Development Management – Delegated Officer Report

Application Number: AWDM/1448/25 Recommendation: APPROVE

Site: 4 Mill Hill, Shoreham-By-Sea, West Sussex

Proposal: Proposed detached garage in front garden with changes to levels and access.

Date of Site Visit: 10th Dec 2024

Neighbours Checked: Y

Additional neighbour notification: N

Proposal, Site and Surroundings

The application site is a detached chalet bungalow set back from the highway on the east side of Mill Hill, near to the junction with Erringham Road to the south. There is a detached single garage building to the front of the bungalow adjacent to the southern boundary. Ground levels increase from the road to the back of the site with a sloping driveway and retaining wall and raised planted bed to the frontage with lawn behind.

Consent is sought to add a flat roof detached, double garage to the property frontage. Amended plans have been submitted to show details of the changes to the access, turning space, retention of the front wall and planting. Also the setting back of the siting of the garage. The garage is to be brick built with a roller shutter door.

Consultations:

West Sussex County Council: The Highways Authority: -

Original consultation: - The form states that a new/altered vehicular access is proposed from the public highway. However the existing plan and proposed plan show the same unaltered access arrangement. Clarification and re consultation are required.

Amended Plans: - A new dropped kerb is proposed to the existing access point on Mill Hill. This will be subject to a license obtained through the local WSCC Highway Area Office, and constructed to a specification agreed to WSCC Engineer.

The proposed driveway layout exhibits sufficient space for cars using the proposed garage to turn on site and exit onto the maintained highway in a forward gear.

The LHA does not consider that the 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 and that there are no transport grounds to resist the proposal. Following informative should be applied: -

Vehicular Crossover
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/

Flooding Consultant WSP: - It is recommended that the development be approved with the following condition attached.

"Details of the surface water drainage scheme for the proposed development must be submitted to and approved in writing by the Local Planning Authority. The surface water drainage scheme must demonstrate no increase in flood risk as a result of the Proposed Development with sufficient supporting evidence provided to support its viability including calculations for the 1% AEP (1 in 100) plus climate change critical storm. Where a soakaway is proposed, a percolation test is required to determine the viability of infiltration and support the design."

Tree and Landscape Officer: - I would consider that the Agent / Applicant could choose a Species for prior consent. The tree would need to be a Heavy Standard of 10 -12 cm girth container grown - minimum 45ltr.

This is something I use for replacement trees for TPOs;

Proposed felling of the tree T1, and its replacement T2 shall be carried out in full within two years from the date of this consent and in accordance with details of the size, species and position of the replacement tree planting to be agreed in writing with the Local Planning Authority.

Reason: In the interest of visual amenity.

If within five years following replanting, any of the replacement trees die or become seriously diseased, another tree of the same size and species shall be planted in a similar position during the next planting season following the removal of the replacement tree, unless the Local Planning Authority gives written approval to any variation.

Reason: In the interest of visual amenity.

Representations: - None received.

Relevant Planning Policies

Adur Local Plan 2017 Policy 15
'Supplementary Planning Guidance' comprising: Development Management Standard No.2 'Extensions and Alterations to Dwellings''
National Planning Policy Framework (December 2024)
WSCC Guidance on Parking at New Developments (Sept 2020).

Planning Assessment

Principle

The relevant issues are the effects on the amenities of neighbouring residential occupiers, the effect on the character and appearance of the area and highway matters.

Visual amenity

Officers requested that the proposed garage be moved back into the site to follow the pattern of existing development within the street scene. There is much variation in the street with properties of varying style and scale however the deep frontages at the application site and adjacent give rise to buildings and structures set forward adjacent to the highway. The position of the garage as amended is relative to the adjacent detached building to the north. Therefore it will not be an unduly prominent feature within the street scene or out of character. The retaining wall adjacent to the highway is to remain with some planting to soften the frontage. The lost tree will be replaced to the rear of the garage. The existing driveway is to be widened to allow for access to the new garage and turning space. There will be level changes to the frontage to accommodate the sloping driveway and garage access.

The garage and associated works to the access will give rise to a development which is in keeping with the street scene and surrounding development. It

contributes to the variety of development within the street scene and precedent that has been set with detached buildings to the property frontages.

Residential amenity

The position of the building in relation to the neighbouring properties will not result in any loss of light, privacy or overbearing impact. A condition is attached to ensure that the garage will be used for domestic use for storage and vehicles. Not for primary living accommodation. To protect the residential amenities of the adjacent occupiers and to retain the character of the proposed building.

Highways

The Local Highway Authority has advised that there are no highway safety concerns and that there is sufficient turning space to enter and exit the site and garage safely. They require an informative relating to the proposed dropped kerb.

Flooding

To limit any run off to the highway the Council's Drainage Consultants have advised that a condition be attached to limit surface run off. This would normally be covered by building regulations. However this development may be exempt therefore the condition is to mitigate any potential issues.

Trees and Landscaping

Some of the raised bed will be retained as part of the redevelopment and the existing tree will be removed. The approved plans show T2 a new replacement tree. A condition is attached to ensure that this replacement is substantial and relative to that lost and to ensure it will remain in place in the future. Therefore mitigating against the loss of the vegetation in this case.

Recommendation

APPROVE

Subject to Conditions:-

1. Approved Plans
2. Standard 3 year time limit
3. Materials brick.
4. Garage to be ancillary, no primary living.
5. Replacement tree
6. Drainage condition

Is recommendation contrary to letter(s) of representation N

1. Proactive with amendments
2. 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.
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Case Officer: Hannah Barker Date: 1st July 2025

Authorised by: Peter Barnett Date: 2nd July 2025