

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

REF NO: P/116/21/HH

LOCATION: 7 Downlands Close  
Pagham  
PO21 3QA

PROPOSAL: Hip to gable loft conversion (front and rear hip to gables) and addition of 1 side dormer.

**SITE AND SURROUNDINGS**

DESCRIPTION OF APPLICATION As above. The front and rear roof hips would be altered and extended to form gable ends. The altered roof would be constructed of roof tiles to match the existing roof and new windows would be white UPVC framed to match existing. The new dormer would be sited on the north side elevation of the property and would be 5.3m wide, 1.2m deep and would have a flat roof with a height of 0.9m. It would be constructed with timber walls and white plastic cladding with white UPVC window frames.

**REPRESENTATIONS**

Pagham Parish Council -  
No objection.

No other representations were received.

**CONSULTATION RESPONSES RECEIVED:**

N/A - no consultees consulted.

**POLICY CONTEXT**

Designation applicable to site:  
Inside Built-Up Area Boundary  
Tree Preservation Order  
Bognor Reef and Pagham Harbour SSSIs  
Pagham Harbour Zone B  
CIL Zone 4

**DEVELOPMENT PLAN POLICIES**

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

|      |                                                         |
|------|---------------------------------------------------------|
| DDM1 | D DM1 Aspects of form and design quality                |
| DDM4 | D DM4 Extensions&alter to exist builds(res and non-res) |
| DSP1 | D SP1 Design                                            |

**PLANNING POLICY GUIDANCE:**

|      |                                     |
|------|-------------------------------------|
| NPPF | National Planning Policy Framework  |
| NPPG | National Planning Practice Guidance |

**SUPPLEMENTARY POLICY GUIDANCE:**

|       |                                               |
|-------|-----------------------------------------------|
| SPD13 | Arun District Design Guide (SPD) January 2021 |
|-------|-----------------------------------------------|

**CONCLUSIONS****KEY ISSUES:**

The key issues for determining this application are as follows:

- Impact on appearance of building and visual amenity and character of area.
- Impact on neighbouring residential amenity.

**SITE AND CONTEXT:**

The site consists of a detached 1960s bungalow, situated on the eastern side/end of Downlands Close, a cul-de-sac in Pagham. The property is constructed with brick elevations, clay tile roof and has white UPVC window and door frames. The building has a hipped roof form, a single storey flat roof glazed extension to the south side, and a hipped roof detached garage. The property has an unenclosed open frontage with garden and driveway, and side and rear gardens.

The character of the immediate area is residential sub-urban. All the properties on Downloads Close are detached 1960s bungalows or chalet bungalows, with mainly gable end roof forms and dormers are in evidence. Properties have mainly open and sizeable front gardens and driveways and attached or integrated garages.

**RELEVANT POLICIES AND GUIDANCE:**

- National Planning Policy Framework (2021).
- Arun Local Plan (2018) policies D SP1, D DM1, D DM4, QE SP1.
- Pagham Parish Council does not have a made plan.
- Arun District Council Design Guide SPD (2021).

**VISUAL AMENITY:**

Para 130 of the National Planning Policy Framework (NPPF, 2021) requires that applications for developments (b) are visually attractive as a result of good architecture and (c) are sympathetic to local character and history, including the surrounding built environment and landscape setting. Para 134 of the NPPF states "Development that is not well designed should be refused".

Policy D SP1 of the Arun Local Plan (ALP) states development should reflect the characteristics of the site and local area. ALP policy D DM1 looks at aspects of form and design quality, including; character, attractiveness, residential amenity impact and scale. ALP policy D DM4 sets out requirements for extensions and alterations to existing buildings, including that they should; sympathetically relate to and visually integrate with the building, be visually subservient to the main building, if the area is characterised by gaps between buildings at first floor then any first floor extensions maintain a 1m gap to the side boundary, and that extensions and alterations do not compromise the established spatial character or pattern of the place.

Section M of the adopted ADC Design SPD (Jan 2021) provides detailed advice regarding extensions including; "Extensions should respond to and complement the existing character and appearance of the building and wider townscape in terms of scale, massing, materials, openings and roof form. This is best achieved through simple and unobtrusive design. In addition it states, "The scale, massing and positioning of extensions should be visually subservient to the existing property in order to ensure that the latter remains the dominant form". Regarding roof extensions and dormers specifically, the ADC Design SPD "Favours small scale dormer windows with pitched roofs over large, flat box-shaped designs" requires that dormers "are a minor incident in the roof plane and made of sympathetic materials to the existing or original building materials", "are located symmetrically and centrally on a roof, without being overly dominant or out of proportion and/or style to the original structure" and "Does not... damage the character and appearance of the original building and its surroundings."

The proposed change to the main roof form from hip to gable ends at the front and rear would have an acceptable impact on the appearance of the building and the character of the area. Although it would alter and not reflect the existing roof form of the building this change would not be harmful and the majority of bungalows on Downlands Close have gable end roof forms so it would not appear at odds or out of character within the context of the street scene. The brickwork and tiles to the new roof form and gable ends would need to match the existing roof tiles and building's brickwork to ensure it would sympathetically relate to and visually integrate with the building, and a planning condition can be used to secure this.

The proposed dormer would be quite large in that it would extend along around 2/3 of the width of the northern side roof slope. It would also be readily visible in public views from within the street being positioned on the north side roof slope. However, it would be set in from the sides of the roof, and set up from the eaves and down from the main ridgeline substantially. Its positioning would ensure it would have a sufficiently visually subservient appearance in relation to the host building and would not appear overly dominant. It would have a flat roof which would not complement the existing building, and is contrary to the ADC Design SPD which favours small scale dormers with pitched roofs rather than large flat box-shaped designs. However, given its positioning which ensures a degree of visual subservience and given that there are other flat-roofed dormers in the immediate area, on balance it is considered visually acceptable within the context of the building and street scene. In addition, under Permitted Development Rights, a dormer of a similar size and form as is proposed here (without the hip to gable extensions) could be constructed so this provides a 'fall-back' position and material consideration in the determination of this proposal. The materials would be timber and white UPVC cladding. This would match in with other dormers in the street.

The proposals, on balance, would have an acceptable impact on the appearance of the building and the character of the street, in accordance with the NPPF, ALP policies D SP1, D DM1 and D DM4 and in general accordance with the ADC Design SPD. A planning condition can be used to secure matching materials.

#### RESIDENTIAL AMENITY:

NPPF para 127(f) requires decisions to create places with a high standard of amenity for existing and future users.

Policy QE SP1 of the Arun Local Plan requires development contributes positively to the quality of the environment and ensures development does not have a significantly negative impact upon residential amenity. Policy D DM1(3) of the Arun Local Plan requires development has a minimal impact to users and occupiers of nearby property/land e.g. by avoiding significant loss of sunlight, privacy and outlook and unacceptable noise and disturbance.

The ADC Design SPD sets out amenity requirements, including the 25 and 45 degree tests for daylight loss and minimum separation distances to avoid overlooking etc. In respect of roof extensions and dormers specifically, it states that "The roofs of extensions must preserve neighbouring amenity by avoiding designs which result in excessive visual intrusion and/or the blocking of light into surrounding properties" and require a dormer scheme "Does not negatively impact on neighbouring amenity and privacy".

The proposed hip to gable roof extensions would not result in significant loss of outlook or light levels to the nearest neighbouring properties and gardens (nos. 6 & 8 Downlands Close and nos. 19 & 21 and 23 Lion Road), given the scale and positioning of the roof extensions and separation distances to the nearest neighbours.

The new front gable end would incorporate a new first floor window which would serve a bedroom (habitable room) and be clear glazed. This new window would face toward the side elevation of no.8 Downlands Close which consists a ground floor side door and a first floor clear glazed side window (which could serve a bedroom/habitable room). The separation distance between the new window and the existing first floor side window at no. 8 is approximately 13m, which is under the minimum recommended Front to Side 14m distance between habitable rooms and a side gable of an adjacent property as set out in the ADC Design SPD. However, the actual separation distance would just be short (by 1m) of this recommended minimum distance and the new window would not be positioned and orientated in such a way as to provide direct angles of view to this neighbouring window. As such, on balance, it is considered acceptable and not to result in significant and harmful overlooking and loss of privacy.

At the rear, the new gable end would also contain a new first floor window which would serve a bedroom and be clear glazed. It would be sited around 8m from the rear garden boundary onto no.23 Lion Road. No. 23 has an L-shaped plot and the new window would only affect the end part of this garden and would not be considered to result in harmful overlooking of this neighbouring garden. The new window would be sited around 27m from the nearest rear windows at no. 23 so this would far exceed the recommended minimum Back to Back 21m between habitable rooms in the ADC Design SPD and shows it would not result in any harmful overlooking to these neighbouring occupants.

The proposed side-facing new dormer windows would serve 3 bedrooms (habitable rooms i.e. clear glazed) and 1 bathroom (non-habitable room i.e. could be obscure glazed). They would face towards no. 6 Downlands Close which consists of a ground floor side-facing window which is obscure-glazed so seems to serve a non-habitable room (i.e. kitchen or bathroom) and a clear glazed side-facing ground floor window which is assumed to serve a habitable room (e.g. bedroom or living room). The dormer windows would be sited around 16m from this clear glazed side-facing window at no. 6, which would accord with the minimum separation distance of 14m for Front/Back to Side habitable room windows and 16m for Front to Front habitable room windows set out in the ADC Design SPD. This indicates that there would not be significant harmful overlooking or loss of privacy to these neighbouring occupants.

The proposals would have an acceptable impact on neighbouring residential amenity, in accordance with the NPPF, ALP policies D DM1 and QE SP1 and the ADC Design SPD.

#### SUMMARY:

The proposals would have an acceptable visual and residential amenity impact and would accord with all relevant policies in the Development Plan. The application is therefore recommended for approval, subject to the following planning conditions;

## 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

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 as it is for minor householder development less than 100sqm floor area.

## 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:

- Proposed Site Plan (Drawing no. 02.2107.03)
- Proposed Floor Plan, Roof Plan and Elevations (Drawing no. 02.2107.02)
- Existing and Proposed North and Front Elevations (Drawing no. 02.2107.05)
- Existing and Proposed South and End Elevations (Drawing no. 02.2107.08)

Reason: For the avoidance of doubt and in the interests of amenity and the environment in accordance with policies D SP1, D DM1, D DM4 and QE SP1 of the Arun Local Plan.

- 3 The materials and finishes of the brickwork and tiles to the gable roof extensions hereby permitted shall match in colour and texture those of the existing building. The new dormer

elevations will be constructed of white timber effect cladding as stated in the application form.

Reason: In the interests of visual amenity in accordance with policies D SP1, D DM1 and D DM4 of the Arun Local Plan.

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