Expiry Date - 14/08/2025
Extension of Time - 24/10/2025

Development Management – Delegated Officer Report

Application Number: AWDM/0808/25 **Recommendation: – APPROVE**

Site: **2 Cherwell Road Worthing West Sussex BN13 3NB**

Proposal: **Garden outbuilding to provide annexe accommodation for a family relative, replacing an existing garage**

Date of Site Visit: 18/07/2025

Neighbours Checked: **Y**

Additional Neighbours Notified: **N**

Site and Surroundings

The site is located on the corner of Cherwell Road (south) and Adur Avenue (east) within a residential area of Worthing. The property comprises a detached two-storey house with brick elevations and tiled pitched roof. There is a flat roof porch to the front, a glazed roof store to the side and a conservatory to the rear. The property is set back from the road behind an open front and side lawn and the rear garden is enclosed by a high brick wall set in approximately 6m from the pavement edge.

There is a garage at the rear of the property accessed via Adur Avenue with a driveway in front. The garage adjoins the garages for No.4 and 6 Cherwell Road.

The property is not within a conservation area, is not a listed building and there are no protected trees on site.

Proposal

Planning permission is sought for a garden outbuilding replacing the existing garage to provide annexe accommodation for a family relative.

The existing garage would be demolished and replaced with a garden outbuilding to form an annexe. The proposed building would measure approximately 9.7m wide x 4.42m deep, narrowing to 2.7m deep at the eastern end forming the kitchenette. The building would have a flat roof of 2.77m high to the main part and 2.418m high to the smaller eastern end, measured from garden level. The highest point of the building measured from No.4 would be 2.93m. The rear wall of the outbuilding will be built straddling the boundary with No.4 Cherwell Road (at their request), as they intend to construct an outbuilding using the same wall. The applicant has served the relevant ownership notice to them.

The building would be finished in render to the main part and timber cladding to the kitchenette at the eastern end.

The garden wall would be extended across to adjoin the remaining garages thereby enclosing the site and preventing access from Adur Avenue. The new wall would match the design, materials and height of the existing garden wall.

Internally the annexe would provide a bedroom, shower room, dining/living space and kitchenette. Windows and doors would face in to the garden of the host dwelling which would be shared with the occupants. The GIA of the annexe would be 32.4 m2.
The annexe would be occupied by the daughter of the applicant and facilities such as laundry are to be shared with the main dwelling.

The application has been amended to reduce the size of the annexe, set it in from the boundary to the east so that the garden wall can be extended across the site.

Relevant Planning History:

None relevant

Consultations:

Environmental Health - *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.

Officer response: The application is a householder application. It is not the Council's normal practice to impose conditions on hours of construction for domestic extensions/alterations. It considered the recommended condition is not proportionate to the potential risk of harm from noise and disturbance during construction works.

WSCC Highways - *This application is for a garden outbuilding to provide annex, replacing existing garage. The site is located on Cherwell Road, an un-classified road subject to a speed limit of 30mph.*

The proposed annex would provide one additional bedroom for the existing dwelling, and would replace the garage. However, it is acknowledged that the existing garage would not be considered of sufficient size to accommodate a standard vehicle, therefore loss of parking provision is negligible in this case. The existing hardstanding area to the front of the annex will be retained, providing one off-street parking space. The LPA may wish to consider the potential impacts of this proposal on on-street parking from an amenity point of view.

Conclusion
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.

WSP - *Following a review of the submitted information, we have no objection on surface water grounds. Due to the site, size, location, and type of development we would recommend the approval of the application with the following informative attached:*

Informative 1: The applicant should consider the use of SuDS within their drainage strategy to provide runoff betterment. Where infiltration features, such as soakaways, are proposed as a form of surface water disposal, infiltration testing to BRE365 should be undertaken to determine the viability and rate. If the testing show infiltration is not viable, then alternative measures should utilised to reduce the rate of surface water discharge.

Southern Water - *Source Protection Zone*
This planning application is located within the Source Protection Zone 1 of Southern Water's Durrington public groundwater abstraction. Groundwater contamination at this location would reach our abstraction points within 50 days. Southern Water does not object to this planning application provided the following conditions are met:

- *Foundations must be designed to be as shallow as practicable, with piling strictly prohibited.*
- *Any hazardous substances required on-site must be stored in a bunded and impermeable area to prevent accidental spills to the ground.*
- *Spill trays must be used at all times when refuelling plant and/or vehicles.*
- *Contractors must adhere to best practice guidance to prevent environmental contamination.*

Insufficient Information provided
Construction of the development shall not commence until details of the proposed means of foul/surface water drainage disposal have been submitted to and approved in writing by the Local Planning Authority in consultation with Southern Water.

Neighbour Representations

One representation received supporting the proposed annexe:

On behalf of the National Annexe Planning Consultancy (NAPC), I am writing in support of planning application AWDM/0808/25 for the proposed garden outbuilding to provide annex accommodation for a family relative, replacing an existing garage.

NAPC's national expertise in ancillary and modular development highlights the significant benefits of such proposals, which make efficient use of existing residential plots and support flexible living arrangements, including multigenerational households. The ancillary nature of the proposed annexe is clear, with its intended use as accommodation for a family member, and it is positive to see the replacement of an existing garage rather than new development on previously undeveloped land. This

approach aligns with sustainable planning principles and helps address housing and care needs without the need for large-scale new build.

In considering this application, we encourage the local authority to ensure that the annexe remains ancillary to the main dwelling, with appropriate controls to prevent future separation or independent occupation. Matters such as scale, design, and access should be carefully reviewed to ensure the outbuilding integrates well with the existing property and surrounding area. Should the applicant wish to discuss policy compliance or long-term peace of mind, NAPC would be pleased to offer expert advice and guidance: https://napc.uk/annexe-support/.

We also encourage Adur and Worthing Council to consider the adoption of supportive annexe policies in future iterations of the local plan. The positive impact of ancillary accommodation is well documented in Ireland and California, where such developments are helping to relieve housing pressures and support family care needs.

NAPC welcomes this proposal as a constructive response to evolving housing requirements and trusts that the application will be given favourable consideration in line with both local and national planning objectives.

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.

Policy Context for Residential Annexes

The preamble to policy DM5 of the Worthing Local Plan indicates at paragraph 5.68:

Residential annexes can provide a suitable solution for accommodating a relative or dependent within the curtilage of the main dwelling house. Where a totally independent dwelling is not acceptable, (for example where there is a lack of separate curtilage, inadequate parking or a general unacceptable intensity of use), permission may be granted for an annexe subject to conditions or planning agreements limiting occupation to a relative or dependent, and requiring conversion of the accommodation to a use in association with the main dwelling, when it is no longer required for the relative or dependent. Such annexes should be ancillary to the main dwelling both in scale and range of accommodation and facilities, and must not assume a detached or independent identity by design or sub-division of the curtilage of the main dwelling.

Policy DM5 states (specifically in relation to Residential Annexes):

Residential Annexes
b) 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.

Use of the Annexe

The annexe is to be used for purposes ancillary to the occupation of the main dwelling, to accommodate a family member (daughter to the applicant) to provide semi-independent living. Although the occupant of the annexe would not rely on the main dwelling in terms of care, a functional dependency would remain in terms of laundry and full kitchen facilities, neither of which are accommodated within the annexe.

The application was amended, to close off the existing access for the garage on to Adur Avenue by extending the garden wall across thereby preventing access from outside the site. The only access to the annexe would be through the rear garden of the main dwelling which is accessible through the main house and via a gate to the side of the house. The garden would be retained by and shared with the main house.

The GIA for the proposed annexe is 32.4m2 which would accommodate a small shower room and toilet, kitchenette, bedroom and living/dining space. The annexe would provide reasonable space for the occupant including a separate bedroom and living space, however the kitchenette would only provide limited cooking facilities, and this together with the lack of laundry facilities would ensure that a functional dependency on the main house is maintained for day to day living. Although it is recognised that the occupant of the annexe would be independent, as there is no care need associated with this proposal, the general use of the annexe is still considered ancillary to the main dwelling due to the requirement for shared facilities and the scale of the proposal. The ancillary nature of the development is further supported by the closing up of any access to the annexe from outside the site, therefore preventing the annexe from being used as a self-contained dwelling or assuming the identity of a separate dwelling.

The scale of the proposal is similar to other annexes granted approval in the locality and the size of the building and range of facilities available would not preclude conversion for ancillary use in association with the main dwelling, when it is no longer required by a relative or dependant.

The east elevation of the annexe facing Adur Avenue has been amended and would be finished in timber cladding with a lower roof which would appear more like a garden building than an annexe.

The scale of accommodation and range of facilities are satisfactory for ancillary annexe use and the annexe would not assume the identity of a separate dwelling or have a separate curtilage or access. Appropriate conditions to ensure that the accommodation can only be used for ancillary purposes and at no time as a separate unit of accommodation, and to ensure no access is possible directly into the annexe from outside the site, would be applied. The proposal demonstrates a degree of functional reliance on the main dwelling for day to day living requirements and is

therefore considered to meet the requirements of an ancillary annexe as set out in Policy DM5 of the Worthing Local Plan.

Visual Amenity

The proposed annexe would replace an existing single garage but would close off the existing access from Adur Avenue by extending the garden boundary wall across where the garage once stood. This wall would partially screen views of the proposed annexe from outside the site with the upper walls being visible from the road to the east. The proposed building is set back about 7m from the pavement edge and behind the garden wall, as extended, at a height of approximately 1.6m and would not appear overly dominant in the street scene. A gap of 500mm would be retained between the east wall of the annexe and the extended boundary wall, to ensure adequate separation and access for maintenance. The lower part of the annexe would be the same height as the adjoining garages with the higher section set back around 8m from the pavement. The use of timber cladding to the east elevation would resemble a garden building and this would help to integrate the structure in to the garden setting. The rendered part of the building would be set back in the site and would not be considered dominant or intrusive.

The smaller proportions of the annexe to the more visible eastern end would reflect the height and width of the existing garage that it replaces and those of the adjoining garages and would not result in harm to the character of the area.

The proposed annexe would be ancillary in design and appearance and subsidiary in scale and form to the main dwelling.

There would be no significant adverse impact on the character of the street scene or the visual amenities of the locality as a result of this application.

Residential Amenity

The most affected neighbours are those to the side at No.4 and 6 Cherwell Road and to the rear at No.78 Adur Avenue.

No.4 is to the west side of the application site and the garden extends round to the rear of No.2 to access the rear of the garage. There is a dilapidated structure to the rear of the neighbour's garage that extends across the width of the rear boundary with No.2. It is understood that the neighbours intend to construct an outbuilding adjacent to the annexe to replace the existing structure at the rear of their garage. The construction of an annexe at the end of the garden of No.2 and adjacent to a non-habitable structure at No.4 would not result in any detrimental impact on amenity. Due to the narrow width of the space to the rear of No.4's garage any openings to a new outbuilding would have to be to the west elevation as there would not be room for any openings to the south side which adjoins the proposed annexe. There is a high fence to the side boundary and openings to the proposed annexe face into the applicant's own garden and would not result in overlooking or loss of privacy to No.4.

The garden of No.6 also extends round to the rear of the site and adjacent to the garage at No.4 with which it shares a boundary. There are outbuildings to the rear of

the garage at No.6 which are adjacent to the dilapidated structure at No.4. The proposed annexe would not adversely affect these occupiers.

No.78 is located to the rear of the site but separated from the proposed annexe by the garage and structure behind this at no.4 and the garage and outbuildings behind this at No.6. There would be no adverse impact on these occupiers.

The annexe building would be insulated to the required standard to provide habitable accommodation and this would help to minimise external noise from the annexe. Use of the proposed building as an annexe would not lead to a significant intensification of use of the site as this would remain ancillary to the main dwelling. Conditions would be imposed to prevent the annexe being used as a separate dwelling. There would be no significant increase in noise and disturbance as a result of this use.

There would be no significant detrimental impact on the residential amenities of adjacent occupiers as a result of this application.

Parking

The proposal would result in the loss of a garage space for vehicle parking however it is noted that the garage is not currently used for this purpose and does not meet the minimum size requirements for a garage. Sufficient parking is available on the hardstanding on the east side of the site that would be retained and there would be no adverse impact on amenity.

Recommendation:

APPROVE subject to condition(s):-

1. Drawing Numbers
2. Standard time limit
3. Materials as specified, including timber cladding to kitchenette
4. No openings to east elevation of annexe or east garden wall
5. No openings to north or west elevations of annexe
6. Ancillary annexe use only
7. No sub-division of plot

Informative

1. The Local Planning Authority has acted positively and proactively in determining this application by identifying matters of concern within the application (as originally submitted) and negotiating, with the Applicant, acceptable amendments to the proposal to address those concerns. As a result, the Local Planning Authority has been able to grant planning permission for an acceptable proposal, in accordance with the presumption in favour of sustainable development, as set out within the National Planning Policy Framework.

2. A formal application for connection to the public sewerage system is required in order to service this development. The applicant is advised to contact

Southern Water Developer Services, Southern House, Yeoman Road, Worthing, West Sussex, BN13 3NX (Tel 0330 303 0119) or www.southernwater.co.uk or email developerservices@southernwater.co.uk

3. This planning application is located within the Source Protection Zone 1 of Southern Water's Durrington public groundwater abstraction. Groundwater contamination at this location would reach our abstraction points within 50 days. Southern Water does not object to this planning application provided the following conditions are met:
   - Foundations must be designed to be as shallow as practicable, with piling strictly prohibited.
   - Any hazardous substances required on-site must be stored in a bunded and impermeable area to prevent accidental spills to the ground.
   - Spill trays must be used at all times when refuelling plant and/or vehicles.
   - Contractors must adhere to best practice guidance to prevent environmental contamination.

4. The applicant should consider the use of SuDS within their drainage strategy to provide runoff betterment. Where infiltration features, such as soakaways, are proposed as a form of surface water disposal, infiltration testing to BRE365 should be undertaken to determine the viability and rate. If the testing show infiltration is not viable, then alternative measures should utilised to reduce the rate of surface water discharge.

5. You are advised to ensure that the development works accord with the Party Wall Act 1996, which set out responsibilities for the undertaking of works at or close to the party wall of any neighbouring owner. Further information can be found at: https://www.gov.uk/guidance/party-wall-etc-act-1996-guidance

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

Case Officer:	Amanda Haslett	Date: 20/10/25
Authorised by:	Jo Morin	Date: 20.10.2025