



Planning Services, Adur & Worthing Councils
Portland House
44 Richmond Road
Worthing
West Sussex
BN11 1HS

For the attention of Dawn Antony-Unsted

18th December 2025

26 Ilex Way
Application for removal or variation of a condition
Following grant of planning permission
Ref applications AWDM/0282/25 superseded by AWDM/0836/25

Dear Madam

Further to our letter dated 12th December 2025 and subsequent emailed correspondence between us, please find included a correctly titled set of drawings, a new application form and notes below to support the application for removal or variation of a condition following grant of planning permission at 26 Ilex Way, thank you.

With particular reference to items 5 and 6 on the form may we add the following to help explain further:

Original/old drawing:

Highcroft Designs
Hd_135_Proposed
Proposed block plan, floor plans and elevations
Drawing no. 101 rev03 now rev04 with title amended

Replacement/new drawing:

Pope Stevens Architecture Ltd
Proposed bungalow, location, site, floor plan and elevations
Drawing no. DPA-01 rev00 now rev01 with title amended

Amendments to plan and elevations:

Proposed chimney and associated wood burner removed
Proposed open porch removed and replaced with an enclosed porch
Proposed window to rear lobby removed and replaced with a glazed door
Photo voltaic solar panels added to side and rear elevations

Pope Stevens Architecture Ltd
Sussex Heritage Trust Award Winner 2013

Telephone: 01243 782 796
Mobile: 07732 928 795

Site: www.popestevensarchitecture.co.uk
Email: pope.stevens@btinternet.com

Crossways | 2 Beech Avenue | Chichester | W.Sussex | PO19 3DR

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Reasons for amendments:

Whilst there are no smoke control areas in Worthing, the removal of the wood burner removes localised impact to air quality and the design proposal includes use of ASHP for under floor heating and hot water, which the applicant is happy with

By enclosing the porch this will provide an enclosed draught lobby to help reduce heat loss as well as provide additional security

The proposed glazed door provides access to the lobby at the rear, providing practical access from the utility room to the rear garden whilst maintaining natural light into the lobby area

By installing PV solar panels, the applicant wishes to enhance the use of renewable energy provision over and above that required and to improve the EPC rating

With particular reference to the removal of condition 2, as noted previously we are not the original designer and were not involved with the previous applications AWDM/0282/25 or 0836/25 and therefore cannot comment on how the forms were completed.

However, we do understand that the required CIL forms relating to self-build were submitted as part of the original application and that Worthing Borough Council have confirmed receipt of these, this being part of the CIL assessment and also the validation process.

We know from the applicant that the project has always been a self-build and as such being a self-build single dwelling on a site less than 0.5 hectares, it is exempt from the Biodiversity Net Gain, meeting the criteria included in the exemptions category on the GOV.UK.

We therefore request removal of condition 2, thank you.

We trust we have provided sufficient information for the variations to be considered for conditions 1 and 5 and the removal of condition 2.

Yours faithfully

Ella Pope

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