

Development Management – Delegated Officer Report

Application Number: AWD/0761/26

Recommendation: – APPROVE

Site: 38 Crowborough Drive Worthing West Sussex BN12 4UQ

Proposal: Remove rear conservatory. Proposed rear extension and alterations to existing garage in connection with conversion to a habitable room.

Date of Site Visit: 14/07/2026.

Neighbours Checked: Y

Additional Neighbours Notified: N

Site and Surroundings

The site, 38 Crowborough Drive, is situated within an established residential area of Worthing. It comprises a link-attached bungalow with a pitched roof. The surrounding area is characterised predominantly by link-attached bungalows set within individual plots, typically with private rear gardens and long driveways leading to attached garages positioned to the rear of the dwellings. The application property follows this established pattern and occupies the end of a row of bungalows on the north side of Crowborough Drive. A small access road leading to a car park serving a number of commercial premises is located immediately to the west of the site.

The property is not a listed building and is not located within a conservation area. There are no Tree Preservation Orders affecting the site.

Proposal

Planning permission is sought for the removal of the rear conservatory, a proposed rear extension and alterations to the existing garage in connection with the conversion of it into a habitable room.

The proposed L-shaped rear extension will extend to a maximum depth of approximately 4.91m and 10.11m wide. It will feature a flat roof incorporating a rear pitched roof slope with a height of approximately 3.29m.

The extension will be constructed in matching face brick and render, with the roof finished in matching tiles.

No side openings are proposed; windows and doors will be installed on the rear (north) elevation. Two rooflights will be installed on the roof of the extension.

The existing conservatory extends to a depth of approximately 2.62m. Its demolition will enable the proposed extension to take place.

The converted garage will have its doors replaced by two window openings on its front (south) elevation.

Relevant Planning History:

No relevant planning history.

Consultations

WSCC Highways

“This application is for a proposed rear extension and alterations to existing garage in connection with conversion to a habitable room. The site is located on Crowborough Drive, an unclassified road subject to a speed restriction of 30 mph.

No alterations are proposed to the existing access arrangement. The proposed development is not anticipated to give rise to a material intensification of use of the existing access point.

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. An existing driveway is to be retained with provision for 1-2 cars.

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.”

Southern Water

“Southern Water has no objections to this proposal.

Please note, surface water should not be disposed of into a public foul sewer and must comply with the Hierarchy of H3 of the Building Regulations. For more details, refer to the Drainage and Waste Disposal: Approved Document H on the GOV.UK website.

Any new connections to the public sewerage system will require a New Sewer Connection application (also known as a Section 106) to be submitted and approved by Southern Water.

It is possible that a sewer now deemed to be public could be crossing the development site. Therefore, should any sewer be found during construction works, an investigation of the sewer will be required to ascertain its ownership before any further works commence on site.

For further advice, please contact Southern Water, Southern House, Yeoman Road, Worthing, West Sussex, BN13 3NX (Tel: 0330 303 0119)

Website: southernwater.co.uk

or by email at: SouthernWaterPlanning@southernwater.co.uk

Neighbour Representations

None received.

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 proposed extension would be subsidiary in form and scale to the existing building and would be finished in face brick, render and tiles to match the existing building. Due to this, the extension relates well to the existing building and will not appear out of place. The flat roof incorporating a rear pitched roof slope is acceptable given the minor scale of the extension.

The proposed extension would be located to the rear of the dwelling. Whilst it would be visible above the existing garage, this would not be uncharacteristic of the street scene, where a number of properties have rear extensions that project above their garages. Consequently, the extension would not appear visually out of keeping with the prevailing character of the area and would not result in harm to the character or appearance of the street scene.

The proposed garage conversion, including the replacement of the garage doors with two windows, is also considered visually acceptable. The replacement windows would ensure the former garage remains a subservient feature of the host dwelling whilst appearing as an integrated part of its overall design.

Residential Amenity

The neighbouring property most affected by the proposed development is immediately adjacent at 36 Crowborough Drive (to the east).

36 Crowborough Drive

36 Crowborough Drive comprises a link-attached bungalow immediately to the east of the application site. The properties are separated by their respective garages, boundary treatments and vegetation.

The proposed extension would be located to the rear of the application property and would be positioned closer to the shared boundary than the existing conservatory, which is to be removed. The extension would also be taller than the existing structures in this part of the site. However, there would remain a reasonable separation distance between the nearest part of the proposed extension and the main windows serving the rear (north) elevation of No. 36.

The existing shed, located behind the garage at the application site, is to be removed to accommodate the proposed extension. There is a similar shed located to the rear of the neighbouring garage, which, together with the garage, existing fencing and vegetation, would provide a degree of screening between the properties.

Whilst the proposed extension would therefore have some additional impact on the outlook and receipt of light from the rear windows of No. 36, given its single-storey nature, the reasonable separation distance from the main windows and the existing screening between the properties, the impact would not be considered significant or unacceptable.

No openings are proposed on the extension which would directly face 36 Crowborough Drive. As such, the proposal would not result in an unacceptable loss of privacy or overlooking, and there would be no unacceptable loss of light or outlook to No. 36.

Recommendation:

APPROVE subject to condition(s):-

1. Drawing Numbers
2. Standard time limit
3. Matching materials
4. No openings to east side of extension

Informative

The Local Planning Authority has acted positively and proactively in determining this application by assessing the proposal against all material considerations, including planning policies and any representations that may have been received and subsequently determining to grant planning permission 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:

Tom Westerman

Date: 10/08/2026

Authorised by: Jo Morin

Date: 11.08.2026