WORTHING BOROUGH COUNCIL

Mr Haydn Jones
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74 Victoria Road
Worthing
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United Kingdom

PLANNING PERMISSION

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

APPLICATION NUMBER: AWDM/1321/25

Details of Development
CHANGE OF USE OF FIRST AND SECOND FLOOR FROM FOOD SALES ONSITE (CLASS EB) TO TWO RESIDENTIAL UNITS (USE CLASS C3 WITH RECONFIGURATION OF SHOP FRONT, WINDOW REPLACEMENT TO FRONT ELEVATION, WINDOW REPLACEMENT AND CREATION OF NEW WINDOWS TO REAR ELEVATION AND ROOFTOP PHOTOVOLTAIC PANELS

Location of Development
8 - 9 ARCADE BUILDINGS SOUTH STREET WORTHING WEST SUSSEX BN11 3AL

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 17th October 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
21/10/2026

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
PROPOSED SITE PLAN	SK28A	18.08.2026
PROPOSED GROUND FLOOR PLAN	SK29D	18.08.2026
PROPOSED ELEVATIONS	SK32D	18.08.2026
FLOOD RISK LETTER FOR WSP	AEG9895_01_WSP	09.07.2026
DOORS AND WINDOW DETAILS-SHEET 3 OF 5	SK53	01.05.2026
DOORS AND WINDOW DETAILS-SHEET 4 OF 5	SK54	01.05.2026
DOORS AND WINDOW DETAILS-SHEET 5 OF 5	SK55	01.05.2026
EXISTING LOCATION & BLOCK PLAN	SK21	17.10.2025
EXISTING SITE PLAN	SK22	17.10.2025
EXISTING GROUND FLOOR PLAN	SK23	17.10.2025
EXISTING FIRST & SECOND FLOOR PLANS	SK24	17.10.2025
EXISTING ROOF PLAN	SK25	17.10.2025
EXISTING ELEVATIONS	SK26	17.10.2025
PROPOSED LOCATION & BLOCK PLAN	SK27	17.10.2025
PROPOSED FIRST & SECOND FLOOR PLANS	SK30A	17.10.2025
PROPOSED ROOF PLAN	SK31A	17.10.2025

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. Notwithstanding the approved plans, full details of the front elevation replacement windows shall be submitted to the Local Planning Authority and approved in writing prior to any works being carried out to the windows. The details shall include a full specification with elevations and horizontal and vertical sections detailing the materials, dimensions/ profiles/ proportions of the frame(s) and glazing bars, the pattern of opening windows, and the window heads and sills, have been submitted to and approved in writing by the Local Planning Authority. The windows shall only be installed in accordance with the approved details.

Reason: *In the interests of preserving the appearance of the conservation area and non-designated heritage asset and to comply with policies DM5 and DM24 of the Worthing Local Plan.*

04. No work for the implementation of the development hereby permitted shall be undertaken on the site except between the hours of 08.00 to 18.00 on Monday to Friday and between 09.00 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 neighbouring properties having regard to policies DM5 and DM22 of the Worthing Local Plan.*

05. The development shall be carried out in accordance with the submitted flood risk assessment (ref AEG9895_BN11_Worthing_01) and the following mitigation measures it details:
- All residential units shall be located on the first and second floors only
These mitigation measures shall be fully implemented prior to occupation. The measures detailed above shall be retained and maintained thereafter throughout the lifetime of the development.

Reason: *To reduce the risk of flooding to the proposed development and future occupants in accordance with the NPPF and policy DM20 of the Worthing Local Plan.*

06. Prior to the first use of the development a Flood Risk Emergency Plan shall be submitted to and approved in writing by the Local Planning Authority. The Flood Evacuation Plan should be created in line with 'Flood risk emergency plans for new development' as produced by ADEPT and EA and demonstrate safe access and egress in accordance with NPPF. The emergency plan shall thereafter be implemented for the lifetime of the development.

Reason: *To ensure the flood risk is adequately addressed, not increased and users remain safe for the lifetime of the development in accordance with NPPF and policy DM20 of the Worthing Local Plan.*

07. The flue shall not be used unless and until full details of the means of extraction and disposal of cooking odours from the ground floor unit (including details of extract fans, filters, internally located fan units and ducting together with a method of noise abatement, as well as details of any required grease traps and extraction hoods) and of any other external plant or equipment, have been submitted to and approved in writing by the Local Planning Authority. The equipment so approved shall be fully installed in accordance with the approved details before the use hereby permitted begins and shall thereafter be operated and maintained in accordance with the manufacturer's instructions.

Reason: *To safeguard the amenities of nearby residents including those at the application site having regard to policy DM22 of the Worthing Local Plan.*

08. The sound insulation of the floor/ceiling between the ground and first floors shall achieve a minimum airborne sound insulation value of 50dB (DnTw + Ctr dB). Before the residential unit is occupied a test shall be undertaken to demonstrate compliance with this level with the results submitted to the Local Planning Authority and approved in writing. The insulation shall thereafter be retained for the lifetime of the development.

Reason: *To protect future occupiers from noise in accordance with policy DM22 of the Worthing Local Plan.*

09. The proposed MVHR system shall be installed in full prior to the first occupation of the residential units. The system shall be retained and maintained for the lifetime of the development.

Reason: *To ensure residents are adequately protected from external noise in accordance with policy DM22 of the Worthing Local Plan.*

10. Prior to occupation, details shall be submitted to the LPA and approved in writing demonstrating a minimum 20% CO2 reduction compared to the Building Regulations Part L 2013 has been achieved at the build stages and that the PV panels have achieved at least 10% of predicted total energy requirements (after CO2 reductions from energy efficiency measures). Evidence that the development has achieved a minimum C-rating Energy Performance Certificate shall also be submitted.

Reason: *In the interests of sustainable development and to comply with policies DM16 and DM17 of the Worthing Local Plan.*

11. The bins required to support the development shall be housed within the rear alley at all times and shall only be brought out to the highway for collection.

Reason: *In the interests of amenity having regard to policy DM5 of the Worthing Local Plan.*

Informatives / Notes to Applicant

01. 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.

02. Southern Water requires a formal application for a connection to the public sewer to be made by the applicant or developer. To make an application visit Southern Water's Get Connected service: https://developerservices.southernwater.co.uk and please read our New Connections Charging Arrangements documents which are available on the Southern Water website via the following link: https://www.southernwater.co.uk/developing-building/connection-chargingarrangements

03. The applicant is advised of the requirement to enter into early discussions with and obtain the necessary licenses from the Highway Authority to cover any temporary construction related works that will obstruct or affect the normal operation of the public highway prior to any works commencing. These temporary works may include, the placing of skips or other materials within the highway, the temporary closure of on street parking bays, the imposition of temporary parking restrictions requiring a Temporary Traffic Regulation Order, the erection of hoarding or scaffolding within the limits of the highway, the provision of cranes over-sailing the highway.

04. As part of the wider vision to create sustainable communities for the future the applicant is not required but should consider promoting the car free location by providing a sustainable travel information pack with each dwelling encouraging the use of public transport locally. This could include but is not excluded to information on bus and train times and local car sharing clubs. WSCC would also expect to see a travel voucher offering to the initial occupants of the residential units. Vouchers could be exchanged for discounts off the following: a. a season ticket for the local bus service b. a rail season ticket or network card c. a contribution towards the purchase of a new bicycle and/or equipment d. Cycle training up to 4 members of the household (further details and course costs are available at www.westsussex.gov.uk/cycletraining) e. 12 months free membership to any local Car Club (including joining fee)

05. 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

06. 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.

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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).