Planning Services, Adur & Worthing Councils

Portland House,
44 Richmond Road,
Worthing,
West Sussex,
BN11 1HS

Tel : 01903 221065
websites : www.adur.gov.uk or www.worthing.gov.uk
e-mail : planning@adur-worthing.gov.uk

Application for Listed Building Consent for alterations, extension or demolition of a listed building

Planning (Listed Buildings and Conservation Areas Act) 1990 (as amended)

Publication of applications on planning authority websites

Please note that the information provided on this application form and in supporting documents may be published on the Authority's website. If you require any further clarification, please contact the Authority's planning department.

Site Location

Disclaimer: We can only make recommendations based on the answers given in the questions.

If you cannot provide a postcode, the description of site location must be completed. Please provide the most accurate site description you can, to help locate the site - for example "field to the North of the Post Office".

Number

Suffix

Property Name

4 Shoreham Court

Address Line 1

The Close

Address Line 2

Address Line 3

West Sussex

Town/city

Shoreham-by-sea

Postcode

BN43 5AR

Description of site location must be completed if postcode is not known:

Easting (x)

521589

Northing (y)

105707

Description

Applicant Details

Name/Company

Title

Mr

First name

A

Surname

Levey

Company Name

Address

Address line 1

10

Address line 2

The Close

Address line 3

Town/City

Shoreham By Sea

County

Country

West Sussex

Postcode

BN43 5AH

Are you an agent acting on behalf of the applicant?

- [x] Yes
- [ ] No

Contact Details

Primary number

Secondary number

Fax number

Email address

Agent Details

Name/Company

Title

Ms

First name

Cath

Surname

Prenton

Company Name

Bree Prenton Property Consultants

Address

Address line 1

22

Address line 2

Beaconsfield Road

Address line 3

Town/City

Brighton

County

Country

Postcode

BN1 4QH

Contact Details

Primary number

***** REDACTED ******

Secondary number

Fax number

Email address

***** REDACTED ******

Description of Proposed Works

Please describe the proposals to alter, extend or demolish the listed building(s)

Partially retrospective application for removal of walls to mezzanine and lobby, removal of space saver staircase, retention of mezzanine balustrade and installation of fire rated pocket door.

Has the development or work already been started without consent?

- [x] Yes
- [ ] No

If Yes, please state when the development or work was started (date must be pre-application submission)

31/01/2023

Has the development or work already been completed without consent?

- [x] Yes
- [ ] No

If Yes, please state when the development or work was completed (date must be pre-application submission)

07/07/2023

Listed Building Grading

What is the grading of the listed building (as stated in the list of Buildings of Special Architectural or Historical Interest)?

- [ ] Don't know
- [ ] Grade I
- [ ] Grade II*
- [x] Grade II

Is it an ecclesiastical building?

- [ ] Don't know
- [ ] Yes
- [x] No

Demolition of Listed Building

Does the proposal include the partial or total demolition of a listed building?

◯ Yes
⊘ No

Related Proposals

Are there any current applications, previous proposals or demolitions for the site?

◯ Yes
⊘ No

Immunity from Listing

Has a Certificate of Immunity from Listing been sought in respect of this building?

◯ Yes
⊘ No

Listed Building Alterations

Do the proposed works include alterations to a listed building?

⊘ Yes
◯ No

If Yes, do the proposed works include

a) works to the interior of the building?

⊘ Yes
◯ No

b) works to the exterior of the building?

◯ Yes
⊘ No

c) works to any structure or object fixed to the property (or buildings within its curtilage) internally or externally?

◯ Yes
⊘ No

d) stripping out of any internal wall, ceiling or floor finishes (e.g. plaster, floorboards)?

⊘ Yes
◯ No

If the answer to any of these questions is Yes, please provide plans, drawings and photographs sufficient to identify the location, extent and character of the items to be removed. Also include the proposal for their replacement, including any new means of structural support, and state references for the plan(s)/drawing(s).

11025-001 Site loaction & block plans
11025-002 Original plans & sections
11025-003 Existing plans & sections
11025-005 Propsoed plans & sections
Appendix; Photographs
11025-006 Heritage Statement
11025-007 PDAS

Materials

Does the proposed development require any materials to be used?

- [x] Yes
- [ ] No

Please provide a description of existing and proposed materials and finishes to be used (including type, colour and name for each material) demolition excluded

Type:
Internal walls

Existing materials and finishes:
Timber stud, plasterboard & skim

Proposed materials and finishes:
N/A

Type:
Internal doors

Existing materials and finishes:
Painted timber

Proposed materials and finishes:
Fire rated pocket door- white painted timber

Type:
Other

Other (please specify):
Space saver staircase

Existing materials and finishes:
Timber & powder coated steel

Proposed materials and finishes:
N/A

Type:
Other

Other (please specify):
Balustrade

Existing materials and finishes:
Timber & powder coated steel

Proposed materials and finishes:
Timber & powder coated steel

Are you supplying additional information on submitted plans, drawings or a design and access statement?

- [x] Yes
- [ ] No

If Yes, please state references for the plans, drawings and/or design and access statement

11025-001 Site loaction & block plans
11025-002 Original plans & sections
11025-003 Existing plans & sections
11025-005 Propsoed plans & sections
Appendix; Photographs
11025-006 Heritage Statement
11025-007 PDAS

Neighbour and Community Consultation

Have you consulted your neighbours or the local community about the proposal?

◯ Yes
⊘ No

Site Visit

Can the site be seen from a public road, public footpath, bridleway or other public land?

◯ Yes
⊘ No

If the planning authority needs to make an appointment to carry out a site visit, whom should they contact?

⊘ The agent
◯ The applicant
◯ Other person

Pre-application Advice

Has assistance or prior advice been sought from the local authority about this application?

⊘ Yes
◯ No

If Yes, please complete the following information about the advice you were given (this will help the authority to deal with this application more efficiently):

Officer name:

Title

***** REDACTED ******

First Name

***** REDACTED ******

Surname

***** REDACTED ******

Reference

AWEN/0064/25

Date (must be pre-application submission)

30/04/2025

Details of the pre-application advice received

Works carried out without LBC requiring regularisation

Authority Employee/Member

With respect to the Authority, is the applicant and/or agent one of the following:
(a) a member of staff
(b) an elected member
(c) related to a member of staff
(d) related to an elected member

It is an important principle of decision-making that the process is open and transparent.

For the purposes of this question, "related to" means related, by birth or otherwise, closely enough that a fair-minded and informed observer, having considered the facts, would conclude that there was bias on the part of the decision-maker in the Local Planning Authority.

Do any of the above statements apply?

◯ Yes
⊘ No

Ownership Certificates

Certificates under Regulation 6 - Planning (Listed Buildings and Conservation Areas) Regulations 1990

Please answer the following questions to determine which Certificate of Ownership you need to complete: A, B, C or D.

Is the applicant the sole owner of **all** the land to which this application relates; **and** has the applicant been the sole owner for more than 21 days?

◯ Yes
⊘ No

If No, can you give appropriate notice to all the other owners?

⊘ Yes
◯ No

Certificate Of Ownership - Certificate B

I certify/The applicant certifies that I have/the applicant has given the requisite notice to everyone else (as listed below) who, on the day 21 days before the date of this application, was the owner (owner is a person with a freehold interest or leasehold interest with at least 7 years left to run) of any part of the land or building to which this application relates.

Owner

Name of Owner:
***** REDACTED ******

House name:
Flat 1 Shoreham Court

Number:
15

Suffix:

Address line 1:
Franklands Close

Address Line 2:

Town/City:
Worthing

Postcode:
BN14 0BD

Date notice served (DD/MM/YYYY):
30/06/2025

Person Family Name:

Name of Owner:
***** REDACTED ******

House name:

Number:
2

Suffix:

Address line 1:
Shoreham Court

Address Line 2:
The Close

Town/City:
Shoreham By Sea

Postcode:
BN43 5AR

Date notice served (DD/MM/YYYY):
30/06/2025

Person Family Name:

Name of Owner:
***** REDACTED ******

House name:
3 Shoreham Court

Number:

Suffix:

Address line 1:
50B Phyllis Avenue

Address Line 2:

Town/City:
Peacehaven

Postcode:

BN10 7PW

Date notice served (DD/MM/YYYY):
30/06/2025

Person Family Name:

Name of Owner:
***** REDACTED ******

House name:

Number:
5

Suffix:

Address line 1:
Shoreham Court

Address Line 2:
The Close

Town/City:
Shoreham By Sea

Postcode:
BN43 5AR

Date notice served (DD/MM/YYYY):
30/06/2025

Person Family Name:

Name of Owner:
***** REDACTED ******

House name:

Number:
6

Suffix:

Address line 1:
Shoreham Court

Address Line 2:
The Close

Town/City:
Shoreham By Sea

Postcode:
BN43 5AR

Date notice served (DD/MM/YYYY):
30/06/2025

Person Family Name:

Name of Owner:
***** REDACTED ******

House name:

Number:
7

Suffix:

Address line 1:
Shoreham Court

Address Line 2:
The Close

Town/City:
Shoreham By Sea

Postcode:
BN43 5AR

Date notice served (DD/MM/YYYY):
30/06/2025

Person Family Name:

Name of Owner:
***** REDACTED ******

House name:

Number:
8

Suffix:

Address line 1:
Shoreham Court

Address Line 2:
The Close

Town/City:
Shoreham By Sea

Postcode:
BN43 5AR

Date notice served (DD/MM/YYYY):
30/06/2025

Person Family Name:

Name of Owner:
***** REDACTED ******

House name:
9 Shoreham Court

Number:

Suffix:

Address line 1:
Honey House, Green Road

Address Line 2:
Wivelsfield Green

Town/City:
Haywards Heath

Postcode:
RH17 7QD

Date notice served (DD/MM/YYYY):
30/06/2025

Person Family Name:

Name of Owner:
***** REDACTED ******

House name:

Number:
10

Suffix:

Address line 1:
Shoreham Court

Address Line 2:
The Close

Town/City:
Shoreham By Sea

Postcode:
BN43 5AR

Date notice served (DD/MM/YYYY):
30/06/2025

Person Family Name:

Name of Owner:
***** REDACTED ******

House name:
Freeholder

Number:
23

Suffix:

Address line 1:
Hollymeoak Road

Address Line 2:

Town/City:
Coulsdon

Postcode:
CR5 3QA

Date notice served (DD/MM/YYYY):
30/06/2025

Person Family Name:

Person Role

◯ The Applicant
⊘ The Agent

Title

Ms

First Name

Cath

Surname

Prenton

Declaration Date

30/06/2025

☑ Declaration made

Declaration

I/We hereby apply for Listed building consent as described in the questions answered, details provided, and the accompanying plans/drawings and additional information.
I/We confirm that, to the best of my/our knowledge, any facts stated are true and accurate and any opinions given are the genuine opinions of the person(s) giving them.
I/We also accept that, in accordance with the Planning Portal's terms and conditions:
- Once submitted, this information will be made available to the Local Planning Authority and, once validated by them, be published as part of a public register and on the authority's website;
- Our system will automatically generate and send you emails in regard to the submission of this application.

☑ I / We agree to the outlined declaration

Signed

Cath Prenton

Date

30/06/2025