WORTHING BOROUGH COUNCIL

Mr Luke Carter
Lewis and Co Planning SE Ltd
Lewis & Co Planning
2 Port Hall Road
Brighton
BN1 5PD
United Kingdom

PLANNING PERMISSION

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

APPLICATION NUMBER: AWDM/0524/25

Details of Development
CHANGE OF USE OF PART GROUND FLOOR AND UPPER FLOORS FROM COMMERCIAL (CLASS E) TO FOUR SELF-CONTAINED RESIDENTIAL UNITS (USE CLASS C3) WITH SHOPFRONT ALTERATION

Location of Development
11 MONTAGUE PLACE WORTHING WEST SUSSEX BN11 3BG

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 28th April 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
08/10/2026

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
TRICKLE VENTILATOR BROCHURE		17.08.2026
ACOUSTIC VENTILATION ADDENDUM	1231.001A.1.0.NA	17.08.2026
MONTAGUE PLACE IMAGE		16.07.2026
LATEST DRAWING REGISTER		16.07.2026
LOCATION PLAN-BLOCK PLAN	A-01 REV A	16.07.2026
EXISTING/PROPOSED LOWERT GROUND FLOOR PLAN	A-02 REV A	16.07.2026
EXISTING/PROPOSED GROUND FLOOR PLAN	A-03 REV C	16.07.2026
EXISTING/PROPOSED FIRST FLOOR PLAN	A-04 REV D	16.07.2026
EXISTING/PROPOSED SECOND FLOOR PLAN	A-05 REV C	16.07.2026
EXISTING/PROPOSED THIRD FLOOR PLAN	A-06 REV D	16.07.2026
EXISTING/PROPOSED LOFT PLAN	A-07 REV D	16.07.2026
EXISTING AND PROPOSED EAST ELEVATIONS	A-08 REV C	16.07.2026
EXISTING AND PROPOSED WEST ELEVATIONS	A-09 REV C	16.07.2026
EXISTING AND PROPOSED NORTH ELEVATIONS	A-10 REV A	16.07.2026
EXISTING AND PROPOSED SOUTH ELEVATION	A-11 REV A	16.07.2026
EXISTING SECTION A-A	A-12 REV A	16.07.2026

Reference/Drawing Number	Version	Date Rec
EXISTING SECTION B-B	A-13 REV A	16.07.2026
PROPOSED SECTION A-A	A-14 REV A	16.07.2026
PROPOSED SECTION B-B	A-15 REV A	16.07.2026
EXISTING SHOP FRONT WINDOW	A-16 REV B	16.07.2026
PROPOSED EXTERNAL DOOR	A-17 REV C	16.07.2026
SECONDARY GLAZING DETAIL	A-18 REV A	16.07.2026
ACOUSTIC WALL VENTILATOR	A-19 REV A	16.07.2026
SPECIFICATION OF WORKS LOWER GROUND FLOOR/GF	A-20 REV A	16.07.2026
SPECIFICATION OF WORKS FIRST FLOOR PLAN	A-21 REV A	16.07.2026
SPECIFICATION OF WORKS SECIND FLOOR PLAN	A-22 REV A	16.07.2026
SPECIFICATION OF WORKS THIRD AND FOURTH FLOOR PLAN	A-23 REV A	16.07.2026
INTERNAL FIRE RESISTING DOORS SCHEDULE	A-25 REV A	16.07.2026
SPECIFICATION OF WORKS THIRD AND FOURTH FLOOR PLAN	A-23 REV B	18.08.2026
MECHANICAL VENTILATION STRATEGY & DETAILS	A-26 REV A	26.08.2026
SELECTAGLAZE SECONDARY GLAZING	SAMUEL LEWIS TRUST	23.10.2025
INSTALLATION GUID	SERIES 20 SLIMLINE	23.10.2025
SERIES 20 EXTENDED COVER VERTICAL SLIDING UNIT (Section	DS-222 ISSUE AA	23.10.2025
SELECTAGLAZE	THOMAS HOMES CASE STUDY	23.10.2025
SCHEDULE OF RETAINED HISTORIC FABRIC	January 2026	07.01.2026
FIRE STRATEGY REPORT	8th May 2026	12.05.2026
FLOOD RISK ADDENDUM P0426	28th April 2026	12.05.2026

Reference/Drawing Number	Version	Date Rec
FLOOD MANAGEMENT/EVACUATION PLAN P0425	28th April 2026	12.05.2026
PLANNING & DESIGN & ACCESS STATEMENT	Final 28/04/2025	28.04.2025
HERITAGE STATEMENT	Final 28/04/2025	28.04.2025
MARKETING REPORT	Tom Graves Property Agen	28.04.2025
FLOOD RISK ASSESSMENT APRIL 2025	16830/01/HOP/RPT/01	28.04.2025
ACOUSTIC REPORT	1232.001R.3.0.JP V2	26.08.2025
SURFACE WATER FLOOD MAPPING		23.06.2025
GLAZING DATASHEET	DS-222	26.08.2025

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. The development shall be in accordance with the details contained within the acoustic report and ventilation strategy and the development shall be completed in accordance with the approved details and retained in situ at all times.

Reason: *To safeguard the amenities of neighbouring and proposed residential occupiers and to comply with policies DM5 and DM22 of the Worthing Local Plan.*

04. No work for the implementation of the development hereby permitted shall take place except between the hours of 08.00 and 18.00 on Monday to Friday and between the hours of 08.00 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 nearby properties having regard to policy DM5 of the Worthing Local Plan 2023.*

05. No development shall take place, including any works of demolition, until a Construction Method Statement and Plan has been submitted to and approved in writing by the Local Planning Authority. The development shall be carried out in

accordance with the approved Method Statement and Plan and shall be adhered to throughout the construction period. The Statement and Plan shall provide for:-
(i) the method of access and routing of vehicles during construction
(ii) parking of vehicles of site operatives and visitors;
(iii) loading and unloading of plant and materials;
(iv) storage of plant and materials used in constructing the development;
(v) the erection and maintenance of security hoarding;
(vi) wheel-washing facilities;
(vii) measures to control the emission of dust and dirt during construction.

Reason: *In the interests of highway safety and amenity.*

06. The flats shall not be occupied until the associated facilities for storing refuse and waste, including for waste that can be recycled, have been provided in accordance with the approved plans. The bins and storage areas shall thereafter be retained for the lifetime of the development.

Reason: *In the interests of amenity.*

07. The development shall be carried out in accordance with the submitted flood risk assessment (ref P0426, 28th April 2026) and the following mitigation measures it details:
o All residential units shall be located on the upper ground floor or above with a minimum finished floor level of 6.23 mAOD. These mitigation measures shall be fully implemented prior to occupation and subsequently in accordance with the scheme's timing/phasing arrangements.

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.*

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. We have identified the site is adjacent to an area of surface water flood risk. A Flood Risk Emergency Plan has been created but we would advise that this is updated to include details of emergency supplies that should be kept by occupiers in preparation for flood events

03. 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

04. The window from the ground floor bedroom window in flat 1 on the proposed ground floor plans shall comply with escape window requirements, the revised plans have addressed the concerns previously identified

05. 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.

06. The area designated as 'study area/storage' to flat 1 on the proposed first floor plans shall not be used as a sleeping space

07. You are advised to ensure that the development works accord with the Party Wall Act 1996, which set out responsibilities for the undertaking of works at or close to the party wall of any neighbouring owner. Further information can be found at:

https://www.gov.uk/guidance/party-wall-etc-act-1996-guidance

Ref: AWDM/0524/25

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

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).