Development Management – Delegated Officer Report

Application Number: AWDM/1229/25 Recommendation: APPROVE

Site: 6 Falcon Close, Shoreham-By-Sea, West Sussex

Proposal: Removal of existing garage and erection of garage/office

Date of Site Visit: 27th October 2025

Neighbours Checked: Y

Additional neighbour notification: N

Proposal, Site and Surroundings

The application site is a semi detached chalet bungalow within a cul de sac of both houses and bungalows. It is in a corner position with the plot increasing in width from the front to the rear with a large rear garden.

AWDM/1745/14 granted consent for a Lawful Development Certificate for a single storey extension and dormer, this has been implemented.

AWDM/1453/21 refused application for a log cabin in the rear garden to be used as a holiday let. A single storey, two bedroom unit was proposed as a holiday let with a supporting statement referring to the accommodation appealing to families and would sleep up to 4 or 6 people. This was refused due to the activity impacting upon the amenities of neighbouring occupiers and the self contained holiday accommodation being out of character within this locality.

The current application is a proposed flat roof building to include a garage, office, utility and W.C. It is to the side of the bungalow adjacent to the boundary to the north. An existing flat roof garage is to be removed. The building is 2.8 metres high and an 'L' shape with a garage door to the front, glazing to the side of the garage, a window and a glazed door to the office and a window to the W.C. The building is to be brick built.

Consultations:

West Sussex County Council: The Highways Authority

For the current application, the existing garage is to be removed and replaced by a garage/office building. Existing vehicle access arrangements will be retained, and the proposals are not anticipated to give rise to a material intensification of use of the existing access point.

I do note that the proposed garage does not meet the minimum internal specifications for single bay garages of 3m x 6m as outlined in Manual for Streets (MfS). As such, the depth of the proposed garage may not be sufficient to accommodate modern sized cars, and the applicant may wish to enlarge the garage

to ensure this is achievable. However, I do appreciate that the proposed garage appears similar or potentially larger than the existing garage, and sufficient off-street parking provision is afforded within the driveway fronting the site to serve this dwelling.

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.

Representations: - 1 representation received from adjacent occupier at no. 5 Falcon Close. They are in support of the application. The positioning has been designed well to minimise impact on the locality and gives increased parking area on the property.

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 (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. In this case the building is for ancillary use only and will be considered on this basis with a relevant safeguarding condition attached.

Visual amenity

The building is set back to the side of the bungalow, it will be visible within the street scene however it will not be a prominent feature due to its position, flat roof design and footprint within the large plot. The garage door to the front gives a domestic appearance and is in character with the existing residential property and street scene. The brick will match the existing bungalow and the garage which will be replaced. The building is in keeping in scale with the current site and does not represent over development. The use of the building will be ancillary to the main dwelling therefore in keeping with the residential locality. No additional activity will occur which would harm the existing character of the locality.

Residential amenity

The plot is large with a wide rear garden due to the position of the site on the corner. The building will be positioned next to the northern boundary, there is a two storey dwelling directly adjacent. There is a close boarded fence along this boundary and there are first floor and ground floor openings facing the application site. The proposed building will be visible from this neighbouring property however there will be no significant loss of light or overbearing impact which would warrant a refusal in this case. The boundary fence limits light and outlook from the ground floor openings.

There is a window serving the W.C which will face the boundary fence, this will be obscured and although openable will be a high level fan light only.

As stated above the building is limited to ancillary use only so any noise and activity will be that of the occupiers of the household only. The building will not be used for primary living accommodation or as an air B and B. Therefore no harm to the amenities of the adjacent occupiers.

The building may be seen from dwellings to the rear (east) or adjacent to the south however there will be no loss of light, privacy or overbearing impact that would warrant a refusal in this case.

Recommendation

APPROVE

Subject to Conditions:-

1. Approved Plans
2. Standard 3 year time limit
3. Materials to match existing, brick
4. No additional windows on the north elevation of the building. W.C window obscurely glazed and high level opening only.
5. Ancillary use 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: 10th November 2025

Authorised by: Peter Barnett Date: 10 November 2025