WORTHING BOROUGH COUNCIL

Mr David Collins
Collins Planning Services Ltd
4 Yeomans
Ringmer
Lewes
BN8 5EL

PLANNING PERMISSION

TOWN AND COUNTRY PLANNING ACT 1990
TOWN AND COUNTRY PLANNING (GENERAL PERMITTED DEVELOPMENT) (AMENDMENT) (ENGLAND) ORDER 2015

APPLICATION NUMBER: AWDM/0935/25

Details of Development
PART RETROSPECTIVE APPLICATION FOR CONVERSION OF STORAGE BUILDING TO RESIDENTIAL DWELLING.

Location of Development
LAND NORTH OF 8 SHELLEY ROAD WORTHING WEST SUSSEX

In pursuance of their powers under the above-mentioned Act and Order the Council hereby notify you that they PERMIT the above development, in accordance with the application and relevant correspondence registered on 1st September 2025.

This is for reasons stated on the schedule overleaf and subject to compliance with the conditions specified thereon.

G Peck

Gary Peck
Head of Planning & Development
27/10/2026

Adur & Worthing Councils, Development Management, Place Directorate,
Worthing Town Hall, Chapel Road, Worthing, West Sussex, BN11 1HA
Tel: 01903 221065 Email: planning@adur-worthing.gov.uk
Web: www.adur-worthing.gov.uk

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
PRE-EXISTING GROUND FLOOR PLAN	A513-24-05/A	29.07.2026
PRE-EXISTING FIRST FLOOR PLAN	A513-24-06/B	29.07.2026
PRE-EXISTING EAST ELEVATION	A513-24-07/A	29.07.2026
PRE-EXISTING WEST ELEVATION	A513-24-08/A	29.07.2026
BEDROOM SIZES		03.09.2026
SECTIONS	A513-24-05A	11.09.2026
COLIN'S SASH WINDOWS	C003972	30.07.2026
STERLING BUILD SALES ORDER	S319408	30.07.2026
WEST ELEVATION	A513-24-04/D A3	24.06.2026
EAST ELEVATION	A513-24-03/C A3	24.06.2026
FIRST FLOOR PLAN	A513-24-02/C A3	24.06.2026
GROUND FLOOR PLAN	A513-24-01/E A3	24.06.2026
REVISED NOISE ASSESSMENT		24.06.2026
ENVIRONMENTAL NOISE ASSESSMENT	Initial	19.12.2025
SITE PLAN		01.09.2025
PREVIOUSLY APPROVED PLANS	11/707/06 REV B	01.09.2025
FLOOD RISK ASSESSMENT	96182 v1.0	01.09.2025
PLANNING STATEMENT		01.09.2025
DESIGN & ACCESS STATEMENT		01.09.2025

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

02. The development hereby permitted shall be begun before the expiration of 3 years from the date of this permission.

Reason: *To comply with Section 91 of the Town and Country Planning Act 1990.*

03. Prior to occupation a schedule and samples of materials and finishes to be used for the external walls and roof to make good shall be submitted to and approved in writing by the Local Planning Authority and thereafter the development shall be completed in accordance with the approved schedule and samples.

Reason: *In the interests of visual amenity and to comply with policy DM5 of The Worthing Local Plan.*

04. Prior to commencement of any above ground construction details of all boundary treatment shall have been submitted to and approved in writing by the local planning authority. The boundary treatment shall be provided in accordance with the approved details prior to occupation of the building and shall thereafter be retained permanently.

Reason: *In the interests of visual and residential amenity including providing adequate outdoor amenity space for future occupiers, to comply with policy DM5 of 16 Worthing Local Plan.*

05. Notwithstanding the provisions of the Town and Country Planning General Permitted Development Order 1995 as amended (or any Order revoking and re-enacting that Order with or without modification), no windows, roof lights or other openings (other than as hereby approved) shall be formed in any wall or roof slope of the dwelling house.

Reason: *To prevent overlooking and to comply with comply with policy DM5 of the Worthing Local Plan.*

06. Construction of the development shall not commence until details of the proposed means of foul/surface water drainage disposal including measures to protect the public sewers have been submitted to and approved in writing by the Local Planning Authority in consultation with Southern Water. The buildings shall not be occupied until all drainage works have been carried out in accordance with such details as approved by the Local Planning Authority.

Reason: *To ensure appropriate drainage to the site in accordance with DM20 of the Worthing Local Plan.*

07. No work for the implementation of the development hereby permitted shall take place except between the hours of 08.00 and 18.00 on Monday to Friday and between the hours of 08.00 and 13.00 on Saturdays. No work shall take place on Sundays or on Bank or Public Holidays.

Reason: *To safeguard the amenities of the occupiers of nearby properties having regard to policy DM5 and DM22 of the Worthing Local Plan.*

08. The dwelling shall not be occupied until the associated facilities for storing refuse and waste, including for waste that can be recycled, have been provided in accordance with the approved plans and shall therefore be retained unless otherwise agreed in writing by the Local Planning Authority.

Reason: *In the interests of amenity in accordance with policy DM5 of the Worthing Local Plan.*

09. No part of the development shall be first occupied until the secure cycle parking spaces have been provided in accordance with approved plans and details and shall thereafter be retained unless otherwise agreed in writing by the Local Planning Authority.

Reason: *To provide alternative travel options to the use of the car in accordance with current sustainable transport policies.*

10. The use hereby approved shall not be occupied until all work has been undertaken in accordance with the mitigation measures outlined in Section 1.2 of report 'Clear Acoustic Design- Technical Note', dated 28th May 2026. Following completion of the scheme and prior to occupation, a test shall be undertaken to demonstrate that the attenuation measures proposed in the scheme are effective and protect the residential unit from noise with the results submitted to the Local Planning Authority and approved in writing. The mitigation measures shall thereafter be retained for the lifetime of the development.

Reason: *To safeguard the amenities of residential occupiers and to comply with policies DM5 and DM22 of the Worthing Local Plan.*

11. The en-suite window in the eastern elevation and bathroom window in the western elevation hereby permitted shall be obscure-glazed (at least Level 3) and shall not subsequently be altered in any way.

Reason: *To prevent overlooking and to comply with policy DM5 of the Worthing Local Plan.*

12. Notwithstanding the provisions of the Town and Country Planning General Permitted Development Order 1995 as amended (or any order revoking and reenacting that Order with or without modification), the proposed dwelling shall not be extended or altered or any incidental building over 5 cubic metres in volume erected within its curtilage, except as required to provide for cycle or domestic waste storage or solar/pv panels as agreed by the Local Planning Authority in writing.

    Reason: *In the interests of amenity including providing adequate outdoor amenity space for future occupiers and of the environment having regard to policies DM2 and DM5 of the Worthing Local Plan.*

13. Prior to occupation of the dwelling, evidence that the development has achieved a minimum C-rating Energy Performance Certificate shall be submitted to the Local Planning Authority and approved in writing.

    Reason: *In the interests of sustainable development and to comply with policy DM16 of the Worthing Local Plan.*

Informatives / Notes to Applicant

01. If the proposed works are located within 6m of the substation, then they are notifiable under the Party Wall etc. Act 1996.
    The Applicant should provide details of the proposed works and liaise with the Company to ensure that appropriate protective measures and mitigation solutions are agreed in accordance with the Act.
    The Applicant would need to be responsible for any costs associated with any appropriate measures required.
    Any Party Wall Notice should be served on UK Power Networks at its registered office: UK Power Networks, Newington House, 237 Southwark Bridge Road, London SE1 6NP.
    Our engineering guidelines state that the distance between a dwelling of two or more stories with living or bedroom windows overlooking a distribution substation should be a minimum of ten metres if the transformer is outdoor, seven metres if the transformer has a GRP surround or one metre if the transformer is enclosed in a brick building.
    It is a recognised fact that transformers emit a low level hum which can cause annoyance to nearby properties. This noise is mainly airborne in origin and is more noticeable during the summer months when people tend to spend more time in their gardens and sleep with open windows. A problem can also occur when footings of buildings are too close to substation structures. Vibration from the transformer can be transmitted through the ground and into the walls of adjacent buildings. This, you can imagine, is very annoying, In practice there is little that can be done to alleviate these problems after the event. We therefore offer advice as follows:
    1. The distance between buildings and substations should be greater than seven metres or as far as is practically possible.

2. Care should be taken to ensure that footings of new buildings are kept separated from substation structures.
3. Buildings should be designed so that rooms of high occupancy, i.e. bedrooms and living rooms, do not overlook or have windows opening out over the substation. Minimum distance for this should be at least 10m.
4. If noise attenuation methods are found to be necessary, we would expect to recover our costs from the developer. Other points to note:
5. UK Power Networks require 24 hour vehicular access to their substations. Consideration for this should be taken during the design stage of the development.
6. The development may have a detrimental impact on our rights of access to and from the substation. If in doubt please seek advice from our Property and Consents team at Barton Road, Bury St Edmunds, Suffolk, IP32 7BG.
7. No building materials should be left in a position where they might compromise the security of the substation or could be used as climbing aids to get over the substation surround.
8. There are underground cables on the site associated with the substation and these run in close proximity to the proposed development. Prior to commencement of work accurate records should be obtained from our Plan Provision Department at UK Power Networks, Fore Hamlet, Ipswich, IP3 8AA. 9. All works should be undertaken with due regard to Health & Safety Guidance notes HS(G)47 Avoiding Danger from Underground services. This document is available from local HSE offices. Should any diversion works be necessary as a result of the development then enquiries should be made to our Customer Connections department. The address is UK Power Networks, Metropolitan house,. Darkes Lane, Potters Bar, Herts, EN6 1AG

02. The applicant is advised that bedroom 3 would not meet the Technical housing standards for minimum bedroom sizes

03. The Applicant is reminded that the development the subject of this decision notice is liable for Community Infrastructure Levy (CIL). A CIL Liability Notice will be issued to the liable person(s) and a CIL Land Charge added to the register. CIL will become liable upon commencement of the development with the liable person(s) required to submit a CIL Commencement Notice at least one day before the development commences. Further information can be found on the Council's website via the link https://www.adur-worthing.gov.uk/planning-policy/infrastructure/

In calculating individual charges for the levy, regulation 40 (as amended by the 2014 Regulations), requires collecting authorities to apply an index of inflation to keep the levy responsive to market conditions. The index is the national All-In Tender Price Index of construction costs published by the Building Cost Information Service (BCIS) of the Royal Institution of Chartered Surveyors. This index presents forecast figures, which are updated and finalised periodically. To reduce the need for repeated re-calculation indexing will be applied from the previous 1st November of the date of the CIL Liability Notice to the previous 1st November of the date the payment is due using the national all in Tender Price Index.

04. All Planning Applications for both domestic and non-domestic premises that have been granted approval for new development or conversions will require a new, or amended property address for the proposed development. Developers will be required to submit a Street Naming and Numbering Application to the Street Naming and Numbering Department upon commencement of works to enable the new development to be officially addressed in compliance with the British Standard of Addressing; known as BS7666. Developers are invited to complete their Street Naming and Numbering Application via the following link to the councils' website: www.adur-worthing.gov.uk/naming-and-numbering Information and guidance regarding the Fees for the service provided are also available at this location. Alternatively, please do not hesitate to contact the Street Naming and Numbering Department via the following methods should you have any queries; Street Naming and Numbering, Adur & Worthing Councils, Portland House, 44 Richmond Road, Worthing BN11 1HS. Telephone Number: 01903 221479. Email: llpg@adur-worthing.gov.uk

05. You are advised to ensure that the development works accord with the Party Wall Act 1996, which set out responsibilities for the undertaking of works at or close to the party wall of any neighbouring owner. Further information can be found at:

    https://www.gov.uk/guidance/party-wall-etc-act-1996-guidance

06. The Local Planning Authority has acted positively and proactively in determining this application by identifying matters of concern within the application (as originally submitted) and negotiating, with the Applicant, acceptable amendments to the proposal to address those concerns. As a result, the Local Planning Authority has been able to grant planning permission for an acceptable proposal, in accordance with the presumption in favour of sustainable development, as set out within the National Planning Policy Framework.

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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 the decision relates to a householder application or minor commercial application, and you want to appeal, then you must do so within 12 weeks of the date of this notice. If the decision relates to express consent for the display of an advertisement, then you must do so within 8 weeks of the date of this notice. If the decision relates to a non-householder application, an appeal must be lodged within 6 months of the date of the decision 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://www.gov.uk/appeal-planning-decision.

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. 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..

7. 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.

Reduced time for making a planning appeal where enforcement action is being taken

Where an enforcement notice has been served in relation to the same, or substantially the same, development as in the planning application no earlier than 2 years before the date the application was made, the period for receiving a planning appeal is within 28 days of the date on the planning application decision notice or of the date by which the LPA should have decided the application.

However, the LPA may formally decline to determine a retrospective planning application for permission for any development contained within a pre-existing enforcement notice served on or after 6 April 2012, where that notice was issued before the application was received by the LPA (see above). There is no right to make a planning appeal in such circumstances.

Where an enforcement notice was served in relation to the same, or substantially the same, development after the decision notice on the application was issued or after the end of the period the LPA had to determine the application, the period for receiving a planning appeal is within 28 days of the date the enforcement notice was served (unless this would extend the period beyond the normal 12 weeks or 6 months deadline).