

Development Management – Delegated Officer Report

Application Number: AWDM/0309/26 **Recommendation:** – APPROVE

Site: 4 Westland Avenue Worthing West Sussex BN14 7LB

Proposal: Use of outbuilding as residential annexe for a relative

Date of Site Visit: 23/04/26

Neighbours Checked: Y

Additional Neighbours Notified: N

Site and Surroundings

The site is located to the north side of Westland Avenue within a predominantly residential area of Worthing but close to the shops and services on South Street to the west of the site. The property comprises a semi-detached, two storey house of symmetrical design, with brick elevations and a two storey projection to the front. There is a detached outbuilding in the rear garden adjacent to the west side boundary. The building is set back from the road behind a brick wall and front garden and a driveway with gates to the frontage.

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 use of the existing outbuilding as an annexe for a relative.

The existing outbuilding consists of a brick building with timber cladding and a shallow pitch roof, located adjacent to the west boundary of the site at the rear of the house. The internal arrangement consists of a small kitchenette and living space, a shower room with WC and mezzanine over providing a small sleeping area (mainly used as storage due to limited head room). The layout and facilities would remain as existing but would include a bed within the living space and a small table. No changes are proposed to the existing openings (consisting of 3 windows to the east side, French doors to the rear (north) and a single door to the front (south)). No external changes are proposed and no internal changes are required. The GIA of the outbuilding is 20sqm.

The building is currently used as an additional space for the family and the proposed use is as an annexe for a relative.

Relevant Planning History:

None relevant

Consultations

Environmental Health - *There are no adverse EH comments for this application.*

Planning Applications Highways - *WSCC in its role as Local Highway Authority (LHA) has been consulted on highway matters by the Local Planning Authority (LPA) for the proposed use of an outbuilding as residential annex for a relative. The site is located on Westland Avenue, an unclassified road subject to a speed restriction of 30 mph.*

No alterations are proposed to the existing access arrangements at this site. The outbuilding appears to already serve a similar ancillary use, with the Planning Statement stating that the outbuilding is used by members of the applicant's family during holidays and celebrations. The proposed use as a residential annex would therefore not be anticipated to give rise to a material intensification of movements to or from the site. Parking arrangements will remain as existing, and the proposals are not anticipated to detrimentally impact upon this existing arrangement.

In summary, 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.

WSP In The UK - *Following a review of the submitted information, we have no objection on surface water grounds. Due to the size, site, location and type of development, we would recommend the approval of the application.*

Southern Water - *Southern Water has determined that the flow rate for the above site will remain consistent, so capacity is not an issue, and no Southern Water assets will be affected. Therefore, Southern Water has no objections to this proposal.*

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.

Background

There is no planning history associated with the existing outbuilding or its construction however the current structure is visible on Google Streetview from September 2020 (also on Rightmove in its existing form in August 2020). An outbuilding of these dimensions (exceeding 2.5m high within 2m of a boundary) would have required planning permission however as the outbuilding was completed by 2020 and prior to 25th April 2024 the four-year rule applies and the outbuilding would be immune from enforcement action.

Policy Context for Residential Annexes

The preamble to policy DM5 of the Worthing Local Plan indicates at paragraph 5.68:

Residential annexes can provide a suitable solution for accommodating a relative or dependent within the curtilage of the main dwelling house. Where a totally independent dwelling is not acceptable, (for example where there is a lack of separate curtilage, inadequate parking or a general unacceptable intensity of use), permission may be granted for an annexe subject to conditions or planning agreements limiting occupation to a relative or dependent, and requiring conversion of the accommodation to a use in association with the main dwelling, when it is no longer required for the relative or dependent. Such annexes should be ancillary to the main dwelling both in scale and range of accommodation and facilities and must not assume a detached or independent identity by design or sub-division of the curtilage of the main dwelling.

Policy DM5 states (specifically in relation to Residential Annexes):

Residential Annexes

b) Residential annexes must be designed as ancillary to the main dwelling and be capable of satisfactory conversion for use in association with the main dwelling when it is no longer required by a relative or dependant.

Use of the Annexe

The annexe is to be used for purposes ancillary to the occupation of the main dwelling, to accommodate a dependant relative. The only access into the annexe would be via doors opening onto the rear garden of the main house. The rear garden is accessible from the main house and via an existing gate to the side of the house. The garden would be retained by and shared with the main house.

The annexe also has a strong physical inter-dependence with the main house. Although it can be accessed without going through the main house, down the passageway to the side, the annexe is within the residential curtilage and the proposal does not lend itself to the formation of a separate curtilage. The annexe is physically very close to the house and shares the garden. Electricity and water to the annexe are connected to the main house, not on separate meters.

Internally the floor space provided by the annexe is limited with a GIA of 20m², the space accommodates a small shower room and WC, combined living/bed space and a small kitchenette with basic facilities (sink, fridge, kettle) but no cooking facilities other than a toaster. Due to the lack of cooking facilities or the space to add such

facilities, main meals will be prepared and eaten in the main house. No laundry facilities are provided within the annexe. The mezzanine would be used as storage space. The small scale of the space and accommodation provided by the annexe together with the very limited cooking facilities and lack of laundry facilities would ensure that a functional dependency on the main house is maintained for the occupant.

The proposal demonstrates a functional reliance on the main dwelling for day to day living requirements and is therefore considered to meet the requirements of an ancillary annexe as set out in Policy DM5 of the Worthing Local Plan.

The scale of accommodation and range of facilities are satisfactory for ancillary annexe use and the annexe would not assume the identity of a separate dwelling or have a separate curtilage. The outbuilding is currently used as ancillary accommodation in association with the main house and would be easily converted back to this use when no longer required by a relative or dependant. Appropriate conditions to ensure that the accommodation can only be used for ancillary purposes and at no time as a separate unit of accommodation, and to ensure no sub-division of the plot, would be applied to ensure compliance with policy DM5.

Visual Amenity

The outbuilding is an existing structure within the rear garden of the property and set back behind a gate and fence to the side of the house. There are no external changes proposed to the existing outbuilding and there would be no additional 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.2 and 6 Westland Avenue.

No.2 is located to the west side of the application site and the outbuilding is immediately adjacent to the boundary with this property. No.6 is located to the east side of the application site and about 6m from the boundary with this property. There is a large, currently unused grass space to the rear of the site. The building is existing and there are no external changes proposed to the existing structure. There would be no additional detrimental impact on residential amenity in terms of overshadowing, loss of light or overbearing impact as a result of this proposal.

The building would be insulated to the required standard to provide habitable accommodation as an annexe and this would help to minimise external noise from the annexe. Use of the outbuilding as an annexe would not lead to a significant intensification of use of the site as this would utilise an existing building for purposes ancillary to the main dwelling. The level of activity within the residential curtilage of the property would remain unchanged from that which would typically be expected from a family sized, single dwelling house and there would be no significant increase in noise and disturbance to neighbours, as a result of use of the building as an annexe for a relative.

Parking

There are no changes proposed to the current parking provision on site and no significant increase in demand for parking as a result of this proposal for use as an annexe for a dependant relative.

Recommendation:

APPROVE subject to condition(s):-

1. Drawing Numbers
2. Standard time limit
3. Ancillary annexe use only
4. No subdivision of plot

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: Amanda Haslett

Date: 30/04/26

Authorised by: Jo Morin

Date: 30.04.2026