation improvements and external renovations including new windows, repairs to existing render and repointing.

Refer to the drawings submitted for proposals.

4. Response to Pre-application Feedback

In discussion with the owners, they wished to seek initial consideration of the proposals from the Local Authority with a pre-application submission made, and a swift response received ref PREAPP/0151/25.

In review of the proposals and developing for purposes of the Householder planning application, it is believed, that all points raised through the pre-application response have been addressed. Noting the actions below in particular:

- Roof plans drawn and submitted for consideration.
- Side extension front elevation has been developed further, and in accordance with Adur & Worthing SPG. The extension elevation is set back from the existing front elevation and matches the architectural language with the materials, as well as a subservient roof line following the same pitch angle. The extension is set 1.2m away from the boundary to No.26. and has limited side facing glazing. High-level side facing glazing is proposed to the entrance lobby, set above 1.7m FFL and the stair glazing has been substantially reduced and is proposed to be obscured. No other side glazing is proposed.
- The Juliet balcony at first floor is now proposed to be recessed 300mm inside the building envelope, with side wall returns in matching metal cladding reducing potential for overlooking (beyond that which that is possible from any first-floor window). 45 deg sight lines have also been added to No.30 first floor windows, and demonstrate no adverse impact.
- Elevations now include the neighbouring properties.

- Full suite of elevations and 2No. sections, including level consideration, reflecting the natural fall of the land from front drive to the rear garden.

5. Design, Scale & Appearance

For the 2-Storey side extension, the front and street facing elevation is proposed in traditional and matching materials and architectural language.

- Ground floor brickwork to match existing.
- First floor render with replicated brick banding detail.
- Roof pitch, set-back, and proportions achieve subservience.

For the Rear Extension:

- High-quality contemporary metal cladding.
- Juliet balcony recessed into 300mm cavity formed within cladding and structure.
- Clear visual subordination to the existing house form, and compatibility with rear-garden character.

6. Neighbouring Amenity

- No harmful overshadowing to No. 30; two-storey rear mass kept within 45-degree rule from first floor windows.
- No harmful overlooking due to recessed Juliet balcony to the rear. No side facing glazing to No30. Only high-level side glazing at No26.
- No adverse impact to No26. due to boundary separation, set-back and existing extensions.



Figure 2 View of No.26. side windows. All obscured glazing and utility spaces



Figure 3 View of Side elevation to No.30

7. Access & Parking

No alteration to pedestrian or vehicular access. Parking provision unchanged.

8. Flood Risk

A flood risk form accompanies the application in accordance with the pre-application advice.

9. Conclusion

The proposal:

- Complies with local policies and residential design guidance,
- Addresses all officer comments from PREAPP/0151/25.
- Respects neighbour amenity.
- Enhances accommodation in a high-quality manner.

We would be grateful for the opportunity to discuss if any concerns or queries during the application. We hope to work with the Local Authority towards a positive outcome for the applicants with a planning approval.