

Development Management – Delegated Officer Report

Application Number: AWDM/1407/25

Recommendation: – APPROVE

Site: 5 Winchester Road Worthing West Sussex BN11 4DJ

Proposal: Application for proposed rooms in roof consisting of rear dormer and front rooflights

Date of Site Visit: 25/11/2025.

Neighbours Checked: Y

Additional Neighbours Notified: N

Site and Surroundings

The site at 5 Winchester Road comprises a two-storey terraced dwelling located on the east side of Winchester Road within the Winchester Road Conservation Area. The application property occupies the right-hand position within a terrace of similarly styled dwellings, characterised by two-storey bay projections to the front, brick elevations, timber sash windows, and a concrete tiled roof. The properties feature distinctive projecting gables above the bays and painted window lintels. The building is set back from the highway behind a small, verdant front garden.

To the rear, the property contains a two-storey outrigger with a lean-to roof, and part rendered external walls. A small private rear garden is located immediately beyond the outrigger.

The property is identified as a local interest building but is not statutorily listed and there are no protected trees on site.

Proposal

Planning permission is sought for a dormer and two rooflights on the rear (east) elevation and one rooflight on the front (west) elevation.

The proposed 'wedge-shaped' dormer would be 2m wide, 1.2m high and 1.75m deep adjoining both the main rear roof and the roof of the rear offshoot. It would have a flat roof with the side finished in concrete tiles and a triangular-shaped window in painted timber to the rear.

The rooflights are to be Velux conservation rooflights with a central bar and black external finish.

Relevant Planning History:

No relevant planning history.

Consultations

None undertaken.

Neighbour Representations

None received.

Relevant Planning Policies:

Worthing Local Plan policies (WBC 2023): SP1, DM5, DM23, DM24
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 on the character and appearance of the conservation area.

Visual Amenity & Impact on Conservation Area

Section 72 of the Planning (Listed Buildings and Conservation Areas) Act 1990 places a statutory duty on councils to pay special attention to the desirability of preserving or enhancing the character or appearance of land within a conservation area.

5 Winchester Road occupies a prominent position and is clearly visible from the public highway and within the wider Winchester Road Conservation Area.

The Winchester Road Conservation Area Appraisal notes that the area is, in many respects, relatively uniform in character. It identifies that the roofs of the Victorian houses along Winchester Road are predominantly hipped (including bay roofs), shallow-pitched, and finished in grey slate. One property features decorative ridge tiles, although the majority have plain ridges. Edwardian properties typically have gabled roofs finished in red clay tiles, often with ornamental terracotta ridge tiles. Windows are traditionally two-pane, vertically sliding timber sash windows with horns, painted white. Edwardian buildings sometimes incorporate casement windows and generally have narrower sashes, often with multi-pane upper lights.

Within the "*Enhancement Opportunities*" section of the appraisal, it is stated that the installation of rooflights on principal elevations should be discouraged. However, rooflights are already present on the front (west) elevations of Nos. 1 and 3 Winchester Road. The proposed rooflight on the west elevation would therefore not appear incongruous within this context. Also, it would comprise a more sympathetic conservation-style of rooflight with a central vertical bar and a black external finish. As such, it is considered visually acceptable and would preserve the character and appearance of the conservation area.

The two rooflights proposed on the rear (east) elevation are in a significantly less prominent position. These would also be conservation-style rooflights with a central bar and black external finish. They would be barely visible from the street, with only very limited, glimpsed views possible. Consequently, these rooflights are considered visually acceptable and would preserve the character and appearance of the conservation area.

The proposed dormer is also located to the rear of the property and would not occupy a prominent position. The “*Extending and Altering Your Home*” Supplementary Planning Guidance states that dormers should not be overly large or obtrusive and that there is a general presumption against dormers visible from the street. However, it also acknowledges that exceptions may be appropriate where dormers are located to the rear of properties. The guidance further notes that hipped or gabled dormers are often preferable to flat-roofed dormers.

In this instance, the proposed dormer would be discreetly positioned, set well below the main ridge line, and just below the ridge of the rear offshoot. It would not be visible from Winchester Road. Only very limited views may be possible from Richmond Road. The dormer would be largely screened by the existing property and No.3’s two-storey rear extension. Flat-roofed dormers are not characteristic of this conservation area and would rarely be considered an acceptable form of development. However, given its very modest size, discreet siting, and limited visibility from any public vantage point, the dormer is considered visually acceptable and would not in this case result in detriment to the character or appearance of the conservation area.

Residential Amenity

The proposed rooflight on the front (west) elevation is over 21 metres from the properties opposite and is separated from them by the public highway. The two rooflights on the rear (east) elevation are discreetly located and do not directly face any openings on nearby properties. Consequently, they would have no impact on residential amenity.

As shown on the proposed roof plan, the proposed dormer would be set back from the existing openings on the side (south) elevation of No. 3 Winchester Road and would primarily face the side wall of No. 3’s rear dormer. As such, the proposed dormer is considered acceptable and would not result in overlooking, loss of privacy, or loss of light.

Aside from minor and temporary disruption during construction, the development would not adversely affect residential amenity, as it would not impact daylight, outlook, or privacy.

Recommendation:

APPROVE subject to condition(s):-

1. Drawing Numbers
2. Standard time limit
3. Materials as Agreed

4. Rooflight spec

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.

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

Case Officer: Tom Westerman Date: 06/01/2026

Authorised by: Jo Morin Date: 08.01.2026