

Recommendation Report for Planning Permission for Works or Extension to a Dwelling

REF NO: AB/17/26/HH

LOCATION: 37 Torton Hill Road
Arundel
BN18 9HF

PROPOSAL: Construction of single storey side extension with steps to rear and conversion of garage to habitable use.

SITE AND SURROUNDINGS

DESCRIPTION OF APPLICATION As above.

RELEVANT SITE HISTORY

AB/13/26/PDH	Notification under extended permitted development rights for a single storey rear extension measuring 5.5m from beyond the rear wall of the original dwelling house, with a maximum height of 3.2m and an eaves height of 2.46m.	No Objection 17-04-26
AB/5/26/T	Crown reduction to 1 No. Oak (T2) to leave a height of 19m, Northerly spread of 8m, Southerly and Easterly spreads of 11m and Westerly spread of 9m.	ApproveConditionally 08-04-26

REPRESENTATIONS

Arundel Town Council - No response received.

No representations received from nearby occupiers.

CONSULTATIONS**CONSULTATION RESPONSES RECEIVED:****TREE OFFICER**

I have considered this application by means of a desktop review, using the information and plans submitted as well as online resources. Previous consideration from site and familiarity with surrounding area provide further insight to the proposal.

Tree Survey Information

The applicants have employed Absolute Arboriculture to prepare an Arboricultural Impact Assessment &

Method Statement along with a Tree Protection Plan for this project. The Tree Survey data is comprehensive and accords with the requirements of BS5837:2012.

Higher Value Trees (+TPO)

The site is remarkable for the presence of mature oak trees, prominent at the front of property. Several are justifiably rated as retention Category A and the majority of other trees rated B. A high frequency of movement to transport plant and materials to the rear of the dwelling is planned.

Whilst the maintenance of all physical tree protection measures (i.e. fencing and ground cover) is an essential requirement; the correct installation and ongoing implementation of effective ground protection to facilitate the proposed 'contractor access route' is a critical element for the successful delivery of this project. Its proximity to T1, T2 & T6 (all subjects of TPO) and sustained use, will require regular oversight to prevent damage occurring to the underlying soil structure. No storage of plant or materials upon the ground protection should be permitted, to reduce the risk of pollutants harming soil flora and fauna.

All ground protection employed should remain 'fit for purpose' throughout the construction phase. BS5837:2012 states the following: 6.2.3.3. New temporary ground protection should be capable of supporting traffic entering or using the site without being distorted or causing compaction of underlying soil.

I would advise some type of fencing (e.g. plastic barrier mesh) is installed either side of the contractor access route, to further insure against any deviation onto unprotected ground within the RPA of important trees.

Conclusion:

Overall the proposal has a low arboricultural impact however there is a risk of significant harm to high value trees and associated loss of amenity.

The development as described is achievable without undue detriment to any tree, provided there is strict adherence to the arboricultural method statement and tree protection plan and retention of arboricultural consultancy services to ensure adequate supervision of works within root protection areas.

Recommendation:

I recommend the above scheme for APPROVAL, subject to the following conditions being applied:

POLICY CONTEXT

Built Up Boundary Area.

Within an area with potentially high ground water.

Tree Preservation Order - TPO/AB/1/19.

DEVELOPMENT PLAN POLICIES

[Arun Local Plan 2011 - 2031:](#)

DDM1	D DM1 Aspects of form and design quality
DDM4	D DM4 Extensions and alter to exist builds (res and non-res)
ENVDM4	ENV DM4 Protection of trees
ENVDM5	ENV DM5 Development and biodiversity

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

CONCLUSIONS**DESIGN AND VISUAL AMENITY**

The site is a large, detached dwelling. This application seeks planning permission for the construction of a single storey side extension with steps to the rear and conversion of a garage to habitable use.

The development is sited within a residential area characterised with a wide variety of detached houses of varying bulk; of which many have constructed rear and side extensions.

The single storey side extension would replace a similar sized existing side structure and would have a width of 3.2m and a depth of 5.9m. It would have a flat roof with a height of 2.8m and an eaves height of 2.5m. The proposal would be finished in facing brick work to match the existing and the roof would be finished in single ply roofing membrane with zinc eaves. The rear steps would provide access to the rear amenity of the host dwelling and would have a maximum height of 0.5m, a depth of 0.7m and a width of 2.2m.

Fenestration would be a single glazed door and full-length window to the rear eastern elevation and a single and a two-casement window on the northern elevation. All fenestrations would be finished in powder coated aluminium. The side extension would be in accordance with the Arun Design Guide (ADG) separation distance of 1m and would not be visible from the street scene. As such, the single storey side extension would not result in harm to visual amenity, character or appearance of the host dwelling, street scene, or wider area, and therefore is in accordance with Arun Local Plan policies D DM1 and D DM4 and the ADG.

The garage conversion to habitable use would maintain an existing width of 5m and an existing depth of 5.7m. The annexe would maintain an existing side parapet wall height of 3m and a flat roof with a height of 2.8m. The development would not alter the existing garage footprint or visual amenity.

The garage conversion would maintain the existing brick work finish and fenestration on the rear eastern elevation would be a double door finished in powder coated aluminium. The garage conversion would be accessible from the rear and would remain subservient to the main dwelling house and would not result in any harm to visual amenity, character or appearance of the host dwelling, street scene, or wider area. Therefore, the garage conversion is in accordance with Arun Local Plan policies D DM1 and D DM4 and the ADG.

The use of the materials ensures the single storey side extension and garage conversion integrate appropriately with the host dwelling, delivering a high-quality design, which is sympathetic to the local design style and responds to the specific character of the site and its surrounding.

Overall, the development would be in accordance with Arun Local Plan policies D DM1 and D DM4, and the ADG.

NEIGHBOURING RESIDENTIAL AMENITY

The single storey rear extension would be set back from the rear (eastern) boundary by 52.7m and set in

from the side (northern) boundary by 3m. This would comply with the minimum 1m side boundary guidance as outlined in the Part M of the ADG. The single storey rear extension would not extend beyond the rear building line of the dwelling and the large separation distances between neighbouring properties to the north and the south of the proposal would not result in any overbearing or overshadowing impacts to neighbouring properties.

The garage conversion would maintain its existing footprint and would not result in any overbearing or overshadowing impacts to neighbouring properties.

Proposed fenestration on the rear (eastern) elevation would have an outlook of the garden amenity serving the host dwelling, whilst fenestration on the side (northern) elevation would have an outlook of the side amenity area of the property. Given the presence of existing high boundary treatment and the separation distances of 3m to the side boundary, the proposal would not result in any overlooking or loss of privacy to neighbouring properties.

Overall, the proposed development would not result in harm to neighbouring residential amenity by way of overbearing, overshadowing, or overlooking. The proposed development is therefore in accordance with Arun Local Plan policies D DM1 and D DM4 and the ADG.

TREES

The site is located within the Tree Preservation Order TPO/AB/1/19 and therefore the development requires consideration against Arun Local Plan policy ENV DM4 and the National Planning Policy Framework (NPPF).

Paragraph 192 of the NPPF (2024), states when determining any planning applications, local planning authorities should ensure that they (b) promote the conservation, restoration and enhancement of priority habitats, ecological networks and the protection and recovery of priority species; and identify and pursue opportunities for securing measurable net gains for biodiversity.

An Arboricultural Impact Assessment and Plan (AIM), a Tree Constraints Plan (TCP) and a Tree Protection Plan (TPP) were submitted with this application. The Tree Officer was consulted and states that the development as described is considered achievable, without undue detriment to any tree, if appropriate protection measures are secured and maintained. Therefore, the Tree Officer has raised no objection the proposal, subject to a pre-commencement condition. This condition requires that all ground protection measures and protection fencing are fully installed prior to any site clearance, machinery access, or commencement of construction works, and that this is confirmed to the Local Planning Authority (LPA) via the submission of a report from an Arboricultural Consultant.

On this basis, the proposed development is considered achievable without detriment to any retained trees, provided there is strict adherence to the submitted AMS and TPP, and ongoing arboricultural supervision throughout the construction phase. Therefore, on balance, the proposed development is acceptable in accordance with Arun Local Plan policy ENV DM4 and the NPPF.

BIODIVERSITY

Arun Local Plan policy ENV DM5 requires all developments to achieve a net gain in biodiversity. A Biodiversity Enhancement Statement (BES), a Preliminary Roost Assessment (PRA) and Preliminary Ecological Appraisal (PEA) accompany this application.

The single storey side extension and garage conversion is replacing an existing rear lean-to structure of a comparable size, located over an established hard-surfaced area so there is no loss of habitat. A condition to secure enhancements is not required in this case.

The PRA and PEA surveys found no evidence of protected species within the areas affected by the proposal. While the main dwelling is considered to be suitable for roosting bats, the proposed single storey side extension and garage conversion are not considered likely to result in harm to any potential roosts. Therefore, the proposed development is acceptable in accordance with Arun Local Plan policy ENV DM5.

PARKING

The existing garage has an internal width of 4.6m and an internal depth of 5.4m. This fails to meet current guidance for a usable parking space, which typically requires an internal floor area width of 3m and a depth of 6m. As such, the garage would not be considered suitable for vehicle parking and is unlikely to contribute to effective off-street parking provision.

Part I of the ADG requires dwellings of four or more bedrooms to provide a minimum of three parking spaces. The existing front driveway has sufficient capacity to accommodate this requirement, providing at least three off-street parking spaces.

Therefore, whilst the proposal would result in the loss of the garage, this would not lead to a reduction in usable parking provision. On this basis, the proposed garage conversion would not reduce the existing off-street parking, and a condition to secure additional parking is not considered necessary. The proposal would therefore comply with the parking requirements set out in the Arun Parking Standards.

SUMMARY

The proposed development is in accordance with relevant development plan policies and is recommended for approval subject to the following conditions and informatives.

HUMAN RIGHTS ACT

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 specifically 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 also 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 set out in this report.

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.

CIL DETAILS

This application is not CIL liable.

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:

1. Survey and Site Location Plan 01.
2. Block Plan 10a.
3. Proposed Floor Plans 11.
4. Attic and Roof Plans 12.
5. Proposed Elevations 13.
6. Survey and Site Location Plan 01.
7. Arboricultural Impact Assessment Plan.
8. Tree Constraints Plan.
9. Tree Protection Plan Rev B April 2026.

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

- 3 Before any machinery is introduced to the site or construction work takes place, a brief written report (with supporting photographic evidence) is required from the Arboricultural Consultant representing the site owner(s), confirming and demonstrating that all ground protection and protective fencing has been assessed and is 'Fit for Purpose' as required under British Standard 5837:2012 and been erected and positioned exactly as shown on the Tree Protection Plan, Rev B April 2026, Absolute Arboriculture.

Reasons: To comply with BS5837:2012 and ensure the retention and maintenance of trees and vegetation which are an important feature of the area, in accordance with Arun Local Plan policy ENV DM4. It is considered necessary for this to be a pre-commencement condition as the protection and retention of trees goes to the heart of the planning permission.

- 4 All activity at the site is to be carried out in strict accordance with: - Arboricultural Impact Assessment and Arboricultural Method Statement, refs. AIA/AMS-THR-2/26, Absolute Arboriculture.

If there is deemed to be a need for any Utility Service Route connections to bisect retained tree Root Protection Areas/Zones, then prior to their installation a Method Statement prepared by an Arboricultural Expert must be submitted that stipulates how this can be achieved without adverse impact on tree roots. Written approval and confirmation of acceptance of this Methodology must be issued before any works are commenced out on site.

Reasons: To comply with BS5837:2012 and to ensure that retained trees are afforded due respect and appropriate levels of protection such that their ongoing health and vitality is not compromised, and they can continue to enhance the landscape and amenity of the area, in accordance with Arun Local Plan policy ENV DM4.

- 5 Any tree pruning considered essential to enable the agreed development must meet the requirements of BS3998:2010 Tree work -

Recommendations: Where whole branches are to be removed and final cuts made close to the trunk or branch union they are to be made as shown in Figure 2 of BS3998:2010.

Where branches are to be shortened back the final cuts are to be made at the correct angle shown in BS3998:2010 and adjacent to a live bud or lateral.

Reasons: In the interest of continued health and vitality of trees and to accord with current industry guidelines and sound arboricultural practice in accordance with Arun Local Plan policy ENV DM4.

- 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 for development which is a householder application within the meaning of article 2(1) of the Town and Country Planning (Development Management Procedure) (England) Order 2015.

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

- 7 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 NPPF.