Development Management– Delegated Officer Report

Application Number: AWDM/1381/25 Recommendation – APPROVE

Site: 4 The Marlinespike, Shoreham-By-Sea, West Sussex

Proposal: Application for Certificate of Lawfulness for proposed loft conversion with front and rear rooflights.

Site visit: N

Site and Surroundings:

The application site is a detached bungalow located on Shoreham Beach within a street of properties of varying style and appearance many of which have been altered or extended. There is a detached garage set back to the side of the bungalow and a long rear garden.

The site is not within a Conservation Area and is not a Listed Building.

Proposal

A Certificate of Lawfulness is sought for a proposed loft conversion with rooflights to the front and rear.

Planning Assessment

Principle

The proposal will be viewed against the criteria of permitted development, as laid out within The Town and Country Planning (General Permitted Development) (England) Order 2015 as amended.

Consideration

Schedule 2, Part 1, Development within the curtilage of a dwellinghouse.

Class C – other alterations to the roof of a dwellinghouse

Permitted development

C. Any other alteration to the roof of a dwellinghouse.

Development not permitted

C.1 Development is not permitted by Class C if—

(a) permission to use the dwellinghouse as a dwellinghouse has been granted only by virtue of Class M, N, P, PA or Q of Part 3 of this Schedule (changes of use);

Analysis: The dwellinghouse has not been created through change of use by virtue of Part 3.

(b) the alteration would protrude more than 0.15 metres beyond the plane of the slope of the original roof when measured from the perpendicular with the external surface of the original roof;

Analysis: The application's agent has confirmed that the proposed roof lights will not protrude more than 150mm above the plane of the roof slope.

(c) it would result in the highest part of the alteration being higher than the highest part of the original roof;

Analysis: The rooflights will not be higher than the highest part of the original roof.

(d) it would consist of or include—

(i) the installation, alteration or replacement of a chimney, flue or soil and vent pipe, or

(ii) the installation, alteration or replacement of solar photovoltaics or solar thermal equipment.

Analysis: The development does not include any of the above.

Conditions

C.2 Development is permitted by Class C subject to the condition that any window located on a roof slope forming a side elevation of the dwellinghouse must be— (a) obscure-glazed; and (b) non-opening unless the parts of the window which can be opened are more than 1.7 metres above the floor of the room in which the window is installed.

Analysis: There are no windows proposed on the side elevation of the roof.

Recommendation

A Certificate of Lawfulness for Proposed Development, can be issued as the proposed development is deemed permitted development

Reasons for Recommendation

The proposal constitutes 'development' as defined by Section 55 of the Town and Country Planning Act 1990, but is permitted by Class C of Schedule 2 Part

1 of Town and Country Planning (General Permitted Development) (England) Order 2015 as amended.

Case Officer: Hannah Barker Date: 19th November 2025

Authorised by: Peter Barnett Date: 19 November 2025