



ADUR DISTRICT COUNCIL

Mr S Bromley
5 West Street
Shoreham-by-sea
West Sussex
BN43 5WF

PLANNING PERMISSION

TOWN AND COUNTRY PLANNING ACT 1990
TOWN AND COUNTRY PLANNING (GENERAL PERMITTED DEVELOPMENT) (AMENDMENT) (ENGLAND) ORDER 2015
Schedule 2, Part 3, Class O

APPLICATION NUMBER: NOTICE/0002/26

Details of Development

**APPLICATION FOR PERMITTED DEVELOPMENT FOR PRIOR APPROVAL FOR
CHANGE OF USE FROM OFFICES (USE CLASS E) TO 1NO. 1 BEDROOM FLAT (C3)**

Location of Development

5 WEST STREET SHOREHAM-BY-SEA WEST SUSSEX BN43 5WF

In pursuance of their powers under the above-mentioned Act and Order the Council hereby notify you that APPROVAL IS REQUIRED for the above development from the Local Planning Authority and hereby GRANTED, in accordance with the application and relevant correspondence registered on 23rd February 2026.

This is subject to compliance with the conditions specified thereon.

Gary Peck
Head of Planning & Development
19/03/2026

SCHEDULE

Conditions

01. The development hereby permitted shall be carried out in accordance with the following approved plans unless specified otherwise in a subsequent condition imposed on this decision notice.

Reference/Drawing Number	Version	Date Rec
PROPOSED PLANS	SWB 11B	23.02.2026
LOCATION PLAN		23.02.2026

Reason: *For the avoidance of doubt and in the interests of proper planning.*

02. Prior to first occupation secure, covered cycle parking shall be provided on the site and shall thereafter be retained permanently solely for such purposes.

Reason: *To encourage and provide for a sustainable non-car mode of transport in compliance with the National Planning Policy Framework and policy 28 of the Adur Local Plan.*

03. Prior to first occupation provision shall be made on the site for the storage of refuse and recycling bins and such facilities as provided shall thereafter be permanently retained.

Reason: *In the interests of amenity and to prevent the inappropriate storage of bins on the public highway having regard to policy 15 of the Adur Local Plan.*

Informatives / Notes to Applicant

01. You are reminded that the development must be completed within a period of 3 years starting with the prior approval date. The future conversion of the retained office space to residential will therefore require a new application.

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(ENGLAND) ORDER 2015 **Schedule 2, Part 3, Class O**

YOUR ATTENTION IS DIRECTED TO THE FOLLOWING NOTES FROM THE ABOVE ORDER. THEY ARE FOR INFORMATION ONLY AND DO NOT PRETEND TO SET OUT THE WHOLE OF THE LAW ON THE SUBJECT. IT WOULD BE WELL FOR YOU TO CONSULT YOUR SOLICITOR IF YOU ARE IN ANY DOUBT

Appeals to the Secretary of State

1. If you are aggrieved by the decision of your local planning authority to refuse permission for the proposed development or to grant it subject to conditions, then you can appeal to the Secretary of State under section 78 of the Town and Country Planning Act 1990.
2. If you want to appeal, then you must do so within six months of the date of this notice. Appeals must be made using a form which you can get from the Secretary of State at Temple Quay House, 2 The Square, Temple Quay, Bristol BS1 6PN (Tel: 0303 444 5000) or online at <https://acp.planninginspectorate.gov.uk>.
3. The Secretary of State can allow a longer period for giving notice of an appeal, but he will not normally be prepared to use this power unless there are special circumstances which excuse the delay in giving notice of appeal.
4. The Secretary of State need not consider an appeal if it seems to him that the Local Planning Authority could not have granted planning permission for the proposed development or could not have granted it without the conditions they imposed, having regard to the statutory requirements to the provisions of any development order and to any directions given under a development order.
5. In practice, the Secretary of State does not refuse to consider appeals solely because the local planning authority based their decision on a direction given by him.

Purchase Notices

6. If either the Local Planning Authority or the Secretary of State refuses permission to develop land or grants it subject to conditions, the owner may claim that he can neither put the land to a reasonably beneficial use in its existing state nor render the land capable of a reasonably beneficial use by the carrying out of any development which has been or would be permitted.
7. In these circumstances, the owner may serve a purchase notice on the District Council in whose area the land is situated. This notice will require the Council to purchase his interest in the land in accordance with the provisions of Part VI of the Town and Planning Act 1990.
8. Further correspondence about this application should quote the reference number at the top right hand corner of the form.
9. Where this notice conveys approval or permission, conditional or unconditional, please note that the decision given does not purport to convey any consent or approval which may be required under the Building Act and Building Regulations, or any other legislation.