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 Approval of Details Reserved by Condition

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: 24

Suffix:

Property Name: The Place Drop In Centre

Address Line 1: Marine Place

Address Line 2: Worthing Central

Address Line 3: West Sussex

Town/city: Worthing

Postcode: BN11 3DN

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

Easting (x): 514995

Northing (y): 102529

Description:

Applicant Details

Name/Company

Title

-

First name

Emma

Surname

Davies

Company Name

Major Projects and Investment, Adur and Worthing Councils

Address

Address line 1

Worthing Town Hall

Address line 2

Address line 3

Town/City

Worthing

County

Country

UK

Postcode

BN11 1HA

Are you an agent acting on behalf of the applicant?

- ☑ Yes
- ○ No

Contact Details

Primary number

***** REDACTED ******

Secondary number

Fax number

Email address

***** REDACTED ******

Agent Details

Name/Company

Title

First name

Matt

Surname

Quine

Company Name

Cityzen

Address

Address line 1

Maritime House

Address line 2

Basin Road North

Address line 3

Town/City

Hove

County

Country

United Kingdom

Postcode

BN411WR

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

Conversion and alterations of existing building to provide 5no. residential apartments with associated works including access, landscaping and associated works and 2no. parking spaces The Place Drop In Centre 24 Marine Place Worthing West Sussex

Reference number

AWDM/1367/23

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

01/03/2024

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

Condition number(s)

Condition 2 - Car parking spaces
Condition 3 - Secure cycle parking

Has the development already started?

- [x] Yes
- [ ] No

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

21/10/2024

Has the development been completed?

- [ ] Yes
- [x] No

Part Discharge of Conditions

Are you seeking to discharge only part of a condition?

◯ Yes
⊘ No

Discharge of Conditions

Please provide a full description and/or list of the materials/details that are being submitted for approval

Condition 2 & 3 - Photographs showing the car parking and secure cycle store, Car Park & Cycle Store 1.jpg, Car Park & Cycle Store 2.jpg & Car Park & Cycle Store 3.jpg

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

If Yes, please complete the following information about the advice you were given (this will help the authority to deal with this application more efficiently):

Officer name:

Title

First Name

***** REDACTED ******

Surname

***** REDACTED ******

Reference

N/A

Date (must be pre-application submission)

23/09/2025

Details of the pre-application advice received

All looks in order but to get a formal response you should submit an application through the planning portal

Declaration

I/We hereby apply for Approval of details reserved by a condition (discharge) 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

Matt Quine

Date

24/09/2025