

Development Management – Delegated Officer Report

Application Number: AWDM/0424/26 Recommendation: APPROVE

Site: 22 Leconfield Road, Lancing, West Sussex

Proposal: Proposed erection of a single-storey outbuilding within the rear garden for use as a private, appointment-only tattoo studio (Use Class E), ancillary to the main dwelling.

Date of Site Visit: 2nd June 2026

Neighbours Checked: Y

Additional neighbour notification: N

Proposal, Site and Surroundings

The application site is a detached bungalow with a flat rear garden in within a residential area on Lancing. There are properties either side of the site and blocks of flats directly to the rear.

Consent is sought for a single storey out building with mono-pitch roof to be used as a tattoo studio by the applicant. The building will be ancillary to the main house and built adjacent to the rear boundary. The door and windows face toward the main house and a toilet is within the space provided with side window. A sink, worktops and storage are also to be provided. The building will be timber clad and have a footprint of 7.5 metres wide and 4.5 metres in depth. The height to the rear adjacent to the boundary is 2.7 metres and the height to the front is 3.1 metres.

The applicant's agent has provided a supporting statement which set out details of the proposed use. It states that 1 practitioner only shall operate with no staff employed. Clients shall visit by appointment only, 1 client per appointment, no waiting or walk ins. The hours stated are Tues – Sat 10am – 5pm Closed Sunday and Monday.

Additional information has been received from the applicant to state that due to the length of appointments there will be, on the whole, only 1 or 2 clients per day and that their equipment does not make noise.

Consultations:

West Sussex County Council: The Highways Authority

This application is for the proposed erection of a single-storey outbuilding within the rear garden for use as a private, appointment-only tattoo studio (Use Class E), ancillary to the main dwelling. The site is located on Leconfield, an unclassified road subject to a speed restriction of 30 mph.

No vehicular access is associated with this site. The proposals are not anticipated to give rise to a material intensification of movements to or from the site.

No vehicular parking is proposed – As such, parking would have to be accommodated on street or within nearby paid-for provision. The LHA would not anticipate that this would give rise to highway safety concern or parking capacity issue in this location. However, the LPA may wish to consider the potential impacts on on-street parking from an amenity point of view. Weight is given to the fact the site is situated in a sustainable location within walking distance of public transport links and is well accessible on foot or by cycle.

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.

Adur and Worthing Councils:

Environmental Health: -

I would recommend the following:

- Works of construction or demolition, including the use of plant and machinery, necessary for implementation of this consent shall be limited to the following times.

Monday - Friday 08:00 - 18:00 Hours

Saturday 09:00 - 13:00 Hours

Sundays and Bank Holidays no work permitted

Any temporary exception to these working hours shall be agreed in writing by the Local Planning Authority at least five days in advance of works commencing. The contractor shall notify the local residents in writing at least three days before any such works.

Reason: To safeguard the residential amenity of the area

I would also recommend that the hours of use proposed in the application are conditioned.

[Note: Control over construction hours is not considered appropriate for a householder development]

Lancing Parish Council: - It was resolved to support the application, members did note the concerns surrounding opening hours, which should be monitored in terms of them being adhered to.

WSP Drainage Consultants: - 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 with the following informative:

Informative 1: The applicant must follow the drainage hierarchy of preference. Due to the size and location of the development, an infiltration test should be carried out in accordance with the Part H2, paragraph 1.34 to 1.37 of the Building Regulations (https://assets.publishing.service.gov.uk/media/5a80cf9ded915d74e33fc8ae/BR_PD_F_AD_H_2015.pdf). This rate should then be put into the calculation in Part H3, paragraph 3.28. Following this the applicant can use the free tools at <https://www.uksuds.com/> to size the soakaway for the 1 in 100 (1%) plus CC event. If infiltration fails, the same links should be used to size attenuation storage to ensure surface water runoff does not increase from the existing discharge rate. To obtain the relevant rainfall data the applicant can visit <https://fehweb.ceh.ac.uk/> to download the point data for their site and input the csv file into the tools above.

Southern Water: - The Council's Building Control officers or technical staff should be asked to comment on the adequacy of soakaways to dispose of surface water from the proposed development. No new soakaways should be located within 5 metres of a public or adoptable gravity sewer, rising main or water main. No Soakaways should be connected to the public sewer.

Any new connections to the public sewerage system will require a Section 106 connection application to be submitted and approved by Southern Water Services. To make an application visit Southern Water's Get Connected service: <https://developerservices.southernwater.co.uk> and please read our New Connections Charging Arrangements documents which are available on our website via the following link: <https://www.southernwater.co.uk/developing-building/connection-charging-arrangements> Please note that, where there are separate systems available Southern Water will not allow surface water to connect into the public foul sewer. If this is not possible, please provide evidence that all other options have been explored. Adur & Worthing Council Portland House 44 Richmond Road Worthing West Sussex BN11 1HS Your ref AWDWM/0424/26 Our ref DSA000053056 Date 17 th April 2026 Contact Tel 0330 303 0119 Southern Water, Southern House, Yeoman Road, Worthing, West Sussex, BN13 3NX [southernwater.co.uk](https://www.southernwater.co.uk) Southern Water Services Ltd, Registered Office: Southern House, Yeoman Road, Worthing, West Sussex, BN13 3NX Registered in England No. 2366670 For further advice, please contact Southern Water, Southern House, Yeoman Road, Worthing, West Sussex, BN13 3NX (Tel: 0330 303 0119).

Representations: - Objections have been received from the owner/occupiers of nos. 66 and 68 Bushby Close.

- The building would be close to six or seven properties and their gardens.
- It would not be appropriate to have a commercial building in the area.
- The residents that would be affected by this building are responsible, hard working people who value the peace and quiet of their outdoor space.
- The building is only 25 feet from our home and back onto communal garden area.
- Object to noise generated by equipment used and timescales of business.
- This business is not in keeping with local communities and residents needs and privacy.

Relevant Planning Policies

Adur Local Plan 2017 Policy 15, 34

‘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 and the effect on the character and appearance of the area. The impact of the building in terms light, overbearing impact and privacy must be considered and also the impact of the use of the building as a tattoo studio within the parameters set out above as provided with the application.

Visual amenity

The proposed building is in the rear garden of a residential property. It will not be visible within the street scene. It is adjacent to the rear boundary of the site. There are other examples of out buildings and sheds visible within adjacent gardens. There is sufficient space to provide the building without resulting in overdevelopment.

The building will be timber clad and with the monopitch roof design will create an attractive studio building. The building will be higher than the boundary fence, however not to a degree to be harmful in terms of character and appearance.

The use of the building as a tattoo studio used by the occupier of the house is not considered to be out of character here in this case. The use will be limited to a single practitioner only with no additional employees and only 1 client at a time and limited to Tues – Sat 10 am – 5pm. It is considered that within these parameters there would be limited noise, disturbance and impact. Any coming and goings would be not such to change the character of the residential locality. The use is ancillary to the main residential use.

Residential amenity

Despite the neighbour objections and close proximity to the rear boundary and flats to the rear, it is not considered that the proposed building and its use will impact detrimentally to the adjacent occupiers to a degree that would warrant a refusal in this case.

The building will be visible and may result in some visual impact however within this locality outbuildings are no uncommment and the proposed use will not create a level of harmful activity in terms of noise, activity or traffic.

The proposed hours are considered to be reasonable given the low number of clients anticipated.

Highways

There are no objections from the Highways Authority. No parking provision is available on site however street parking is available. There would be no impact upon highway safety as a result of the proposal.

Recommendation

APPROVE

Subject to Conditions:-

1. Approved Plans
2. Standard 3 year time limit
3. Materials timber clad.
4. No openings on the rear, west elevation or side elevations.
5. 1 practitioner only applicant, no additional employees, by appointment only 1 person per appointment. Maximum 2 clients per day.
Hours Tues -Sat 10am -5pm. Closed Sunday Monday.

Is recommendation contrary to letter(s) of representation Y

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.

Drainage

Case Officer: Hannah Barker

Date: 8th June 2026

Authorised by: Peter Barnett

Date: 8 June 2026