

Development Management – Delegated Officer Report

Application Number: AWDM/0186/26

Recommendation: – Approve

Site: Nepcote Chase 7 Links Road Worthing West Sussex

Proposal: Conversion of existing garage block to residential use: In conjunction with existing dwelling house

Date of Site Visit: 24.03.2026

Neighbours Checked: Y

Additional Neighbours Notified: N

Proposal Site and Surroundings

The application relates to a large detached house occupying a spacious plot on the west side of Links Road, a private road adjacent to Worthing Golf Club. There is a detached 2-storey garage building within the frontage and adjacent to the southern site boundary. External stairs on the west side of the building lead to a large carpeted room on the first-floor which has been used as a games room and for storage. The building is brick-built with tile-hanging to the north elevation. It has a part pitched/part flat roof.

Tree Preservation Order No. 24 of 1990 applies to various trees within the site.

A series of permissions dating back to 2003 have been granted for the conversion of the garage building to a 2-bedroom residential annexe to be used in conjunction with the existing dwelling. The most recent permission granted in 2023 has not been implemented and expired on 28th February 2026.

Permission is sought for the proposal as previously permitted. No changes have taken place to the proposed development since the most recent permission.

Relevant Planning History:

03/00563/FULL - Conversion of existing garage block to residential to be used in conjunction with existing dwelling

STATUS: Conditional Consent 27th June 2003.

06/0208/FULL - Erection of conservatory to side elevation.

STATUS: Conditional Consent 19th April 2006.

07/1493/FULL - Conversion of existing garage block to residential - to be used in conjunction with existing dwelling. (Renewal of Planning Permission WB/03/00563/FULL)

STATUS: Conditional Consent 28th January 2008.

11/0189/FULL - Conversion of existing garage block to residential, to be used in conjunction with existing dwelling.

STATUS: Application Permitted 17th May 2011.

AWDM/0159/14 - Application to replace extant planning permission WB/11/0189/FULL for conversion of existing garage block to residential, to be used in conjunction with existing dwelling

STATUS: Application Permitted 3rd April 2014.

AWDM/1920/16 - Conversion of existing garage block to residential, to be used in conjunction with existing dwelling.

STATUS: Application Permitted 27th February 2017.

AWDM/1916/19 - Conversion of existing garage block to residential, to be used in conjunction with existing dwelling.

STATUS: Application Permitted 27th January 2020.

AWDM/1855/22 - Conversion of existing garage block to residential, to be used in conjunction with existing dwelling.

STATUS: Application Permitted 28th February 2023.

Consultations

The **Highway Authority** has raised no objection and has commented as follows:

I refer to your consultation in respect of the above planning application and would provide the following comments.

West Sussex County Council was consulted previously on Highways Matters for this location under planning applications AWDM/1916/19 and AWDM/1855/22 which also sought an approval for conversion of existing garage block to residential, to be used in conjunction with existing dwelling. No highways objections were raised to these proposals.

Links Road is a privately maintained highway and consequently these comments are for your advice only.

In principle, we would not foresee any issues with this proposal. A number of dwellings are already served from the access road and whilst a small rise in vehicle activities may occur, it is considered unlikely that any adverse impacts will result from this proposal. There are no concerns with visibility or congestion at the access onto the maintained highway. Warren Road to the south is part of the A27 and not maintained by WSCC- therefore the LPA may wish to discuss these proposals with National Highways. I note a single recorded collision at the point of access, however this has been attributed to driver error and not considered as a result of any defect with the functionality of this access.

Although at this time it is unclear how many bedrooms are present within the host dwelling to ascertain the existing demand, it appears that sufficient parking is available within the existing parking area, to accommodate for the new dwelling. There appears

also, space for a turn on site to emerge onto the highway network in a forward gear. The site is served with an in-out access arrangement which appears to function with no known safety concerns.

The garage measures circa 2.55 x 5.50m which does not comply with the current WSCC minimum standards for garage dimensions, which is of 3m x 6 m (including space for cycle storage) per single garage, as stated in Manual for Streets. However, it is appreciated that the garage is existing, therefore it may be possible to accommodate an average sized vehicle and for cycles to be stored elsewhere on the site. The proposed conversion will be associated with the main dwelling and will not be considered a separate unit in its own right. Visitors who would likely make use of this residential space therefore may be existing visitors to the property who would instead of staying within the host dwelling- be accommodated within the new residential space, resulting in the same/similar impact on the highway network.

The LHA does not consider that the proposal would have a 'severe' impact on the operation of the highway network, therefore is not contrary to the National Planning Policy Framework (para 116), and there are no known transport grounds to resist the proposal. The applicant is advised to also contact the proprietor of Links Road regarding the development proposals for any formal approvals.

If the LPA are minded to approve this proposal a condition securing vehicular parking and cycle parking should be included.

Southern Water has commented as follows:

Thank you for your correspondence. Please see our comments below regarding the above planning consultation application.

Southern Water has determined that the flow rate for the above site will remain consistent, so capacity is not an issue, and no Southern Water assets will be affected. Therefore, Southern Water has no objections to this proposal.

Please note that surface water should not be disposed of into a public foul sewer and must comply with the Hierarchy of H3 of the Building Regulations. For more details, refer to the Drainage and Waste Disposal: Approved Document H on the GOV.UK website.

Any new connections to the public sewerage system will require a New Sewer Connection application (also known as a Section 106) to be submitted and approved by Southern Water.

Due to legislative changes effective from 1st October 2011 regarding the ownership of sewers, it is possible that some previously private sewers, now deemed public, could be crossing the above property and may not be shown on Southern Water records. Therefore, if any additional sewers are discovered during construction, an investigation will be required to determine their condition, the number of properties served, and potential access methods before any further work can proceed on site.

For further advice, please contact Southern Water, Southern House, Yeoman Road, Worthing, West Sussex, BN13 3NX (Tel: 0330 303 0119).

Website: southernwater.co.uk or by email at:
SouthernWaterPlanning@southernwater.co.uk

The Council's **Drainage Consultant** has made the following comments:

Thank you for your consultation on the above site. We have reviewed the application as the drainage consultant acting on behalf of the Council and wish to make the following comments.

The applicant is applying for conversion of existing garage block to residential use: in conjunction with existing dwelling house. The application is to Worthing Borough Council.

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

The Council's **Environmental Health** Officer has recommended the following condition:

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.

Representations

None received

Relevant Planning Policies:

Worthing Local Plan policies (WBC 2023): SP1, DM5
National Planning Policy Framework (MHCLG 2024)
National Planning Practice Guidance
SPG 'Extending or Altering Your Home' (WBC)

Planning Assessment:

There is no objection in principle to extensions and alterations to residential dwellings within the built-up area. The key considerations are the effects on the visual and residential amenities of the locality and highway and parking considerations.

Principle

The proposal has previously been treated as annexe or overspill accommodation comprising an alteration to the existing housing stock rather than a dwelling in its own right. As was the case in the previous application, the Design and Access Statement submitted with the current application confirms that the building would “be used as overspill accommodation for the main house, not as a separate unit.”

Since the previous permission was granted in 2023, the current local plan has been adopted. However, the previous application was nevertheless assessed in relation to Policy DM5 which requires that: *Residential annexes must be designed as ancillary to the main dwelling and be capable of satisfactory conversion for use in association with the main dwelling when it is no longer required by a relative or dependant.*

This is a longstanding development proposal and successive planning permissions over the years have sought to control its ancillary relationship to the host dwelling by imposing a condition. The previous applications gave consideration to the use of a section 106 agreement to give more certainty to any potential future use of the site, but was not considered justified as an additional requirement in light of the previous permissions. DM5 was given due weight at the time of the previous application and as before it is considered that, given the history of planning permissions it would be unreasonable to now insist on a more onerous form of controlling the annexe use. A condition is therefore recommended to ensure that the annexe is to remain ancillary and not become a separate unit of accommodation over time. All planning conditions from the most recent permission can be duplicated here to provide the necessary controls over the impact of the development.

Visual Amenity

The proposed external alterations are as previously approved and include the blocking up of the garage door, removal of the external staircase, and with new windows and entrance door added. With the changes relating to the north and west elevations, these primarily face into the site where their impact on the streetscene would be limited. Matching materials were previously stipulated by condition and would be duplicated here in the interests of visual amenity.

Residential Amenity

The building is sited close to the site boundary which adjoins the driveway leading to the dwelling to the rear of ‘Fairways’. ‘Fairways’ (the frontage dwelling) is sited on the other side of the drive. Some evergreen screening remains along the common boundary to the rear of the garage building, but as noted in the previous report this cannot be relied upon as a permanent feature of the environment and has previously been considered on that basis.

As was the case previously, the existing external steps would be removed but there would be scope for overlooking from the existing and new rear windows which, having regard to the use as a proposed residential annexe or overspill accommodation as described which would be more intensive than the existing use, would have the potential to be unneighbourly. As per the previous permission, the window nearest to

the boundary can reasonably be required to be obscure glazed to narrow the angle of overlooking of the neighbouring properties.

As per the previous permission there are no windows proposed in the south elevation and the existing window in the east elevation is sited forward of the front elevation of 'Fairways' therefore and does not directly overlook this property.

Access and Highways

No objection has been raised by the Highway Authority. As was the case previously, any increased parking demand associated with use as a residential annexe could easily be accommodated within the spacious frontage of this property which incorporates an in-out driveway.

Recommendation:

APPROVE subject to condition(s):-

1. Drawing numbers
2. Standard time limit
3. Construction hours
4. Matching materials
5. No further windows (south elevation)
6. Obscure glazing etc to first floor window in west elevation (replacing door)
7. Remove external stair and door prior to commencement of use as a residential annexe
8. Accommodation not to be used as a separate dwelling
9. No sub-division of curtilage and existing in/our access serving main dwelling and annexe accommodation to be retained

Informative

- 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.
- Southern Water – formal application required
- Southern Water – sewer investigation

Is recommendation contrary to letter(s) of representation? N

Case Officer: Rebekah Hincke

Date: 13.04.2026

Authorised by: Louise Prew

Date: 13/04/2026