Expiry Date - 15/11/2024

Development Control – Delegated Officer Report

Application Number: AWDM/1091/24 **Recommendation – APPROVE**

Site: **Religious Society Of Friends Worthing Friends Meeting House Mill Road Worthing**

Proposal: **Insulation and new finish to flat roof, ramped access to rear kitchen door and replacement fenestration**

Date of site visit: 30/10/24

Neighbours checked: Y

Additional neighbour notifications: N

Site and Surroundings

The site is located to the north side of Mill Road, tucked behind 34 Mill Road (a converted house occupied as flats) and set back about 33m from the pavement. The building is occupied as a meeting place, community facility for the Quakers. The building is within the Mill Road Conservation Area and identified as a positive contributor. It is not a listed building but the Meeting House building, as well as No.34, are identified as Local Interest Buildings. The building is two storey with brick and render/pebbledash elevations, mock Tudor detail to the front gable and Crittall windows. The building has been extended previously at ground floor with a flat roof, front and side extension with a glazed entrance and UPVC windows and doors. There is a large garden to the rear of the building.

Access to the building is via a tarmacked drive to the side of No.34. There is some parking to the front of the Meeting House. There are no protected trees on site.

Proposal

Planning permission is sought for replacement windows and doors, ramped access to the rear and new insulation and finish to the flat roof extensions.

The original metal framed single glazed windows to the upper floors would be replaced with Conservation 39mm slimline aluminium double glazed windows from *The Heritage Window Company*. The frames would be powder coated in white and fitted within the existing main timber frames. The replacement windows would have 19mm profiled '*Kensington'* glazing bars to the exterior and '*Fenestra'* flat glazing bars to the interior. Ironmongery would match the existing and openings would reflect the existing windows.

The main frame would be the same thickness as existing, as would the glazing bars at 19mm but the inner frames would be thicker for both fixed and opening frames.

At ground floor, windows would be replaced with Velfac V200E or Rationel Auraplus wood/aluminium windows and doors would be replaced with Velfac Ribo or Rationel Auraplus wood/aluminium doors.

Two metal windows to the west side elevation would be replaced with aluminium/wood frames finished in white with clear glazing and trickle vents. The double doors to this elevation would be replaced with a window to match and brickwork infill.

The multi-pane kitchen window to the rear elevation would be replaced with a clear glazed window, as would the side window to the east. The rear kitchen door would be replaced with a triple glazed door in white.

The remaining windows and doors across the extensions would be replaced with windows and doors of similar design, all finished in white.

An access ramp of 1500mm wide x 3000mm long would be constructed to the rear of the building, into the kitchen. The ramp would have a 1:20 gradient constructed from concrete with a brick kerb.

The existing flat roofs would be insulated with 200mm PIR insulation and a GRP finish.

The application has been amended to remove a fanlight window to the front second floor window, amend openings to the west side windows and provide clarification of glazing bar details.

Relevant Planning History:

PREAPP/0796/18 and PREAPP/0940/17 for external changes and improvements – Advice given

'If the proposed replacement windows (upper floors) without the glazing bars were submitted as an application, we would ask for further information as discussed on site, showing details of each individual window, showing the dimensions of the frames for both the existing and proposed windows, to enable a proper comparison to be made. However, I would advise that we would not look favourably on plain windows on the front elevation to replace the two large Crittall windows as previously advised, and therefore, it is likely that an application along those lines would be refused.'

'The design and proportions of the original windows should be replicated, including the glazing bars, which contribute to the character and appearance of the building. The two front windows at first and second floor level in particular are an important feature of the building and are quite clearly visible from Mill Road despite the set back position of the building. I would therefore advise that we would wish to see replacement metal windows which replicate the design and proportions of the existing windows as closely as possible. I understand that Crittall, as well as various other companies, still make such windows. On the sides and rear of the building there may be more flexibility to allow

something that differs from the existing Crittall windows, given that these windows are not as visible within the Conservation Area (although the western roof slope and parts of the upper level windows are visible from West Avenue). In these cases, powder-coated aluminium windows may be a possibility although we would need to see details of the proposed windows before commenting any further.'

Consultations:

None required

Representations:

None received

Relevant Planning Policies

Worthing Local Plan policies (WBC 2023): SP1, DM5, DM8, DM24
National Planning Policy Framework (DLUHC 2023)
National Planning Practice Guidance
Mill Lane Conservation Area Appraisal

Planning Assessment

There is no objection in principle to improvements and alterations to community facilities within the built-up area. The key considerations are the effects on the character of the conservation area and the visual and residential amenities of the locality.

Visual Amenity and Conservation Area

The Mill Road Conservation Area Appraisal states:

'Mill Road Conservation Area is regarded as containing perhaps the best examples of Edwardian houses forming a group in Worthing. The buildings are all large and include a variety of typical Edwardian features. Many more examples of Edwardian buildings along Mill Road have been redeveloped so constraining the size of the Conservation Area.

Many of the properties within the Conservation Area are large Edwardian houses, mostly detached, although some are semi-detached. Several dwellings have other, smaller buildings in their grounds, or adjacent, which are now used as separate, self-contained units.

The characteristic building materials and detailing are more apparent, and more consistent on those dwellings on the north side of Mill Road. These buildings have a strong group value.'

The appraisal identifies the following enhancement opportunities:

'Original/traditional fenestration and doors should be retained. Necessary replacement should match the traditional design and materials in general, this would be: for windows - white painted timber sash framing with a plain lower section; for doors - painted, panelled timber). Re-roofing - only when necessary using red tiles to match existing.'

The existing building has a mix of windows, including traditional Crittall multi-pane casement windows set within timber frames to the upper floors and timber or UPVC casement windows and doors at ground floor. Some original windows at ground floor level have been previously modified or replaced.

The replacement windows are required to increase the thermal efficiency of the building and to reduce heating costs.

The upper floor replacement windows would be slimline double glazed units in aluminium and would replicate the existing Crittall windows as closely as possible. The window proportions (including outer frame and mullions), glazing bar division (including width of glazing bar) and casement openings would match those of the existing units however the inner frames and opening windows would be thicker in some places. A fanlight opening to the front second floor window has also been removed, as due to its small size the thicker frames would have been more noticeable than for the larger openings.

The building is set back over 33m from the pavement edge and the elevations are mainly screened by the building at 34 Mill Road, located in front of the application property. The most visible windows, when viewed from the road are those to the front elevation, although these are also partly obscured. Views of the rear first floor window are also possible from West Avenue at a distance of approximately 40m.

The proposed windows are considered to match the important features of the existing upper floor windows being metal frames, of the same design and similar proportions and the differences between frame sizes would not be apparent from long distance views and would not appear overly heavy in close up views. The proposals would respect the local interest status of the building and would preserve the special features of the building and the character of the conservation area whilst significantly enhancing the thermal efficiency and sustainability of the building, ensuring its long term protection and maintenance.

The window alterations at ground floor level are mainly either to previously modified openings or non-original parts of the building and are acceptable. Where traditional windows still exist at ground floor (west side and a small east window), these are only visible within the site itself and their replacement with double/triple glazed units would not adversely affect the character of the building or the conservation area setting.

The proposals are consistent with the advice given by officers at pre-application stage.

The proposed ramp to the rear would not be visible outside the site and would have no adverse impact on its surroundings. The ramp is small in scale and would not detract from the character of the property.

The proposed addition of insulation to the flat roof extensions to the building would result in a minimal increase in height of these extensions of about 200mm with a new GRP roof covering. The addition of insulation would not emphasize these existing extensions and would not result in harm to the special interest of the building or the surrounding conservation area. As is the case for the replacement windows, these works would enhance the thermal efficiency of the building.

The works proposed by this application would not detract from the special features of the building or detract from the character of the conservation area. There would be no significant harm to the visual amenities of the locality.

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 enhance energy efficiency and greatly improve the thermal efficiency of the property, enhancing the comfort of the building for the occupants and resulting in a sustainable development.

There addition of a ramp to the rear and insulation to the flat roof extensions would not adversely affect neighbours.

Recommendation

APPROVE subject to Conditions:-

1. Drawing Numbers
2. Standard time limit
3. Windows – upper floors –Conservation slimline aluminium, painted white
4. Windows/doors – ground floor Velfac V200E, Velfac Ribo or Rationel Auraplus

Informative

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.

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

Case Officer:	Amanda Haslett	Date:	17/12/24
Authorised by:	Jo Morin	Date:	17.12.2024