Expiry Date - 16/12/2025
Extension of Time – 22/12/25

# Development Management – Delegated Officer Report

**Application Number: AWDM/1335/25 Recommendation: – APPROVE**

**Site: 56 Shelley Road Worthing West Sussex**

**Proposal: Replacement windows to front, rear, and side (west) elevation**

**Date of Site Visit:** 04/11/25

**Neighbours Checked: Y**

**Additional Neighbours Notified: N**

**Site and Surroundings**

The site is located on a corner plot, to the north of Shelley Road and to the east of Shakespeare Road within a predominantly residential area of Worthing. The Winchester Road conservation area lies approximately 40m to the north of the site. The building is not listed. The building comprises a detached two storey building with accommodation in the roof, gables to the front and rear elevations and a central flat and hipped roof section. The elevations are finished in red brick with a tiled roof and timber sash windows throughout. The building is occupied as private residential flats.

The building is set back from the road behind a flint and brick wall and hard surface parking area to the frontage and patio areas to the rear. The building to the east is a two storey care home, to the south a two storey sheltered housing property, to the west a three storey block of flats and to the north a parking area and three storey block of flats.

**Proposal**

Planning permission is sought for replacement windows throughout the building to the ground and first floors. The existing UPVC windows at second floor would be retained.

The existing single glazed timber sash windows would be replaced with UPVC timber effect double glazed sash windows from the Rose Collection using either the Heritage or Ultimate range. The windows would be replaced with the following to match the existing windows:

Window type 1 – UPVC double glazed vertical sliding sash - 6 over 1
Window type 2 - UPVC double glazed vertical sliding sash - 6 over 6

Windows WG01, WG02, WG06, WG08, WG13 and WF22 are excluded from replacement due to their intricate fan design or other details. These windows will be retained and restored in situ.

**Relevant Planning History:**

00/00328/FULL - Proposed conversion of existing second floor flat into two no. residential units
**STATUS:** Conditional Consent 23rd May 2000.

07/0461/FULL - Erection of two storey side extension to provide 3 additional self contained flats (2 x one bed and 1 x two bed)
**STATUS:** Conditional Consent 27th June 2007.

07/0995/FULL - Amendment to application No. WB/07/0461/FULL for the erection of 2 storey side extension to provide 3 additional self-contained flats (2 x one bed and 1 x two bed) to include additional single storey rear extension.
**STATUS:** Conditional Consent 1st October 2007.

08/0524/FULL - Proposed new windows to rear elevation only and removal of existing fire escape.
**STATUS:** Conditional Consent 30th July 2008.

AWDM/1619/23 - Installation of replacement timber windows to UPVC windows to ground and first floor South and West elevations.
**STATUS:** Application Refused 19th January 2024.

**Consultations**

None required

**Neighbour Representations**

2 representations received from occupiers of the flats in support of the application:

- *As residents of 56 Shelley Road, we're thrilled to hear of the proposal to update the windows. With the heightened cost of living, energy bills high and the cold winter months, having appropriate windows will support a more comfortable living. The windows are also not in good shape, and so an update is needed. We look forward to seeing this pushed on.*

- *It's out first winter in the flat and you can feel the cold air blowing through the frames. Even with the heating on full it's hard to get the flat warm. Our energy bill is already double what they suggest for a flat of this size. A cost reduction on our energy bill would make a big difference to our financial situation and waste a lot less energy.*

**Relevant Planning Policies:**

Worthing Local Plan policies (WBC 2023): SP1, DM5
National Planning Policy Framework (MHCLG 2024)
National Planning Practice Guidance
SPG ‘Extending or Altering Your Home’ (WBC)

**Planning Assessment**:

There is no objection in principle to extensions and alterations to residential dwellings within the built-up area. The key considerations are the effects on the visual and residential amenities of the locality.

***Background***

The previous application AWDM/1619/23 was refused for the following reason:

*The proposed replacement of the original timber windows with UPVC would, by reason of their design, material, glazing pattern and frame proportions undermine the architectural integrity of the building and represent a poor quality design that fails to replicate the existing windows or preserve the character of the building, having a significant and harmful impact on the visual amenities of the locality and failing to enhance the local environment. The proposal is therefore contrary to Policy DM5 of the Worthing Local Plan, Supplementary Planning Guidance 'Extending or altering your home' and the policies of the revised National Planning Policy Framework.*

The proposed replacement UPVC windows for the refused application were very poor examples that failed to replicate the intricate design, glazing patterns, frame thickness or architectural integrity of the existing windows.

***Visual Amenity***

The street scene is varied with a mix of traditional and more modern buildings, generally two to three storeys high and occupied as flats, care homes or sheltered housing. It is noted that in some cases where properties have installed UPVC replacement windows this has detrimentally affected the appearance of those buildings. Those that have retained the timber sash windows have preserved the character of these buildings, contributing positively to the street scene.

The application building is an attractive feature in the street scene that has retained its character through the preservation of the original timber sash windows throughout (other than at loft level). Windows within this building are generally timber sliding sashes with either a 6 over 1 or 6 over 6 glazing pattern. There are also several windows that differ from these including two particularly ornate fan design windows to the frontage, one that was original and one that was accurately replicated on the approved extension, another to the rear, an arched head window to the front, a bay window to the side and a single pane window to the rear. These windows are not included within the scheme of replacement and will be retained and restored in situ, ensuring the preservation of these architectural details.

The sash windows proposed for replacement in UPVC are of significantly better quality than the previous replacements refused under AWDM/1619/23 and would accurately replicate the existing windows in terms of frame proportions, glazing pattern, sash horns and details. The proposed windows are from the ‘Rose Collection’ in the ‘Heritage’ or ‘Ultimate’ range, which are high quality windows specifically designed to reflect the appearance of traditional timber sash windows.

Although timber would always be preferred over UPVC as a material, it is noted that the property is not listed and is not in a conservation area and together with the

significantly improved design of the proposed replacements and retention of the feature windows, the proposal is considered acceptable and overcomes the reasons for refusal of the previous application.

***Residential Amenity***

There are no additional or enlarged openings resulting from this application. Other than for some minor inconvenience during the fitting of replacement windows, the proposal would not have any detrimental impact on the residential amenities of neighbours.

The proposed windows would significantly enhance energy efficiency and greatly improve the thermal capacity of the property, enhancing the living conditions for the occupants and resulting in a sustainable development.

**Recommendation:**

**APPROVE** subject to condition(s):-

1. Drawing Numbers
2. Standard time limit
3. The uPVC window replacements hereby permitted, shall consist of 'The Rose Collection - Heritage or Ultimate range' white vertical sliding sashes as shown on the proposed plans unless otherwise agreed in writing with the Local Planning Authority. The window replacements exclude windows labelled WG01, WG02, WG06, WG08, WG13 and WF22 which are to be retained as existing and restored in situ.
Reason: For the avoidance of doubt and in the interests of visual amenity, having regard to policy DM5 of the Worthing Local Plan.

**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**

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| Case Officer: | Amanda Haslett | Date: 22/12/25 |
| Authorised by: | Jo Morin | Date: 22.12.2025 |