Expiry Date - 18/12/2025
Extension of time – 20/02/2026

Development Control – Delegated Officer Report

Application Number: AWDM/1273/25 **Recommendation – REFUSE**

Site: 26A North Street, Worthing, West Sussex

Proposal: Change of some rear elevation windows from obscured to regular glass (retrospective).

Date of site visit: 19/12/2025

Neighbours checked: Y

Additional neighbour notifications: Y, address corrected to 26A North St

Site and Surroundings

The site is located on the southern side of North St. The application site contains a two and a half storey building in residential use. The building is located to the south of the commercial buildings fronting North St.

To the south of the site is a terrace of four two-storey flint houses, Elliotts Cottages.

Proposal

Retrospective consent is sought for the change from obscure glass to clear glass in some of the south facing windows.

Relevant Planning History:

02/01335/FULL: Change of use of premises to 4 x two bedroom self-contained flats with alterations and extension to increase height of existing roof. Permitted

03/00273/FULL: Formation of two flats in approved roof space with the addition of roof lights and dormer windows. Permitted

AWEN/0184/25 – Change of windows to clear glass. Open

Consultations:

None

Representations

Three objections were received on the grounds of:

- The recent change to clear-glass windows has removed that protection. The property was renovated over the summer into a House in Multiple Occupation (HMO) with at least 8 rooms overlooking my property, and now clear-glass windows sit directly on my boundary, creating an unacceptable level of intrusion
- The room in my property that is overlooked is one of only two rooms on the ground floor - meaning 50% of my living space is directly affected. It is also north-facing, so to protect my privacy I would be forced to obscure my own windows, causing a significant loss of natural light. The change from obscured to clear-glass windows has already caused a serious loss of privacy, and because the affected room is half of my ground floor living space, I am forced to choose between being overlooked or obscuring my own windows and losing natural light - this significantly reduces the reasonable enjoyment and amenity of my home. In addition, the overlooking reduces my ability to enjoy my front garden, as I no longer feel the same level of privacy when using this outdoor space.
- Cumulative Impact of HMO Use: The intensified use of the building as an HMO increases the number of occupants overlooking neighbouring properties. The installation of clear-glass windows has worsened this impact, creating an unreasonable level of intrusion and harm to neighbouring amenity.
- There are real safety considerations here which are affected by having clear glass
- When the building was first converted from Offices to Flats, obscure glass was a planning requirement for the development to be passed because of privacy issues. Those issues have not gone away, with absolutely no changes to distance, location and use. The residents of Elliots Cottages should not be subject to a loss of privacy as it was the developers decision to purchase the development, for residential use, knowing all windows at the back of the development were obscured for a reason.

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

The main issue is whether the replacement of the obscure glazing within some windows with clear glass will adversely affect the amenity of the residents at Elliots Cottages.

When the change of use to residential was permitted the application (02/01335/FULL) included the following condition:

4. The windows hereby approved in the south elevation of the building shall be permanently fitted with obscure glass. The windows shall be designed in accordance with the details shown on the deposited plan to include fixed lower panes and tophung opening fanlights. Such design shall not subsequently be altered except with the prior written permission of the Local Planning Authority.

Reason: To protect the amenities and privacy of the occupiers of the neighbouring dwellings to the south.

Small HMOs are now present on site. No assessment is made of their lawfulness, and they fall outside of the scope of the application. It is noted here to indicate that each of the now 13 rooms facing to the south on both the lower ground and first floors has at least one clear glazed window.

Elliott's Cottages are located immediately to the south of the site. The front elevations of these houses with windows facing north are within 8 to 10 metres of the rear elevation of the application site where the windows have been changed. There has been no change since the 2002 application that would mean that the condition on the previous application was no longer necessary.

It is clear from the site visit that the change to clear glazing in some of the windows has increased the overlooking of these properties resulting in an unacceptable loss of privacy and therefore amenity for these residents. The application is recommended for refusal on this basis.

Recommendation

REFUSE for the reason:-

The proposed development by reason of the replacement of the obscure glazing with clear glazing causes overlooking and loss of privacy detrimental to the amenity of residents at 1-4 Elliots Cottages contrary to policy DM5 of the Worthing Local Plan and paragraph 135 of the NPPF.

Informative

1. Refused following discussion

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

Case Officer: Louise Prew Date: 18/02/2026

Authorised by: Jo Morin Date: 18.02.2026