

Planning Services, Adur & Worthing Councils

Portland House,
44 Richmond Road,
Worthing,
West Sussex,
BN11 1HS

Tel : 01903 221065
websites : www.adur.gov.uk or www.worthing.gov.uk
e-mail : planning@adur-worthing.gov.uk



Application for Removal or Variation of a Condition following Grant of Planning Permission or Listed Building Consent

Town and Country Planning Act 1990 (as amended); Planning (Listed Buildings and Conservation Areas Act) 1990 (as amended)

Publication of applications on planning authority websites

Please note that the information provided on this application form and in supporting documents may be published on the Authority's website. If you require any further clarification, please contact the Authority's planning department.

Site Location

Disclaimer: We can only make recommendations based on the answers given in the questions.

If you cannot provide a postcode, the description of site location must be completed. Please provide the most accurate site description you can, to help locate the site - for example "field to the North of the Post Office".

Number	7
Suffix	
Property Name	
Address Line 1	Glebe Close
Address Line 2	
Address Line 3	West Sussex
Town/city	Southwick
Postcode	BN42 4TF

Description of site location must be completed if postcode is not known:

Easting (x)	Northing (y)
524563	105464

Description

Applicant Details

Name/Company

Title

Mr

First name

Ryan

Surname

Gaine

Company Name

Address

Address line 1

7 Glebe Close

Address line 2

Address line 3

Town/City

Southwick

County

Country

GB

Postcode

BN42 4TF

Are you an agent acting on behalf of the applicant?

- ☐ Yes
- ☒ No

Applicant Contact Details

Primary number

***** REDACTED *****

Secondary number

Fax number

Email address

***** REDACTED *****

Description of the Proposal

Please provide a description of the approved development as shown on the decision letter

Details of Development TWO STOREY DOUBLE PITCHED ROOF REAR EXTENSION. FIRST FLOOR PITCHED ROOF FRONT EXTENSION

Reference number

AWDM/1478/25

Date of decision (date must be pre-application submission)

13/02/2026

Please state the condition number(s) to which this application relates

Condition number(s)

1 and 5

Has the development already started?

- ☒ Yes
- ☐ No

If Yes, please state when the development was started (date must be pre-application submission)

02/03/2026

Has the development been completed?

- ☐ Yes
- ☒ No

Condition(s) - Variation/Removal

Please state why you wish the condition(s) to be removed or changed

Condition 05 states in the decision notice states that the bedroom window on the west elevation shall be obscure glazed and “top level opening only as shown on the approved plans”.

To comply with Building Regulations fire escape requirements, we are required to make a minor amendment to the approved window design so that the obscure glazed window is “side-hung” rather than “top-hung”. The neighbour window relationship document already approved on the planning portal is attached and will remain unchanged. The glazing specification, obscurity level, and overall window width will also remain unchanged.

We have already discussed the proposed changes with the neighbouring property affected by the original condition, and they have confirmed their agreement to the revised arrangement. Side hung.

If you wish the existing condition to be changed, please state how you wish the condition to be varied

Condition 1 " PROPOSED ELEVATIONS" will need updating to show the window change.

Condition 05 wording to change to "the bedroom window on the west elevation shall be obscure glazed and “Side hung opening only as shown on the approved plans to comply with building regulations fire safety requirements”.

Site Visit

Can the site be seen from a public road, public footpath, bridleway or other public land?

- ☒ Yes
☐ No

If the planning authority needs to make an appointment to carry out a site visit, whom should they contact?

- ☐ The agent
☒ The applicant
☐ Other person

Pre-application Advice

Has assistance or prior advice been sought from the local authority about this application?

- ☐ Yes
☒ No

Ownership Certificates and Agricultural Land Declaration

Certificates under Article 14 - Town and Country Planning (Development Management Procedure) (England) Order 2015 (as amended)

Please answer the following questions to determine which Certificate of Ownership you need to complete: A, B, C or D.

Is the applicant the sole owner of all the land to which this application relates; and has the applicant been the sole owner for more than 21 days?
E.g. All the land is owned by a single individual

- ☒ Yes
☐ No

Is any of the land to which the application relates part of an Agricultural Holding?

- ☐ Yes
☒ No

Certificate Of Ownership - Certificate A

I certify/The applicant certifies that on the day 21 days before the date of this application nobody except myself/ the applicant was the owner* of any part of the land or building to which the application relates, and that none of the land to which the application relates is, or is part of, an agricultural holding**

* "owner" is a person with a freehold interest or leasehold interest with at least 7 years left to run.

** "agricultural holding" has the meaning given by reference to the definition of “agricultural tenant” in section 65(8) of the Act.

NOTE: You should sign Certificate B, C or D, as appropriate, if you are the sole owner of the land or building to which the application relates but the land is, or is part of, an agricultural holding.

Person Role

- ☒ The Applicant
- ☐ The Agent

Title

Mr

First Name

Ryan

Surname

Gaine

Declaration Date

01/06/2026

☒ Declaration made

Declaration

I/We hereby apply for Removal/Variation of a condition as described in the questions answered, details provided, and the accompanying plans/drawings and additional information.

I/We confirm that, to the best of my/our knowledge, any facts stated are true and accurate and any opinions given are the genuine opinions of the person(s) giving them.

I/We also accept that, in accordance with the Planning Portal's terms and conditions:

- Once submitted, this information will be made available to the Local Planning Authority and, once validated by them, be published as part of a public register and on the authority's website;
- Our system will automatically generate and send you emails in regard to the submission of this application.

☒ I / We agree to the outlined declaration

Signed

Ryan Gaine

Date

01/06/2026