



LEWIS & CO

**PLANNING, DESIGN AND
ACCESS STATEMENT**

97-99 MONTAGUE STREET, WORTHING, BN11 3BN

ON BEHALF OF MORETONS
INVESTMENTS LTD



Client: MORETONS INVESTMENTS LTD.

Site Location: 97-99 MONTAGUE STREET, WORTHING, BN11 3BN

Job History:

Version	Date	Author	Checked	Notes
V1	07/10/2025	ZD	SB	
V2	10/10/2025	ZD/SB	SB	



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1.0 INTRODUCTION AND SUMMARY

- 1.1 This statement is submitted on behalf of Moretons Investments in support of the application for full planning permission for the erection of an additional storey (to create 4 self-contained flats) at 97-99 Montague Street, Worthing.
- 1.2 The site comprises a 2-storey Class E Use building on the southern side of Montague Street. The host building is a detached building (other than 95 Montague Street which is partly attached and is a retail shop). Montague Street is a main shopping street, and there are also residential uses in neighbouring buildings to the west (along Prospect Place), and elsewhere along Montague Street.
- 1.3 Note that the first floor of the existing building has prior approval for its conversion into 4 residential units. The scheme that is the subject of the currently application will create an additional floor (2nd floor) with an additional 4 flats. The proposed development is for the construction of an additional storey atop of the existing building which responds to the varied character of the area.
- 1.4 This statement demonstrates that the proposals meet relevant planning policy requirements with regard to design, quality of accommodation and neighbour impact and that planning permission should be granted.
- 1.5 Further information is provided within the submitted drawings and supporting documents. This Statement addresses the proposed development, site and surrounding area and compliance with relevant local and national planning policies and guidance. Analysis is provided on:
 - The site and area (Section Two)
 - Planning history (Section Three)
 - Development proposals (Section Four)
 - Planning policy context (Section Five)
 - Planning, Design and Access Assessment (Section Six - *including Design and Access Statement requirements*)
- 1.6 This statement demonstrates that:



- The principle of development is acceptable as the proposal represents sustainable development within a sustainable location in the built-up area.
- The proposed works will not result in harm to the setting of the Montague Street Conservation Area;
- The development provides for a high standard of accommodation and will not cause material harm to neighbouring residents and uses;
- Active travel and sustainable modes of transport will be encouraged by the site's town centre location and access to public transport



2.0 APPLICATION SITE & SURROUNDING AREA

2.1. The application site comprises a Class E Use building on the southern side of Montague Street.



Above: Application site (site edged in red).

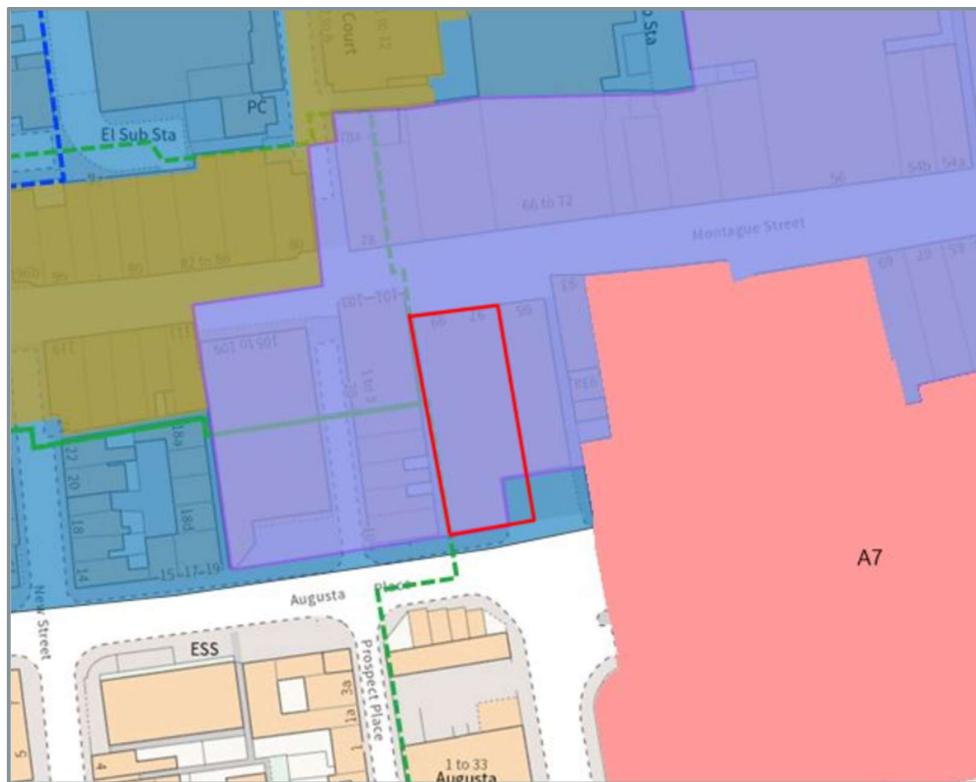
2.2. There are residential uses in the neighbouring buildings to the west (along Prospect Place), and elsewhere along Montague Street.



The site (shaded red) and adjacent building



- 2.3. The site is in a mixed-use area within central Worthing. The building to the west of the site is in residential use. The building to the east is used as a stationary shop with storage/office above.
- 2.4. The location of the site is ideal for residential accommodation. The location is highly sustainable and occupiers would benefit from the excellent sustainable transport connections within the immediate locality.
- 2.5. Review of the policy allocations for the site reveal it is sited within the built-up area boundary, along a primary shopping frontage, and town centre character area. It should also be noted the site is adjacent to the boundary of two conservation areas.



Above: Extract from the Local Plan Policies Map. Site edged in red



Above: Site's location adjacent to the Montague Street Conservation Area (conservation area is edged green)



Above: Site's location adjacent to the Marine Parade and Hinterland Conservation Area



3.0 PLANNING HISTORY

3.1 From review of the Council's online planning register, we consider the following applications relevant to the consideration at hand.

Reference	Description	Outcome
AWDM/0882/25	Installation of new shopfront including removal of lobby	Approved 16 th September 2025
AWDM/0884/25	Alterations to rear fenestration including new doors to rear of building	Approved 16 th September 2025
NOTICE/0015/25	Application for Prior Approval for Proposed change of use from retail (Use Class E) to four residential units (Use Class C3).	Granted. 10 th September 2025

3.2 The development proposal aligns with these applications and does not prejudice the implementation of these previous applications. The proposal takes access from the enhanced rear doors, and shares circulation space with the proposed residential units at first floor.



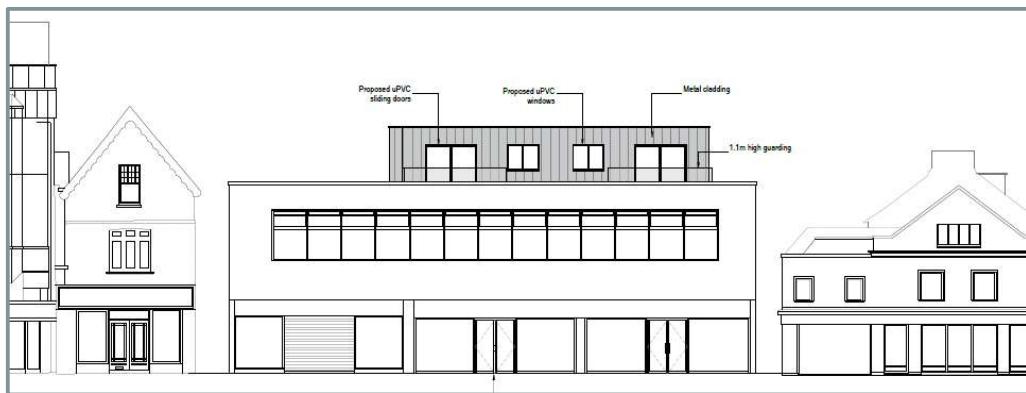
4.0 PROPOSED DEVELOPMENT

4.1 Planning permission is sought for the construction of an additional storey atop of the existing building, to form 4No. flats. There would be 1No. one-bedroom flats and 3no. two-bedroom flats within the proposed extension.



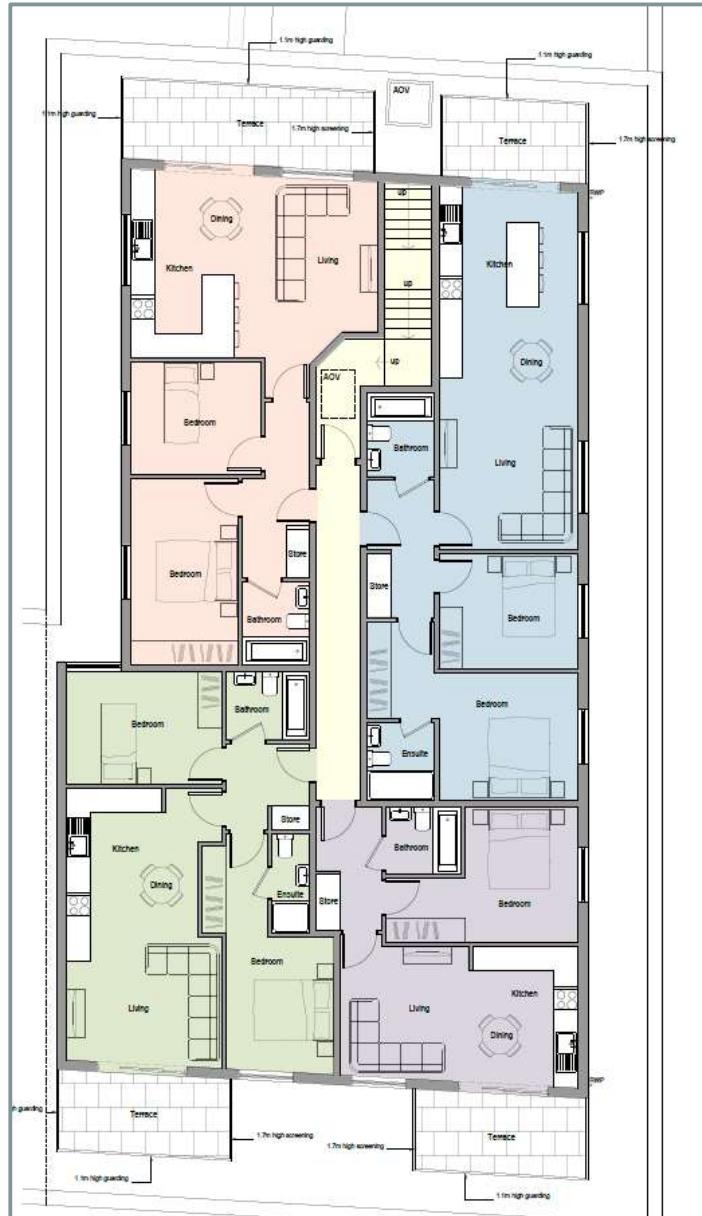
Above: Location Plan

4.2 The proposed extension would be finished in metal cladding with dark aluminium fenestration. The building also features glass balustrading which adds visual interest.



Above: Proposed front elevation

4.3 The flats are arranged around a central stair core. All units will be dual aspect and feature external amenity space through balconies.



Above: Proposed floor plans

4.4 Full existing and proposed plans by BPM are submitted with this application.



5.0 RELEVANT PLANNING POLICIES

- 5.1 The adopted Local Development Plan is formed of the Worthing Local Plan 2023, and the National Planning Policy Framework (December 2024).
- 5.2 Relevant policies and guidance are summarised below.

Worthing Local Plan 2023

- 5.3 The following policies of the *Worthing Local Plan 2023* are relevant to this application.
- 5.4 Policy SS1 (Spatial Strategy) seeks to increase housing delivery on small sites and regenerate the town centre, whilst also protecting employment uses and local services.
- 5.5 Policy SS3 (Town Centre) aims to improve and increase the mix of uses in the Town Centre area “through more efficient use of existing sites”.
- 5.6 Policy DM2 (Density) expects new dwellings to achieve a minimum density of 35 dwellings per hectare (or greater than 100 dwellings per hectare in the town centre) and meet the Nationally Described Space Standards for internal floor areas.
- 5.7 Policy DM3 (Affordable Housing) only applies to developments of 10 or more units and therefore is not relevant to the application.
- 5.8 Policy DM5 (Quality of the Built Environment) requires new development to respect, preserve and enhance heritage assets, make a positive contribution to the sense of place and local character of the area and create safe conditions for users of the site through layout and design.
- 5.9 Policy DM13 (Retail and Town Centre Uses) provides a series of policy objectives for development proposals within the Town Centre, including maintaining a predominance of retail units and supporting the viability and vitality of the town centre. Efficient and effective use of upper floors is encouraged provided that the viability of ground floor uses are not adversely affected.



- 5.10 Policy DM15 (Sustainable Transport and Active Travel) seeks to manage demand for travel by reducing the need for travel by directing new development to sustainable locations.
- 5.11 Policy DM23 (Strategic Approach to the Historic Environment) requires the conservation and enhancement of historic areas of the town.
- 5.12 Policy DM24 (The Historic Environment) states that planning permission will be granted for replacement shopfronts where they are of appropriate design and materials

National Planning Policy Framework

- 5.13 The National Planning Policy Framework (NPPF) (December 2024) sets out the Government's most up-to-date polices against which all Development Plans should be prepared, and planning applications/appeals assessed. It is a material consideration carrying substantial weight.



6.0 PLANNING, DESIGN AND ACCESS ASSESSMENT

6.1 The key material planning, and design and access considerations relevant to this proposal are considered hereafter.

Principle and Amount

6.2 The site is within the built-up area boundary of Worthing, within a town centre close to a wide variety of existing shops, services and bus routes as well as walking distance from employment opportunities and other facilities including Worthing railway station.

6.3 The proposals are in close compliance with the spatial strategy within the Worthing Local Plan. Policy SS1 of the Local Plan particularly seeks to increase housing delivery on small sites like the application site and Policy SS3 emphasises an increase in the mix of town centre uses (including residential and retail) through “more efficient use of existing sites”. The proposals directly align with these principles.

6.4 Policy DM2 (a) (ii) also encourages the delivery of new housing at higher densities within the town centre, setting a minimum target of 100 dwellings per hectare in order to maximise housing delivery close to public transport interchanges and services. The delivery of three additional dwellings in this location is therefore supported by policies.

6.5 Proposal that results in a change of use of upper floors within the Town Centre are supported by Policy DM13 (Retail and Town Centre Uses) (f) provided that the proposed use will not undermine the ground floor/retail uses and the proposed use/s are appropriate for the town centre. The application proposals achieve this by introducing low impact residential uses that will increase overall footfall within the town centre and allow the ground floor unit to be more marketable due to lower rents.

6.6 The principle of development is clearly acceptable, owing to the provision of new dwellings without prejudice to existing commercial floorspace in a sustainable location within the built-up area boundary.



Use and Layout

- 6.7 The site has live permission for the conversion of the first floor to form residential accommodation. This application does not prohibit this development from taking place. The ground-floor use of the site for commercial purposes is unaffected by this application.
- 6.8 All changes to the layout of the site relate exclusively to the extension to the existing building. Residential accommodation will retain its access from the road to the rear of the site, with the commercial unit access from Montague Street.

Scale and Impact

- 6.9 The proposed additional storey is of a well-designed and modest form, measuring approximately 20m long, by 13m wide and 3m high. Given the mix of ages, design and detailing present at the existing property and locality, the proposed extension has been purposefully designed to differentiate the extension from the established fabric of the building.
- 6.10 In respect of the scaling of the extension, the additional storey is in keeping with its surroundings, and officers should note that the extension is set back from site boundaries to ensure that the additional storey appears subservient to the main building. Images of site and surrounding properties are provided below and overleaf:





6.11 The proposed development is of an appropriate and sympathetic form which does not result in any harmful overbearing, overlooking or loss of privacy to nearby occupiers. No overlooking of existing dwellings or private amenity spaces will be caused by the new building.

Appearance

6.12 The proposed extension is of a well designed and sympathetic form, taking into account the varied character, and palette of materials in the area. Due to its set-back nature, and modest scale, the proposed extension enhances the appearance of the host building, through a contemporary addition.

Residential Amenity

6.13 The site is located within the town centre and is surrounding by both retail and residential uses. These uses happily coexist side by side.

6.14 With regard to prospective occupiers' amenity, future residents will benefit from a high standard of accommodation. The building provides four units of accommodation, which are all above the requirements within the Nationally Described Space Standards.

6.15 With the scheme designed so that the new top floor will be set back from the building's main facades, there is scope for balcony provision for all flats. All flats



will have balconies providing approximately 8m² of usable space, easily sufficient for a table and chairs. Note also the findings from the XDA Consulting report that accompanies the application, and which confirms that all proposed habitable rooms meet with BRE guidance for daylighting.

- 6.16 The residents will also benefit from the site's sustainable location, within easy walking distance of amenities, public transport options and public spaces. The location will enable residents to live sustainably.
- 6.17 For neighbouring residents (the terrace of houses to the east – Prospect Place), please note the findings of the report by XDA Consulting. The report finds that:
 - The scheme has an acceptable impact on the vertical sky component for all properties.
 - The scheme has an acceptable impact on annual probably sunlight hours for all properties.
 - The scheme has an acceptable impact on the overshadowing of neighbouring gardens

- 6.18 Finally, with regard to neighbouring amenities – note that the proposed terraces at the front and rear of the site are inset from side boundaries and will have 1.7 metre high screening towards Prospect Place to ensure that existing levels of privacy are maintained.

Heritage

- 6.18 The application site runs adjacent to the boundary of the Montague Street Conservation Area and the Marine Parade and Hinterland Conservation Area.
- 6.19 For the Montague Street Conservation Area, the proposed additional storey will not be particularly visible owing to the fact that the views of the site are only possible from close distance. As the new top floor is set back from the front façade, the effects of perspective mean that the top floor will not be overly visible:



Above: view of the site looking towards the conservation area. Site is partly obscured by other buildings, and new top storey will be set back 3 metres from the front façade



Above: view of the site looking from the conservation area. Site is partly obscured by other buildings, and new top storey will be set back 3 metres from the front façade

6.19 For the Marine Parade and Hinterland Conservation Area, longer views of the site are possible, and so the new top storey will be visible. As can be seen from relevant view points below, the new top stop still assimilate well with the surrounding roofscape.



Above: view of the site looking towards the conservation area. Site is viewed in the context of taller buildings in the foreground. Extension will be set back 1.5 metres from side edge (adjacent to conservation area, so as to preserve views of terrace of houses within the conservation area.



Above: near view of the site looking from the conservation area. The site is not visible owing to the effects of perspective and the terrace of houses in the foreground. .



Above: longer view of the site looking from the conservation area. The site is not visible owing to the effects of perspective and the terrace of houses in the foreground.



7.0 CONCLUSIONS

- 7.1 The proposed development is for the construction of an additional storey atop of the existing building to form 4No. residential flats at 97-99 Montague Street, Worthing.
- 7.2 The proposed development is supported by local planning policy. The development proposes a high-quality extension which responds to the character or appearance of the locality, nor will the development result in harm to the residential amenities of neighbouring occupiers. The scheme preserves the setting of both neighbouring conservation areas
- 7.3 The proposed development is therefore considered acceptable in principle, satisfies all material planning considerations and previous concerns. In the light of this, the Council are requested to grant planning permission without undue delay.

Lewis and Co Planning

October 2025