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ARCHITECT

## **Design and Access Statement**

**5 Sea Way, Elmer, Bognor Regis, PO22 6JX**

### **Proposed Extensions, Alterations and Refurbishment to Existing Dwelling**

Prepared in support of a Householder Planning Application to Arun District Council.

#### **1. Introduction**

This Design and Access Statement has been prepared in support of proposed extensions, alterations and refurbishment of the existing dwelling at 5 Sea Way, Elmer.

The proposals seek to comprehensively improve and modernise the existing house while retaining its established character and recognisable form. The development provides more practical accommodation for the occupants and improves the relationship between the principal living spaces, garden and coastal outlook.

The design has been developed with careful consideration of the character and appearance of the existing dwelling and surrounding street scene, the relationship with neighbouring properties, and the flood-risk and drainage constraints affecting the site.

Importantly, the planning history includes a substantially larger scheme of extensions and alterations granted planning permission by Arun District Council under application M/61/25/HH on 1 October 2025. That permission provides an important planning context for the current application.

The present proposal represents a further simplification and reduction of the previously approved development, principally in response to construction costs and the applicants' revised requirements.

#### **2. Planning History and Previous Approval**

An earlier application, reference M/39/25/HH, proposed substantial two-storey front, side and rear extensions together with internal alterations, a first-floor terrace and external staircase.

That application was refused on 7 July 2025 principally because of concerns regarding the cumulative scale and massing of the side and rear additions and their relationship with neighbouring properties.

The design was subsequently substantially revised and resubmitted under application M/61/25/HH.

Planning permission was granted on 1 October 2025 for:

“Two-storey front, side and rear extensions, reconfiguration of internal layout, first-floor terrace with external stair, external alterations and associated works.”

In assessing that application, the Local Planning Authority concluded that the revised design was acceptable in terms of character and appearance and that its scale and massing were appropriate. The officer further concluded that the proposal would not adversely affect the visual amenity or character of the area.

The relationship with neighbouring properties was also considered in detail. The officer concluded that the approved development would not result in unacceptable overbearing, overshadowing or overlooking impacts and would not harm neighbouring residential amenity.

The current application should therefore be considered within the context of this established permission. In comparison with the approved scheme, the present proposal substantially reduces the amount of development at first-floor level and retains the existing principal first-floor building envelope and roof form.

### **3. Site Context**

5 Sea Way is a detached two-storey dwelling situated within an established coastal residential area at Elmer.

Sea Way contains a varied collection of detached dwellings of differing ages, architectural styles, materials and scales. A number of properties have been altered, extended or modernised and there is no rigid or uniform architectural character to the street.

This varied character was recognised by the Local Planning Authority when considering application M/61/25/HH, with the officer noting examples of both modern and more traditional dwellings of differing architectural styles and designs within Sea Way.

The rear of the property faces broadly east towards the coast and benefits from significant sea views.

The site is situated within Flood Zone 3, an area identified as having potentially high groundwater levels, the Lidsey Local Flood Risk Zone and the Lidsey Treatment Catchment Area.

Flood risk and surface-water drainage are therefore important considerations and are addressed separately within the Flood Risk Assessment and Surface Water Drainage Information/Lidsey Drainage Impact Assessment accompanying the application.

### **4. Design Approach**

The current proposal has been developed as a simpler and substantially reduced alternative to the previously approved development.

Rather than fundamentally changing the upper-floor form of the dwelling, the proposal retains the existing first-floor footprint, principal roof form, overall height and brick chimney.

The intention is to modernise and improve the existing house while allowing it to remain recognisable as the established dwelling.

The principal additions are consequently concentrated at ground-floor level, including a new single-storey garage to the northern side, replacement and extension of the existing single-storey rear accommodation and a modest alteration to the front entrance.

The existing first floor is principally refurbished and reorganised internally rather than extended.

This approach substantially reduces the overall volume, height and massing of development when compared with the approved M/61/25/HH scheme.

## **5. Use and Accommodation**

The property will remain a single residential dwelling within Use Class C3. No subdivision or separate residential accommodation is proposed.

The existing property is a three-bedroom dwelling and the proposed house will remain a three-bedroom dwelling.

A home office and first-floor lounge provide flexible ancillary rooms capable of occasional bedroom use if required, but these do not alter the principal three-bedroom arrangement of the dwelling.

The proposals are intended to provide improved and more practical accommodation for the existing residential use rather than intensify the use of the site.

## **6. Front Entrance**

The existing entrance is already positioned within a porch close to the proposed entrance location.

The proposals include a modest front extension and revised entrance arrangement, with the front door moving forward by only approximately 200mm onto the outer face of the new entrance.

A small pitched entrance canopy is proposed above the entrance, finished with grey concrete roof tiles to complement the main dwelling.

A panelled grey entrance door will provide a simple domestic appearance appropriate to the refurbished property.

The scale of the alteration is considerably more modest than the substantial two-storey front extension previously approved under M/61/25/HH.

## **7. Northern Side and Garage**

A new single-storey domestic garage is proposed to the northern side of the dwelling.

The garage is intended to provide secure covered parking, general domestic storage and space for cycle storage. It is ancillary to the dwelling and does not contain separate residential accommodation.

The garage is set back from the principal front elevation and has a low flat-roofed form, allowing it to remain visually subordinate to the main two-storey dwelling.

The location is broadly comparable with the ground-floor position of the side extension permitted under M/61/25/HH. However, the approved scheme incorporated substantial first-floor accommodation and a pitched roof above this area.

The current proposal removes that upper-floor development entirely and replaces it with a low single-storey flat-roofed garage.

This represents a substantial reduction in the amount and physical presence of development adjacent to the northern boundary compared with the approved scheme.

## **8. Rear Extension**

The existing single-storey additions to the rear of the dwelling are of relatively poor/substandard construction and are proposed to be demolished.

The replacement rear accommodation will therefore be newly constructed and will provide a coherent, thermally efficient addition to the house.

The rear extension is entirely single-storey and principally flat-roofed, with part of the roof providing the first-floor external terrace.

The overall ground-floor footprint remains broadly comparable with the previously approved scheme, although the easternmost portion of the current extension projects approximately 4.0m from the existing dwelling compared with approximately 2.3m in the equivalent part of the approved scheme.

Importantly, this additional projection is entirely single-storey and flat-roofed. There is no corresponding first-floor extension above it.

At the northern side, the first approximately 800mm of the extension sits close to the neighbouring boundary, after which the boundary steps away by approximately 450mm and continues as a fenced boundary.

No windows are proposed within the north-facing elevation of the new single-storey extension.

The resulting development remains low in height and subordinate to the existing two-storey dwelling.

## **9. First Floor and Roof Form**

One of the most significant differences between the current proposal and the previous permission is the treatment of the first floor.

The substantial first-floor front, side and rear extensions permitted under M/61/25/HH are no longer proposed.

Instead, the existing first-floor footprint and principal building envelope are retained.

The established main roof form and overall height of the house are similarly retained, together with the existing brick chimney.

The first-floor accommodation is therefore largely contained within the existing built envelope.

This significantly reduces the overall scale and massing of the development and retains considerably more of the established form of the original dwelling.

## **10. Roof Terrace and Privacy**

A first-floor roof terrace is proposed to the rear of the dwelling in broadly the same location as the terrace previously approved under M/61/25/HH.

The terrace will provide private domestic amenity space for the occupants and allow enjoyment of the property's rear garden and coastal outlook.

Unlike the previously approved arrangement, there will be no external staircase. Access to the terrace will be solely from within the dwelling through first-floor glazed doors.

A clear glazed balustrade is proposed to the outer edge.

Privacy screens with a minimum height of 1.8m will be provided to both sides of the terrace adjacent to the dwelling. This follows the principle expressly required by condition 3 of planning permission M/61/25/HH.

The terrace has also been shaped in response to neighbouring windows. The submitted drawings illustrate the relevant 45-degree relationships, with the usable terrace positioned outside these lines.

Where the terrace projects further towards the rear garden, its side edges step inward, increasing separation from the neighbouring properties and restricting opportunities for lateral overlooking.

The principal outlook from the terrace is therefore towards the property's own rear garden and the coast beyond.

Both immediately adjoining properties also contain first-floor external terraces facing their respective rear gardens, meaning that elevated external amenity space is already an established feature within the immediate context.

The combination of the terrace geometry, increased separation towards its outer extent and 1.8m side privacy screens provides appropriate protection of neighbouring privacy.

## **11. Windows and Neighbouring Amenity**

The positioning and treatment of openings has been carefully considered in relation to neighbouring properties.

All new and existing openings within the south-facing side elevation will be obscure glazed where required to protect neighbouring privacy.

No windows are proposed within the north-facing elevation of the new single-storey rear extension.

The existing small first-floor WC window on the northern elevation remains unaffected.

Rear-facing windows principally overlook the property's own garden. The Local Planning Authority previously recognised that rear fenestration at the property would not result in

unacceptable overlooking because the views available would not be significantly different from those already available from the existing dwelling.

The removal of the previously approved first-floor side and rear extensions also substantially reduces the potential physical impact of the development upon the adjoining properties.

## **12. Appearance and Materials**

The refurbishment is intended to create a cleaner and more coherent appearance while retaining the recognisable form and domestic character of the existing house.

Existing and proposed external walls will be finished predominantly in a cream-white render, with red brickwork retained/provided below damp-proof-course level to reflect the established construction.

The existing brick chimney will be retained and repaired or repointed locally where necessary.

The existing dormer will be refurbished and finished to coordinate with the cream-white external walls, with a replacement light-grey powder-coated aluminium window.

Pitched roofs will be finished with grey concrete roof tiles. Flat roofs will have a suitable grey weatherproof finish, with the precise roofing system selected at detailed design stage.

Existing windows throughout the dwelling will be replaced with light-grey powder-coated aluminium units to provide a consistent appearance between existing and new work.

External doors, including glazed rear doors, will similarly use grey/light-grey frames. The principal entrance will comprise a panelled grey door, with the precise product selected subject to availability.

The garage door, fascias, soffits, bargeboards and rainwater goods will also use coordinated grey finishes.

The overall intention is that the existing and proposed elements read as a single coherent refurbishment rather than an obvious collection of separate additions.

## **13. Sustainability and Energy**

The refurbishment provides an opportunity to improve the environmental performance of the property.

New construction will be designed to meet the applicable thermal and energy-efficiency requirements of the Building Regulations.

Where reasonably practicable, the thermal performance of the retained main roof will also be improved as part of the refurbishment works.

Eight solar photovoltaic panels are proposed on the east-facing roof slope. These will be conventional dark/black panels with dark frames, positioned neatly within the roof plane.

The existing ground floors are not proposed to be comprehensively upgraded because doing so would involve disproportionate disruption to retained parts of the dwelling.

The replacement of existing windows and doors, together with improvements to new walls and roofs and potential improvements to retained roof construction, will nevertheless provide an opportunity to improve the overall energy performance and comfort of the property.

#### **14. Landscaping and External Areas**

The established garden character of the site will largely be retained.

Existing trees, hedges and boundary treatments will remain except for limited removal of shrubs where necessary to accommodate the side/garage works.

Existing rear boundary fencing will be retained.

The ground-floor rear terrace/patio will be finished in a light-coloured paving material, such as natural stone or an appropriate stone-effect product, with the precise finish selected at detailed design stage.

The first-floor terrace is anticipated to use a grey composite timber-effect decking or suitable external-grade paving/tile finish.

Any external lighting will be discreet and domestic in character and positioned to avoid unnecessary light spill towards neighbouring properties.

#### **15. Access, Parking and Frontage**

Vehicular access remains from Sea Way, with a modest alteration to the existing parking and driveway arrangement.

The existing small low wall within the frontage will be removed to facilitate the revised parking layout.

The proposals retain appropriate off-street parking together with the additional covered parking and cycle-storage opportunity provided by the garage.

The frontage has been arranged to retain the areas of grass required by the estate management arrangements and incorporates additional soft landscaping/grass where possible.

The proposed front driveway will have a permeable resin finish.

Detailed surface-water drainage arrangements are addressed separately within the Surface Water Drainage Information and Lidsey Drainage Impact Assessment submitted with the application.

Bin storage will remain within the established frontage arrangement, broadly consistent with the previously approved proposal.

#### **16. Flood Risk and Drainage**

The site lies within Flood Zone 3 and the Lidsey Treatment Catchment Area.

These matters were considered in detail by the Local Planning Authority in granting planning permission M/61/25/HH.

The officer noted that the previously approved front and side extensions extended principally over existing paved areas and that the rear extension largely replaced existing extensions and paved areas. On this basis, and subject to maintaining appropriate finished floor levels, the officer concluded that the development would not result in increased flood risk.

The permission consequently requires the finished internal floor levels of extensions to be no lower than those of the existing dwelling.

The present proposal continues this established approach.

The existing dwelling contains three bedrooms and the proposed dwelling will also contain three bedrooms. There is therefore no increase in the number of dwellings or principal bedrooms and no material increase in residential occupancy is anticipated as a consequence of the development.

Surface water will be managed through a combination of permeable construction and attenuation. The proposed front driveway will comprise approximately 85m<sup>2</sup> of permeable resin surfacing, while roof water and runoff from the remaining impermeable external surfaces will be directed to attenuation storage before controlled discharge in accordance with the accompanying drainage strategy.

Detailed drainage information, including the existing and proposed surface-area assessment and proposed attenuation arrangement, is provided separately within the Surface Water Drainage Information and Lidsey Drainage Impact Assessment.

## **17. Conclusion**

The proposals represent a carefully considered refurbishment and extension of the existing dwelling at 5 Sea Way.

The scheme will modernise the house, improve the quality and practicality of the accommodation and make better use of the property's garden and coastal outlook while retaining the recognisable form and character of the existing dwelling.

The planning history is particularly relevant. Arun District Council has already granted planning permission under M/61/25/HH for substantial two-storey front, side and rear extensions, a first-floor terrace and associated alterations.

In approving that development, the Local Planning Authority concluded that its design, scale and massing were appropriate and that it would not adversely affect the character of the area or neighbouring residential amenity.

The present scheme represents a substantial simplification of that approved development. In particular, the previously approved first-floor front, side and rear additions have been omitted, the existing principal first-floor envelope and roof form are retained, and the northern garage element is reduced to single-storey development.

The proposal retains the property as a single three-bedroom dwelling, incorporates appropriate measures to protect neighbouring privacy, maintains the established approach to flood risk and introduces a permeable front driveway and attenuation strategy for the management of surface water.

The development therefore provides a proportionate and coherent refurbishment of the property which responds positively to the site's established planning history, the character of Sea Way and the amenity of neighbouring occupiers.

For these reasons, it is respectfully requested that planning permission be granted.