WEST SUSSEX COUNTY COUNCIL CONSULTATION

TO:	Arun District Council FAO: Hebe Smith
FROM:	WSCC – Highways Authority
DATE:	3 September 2025
LOCATION:	55-57 Sea Lane Rustington Littlehampton BN16 2RQ
SUBJECT:	R/148/25/PD Prior approval under Schedule 2, Part 3, Class MA for the change of use of first and second floors from office use to 1 No maisonette.
DATE OF SITE VISIT:	n/a
RECOMMENDATION:	Advice

This application has been dealt with in accordance with the Development Control Scheme protocol for small scale proposals.

This proposal seeks prior approval for the change of use from commercial office (Use Class E) to one two-bed maisonette (Use Class C3). The site is located on Sea Lane, a B-classified road subject to a speed limit of 30 mph.

Under the current General Permitted Development Order (GPDO), it is permitted development to change use from office (Class E) to residential (Class C3) subject first to prior approval being granted. As part of the prior approval process, there are a number of matters to be considered. This includes matters relating to highways and transport. However, the GDPO is quite clear as to what highways matters can be considered, namely whether the proposal is likely to result in a material increase or material change in the character of traffic in the vicinity of the site.

No traffic flow information has been provided with the current application; however, Class E uses tend to generate greater material movements than C3 residential. Therefore, the LHA does not anticipate that material movements associated with the site will exceed that of the existing.

One parking space currently exists on site, however it is unclear whether this space will be retained for the ground floor office/retail use, or whether it will be allocated to the proposed dwelling. Should the space be allocated to the residential use, the LHA anticipate that the provision is sufficient for a dwelling of this size and location. If the parking space is to be retained for the commercial ground floor use, the LHA acknowledge that the site is sustainably located within walking distance of local shops and services, including bus stops. The LPA may wish to condition secure and covered cycle storage for the proposed dwelling, to encourage sustainable transport methods.

In summary, the movements associated with Class E use have done so safely with no known highway safety concerns, and C3 residential uses are considered less intensive. West Sussex County Council in its role as LHA has therefore considered the proposal on that basis. In principle, the current GPDO gives limited ability to consider wider highway and transport impacts beyond those set out. The prior approval is therefore considered acceptable in highway terms.

Nicola Elliott
West Sussex County Council – Planning Services

[redacted]

WSCC Highways response

[redacted]

Arun District Council, Civic Centre, Maltravers Rd
Littlehampton, West Sussex, BN17 5LF
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Please could the attached response be distributed to the relevant case officer.

Regards

Nicola Elliott

Please do not reply directly to this email.

Any formal reconsultation on the application should be directed to [redacted] but the responding officer can be contacted directly via email if there are any questions relating to this response.

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