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Design & Access Statement and Planning Statement

Project Name: 38 Wembley Avenue
Address: 38 Wembley Avenue, Lancing, West Sussex, BN15 9JZ

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1. Introduction

This Design and Access Statement has been prepared to accompany a Householder Planning Application for the conversion and extension of an existing detached garage to form a self-contained residential annexe ancillary to the host dwelling at 38 Wembley Avenue, Lancing, West Sussex, BN15 9JZ.

The purpose of this document is to describe the site and its surroundings, explain the nature of the proposed development, and demonstrate how the proposal accords with relevant national and local planning policy and guidance. The annexe is intended to remain ancillary to the main dwelling, will be occupied by a family member, and will not be subdivided, sold, or occupied as a separate planning unit.

This statement has been prepared in accordance with the Adur District Council Local Validation Checklist and relevant national guidance.

2. Site Description and Surroundings

2.1 Site Location and Context

The application site comprises an existing detached garage located within the residential curtilage of a private dwelling at 38 Wembley Avenue, Lancing. The surrounding area is predominantly residential in character, consisting mainly of detached and semi-detached dwellings with associated gardens, outbuildings, and on-plot parking arrangements.

The garage is positioned within the domestic garden area and is visually subordinate to the host dwelling. The site is well integrated into its residential context and is not visually prominent in the wider street scene.

2.2 Access

Vehicular and pedestrian access to the site is taken from the existing access serving the host dwelling from Wembley Avenue. No alterations to the existing access arrangements are proposed. Parking and access arrangements will continue to operate as existing, and the proposal will not result in any material increase in traffic movements.

3. Relevant Planning History

The site has a long-established lawful residential use. Any historic planning permissions relate to the use of the host dwelling and associated domestic outbuildings. There is no planning history relevant to the site that would preclude or constrain the proposed development.

4. Historic and Existing Land Uses

The site has historically formed part of the residential curtilage of the host dwelling. The existing building is a detached domestic garage used for purposes ancillary to the residential use of the property. There have been no commercial, industrial, or agricultural uses associated with the site.

5. Designations and Constraints

The site is not subject to any statutory or non-statutory designations. In particular:

- The site is not located within a Conservation Area;
- There are no listed buildings on or adjacent to the site;
- The site is not within a designated flood risk zone;
- There are no Tree Preservation Orders affecting the site.

The proposal will not result in the loss of habitat or harm to biodiversity, and an ecological appraisal is therefore not required. Biodiversity Net Gain (BNG) requirements are not applicable. All drainage will remain as per existing arrangements, and no changes to surface water or foul drainage are proposed.

6. Description of the Proposed Development

6.1 Overview

The proposal seeks planning permission for the conversion and modest extension of the existing detached garage to create a self-contained residential annexe ancillary to the host dwelling. The annexe will be occupied by a family member and will remain subordinate and incidental to the primary residential use of the site.

6.2 Layout and Accommodation

The annexe will provide functional living accommodation including living, sleeping, kitchen, and bathroom facilities. The internal layout has been designed to meet the Nationally Described Space Standards as set out in the Technical Housing Standards guidance.

6.3 Scale, Massing, and Dimensions

The proposed extension is modest in scale and proportionate to the existing garage and host dwelling. The resulting building will remain subservient in terms of height, footprint, and massing, ensuring that it does not appear visually dominant or result in an overdevelopment of the site.

6.4 Design and Appearance

The design and appearance of the annexe will reflect the character of the existing garage and the host dwelling. Materials, roof form, and detailing will be complementary to the existing development, ensuring a cohesive appearance that integrates well with the surrounding residential environment.

6.5 Landscaping and Vegetation

The proposal does not require the removal of any trees, hedgerows, or significant vegetation. Existing landscaping will be retained, and no adverse impacts on the visual or ecological value of the site will arise. Any minor planting will be domestic in scale and character.

6.6 Drainage

All drainage will remain as per existing arrangements. No new or altered drainage infrastructure is required to facilitate the development.

6.7 Access, Parking, and Highway Considerations

The development will continue to utilise the existing vehicular and pedestrian access arrangements serving the host dwelling. No changes to access points are proposed, and the annexe will not generate a material increase in vehicle movements or parking demand. There will be no increase in HGV movements.

6.8 Lighting, Fencing, and Boundary Treatments

No new external lighting is proposed beyond standard domestic lighting. Existing boundary treatments will be retained, and no new fencing or walls are required as part of the development.

6.9 Hours of Operation

The annexe will be used solely for residential purposes ancillary to the host dwelling. As such, no specific hours of operation apply.

7. Planning Policy Considerations

7.1 National Planning Policy

The proposal has been assessed against the National Planning Policy Framework (NPPF), which supports the effective use of land within existing settlements, high-quality design, and development that responds positively to local character while safeguarding residential amenity.

7.2 Local Planning Policy – Adur Local Plan (2017)

The proposal accords with the relevant policies of the Adur Local Plan (2017), including:

- Policy 1 – Sustainable Development: The development represents a sustainable form of development through the efficient reuse and adaptation of an existing building within an established residential curtilage.
- Policy 16 – Housing Density and Policy 23 – Dwelling Mix: While the proposal does not create a new independent dwelling, it provides flexible ancillary accommodation to meet the needs of the household without increasing pressure on the wider housing stock.
- Policy 34 – Extensions and Alterations to Dwellings: The conversion and extension are proportionate in scale, subordinate to the host dwelling, and respect the character and appearance of the surrounding area.
- Policy 38 – Parking Standards and Transport: The proposal utilises existing access and parking arrangements and will not result in unacceptable impacts on highway safety or parking provision.
- Policy 49 – Landscape: The development retains existing landscaping and does not adversely affect the visual amenity of the site or its surroundings.
- Policy 50 – Biodiversity: No habitat loss or ecological harm will occur as a result of the proposal. Biodiversity Net Gain requirements are not applicable.
- Policy 30 – Flood Risk and Water Management: The site is not located within a flood risk zone, and existing drainage arrangements will remain unchanged.

Taken as a whole, the proposal is fully compliant with the development plan.

8. Community Engagement

Given the small-scale and domestic nature of the proposal, no formal community consultation has been undertaken. The proposal does not constitute major development. Nevertheless, the design has been carefully considered to minimise any potential impact on neighbouring properties.

9. Other Application Types

This application is not made under Section 73 (variation of condition) or Section 96A (non-material amendment). No amendments are proposed under these provisions.

The site is not subject to a specific site allocation within the development plan, and therefore no site allocation statement is required.

10. Planning Balance

In planning balance, the proposal delivers clear benefits with no identified material harms. The development will:

- Provide high-quality, policy-compliant ancillary accommodation for a family member;
- Make efficient use of an existing building within a residential curtilage;
- Preserve the character and appearance of the host dwelling and surrounding area;
- Avoid harm to neighbouring residential amenity;
- Result in no adverse impacts in respect of highways, parking, drainage, flood risk, ecology, or landscaping.

There are no material considerations that would indicate the proposal should be refused.

11. Conclusion

This Design and Access Statement and Planning Statement demonstrates that the proposed conversion and extension of the existing detached garage to form an ancillary residential annexe at 38 Wembley Avenue, Lancing is acceptable in principle, appropriately designed, and fully compliant with relevant national and local planning policy.

The proposal represents sustainable development and should be supported accordingly.