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Development Management - Delegated Officer Report

Application Number: AWDM/0856/25 Recommendation – Grant

Site: 4 Shoreham Court, The Close, Shoreham

Proposal: Listed Building Consent for partially retrospective application for removal of walls to mezzanine and lobby, removal of space saver staircase, retention of mezzanine balustrade and installation of fire rated pocket door.

Date of site visit: RS/JB – 29/4/25

Neighbours checked: Y

Additional neighbour notifications: N. Site notice erected.

Proposal, Site and Surroundings

This application relates to a ground floor studio flat on the south side of the building. This building, formerly a single dwelling is now converted into 10 flats. The conversion appears to predate the listing in 1984.

The building is Grade II listed but is not in a conservation area.

Grade:
II
List Entry Number:
1027903
Date first listed:
10-Jan-1984

SHOREHAM-BY-SEA THE CLOSE, OLD SHOREHAM TQ 20 NW 3/55 (west side) 10.1.84 Shoreham Court II

House, now divided. Circa 1860 in a neo-Gothic style. Flint with ashlar quoins and dressings. Slate roofs with tall irregular stacks. Two storeys with garrets. Entrance front: irregular fenestration. Salient features include gable to right with projecting octagonal oriel on first floor and smaller gable flanking it to left with neo-Decorated window on first floor, complete with hollow-chamfered arch and drip-mould over entrance with similar mouldings and boarded door. These two gables project from the wing to left, the corner clasped by a diagonal buttress with set-offs. Wing to left of 2 bays with central projecting stack. Stack in angle between blocks with octagonal stack over. Square parapetted stair-tower set back at left and with cusped single lancet windows reflecting

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the position of the staircase behind. Modern door inserted below, to east.

A mezzanine bedroom has been created in an area over the bathroom and entrance lobby. The mezzanine space was previously enclosed with a single small door above head height to allow for storage. These walls and doors have been removed. As has the internal door into the living room.

The mezzanine has a space saver stair up to it and balustrading. The stair is proposed to be removed and the space no longer used for sleeping purposes but to revert to use for storage purposes only. The balustrade is to remain.

The kitchen previously had a door. A sliding fire door is to be added to separate the living/bed area from it.

Relevant Planning History

AWDM/0837/13 – Listed Building Consent for two vents (kitchen and bathroom.) Granted. (Flat 5).

Consultations

Conservation Architect: No objection.

Building Regs: *'I have taken a look at the plans. The alteration to the existing changes are likely to be acceptable under the building regulations but would need to be the subject of an application and inspection.*
I will email the agent to request a regularisation application.'

Representations

None.

Relevant Planning Policies

Adur Local Plan 2017 Policies 1, 2, 15, 16 and 17
National Planning Policy Framework (December 2024)

Planning Assessment

Alterations to listed buildings or within their curtilages will be acceptable in principle subject to satisfying the statutory test of preserving the architectural and historic interest of the Listed Building. Development within a conservation area should preserve or enhance it.

Heritage

All works are internal only.

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The walls removed are not original features of this listed building Their removal improves the readability of the original chimney breast. The removal of the space saving stair will also improve the original proportions of this room. The introduction of a kitchen door will not interfere with original features of the room.

Retention of the balustrade and use of this open mezzanine space for storage purposes will not be harmful to the architectural or historic interest of the Listed Building

Recommendation

APPROVE

Subject to Conditions:-

1. Approved Plans
2. Works to be completed within 2 months
3. LB protected

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

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.

Case Officer:	MOK	Date: 5/8
Authorised by:	Peter Barnett	Date: 5 August 2025