Development Management – Delegated Officer Report

Application Number: AWDM/0674/25 Recommendation: APPROVE

Site: 5 Park Way Close, Southwick

Proposal: Demolition of existing rear lean-to and erection of new single storey rear infill extension. Conversion of existing garage structure to form home gym and home office. Insertion of new windows, rooflights and side access door.

Date of Site Visit: 7th July 2025

Neighbours Checked: Y

Additional neighbour notification: N

Proposal, Site and Surroundings

The application site is a two storey detached dwelling house within a cul de sac of similar properties. There is a flat roof, detached, single garage set back to the side of the building. The driveway is shared with no. 4 adjacent, this dwelling also has a garage set back to the side, next to the garage at the application site.

Consent is sought to convert the existing garage building to a home office and gym. The up and over door to the front will be replaced with a door and window. Also proposed are roof lights on the south east side of the existing roof slope serving the principal bedroom and a new front window at ground floor. The garage will also have additional openings and new windows and a new door are proposed on the north west elevation. A single storey infill extension is proposed to the rear with lean to roof and rooflights. This will enlarge the open plan kitchen space and provide an internal link between the house and the converted garage space.

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 (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.

Visual amenity

The windows and door to the existing garage, the roof lights and front window will be visible within the street scene. They are not prominent features and will not affect the character and appearance of the building or street scene. The rear extension is modest and infills an existing recessed space to the rear of the building. The proposed changes and additions are in keeping with the building and will be subservient. Materials to be used will match existing.

Residential amenity

The proposed extension will be no deeper than the rear of the existing dwelling. It is adjacent to the boundary with the neighbouring dwelling. Much of the extension will be screened to the side by the existing garage building. Also due to the properties being sited at an angle and the neighbouring garage there is spacing between the extension and the neighbouring dwelling therefore no loss of light, outlook or privacy will occur as a result. The side windows and doors will not result in overlooking and as they are in the original building can be considered to be permitted development.

The proposed doors and windows in the converted garage building are onto the garden of the application site. The change of use of this space to a gym and home office is for the incidental use of the household only. A condition is attached to ensure this is the case to limit activity which could be unneighbourly in this case if the space was to be used as a primary living space. As an ancillary use there will be no adverse impact in this case.

Recommendation

APPROVE

Subject to Conditions:-

1. Approved Plans
2. Standard 3 year time limit
3. Materials to match existing
4. Use of gym and office incidental only.

Is recommendation contrary to letter(s) of representation N

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.

Case Officer: Hannah Barker Date: 7th July 2025

Authorised by: Peter Barnett Date: 7 July 2025