

PLANNING APPLICATION REPORT

REF NO: LU/305/24/PL

LOCATION: 2 Queen Street  
Littlehampton  
BN17 6EP

PROPOSAL: Single storey side and rear extension and alterations to fenestration.

<b>SITE AND SURROUNDINGS</b>
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DESCRIPTION OF APPLICATION	As above.
SITE AREA	232sqm.
RESIDENTIAL DEVELOPMENT DENSITY (NET)	86 dwellings per hectare.
TOPOGRAPHY	Predominantly flat.
BOUNDARY TREATMENT	Red brick boundary wall to the south and west boundaries. Wooden boundary fence to the northern, shared site boundary. Low brick wall with piers to the east boundary.
SITE CHARACTERISTICS	A mix of retail/residential use with an attractive and prominent 2.5 storey brick built building with multiple gable ends, rear hipped roof, bay window, small rear dormer, decorative ridge tiles, and chimney stack on the corner of Queen Street and Connaught Road. The western end of the site features a small building which serves as a plumbing and heating store.
CHARACTER OF LOCALITY	The area is dominated by residential uses. Dwellings in the area are predominantly terraced and brick built with extensive use of tile hanging, bay windows, and low front boundary walls. 2 Queen Street sits on the corner of one such terrace which extends north, with a similarly designed terrace across the street. Connaught Road to the west has a more varied vernacular and design of dwellings.

<b>RELEVANT SITE HISTORY</b>
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LU/285/23/PL	Erect a two storey side and front extension.	Refused 29-01-24
LU/337/13/	Extensions and alterations to existing store to form one bedroom flat (modification to Flat 2 of scheme approved under LU/181/08.)	Refused 04-03-14

LU/181/08/	Conversion & change of use of existing shop & storage facilities to form 2 no. 1 bedroom flats, incorporating 2 no. small extensions. Conversion & change of use of existing garage to form new shop, & alterations to existing boundary wall.	Approve Conditionally 03-09-08
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LU/181/08 granted permission for the change of use of the garage into a store to the western end of the site, and for the conversion of the shop at ground floor of the main building to two flats.

LU/337/13 sought to extend and alter one of the approved flats with a ground floor rear extension, and two storey rear extension, alongside the provision of an additional off-street parking space. The application was refused on grounds of neighbouring residential amenity, and being a overly cramped form of development that would harm the amenities of the occupiers of the site.

LU/285/23/PL sought two-storey side and front extensions. It was refused on grounds of unacceptable scale and overdevelopment, being out of character with the locality, and unacceptable impact on neighbouring residential amenities.

## REPRESENTATIONS

Littlehampton Town Council - Objection:

- Concerns for residential amenity due to the additional congestion and overcrowding of the area.

9 Objections from nearby occupiers:

- Concerns regarding limited local parking provisions.
- Concerns regarding additional congestion and safety from parking in the area.
- Concerns of overlooking, overbearing and overshadowing.
- Concerns regarding what's being proposed.
- Uncertainty regarding what is different between the current and previous applications.
- Concerns on the understanding that Southern Water previously objected.
- Concerns regarding noise.

## COMMENTS ON REPRESENTATIONS RECEIVED:

Noted. Relevant planning matters are addressed in the conclusions section. The proposal is for single storey front and side extensions as outlined within the description and shown on the plans, a significant reduction over the previous scheme. Southern Water did not object to the prior application, nor to the current application.

## CONSULTATIONS

### CONSULTATION RESPONSES RECEIVED:

Southern Water:

- The exact position of the of the public sewer on site must be determined in consultation with Southern Water before the layout of development is finalised.

### COMMENTS ON CONSULTATION RESPONSES:

Comments noted.

**POLICY CONTEXT**

Designation applicable to site:  
Built-up Area Boundary.  
Article 4 Direction.

**DEVELOPMENT PLAN POLICIES**[Arun Local Plan 2011 - 2031:](#)

SDSP2	SD SP2 Built-up Area Boundary
DSP1	D SP1 Design
DDM1	D DM1 Aspects of form and design quality
DDM2	D DM2 Internal space standards
DDM4	D DM4 Extensions&alter to exist builds(res and non-res)
ENVDM5	ENV DM5 Development and biodiversity
WDM3	W DM3 Sustainable Urban Drainage Systems
TSP1	T SP1 Transport and Development

[Littlehampton Neighbourhood Plan 2014 Policy 1](#)      The Presumption in Favour of Sustainable Development

Littlehampton Neighbourhood Plan 2014 Policy 2      A Spatial Plan for the Town

**PLANNING POLICY GUIDANCE:**

NPPF	National Planning Policy Framework
NPPG	National Planning Practice Guidance

**SUPPLEMENTARY POLICY GUIDANCE:**

SPD11	Arun Parking Standards 2020
SPD13	Arun District Design Guide (SPD) January 2021

**POLICY COMMENTARY**

The Development Plan consists of the Arun Local Plan 2011 - 2031, West Sussex County Council's Waste and Minerals Plans, The South Inshore & South Offshore Marine Plan and Made Neighbourhood Development Plans. The policies are published under Regulations 19 and 35 of the Town and Country Planning (Local Planning) (England) Regulations 2012.

**DEVELOPMENT PLAN AND/OR LEGISLATIVE BACKGROUND**

Section 38(6) of the Planning and Compulsory Purchase Act 2004 states:-

"If regard is to be had to the development plan for the purpose of any determination to be made under the planning Acts the determination must be made in accordance with the plan unless material considerations indicate otherwise."

The proposal complies with relevant Development Plan policies in that it would comprise minor extensions to an existing unit that benefits from an extant permission as a residential flat and would not compromise the visual amenities of the site or area, would not unacceptably prejudice the residential amenities of neighbouring properties, and would not result in unacceptably impacts to highways safety.

Section 70(2) of the Town and Country Planning Act 1990 (as amended) provides that

(2) in dealing with an application for planning permission the authority shall have regard to -

- (a) the provisions of the development plan, so far as material to the application,
- (aza) a post examination draft neighbourhood development plan, so far as material to the application,
- (b) any local finance considerations, so far as material to the application, and
- (c) any other material considerations.

#### OTHER MATERIAL CONSIDERATIONS

There are no other material considerations to be weighed in the balance with the Development Plan.

#### CONCLUSIONS

##### CONTEXT

The proposal seeks to construct a single storey side and front extension to Flat 2. The flat received permission to be used as such in 2008 as part of a larger development of the wider site. Whilst the flat did not come into use as a flat following the grant of permission, the wider proposal was implemented and Flat 2 still benefits from potential use as a separate flat. The proposals seek to extend the flat in question to ensure it would be brought into use with up-to-date internal space standards.

##### PRINCIPLE

The site is in the Built-Up Area Boundary in which the principle of development is acceptable. Policies SD SP2 of the Arun Local Plan (ALP) and Policy 2 of the Littlehampton the Neighbourhood Development Plan (LNP) seek to focus development within the Built-Up Area Boundary, subject to consideration of other relevant Development Plan policies.

The Arun Parking Standards and Arun Design Guide (ADG) also provide additional guidance relevant to this proposal.

##### CHARACTER & DESIGN

The single storey side extension is very minor in scale and integrated with the form and appearance of the existing single storey rear projection. This component is subservient and integrated to the dwelling and has matching materials.

The front extension features a flat roof with a parapet wall. It is a box shaped extension of matching materials. Whilst it would not appear directly integrated with the general form and architectural features of the building, it would be subservient and a modest addition to the 'side' of the wider building. The eaves of the extension sit just below the first floor windows sills, a comparable situation to the bay window to the front of the building. This extension would not result in any unacceptable impact to the visual amenity of the building.

The proposal involves the lowering of a 7.4m width of the existing approx. 1.9m tall brick boundary wall along the south side of the plot and the complete removal of a 1m section of the wall in this width to allow access to the flat. This would not have unacceptable visual impact on the wider locality.

The proposal is in accordance with policies D SP1, D DM1 & D DM4 of the ALP.

##### NEIGHBOURING RESIDENTIAL AMENITY

By virtue of remaining single storey and being well separated from the side boundaries of the plot, the proposal would not result in any unacceptable overbearing or overshadowing impacts on neighbouring

properties.

There are no new or altered first-floor windows in this proposal and all new openings are at ground-floor and either look out to the street or are met by existing tall boundary walls. There would be no significant overlooking impacts of neighbouring properties.

Whilst the proposal would cause some noise pollution during construction, the development is very limited in scale and would not result in unacceptable noise nuisance.

The existing use of the plot is residential and would remain as such. There would be no significant increase in occupation that would likely give rise to unacceptable noise production.

The proposal is in accordance with policies QE SP1, D DM1 & D DM4 of the ALP.

#### QUALITY OF ACCOMMODATION

Policy D DM2 of the ALP requires internal spaces to be of an appropriate size to meet the requirements of all occupiers and their changing needs. The Nationally Described Space Standards provides guidance. The flat in was approved in 2008 with an internal floor area of approx. 31sqm. This is not compliant with the more recent space standards as described at present, which requires single occupancy, single storey dwellings to have a minimum of 37sqm subject to the use of a shower room. The proposals achieve this minimum standard.

Policy D DM1 of the ALP states that proposals should be in accordance with the Arun Design Guide. Section H.04 of the Arun Design Guide states that amenity spaces should be of an appropriate size and shape to be usable and enjoyable. It also states that smaller private amenity spaces may be acceptable where adequate access to light and privacy are retained.

The proposal maintains a small portion of private rear amenity space for Flat 2. This would be functional for the purposes of incidental residential functions such as drying washing etc. but is not of an area such that it could be used for any particular recreational activities. The space would likely retain adequate light and privacy. Given the dense urban grain of the area, access to public transport and town centre, and the proximity of public parks, the limited amenity space is not so harmful that it constitutes a reason for refusal.

The proposal is in compliance with policy D DM2 of the ALP. Whilst the proposal is contrary to Section H.04 of the Arun Design Guide and therefore, policy D DM1, the lower portion of amenity space is unlikely to be wholly unacceptable.

#### TRANSPORT & PARKING

Policy T SP1 of the ALP seeks to ensure that development: provides safe access on to the highway network; contributes to highway improvements & promotes sustainable transport, including the use of low emission fuels, public transport improvements and the cycle, pedestrian, and bridleway network. It also seeks to ensure appropriate levels of parking.

Policy T DM1 of the ALP requires proposals to be within easy access of established public and alternative transport service(s), key destinations, and to meet the requirements of the Arun Parking Standards.

Paragraph 116 of the NPPF states development should only be prevented or refused on highways grounds if there would be an unacceptable impact on highway safety, or the residual cumulative impacts on the road network would be severe.

The works do not include alterations to any vehicular access and the site is in a sustainable location, being within walking distance of public transport networks (buses and the Littlehampton Railway Station). There is no existing or proposed designated on-site vehicle parking spaces.

The Arun Parking Standards requires single bedroom properties in Parking Zone 4 to provide an off-street parking space. Whilst the proposal is in conflict with this, given the sustainable location of the site and provision of dedicated cycle storage space, the proposal would have sufficient access to alternative transport methods, reducing the potential need for a dedicated parking space.

It is acknowledged the area experiences large amounts of on-street parking as most properties on the street do not have off-street parking. However, this proposal would be unlikely to exacerbate the issue by an unacceptable degree and the proposal would not result in severe residual cumulative impacts on the road network or have an unacceptable impact on highway safety. It should be recognised that in the context of this application, the flat already benefits from a potentially implementable permission (LU/181/08) that would bring forth this flat with the same capacity as proposed. This proposal seeks only to extend the unit to ensure it is of acceptable modern internal space standards.

Conditions securing the provision of the proposed cycle storage have been attached.

The proposal is in contradiction to policy T SP1 of the ALP but remains in accordance with policy T DM1 of the ALP and paragraph 116 of the NPPF.

#### **DRAINAGE**

The site is predominantly hardstanding and there would be no significant increase of impermeable surface area as a result of this development. No specific drainage conditions are required. All surface water drainage matters would be dealt with at Building Control stage. The proposal is in accordance with policy W DM3 of the ALP.

A sewer owned by Southern Water (SW) runs across the rear of this site and the proposals would likely build over this sewer. SW have identified that the exact position of the sewer needs to be determined ahead of the design being finalised. It is likely that a build over license would need to be obtained from SW, and/or the sewer may need to be relocated to the satisfaction of SW to facilitate this development. An informative has been attached to advise the applicant of the need to approach SW.

#### **ECOLOGY & BIODIVERSITY NET GAIN**

The site is mostly hardstanding and of little ecological value. The proposal meets the de minimis exemption for Biodiversity Net Gain and there would be a limited ecological impact as a result of the development. There is no evidence of protected species on site. Irrespective of the limited ecological impact the proposal would have, policy ENV DM5 of the ALP requires proposals to achieve a Biodiversity Net Gain. Subject to an appropriate condition for securing biodiversity enhancements, the proposal is in accordance with policy ENV DM5 & QE SP1 of the ALP.

#### **SUMMARY**

The proposal is in accordance with relevant Development Plan policies and as such, it is recommended for approval subject to the following conditions and informatives.

<b>HUMAN RIGHTS ACT</b>
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The Council in making a decision should be aware of and take into account any implications that may arise from the Human Rights Act 1998. Under the Act, it is unlawful for a public authority such as Arun District Council to act in a manner, which is incompatible with the European Convention on Human Rights.

Consideration has been given to Article 8 (right to respect private and family life) and Article 1 of the First Protocol (protection of property). It is not considered that the recommendation for approval of the grant of permission in this case interferes unreasonably with any local residents' right to respect for their private and family life and home, except insofar as it is necessary to protect the rights and freedoms of others (in this case, the rights of the applicant). The Council is permitted to control the use of property in accordance with the general interest and the recommendation for approval is considered to be a proportionate response to the submitted application based on the considerations in this report.

### DUTY UNDER THE EQUALITIES ACT 2010

Duty under the Equalities Act 2010

In assessing this proposal the following impacts have been identified upon those people with the following protected characteristics (age, disability, gender reassignment, marriage and civil partnership, pregnancy and maternity, race, religion or belief, sex or sexual orientation).

The proposal would have a neutral impact on the protected characteristics.

### RECOMMENDATION

APPROVE CONDITIONALLY

- 1 The development hereby permitted shall be begun before the expiration of 3 years from the date of this permission.

Reason: To comply with Section 91 of the Town and Country Planning Act 1990 (as amended).

- 2 The development hereby approved shall be carried out in accordance with the following approved plans:

- The Location Plan (Dated: 23 May 2023).
- Proposed Block Plan (Dated: 23 May 2023).
- Existing & Proposed Ground Floor Plan EX & PR GF PLAN (Dated: 29/11/24).
- Proposed Ground Floor Plan PR GF PLAN (Dated: 29/11/24).
- Proposed Street Scene ST SCN (Dated: 06/03/25).
- Existing & Proposed Roof Plan RF PLAN (Dated: 06/03/25).
- Existing & Proposed East & North Elevations E & N ELEV (Dated: 06/03/25).
- Existing & Proposed South & West Elevations S & W ELEV (Dated: 06/03/25).

Reason: For the avoidance of doubt and in the interests of amenity and the environment in accordance with Arun Local Plan policies D DM1 & D DM4.

- 3 The materials and finishes of the external walls and roofs of the extensions hereby permitted shall match in colour and texture those of the existing building.

Reason: In the interests of amenity in accordance with Arun Local Plan policies D DM1 & D DM4.

- 4 No part of the development shall be first occupied until 1 No. covered and secure cycle parking space has been provided in accordance with approved Ground Floor Plan 'PR GF PLAN (Dated: 29/11/24)'. The space so provided shall be retained in perpetuity.

Reason: To provide alternative travel options to the use of the car in accordance with Arun Local Plan policy T SP1.

- 5 No part of the development shall be first occupied until 1 No. bird box has been installed a maximum of 0.3m below the eaves of the first-floor of the building on the west elevation.

Reason: To provide ecological enhancement and biodiversity net gain on site in accordance with Policy ENV DM5 of the Arun Local Plan.

- 6 Based on the information available, this permission is exempt from the requirement to provide a biodiversity gain plan under Paragraph 13 of Schedule 7A to the Town and Country Planning Act 1990. The following exemption applies:

This planning permission is de-minimis as the development does not impact an onsite priority habitat and the development impacts less than 25 square metres of onsite habitat that has a biodiversity value greater than zero and less than then 5 metres in length of onsite linear habitat.

Reason: In accordance with Schedule 7A of the Town and Country Planning Act 1990 (as amended).

- 7 INFORMATIVE: Records show a Southern Water sewer crossing the site within the vicinity of the development. The exact position of the public assets must be determined on site by the applicant in consultation with Southern Water before the layout of the proposed development is finalised.

For further advice, please contact Southern Water, Southern House, Yeoman Road, Worthing, West Sussex, BN13 3NX (Tel: 0330 303 0119). Website: [southernwater.co.uk](https://southernwater.co.uk) or by email at: [SouthernWaterPlanning@southernwater.co.uk](mailto:SouthernWaterPlanning@southernwater.co.uk).

- 8 INFORMATIVE: Statement pursuant to Article 35 of the Town and Country Planning (Development Management Procedure) (England) Order 2015 (as amended). 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.

## BACKGROUND PAPERS

[The documents relating to this application can be viewed on the Arun District Council website by going to https://www.arun.gov.uk/weekly-lists and entering the application reference or by clicking on this link and clicking on View Documents.](https://www.arun.gov.uk/weekly-lists)



**LU/305/24/PL - Indicative Location Plan (Do not Scale or Copy)**  
**(All plans face north unless otherwise indicated with a north point)**



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