

Planning Services, Adur & Worthing Councils

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Application for Approval of Details Reserved by Condition

Town and Country Planning Act 1990 (as amended); 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	
Suffix	
Property Name	45-49 Town Hall Chambers
Address Line 1	High Street
Address Line 2	
Address Line 3	West Sussex
Town/city	Shoreham-by-sea
Postcode	BN43 5DD

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

Easting (x)	521450	Northing (y)	105005
Description			

Applicant Details

Name/Company

Title

Mr

First name

Chris

Surname

Gargan

Company Name

Kingspan Developments Ltd

Address

Address line 1

Patcham Place

Address line 2

London Road

Address line 3

Town/City

Patcham

County

Country

Postcode

BN1 8YD

Are you an agent acting on behalf of the applicant?

☒ Yes

☐ No

Applicant Contact Details

Primary number

Secondary number

Fax number

Email address

Agent Details

Name/Company

Title

First name

Surname

Company Name

Address

Address line 1

Address line 2

Address line 3

Town/City

County

Country

Postcode

Contact Details

Primary number

***** REDACTED *****

Secondary number

Fax number

Email address

***** REDACTED *****

Description of the Proposal

Please provide a description of the approved development as shown on the decision letter

Application for Listed Building Consent for change of use and refurbishment of existing B1(a) office space to create 6no. residential units (4 x 1 bed maisonettes, 1 x 1 bed flat and 1 x 2 bed flat) and 1no. B1(a) office unit, extension of flat roof at rear plus new mono pitched roof, replacement and refurbishment of windows, new rooflights, vents.

Reference number

AWDM/2136/20

Date of decision (date must be pre-application submission)

17/11/2023

Please state the condition number(s) to which this application relates

Condition number(s)

Condition 3 and 5

Has the development already started?

- ☐ Yes
- ☒ No

Part Discharge of Conditions

Are you seeking to discharge only part of a condition?

- ☐ Yes
- ☒ No

Discharge of Conditions

Please provide a full description and/or list of the materials/details that are being submitted for approval

Condition 3 - No development shall take place until details of the proposed external balustrade, windows, doors, flues, vent tiles, solar panels and rooflights have been submitted to and approved in writing by the Local Planning Authority. The development shall thereafter be carried out in accordance with the approved details.

A point to note with regards to planning condition 3, is that here are no external balustrades proposed for the development and no solar panels are currently proposed

Refer to associated drawings C2022 (21)01-Proposed North Elevations P1, C2022 (21)02-Proposed West Elevations P1, C2022 (21)03-Proposed South and East Elevations P1, C2022 (31)08 PCD3 - FF-EW1-2 P1, C2022 (31)09 PCD3 - Aluminium Heritage 01 P1, C2022 (31)10 02 PCD3 - Aluminium Heritage P1, C2022 (31)11 PCD3 - LGF-EW1-2 P1 1 detailing all of the above.

Proposed external and internal doors as indicated drawing C2022(32)01 P1.

Proposed roof lights are to be Conservation roof lights as detailed on drawing C2022(20)06 P1

Proposed ventilation through roof to be from Klober as detailed on drawing C2022(20)06 P1

Condition 5 - No development shall take place until details of secondary glazing including depth of reveal, method of fixing, method of opening, materials and profile have been submitted to and approved in writing by the Local Planning Authority. The development shall thereafter be carried out in accordance with the approved details.

Refer to associated drawings C2022 (31)06 PCD5 - F1-EW6 P1 and C2022 (31)07 PCD5 - M1-EW1-2-3 P1 detailing all of the above

Site Visit

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

- ☒ Yes
☐ No

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

- ☒ The agent
☐ The applicant
☐ Other person

Pre-application Advice

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

- ☐ Yes
☒ No

Declaration

I/We hereby apply for Approval of details reserved by a condition (discharge) 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

J Johnson

Date

09/03/2026