

Development Management – Delegated Officer Report

Application Number: AWD/0730/26 Recommendation: – APPROVE

Site: Flat 3 13 Heene Terrace Worthing West Sussex

Proposal: Replacement of 3no. front and 1 no. rear, timber box sash windows and surrounds for like-for-like, timber, single glazed box sash windows.

Application Number: AWD/0731/26 Recommendation: – GRANT CONSENT

Site: Flat 3 13 Heene Terrace Worthing West Sussex

Proposal: Listed Building Consent for Replacement of 3no. front and 1 no. rear, timber box sash windows and surrounds for like-for-like, timber, single glazed box sash windows.

Date of Site Visit: 30/06/2026.

Neighbours Checked: Y

Additional Neighbours Notified: N

Site and Surroundings

The site comprises a third-floor flat within a 5-storey, mid-terrace building (including a basement and attic accommodation) located opposite the seafront within the Marine Parade and Hinterland Conservation Area. The terrace is Grade II Listed, c.1865, and has render to the lower elevations and brick above with balconies at first floor, a slate roof with dormers (front and rear) to the attic floor with timber vertical sliding sash windows.

Proposal

Full planning permission and Listed Building consent is sought for the replacement of three front (south elevation) and one rear (north elevation), timber box sash windows and its surrounds for like-for-like timber, single-glazed box sash windows.

Relevant Planning History:

No relevant planning history.

Consultations

Conservation Officer

“This terrace was built in 1865 and was Grade II listed in 1975. So potentially over 100 years of changes. The glazing bar profiles may be the original type or a later

replacement. Internal photographs of the glazing bars and a drawing at 1:1 would clarify the situation here and help to ensure like for like replacements.”

Following receipt of the above, the Conservation Officer stated: *“The drawn detail for the glazing bars looks OK. The interior photograph is very useful. What is rather concerning is the current lack of any internal architrave to the box of the sash window, this detail appears on the drawings, but the photo shows no additional architrave, just a simple Torus type moulding on the edge of the sash box frame adjacent to the moving sashes. The alteration proposed would not be acceptable and the drawings should be redrawn to reflect an accurate survey.”*

The drawing details were then amended and received, to which the Conservation Officer responded to stating: *“No objections from my side anymore.”*

The Worthing Society

“This is a Grade II Listed Building within the Marine Parade and Hinterland Conservation Area. The use of timber materials will be consistent with the heritage status of the building, which is part of a Victorian terrace. The Society has no objection to this application.”

Neighbour Representations

None received.

Relevant Planning Policies:

Worthing Local Plan policies (WBC 2023): SP1, DM5, DM23, DM24
National Planning Policy Framework (MHCLG 2024)
National Planning Practice Guidance
SPG ‘Extending or Altering Your Home’ (WBC)
Marine Parade and Hinterland Conservation Area Appraisal

Planning Assessment:

The key considerations are the effects on the historic significance of the listed building and on the character and appearance of the Conservation Area.

There would be no adverse impacts on the amenities of neighbouring residential occupiers.

Firstly, Policy DM23 states that The Council will conserve and enhance the historic environment and character of Worthing, which includes historic areas, buildings, features and their settings.

Policy DM24 states that planning permission and/or Listed Building consent will only be granted provided that the appearance, significance, or historic character of the Listed Building is not adversely affected. The reinstatement or replication of original features such as windows or doors will be supported. Materials used must be consistent with those originally used or typical of the locality.

Paragraph 212 of the NPPF states when considering the impact of a proposed development on the significance of a designated heritage asset, great weight should be given to the asset's conservation. The more important the asset, the greater the weight should be. Significance can be harmed or lost through alteration or destruction of the heritage asset, or development within its setting.

The proposals are for like-for like timber single-glazed box sash window replacements of the existing three front (south elevation) and one rear (north elevation). As such, the proposed external alterations are sensitive to the important historic character of the building.

Following amendments to the initially received window details sections, the Council's Conservation Officer is now satisfied that the proposals will not impact the important architectural features and historic character of the listed building and will not detract from its historic significance.

There will be no adverse effects on the historic character or appearance of the Marine Parade and Hinterland Conservation Area.

Recommendation:

APPROVE AWDM/0730/26 subject to condition(s):-

1. Drawing Numbers
2. Standard time limit

GRANT CONSENT AWDM/0731/26 subject to condition(s):-

1. Drawing Numbers
2. Standard LBC time limit
3. Protect LB during construction
4. Make good damage

Informative

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.

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

Case Officer: Tom Westerman Date: 06/08/2026

Authorised by: Jo Morin Date: 06.08.2026