Expiry Date - 28/08/2025
Extension of Time -

Development Management – Delegated Officer Report

Application Number: AWDM/0345/25 Recommendation: – APPROVE

Site: Flat 1 5 Wykeham Road Worthing West Sussex

Proposal: Replacement of timber windows with uPVC windows (retrospective)

Date of Site Visit: 15/07/2025

Neighbours Checked: Y

Additional Neighbours Notified: N

Site and Surroundings
The application relates to the ground floor flat of 5 Wykeham Road. This ground floor flat forms part of an attractive pair of semi-detached properties on the southern side of Wykeham Road. Nos 3 and 5 Wykeham Road are located within the Shakespeare Road conservation area. The pair of semi-detached properties are within the list of local interest buildings whilst not formally listed.

The first floor flat (Flat 2) has undergone similar works, in the form of changing the windows from the original timber sliding sash windows to UPVC casement. These works were completed prior to March 2009.

Proposal
The retrospective permission is sought for the replacement of the front 5 windows forming a bay, 3 side windows serving two bedrooms and a bathroom, 1 rear window and a set of French doors and surround providing access to the rear garden from the kitchen.

To the rear the windows and doors are standard UPVC casement windows, with the side window for bedroom 2 also being casement. The windows serving the bathroom is also casement in style and is obscure glazed. Towards the front of the site the windows, to bedroom 2 and the bay window to the front are in a sliding sash style closer to the originals on the site.

Relevant Planning History:

99/00206/FULL - Provision of hard standing and vehicular access onto a classified road
STATUS: Application Refused 10th May 1999.

Consultations

The Worthing Society –
Thank you for requesting our comments regarding this retrospective application. This late Victorian/early Edwardian property is located within the Shakespeare Road Conservation Area. The building is included on the Council's Local Interest List.

I have now had the opportunity to discuss this application with our Heritage Team. In view of the location and character of the building we suggest timber windows or possibly a Wooden Heritage Style Window Frame, perhaps with a double pane, would be more appropriate here. We consider that Upvc windows are not appropriate in a conservation area.

Neighbour Representations
None

Relevant Planning Policies:

Worthing Local Plan policies (WBC 2023): SP1, DM5
National Planning Policy Framework (MHCLG 2024)
National Planning Practice Guidance
SPG 'Extending or Altering Your Home' (WBC)

Planning Assessment:
There is no objection in principle to extensions and alterations to residential dwellings within the built-up area. The key considerations are the effects on the visual and residential amenities of the locality.

Visual Amenity and Heritage Impact
Due to the location of the proposed development on Wykeham Road forming part of the A259 the windows will be highly visible from within the wider locality and within the conservation area. The wider property forms part of an attractive pair of properties which are Edwardian in style. The site has been split into two flats, this application relating to the ground floor flat. Although there is no apparent planning history, the first floor flat has already undergone the change to UPVC which appears to be completed prior to 2009 detracting from the original appeal of the property.

It is noted that the replacement windows match the style of the windows to the front of the site with the existing whilst changing the materials used. The shoulders have been retained with the sliding sash style with run through horns. This is seen as a key feature to the front of the site which has been sadly lost from the first floor flat. Bedroom 2 also retains these features ensuring that in views from the street the most visible windows are of a good quality uPVC sash.

On the side elevation towards the rear, and the rear elevation, there is a change to casement upvc alternatives. Due to the visibility of these windows only being from within the site or from the properties to the rear this is not considered to significantly harm the visual amenity of the property. While the proposed uPVC frames are not a particularly sympathetic addition for this building, it is not considered to be significantly detrimental so as to warrant refusal.

Residential Amenity
The windows are in place of the previous windows and do not alter neighbouring amenity.

Recommendation:

APPROVE subject to condition(s):-

1. Drawing Numbers

Informative

The Local Planning Authority has acted positively and proactively in determining this application by assessing the proposal against all material considerations, including planning policies and any representations that may have been received and subsequently determining to grant planning permission in accordance with the presumption in favour of sustainable development, as set out within the National Planning Policy Framework.

Is recommendation contrary to letter(s) of representation? Y

Case Officer: Finlay Gardner Date: 11/11/2025

Authorised by: Louise Prew Date:14/11/2025