Planning Services, Adur & Worthing Councils

Portland House,
44 Richmond Road,
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BN11 1HS

Tel : 01903 221065
websites : www.adur.gov.uk or www.worthing.gov.uk
e-mail : planning@adur-worthing.gov.uk

Application for Listed Building Consent for alterations, extension or demolition of a listed building

Planning (Listed Buildings and Conservation Areas Act) 1990 (as amended)

Publication of applications on planning authority websites

Please note that the information provided on this application form and in supporting documents may be published on the Authority's website. If you require any further clarification, please contact the Authority's planning department.

Site Location

Disclaimer: We can only make recommendations based on the answers given in the questions.

If you cannot provide a postcode, the description of site location must be completed. Please provide the most accurate site description you can, to help locate the site - for example "field to the North of the Post Office".

Number: 21

Suffix:

Property Name:

Address Line 1: Alfred Place

Address Line 2: Worthing Central

Address Line 3: West Sussex

Town/city: Worthing

Postcode: BN11 3EP

Description of site location must be completed if postcode is not known:

Easting (x): 515289

Northing (y): 102616

Description:

Applicant Details

Name/Company

Title

Mr

First name

Surname

Norman

Company Name

Address

Address line 1

21 Alfred Place

Address line 2

Worthing Central

Address line 3

Town/City

Worthing

County

West Sussex

Country

Postcode

BN11 3EP

Are you an agent acting on behalf of the applicant?

- [x] Yes
- [ ] No

Contact Details

Primary number

Secondary number

Fax number

Email address

Agent Details

Name/Company

Title

Mr

First name

Robert

Surname

Taylor

Company Name

Grumitt Wade Mason

Address

Address line 1

Unit 3, Tungsten Building

Address line 2

George Street

Address line 3

Portslade

Town/City

Brighton

County

Country

United Kingdom

Postcode

BN41 1RA

Contact Details

Primary number

***** REDACTED ******

Secondary number

Fax number

Email address

***** REDACTED ******

Description of Proposed Works

Please describe the proposals to alter, extend or demolish the listed building(s)

Replacement of front door including frame and fanlight. And replacement of 2no. casement windows on the front elevation.

These works are required due to their poor condition. None of the elements due to be replaced are thought to be original to the house and in the case of the front door, this work is an opportunity to install a door with a design that both matches the neighbouring properties, thereby increasing the heritage value of the group.

Has the development or work already been started without consent?

◯ Yes
⊘ No

Listed Building Grading

What is the grading of the listed building (as stated in the list of Buildings of Special Architectural or Historical Interest)?

◯ Don't know
◯ Grade I
◯ Grade II*
⊘ Grade II

Is it an ecclesiastical building?

◯ Don't know
◯ Yes
⊘ No

Demolition of Listed Building

Does the proposal include the partial or total demolition of a listed building?

◯ Yes
⊘ No

Related Proposals

Are there any current applications, previous proposals or demolitions for the site?

- [x] Yes
- [ ] No

If Yes, please describe and include the planning application reference number(s), if known

AWDM/1395/18 - (APPROVED) Listed Building Consent to replace 2nd floor single-glazed timber casement window on front (south) elevation and two existing timber windows to side (west) with similar single-glazed in timber and rear timber door with timber stable door to side (west) elevation and minor internal alterations.

AWDM/1356/18 - (APPROVED) Replace 2nd floor single-glazed timber casement window on front (south) elevation and two existing timber windows to side (west) with similar single-glazed in timber and rear timber door with timber stable door to side (west) elevation.

96/05009/LBC - (APPROVED) APPLICATION FOR LISTED BUILDING CONSENT FOR REPLACEMENT SLATE ROOF; INSTALLATION OF PIVOT SASH WINDOW AT REAR IN PLACE OF EXISTING WINDOW; REBUILD CHIMNEY FLUES AND RECONSTRUCTION OF PART OF REAR ELEVATION TO

Immunity from Listing

Has a Certificate of Immunity from Listing been sought in respect of this building?

- [ ] Yes
- [x] No

Listed Building Alterations

Do the proposed works include alterations to a listed building?

- [x] Yes
- [ ] No

If Yes, do the proposed works include

a) works to the interior of the building?

- [x] Yes
- [ ] No

b) works to the exterior of the building?

- [x] Yes
- [ ] No

c) works to any structure or object fixed to the property (or buildings within its curtilage) internally or externally?

- [x] Yes
- [ ] No

d) stripping out of any internal wall, ceiling or floor finishes (e.g. plaster, floorboards)?

- [ ] Yes
- [x] No

If the answer to any of these questions is Yes, please provide plans, drawings and photographs sufficient to identify the location, extent and character of the items to be removed. Also include the proposal for their replacement, including any new means of structural support, and state references for the plan(s)/drawing(s).

Replacement of front door including frame and fanlight. And replacement of 2no. casement windows on the front elevation.

- RJT/AlfredPlace21/01,
- RJT/AlfredPlace21/02,
- RJT/AlfredPlace21/03,
- Design Access and Heritage Statement

Materials

Does the proposed development require any materials to be used?

- [x] Yes
- [ ] No

Please provide a description of existing and proposed materials and finishes to be used (including type, colour and name for each material) demolition excluded

Type:
Windows

Existing materials and finishes:
Glass (single glazed) and timber with white paint finish

Proposed materials and finishes:
Glass (single glazed) and timber with white paint finish

Type:
External doors

Existing materials and finishes:
Door - Timber with grey paint finish Frame - Timber with white paint finish Fanlight - Glass (single glazed)

Proposed materials and finishes:
Door - Solid hardwood with grey paint finish to match existing with x2 24mm double glazed panels Frame - Solid hardwood with white paint finish to match existing Fanlight - Glass 24mm double glazed

Are you supplying additional information on submitted plans, drawings or a design and access statement?

- [x] Yes
- [ ] No

If Yes, please state references for the plans, drawings and/or design and access statement

- RJT/AlfredPlace21/01,
- RJT/AlfredPlace21/02,
- RJT/AlfredPlace21/03,
- Design Access and Heritage Statement
- Existing photos

Neighbour and Community Consultation

Have you consulted your neighbours or the local community about the proposal?

- [ ] Yes
- [x] No

Site Visit

Can the site be seen from a public road, public footpath, bridleway or other public land?

- [x] Yes
- [ ] No

If the planning authority needs to make an appointment to carry out a site visit, whom should they contact?

- [x] The agent
- [ ] The applicant
- [ ] Other person

Pre-application Advice

Has assistance or prior advice been sought from the local authority about this application?

- [ ] Yes
- [x] No

Authority Employee/Member

With respect to the Authority, is the applicant and/or agent one of the following:
(a) a member of staff
(b) an elected member
(c) related to a member of staff
(d) related to an elected member

It is an important principle of decision-making that the process is open and transparent.

For the purposes of this question, "related to" means related, by birth or otherwise, closely enough that a fair-minded and informed observer, having considered the facts, would conclude that there was bias on the part of the decision-maker in the Local Planning Authority.

Do any of the above statements apply?

- [ ] Yes
- [x] No

Ownership Certificates

Certificates under Regulation 6 - Planning (Listed Buildings and Conservation Areas) Regulations 1990

Please answer the following questions to determine which Certificate of Ownership you need to complete: A, B, C or D.

Is the applicant the sole owner of **all** the land to which this application relates; **and** has the applicant been the sole owner for more than 21 days?

- [x] Yes
- [ ] No

Certificate Of Ownership - Certificate A

I certify/The applicant certifies that on the day 21 days before the date of this application nobody except myself/the applicant was the owner (owner is a person with a freehold interest or leasehold interest with at least 7 years left to run) of any part of the land or building to which the application relates.

Person Role

◯ The Applicant
⊘ The Agent

Title

Mr

First Name

Surname

Taylor

Declaration Date

14/08/2025

☑ Declaration made

Declaration

I/We hereby apply for Listed building consent as described in the questions answered, details provided, and the accompanying plans/drawings and additional information.
I/We confirm that, to the best of my/our knowledge, any facts stated are true and accurate and any opinions given are the genuine opinions of the person(s) giving them.
I/We also accept that, in accordance with the Planning Portal's terms and conditions:
- Once submitted, this information will be made available to the Local Planning Authority and, once validated by them, be published as part of a public register and on the authority's website;
- Our system will automatically generate and send you emails in regard to the submission of this application.

☑ I / We agree to the outlined declaration

Signed

Robert Taylor

Date

15/08/2025