

8 – 9 south Street
Worthing
BN11 3AL

Planning Application

October 2025



Heritage and Design & Access Statement in support of Planning Application for 8-9 South Street, Worthing, BN11 3AL

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Image 1: Front Elevation facing South Street

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1.0 Introduction

- 1.1 This report has been prepared in support of a full Planning Application to Adur & Worthing Borough Council for the following proposal: Permitted change of use to first and second floor to create 2no two-bedroom flats, replacement of existing windows to front and rear elevations, creation of new windows to rear elevation and reconfiguration of the existing shop front, to 8-9 South Street, Worthing, BN11 3AL.
- 1.2 This statement forms the heritage and design & access statement which describes the site and its surroundings, the proposal in detail and how it responds to its context.
- 1.3 This Planning Statement should be read in conjunction with the planning application and the submitted drawings, including location plan, block plan, floor plans, sections, elevations.
- 1.4 This building is not listed, but it is located within the South Street Conservation Area of Worthing Borough.
- 1.5 Reference should be made to the following Submission Drawings:
 - 25015 SK21 - Location and Block Plan as Existing
 - 25015 SK22 - Site Plan as Existing
 - 25015 SK23 - Ground Floor Plan as Existing
 - 25015 SK24 - First and Second Floor Plans as Existing
 - 25015 SK25 - Roof Plan as Existing
 - 25015 SK26 - Elevations as Existing
 - 25015 SK27 - Location and Block Plan as Proposed
 - 25015 SK28 - Site Plan as Proposed
 - 25015 SK29 - Ground Floor Plan as Proposed
 - 25015 SK30A - First and Second Floor Plans as Proposed
 - 25015 SK31A - Roof Plan as Proposed
 - 25015 SK32A - Elevations as Proposed
 - 25015 SK33A - Door and window details – Sheet 1 of 3
 - 25015 SK34 - Door and window details – Sheet 2 of 3
 - 25015 SK34 - Door and window details – Sheet 3 of 3

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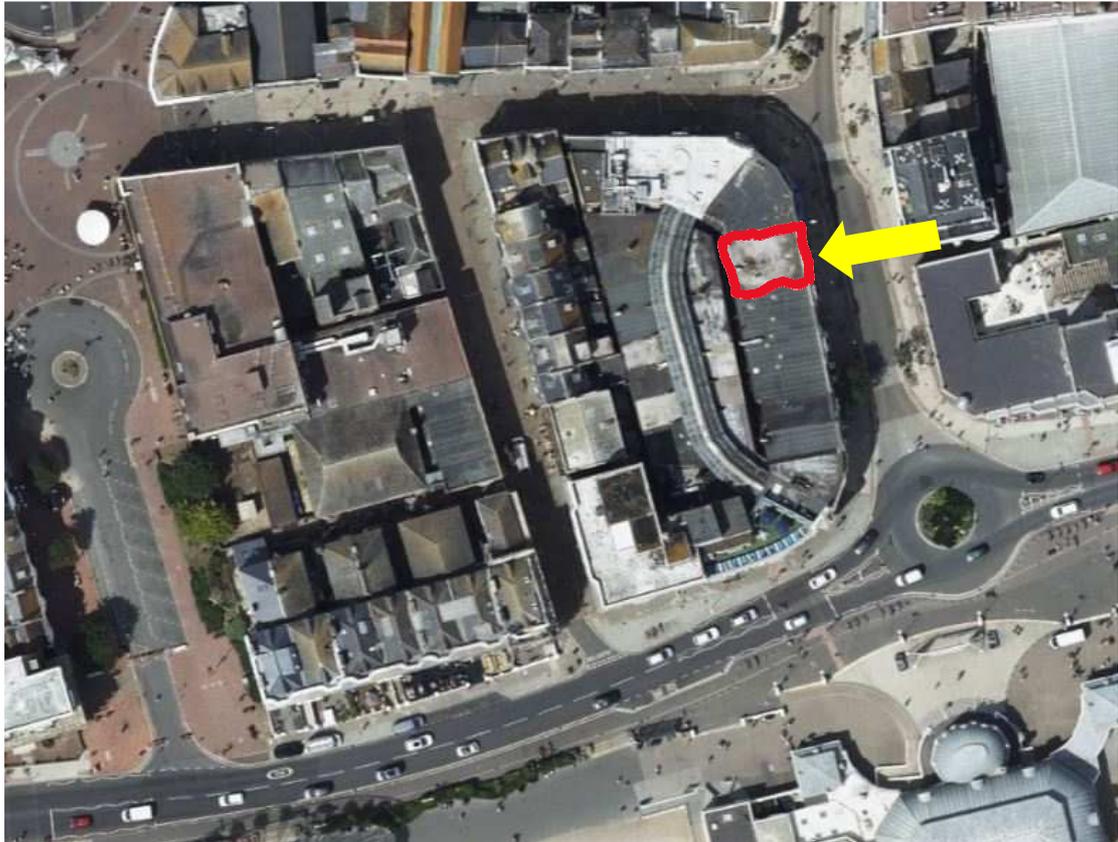


Image 2 – Google satellite view showing the Location of 8-9 South Street in relation to the surrounding area.

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2.0 The site

- 2.1 The building is located to the west side of the southern end of South Street, it is bounded by South Street to the East side, adjoined by 7 South Street to the south side and 10 South Street to the north side, and bounded by a service alley to the rear.
- 2.2 The existing building consists of ground floor retail space (Class E), with staff kitchenette, staff WC and access WC. The two upper floors are currently derelict previously used as offices and storage space, ancillary to the ground floor space.
- 2.3 The front elevation to the east side (see Image 1) faces onto South Street and features a glazed shop front at ground floor level. The façade at first and second floor features a classic frontage with three ornated pilasters, a large Crittall style steel window with cast iron decorative reliefs, a two-storey bow window with Crittall style steel windows and it is surmounted by a rendered parapet.
- 2.4 The rear elevation to the west side of the building faces a service alley with no public access. The Elevation is fully rendered and presents an irregular mixture of timber sliding sash windows and timber casement windows. A window on the second floor is blocked up from the inside and an opening on the first floor is fitted with wooden panels for air vents. There is a timber door that serves the ground floor space as access to the service alley and as fire emergency exit.



Image 3: the Crittall style window with decorative reliefs facing South Street

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Image 4: the bow window with Crittall style windows facing South Street

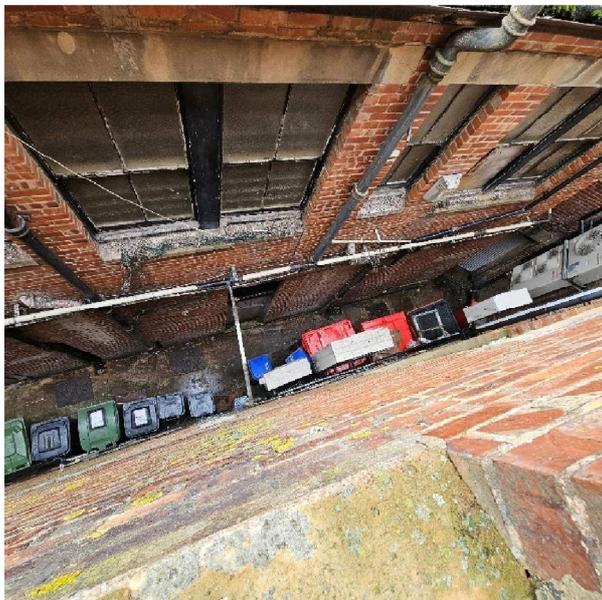


Image 5: the alley to the west side of the building is currently used as location for refuse storage

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3.0 Heritage Context

- 3.1 The application building is in a prominent position in the town centre on the east side of the Royal Arcade building, within the South Street Conservation Area of Worthing Borough. The building is not listed, and the nearest listed buildings are the Grade II buildings of 4-8 Bath Place, which are in Bath Place, to the east side of the Royal Arcade. The historic environment has been fully considered in this proposal.
- 3.2 The building was originally built in 1925 as part of the Royal Arcade development.
- 3.3 The building lies to the west side of the southern end of South Street, within the South Street Conservation Area of Worthing Borough. With specific reference to the southern part of South Street, the Conservation Area Appraisal states: "... *South Street progressively narrows towards the seafront which enhances the strong sense of enclosure. The kink in the line of the street is significant for creating changing views of the street scene along South Street.*"
- The Appraisal also refers to the following architectural and townscape elements to be preserved: "*Interesting and attractive buildings individually and in townscape terms...*" and "*a variety of original architectural detailing which is evident on many period properties, including string courses, parapets, window dressing, pilasters, cornices, and window frames.*"



Image 6: general view of the building

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4.0 The application proposal

4.1 The proposal is to provide a highly environmentally conscious, sustainable development with improved space allocation and a degree of adaptability to allow residents to take advantage of changing technology. The key sustainable features include:

- Much needed residential accommodation in a sustainable location
- The refurbishment of an existing building and the reuse of valuable space and constructed materials to provide residential accommodation, greatly reduces the pressure on green field sites and the potential loss of habitat.
- 20% reduction in carbon dioxide (CO2) emissions against Part L of a similar refurbished building. PV's; high levels of fabric insulation
- Sourcing of sustainable materials, including re-used; recycled or greener materials, timber is to be from Forest Stewardship Council (FSC) certified sources.
- Water efficient fittings, fixtures and appliances.

4.2 The application proposes to retain the ground floor as a cafe-restaurant (class Eb) and a permitted change of use of the first and second floor to 2no. apartments as follows:

Flat 1 on First Floor:

- 89 sqm Gross Internal Area 2-bedroom flat for 4 people
- 15.1 sqm Double Bedroom 1
- 15.7 sqm Double Bedroom 2
- 2 sqm built-in storage
- 2.5m ceiling height

Flat 2 on Second Floor:

- 110 sqm Gross Internal Area 2-bedroom flat for 4 people
- 15.5 sqm Double Bedroom 1
- 15.5 sqm Double Bedroom 2
- 2.2 sqm built-in storage
- 2.3m ceiling height

Both apartments will benefit from good natural light and ventilation and very good living accommodation and will be fully compliant with the requirements of the *Technical Housing Standards – Nationally described space standards, 2015*

4.3 As part of the proposal the existing staircase will be replaced with a wider new staircase to serve first and second floor, fully compliant with the current building regulation requirements.

4.4 The intermediate floors between the flats and the intermediate floor between 1st floor flat and ground floor space, would be upgraded to provide the fire, acoustic and thermal separation required by the current building regulations.

4.5 As part of the proposal all external walls and party walls will be upgraded to provide the acoustic and thermal separation required by the current building regulations.

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- 4.6 The proposed alterations include the replacement of the existing shop front with new sliding folding shop windows that would match in height the shop fronts of no. 7 and no. 10 South Street. The existing glass door would be replaced with a new glazed double door, which would be recessed 1.2m from the pavement in order to provide an access ramp for wheelchair users.
- 4.7 The proposal would include the replacement of the existing flush timber door facing South Street, with a new four-paneled timber entrance door, sympathetic with the architectural style of the façade.
- 4.8 As part of the proposal, the existing Crittall style steel windows on the first and second floor would be replaced with similar style metal windows compliant with the current thermal and acoustic requirements, which will include opening sashes to provide purged ventilation in accordance with the current building regulations requirements.
- 4.9 The existing architectural framing facing South Street, which includes two cast iron pilasters and three cast iron decorative reliefs, would be retained and decorated.
- 4.10 As part of the proposal, the existing rendered parapet facing South Street would be retained, made good and decorated.
- 4.11 All existing windows to the rear of the property are painted timber and will be replaced with new Crittall style metal windows, which would match the style of the proposed windows at the front of the property. As part of the proposal, two new windows would be created at the rear of the property, which would provide additional light and the required purged ventilation to the new apartments.
- 4.12 The existing flat roof membrane would be removed and replaced with a new single ply membrane roofing system, which will include PIR thermal insulation to comply with the current building regulations.
- 4.13 The proposal includes the installation of 3no roof lights that would provide natural light for the bathrooms on the second floor and access to the flat roof.
- 4.14 The proposal includes the installation of 12no. roof mounted PV panels, as shown in the application plans, which would contribute to achieving high levels of energy performance.
- 4.15 The refuse storage area will be located in the alley at the rear of the property. The following provision is proposed, in accordance with the current Worthing Standard: 2no 140L bins (recyclable and non-recyclable refuse) for each flat, 2no 240L bins (recyclable and non-recyclable refuse) for the café / restaurant.
- 4.16 The proposal does not include cycle storage, as the area is very central and well served by public transport.
- 4.17 A new galvanized steel extract duct will be installed to the café / restaurant kitchen.

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5.0 Planning Policy Considerations

- 5.1 Section 38(6) of the Planning and Compulsory Purchase Act 2004 and Section 70(2) of the Town and Country Planning Act 1990 requires planning applications to be determined in accordance with the policies of the development plan unless material considerations indicate otherwise.
- 5.2 The National Planning Policy Framework (NPPF) sets out the Government's planning policies for England and how these should be applied. It states that the purpose of the planning system is to contribute to the achievement of sustainable development which comprises three overarching objectives: economic, social, and environmental. It states that the three objectives are interdependent and need to be pursued in mutually supportive ways (so that opportunities can be taken to secure net gains across each of the different objectives). Paragraph 11 sets out the presumption in favour of sustainable development which should be seen as a golden thread running through both plan making and decision taking.
- 5.3 The Government's objective is to significantly boost the supply of homes and paragraph 68 states that small and medium sized sites can make an important contribution to meeting the housing requirement of an area. It states that local planning authorities should support the development of windfall sites through their policies and decisions - giving great weight to the benefits of using suitable sites within existing settlements for homes.
- 5.4 Section 7 of the NPPF is concerned with 'ensuring the vitality of town centres' and Paragraph 85 states that "planning policies and decisions should support the role that town centres play at the heart of local communities, by taking a positive approach to their growth, management and adaptation". Additionally, paragraph 85 also states that it should be recognized that 'residential development often plays an important role in ensuring the vitality of centres and that residential development should be encouraged on appropriate sites.
- 5.5 Section 9 promotes sustainable transport and how this can be delivered through the planning system. Paragraph 103 states that development should be focused on locations which are or can be made sustainable, through limiting the need to travel and offering a genuine choice of transport modes.
- 5.6 Part 11 of the NPPF encourages the effective use of land and paragraph 117 states "Planning policies and decisions should promote an effective use of land in meeting the need for homes and other uses, while safeguarding and improving the environment and ensuring safe and healthy living conditions." The NPPF promotes the use of previously developed land (brownfield) and states that planning policies and decisions should encourage multiple benefits from land including through mixed use schemes. It also states that substantial weight should be given to the value of using brownfield land within settlements for homes and other identified needs and supports the development of under-utilised land and buildings especially if this would help to meet identified needs for housing where land supply is constrained, and available sites could be used more effectively.
- 5.7 The NPPF emphasizes the need for well-designed places and places great emphasis on the creation of high-quality buildings and places which are fundamental to the planning and development process.

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- 5.8 Section 16 of the NPPF deals with conserving and enhancing the historic environment and provides advice on dealing with heritage assets, which includes areas designated as conservation areas. Paragraph 193 states that “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 (and the more important the asset, the greater the weight should be). This is irrespective of whether any potential harm amounts to substantial harm, total loss or less than substantial harm to its significance.” This guidance is in addition to the duty under Section 72 of the Planning (Listed Buildings and Conservation Areas) Act 1990 to pay special attention to the desirability of preserving or enhancing the character or appearance of a conservation area.
- 5.9 With regard to non-designated heritage assets, it states “The effect of an application on the significance of a non-designated heritage asset should be taken into account in determining the application. In weighing applications that directly or indirectly affect non-designated heritage assets, a balanced judgement will be required having regard to the scale of any harm or loss and the significance of the heritage asset.”
- 5.8 This proposal has been developed with due regard to the relevant policies of Worthing Borough Council’s Local Plan 2020- 2036, the application falls broadly into the following policies:

Relevant Local policies

SP1 - Presumption in Favour of Sustainable Development

SP3 - Healthy communities

DM5 - Quality of the Built Environment

DM8 - Planning for sustainable communities / community facilities

DM13 – Retail and town centre uses

DM15 - Sustainable Transport and Active Travel

DM16 - Sustainable Design

DM17 - Energy

DM20 - Flood Risk and Sustainable Drainage

DM24 - The Historic Environment

6.0 Planning Considerations

6.1 The following matters are considered to be the principal planning considerations in the determination of the application:

- The principle of development with particular reference to the provision of new residential units.
- The effect of the development on the Conservation Area and the buildings themselves as non-designated heritage assets
- Impact of the development on the amenities of existing and future occupiers
- Transport
- Sustainability

6.2 The application proposes the change of use of first and second floor of the property for the creation of 2no. apartments.

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Policy DM13 seeks to protect retail uses in primary frontages, and this proposal does not conflict with the aims of that policy as it retains the active frontage facing South Street. The existing units will continue to contribute to the vitality of the shopping centre as class E(b).

7.0 Planning History

- 7.1 AWDM/0179/14 Externally illuminated fascia sign and projecting externally illuminated hanging sign for a betting shop. Permission granted 27.03.2014
- 7.2 AWDM/0178/14 |Installation of satellite dish on centre of roof. Permission granted 04.04.2014
- 7.3 02/00752/ADV Installation of illuminated fascia and projecting signs. Permission granted 13.09.2002
- 7.4 01/01277/FULL Installation of a new shop front. Permission refused 23.01.2002
- 7.5 01/01275/ADV Installation of internally illuminated fascia and projecting signs. Permission refused 23.01.2002
- 7.6 97/05794/ADV|8/9 Installation of one illuminated fascia sign and one illuminated projecting sign. Permission refused 21.05.1997
- 7.7 96/05732/ADV Retrospective application for one internally illuminated fascia sign and one internally illuminated projecting box sign. Appeal lodged 26.12.1996
- 7.8 91/00683/FULL Installation of new double doors to existing shopfront. Permission refused 18.10.1991

8.0 Sustainability and Energy

8.1 Sustainability of any development is multi layered from measuring and reducing CO2 emissions to reducing the need to build on green field sites. There are national, regional and local targets and this proposal has been designed to maximise the potential within the context of an existing refurbished development, utilising passive and active environmental design principles to achieve the very best possible reductions in CO2 and energy. The sustainability proposals are summarised as follows;

- The refurbishment of an existing building and the reuse of valuable space and constructed materials to provide residential accommodation, greatly reduces the pressure on green field sites and the potential loss of habitat.
- Specification of sustainable materials, including re-used; recycled an or greener materials. Timber is to be from Forest Stewardship Council (FSC) certified sources.
- The material resources and energy required to use an existing building contributes to a reduction in CO2 emissions compared with a new build.
- All development must meet the prevailing Building Regulations requirements. The development will be brought forward under Part L 2022. Therefore, greatly improving the fabric heat loss and energy consumption.

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- The dwellings will be designed to achieve high levels of energy performance with a targeted reduction of 20% in CO2 emissions, incorporate the following design features:
 - Exceed the minimum fabric requirements of Approved Document L1A of the Building Regulations
 - All dwellings will include 100% low energy lighting.
 - All apartments will be provided of Mechanical Ventilation with Heat Recovery (MVHR)
 - All apartments would benefit of renewable energy provided by photovoltaic panels installed on the flat roof.
 - Solar blind to control solar gain and heat loss through windows.
 - The thermal mass of the existing masonry structure will assist in flattening peak demand for energy.
- 8.2 The proposal would use the latest optimised PV array of 18no PV panels, which would provide each apartment with their daily energy needs.

9.0 Flood risk

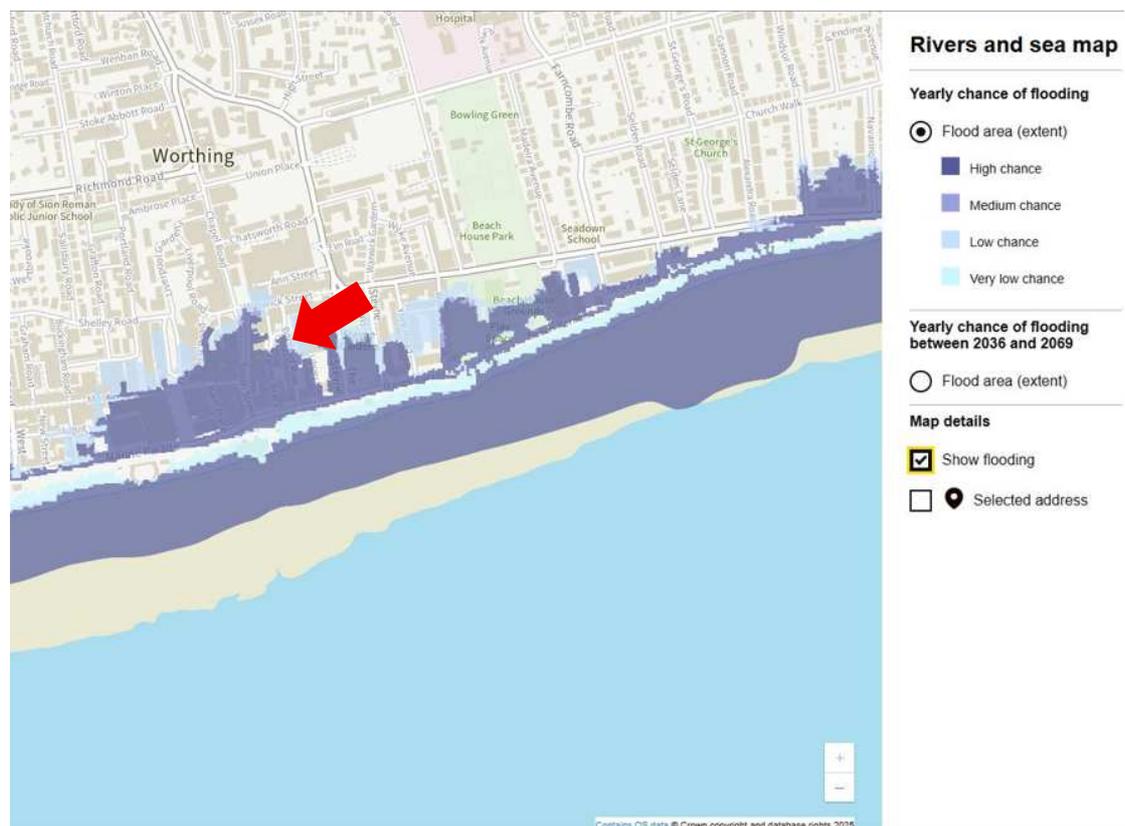


Image 7: Environment Agency indicative flood map

- 9.1 It is considered that this development can be classed as a minor development in accordance with NPPF guidelines. According to NPPF applications for "minor developments" and "changes of use" should not be subject to the sequential and exception tests.

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- 9.2 According to the technical guidance to the NPPF minor developments are unlikely to raise significant flood risk issues unless they would;
- Have an adverse impact on a watercourse, flood plain or its defences
 - Would impede access to flood defence and management facilities; or
 - Where the cumulative impact of such developments would have a significant effect on local flood storage capacity or flood flows.

The proposed development would not trigger any of these three points raised above.

- 9.3 According to the EA's indicative flood map the application site is located on the boundary between the High chance area (Level 3) and the Medium chance area (Level 2). The Environment Agency (EA) website states that minor developments of this type even in a High Chance (Flood Zone 3) applicants should refer to their standing advice.

- 9.4 Flood zone 2 is classified as a medium risk area, with 1 in 1000 (0.1%) to 1 in 100 (1%) annual probability of flooding from the sea.

Flood zone 3 refers to areas at significant risk of flooding, with a 0.5% or greater annual probability of sea flooding.

- 9.5 There is one potential source of flooding and that is from the sea.

- 9.6 The footprint of the proposal is unchanged from the existing.

- 9.7 The ground floor level is unchanged from the existing and remains as retail space.

- 9.8 In conclusion no mitigation is required because the proposals relate only to the upper floors.

10.0 Conclusions

- 10.1 The application proposes the more effective use of the first and second floor of 8-9 South Street to provide 2No. much needed new homes. A minimal change is required at the front, which will involve the replacement of existing windows with new windows of similar type and equal size. Two new windows will be created at the rear of the property, and the existing windows will be replaced with new windows which will match the style of the Crittall windows at the front.

The proposed design does not impact on the significance of the non-designated heritage asset nor the character or appearance of the conservation area.

- 10.2 The proposed apartments will provide a good standard of accommodation for future occupiers in a sustainable location. The occupiers are likely to use sustainable modes of transport that are readily accessible in the town centre. The ground floor use will be retained as Class Eb (sale of food and drinks for consumption on the premises) in accordance with policies aimed at maintaining a viable offer in the town centre whilst increasing the number of residential occupiers will enhance the vitality of the area.

- 10.3 The proposals provide the opportunity to create highly sustainable development.

- 10.4 The proposal is a development plan compliant scheme having assessed it against the policies for retail, housing, heritage, and design, in accordance with the NPPF

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and Worthing Local Plan 2020 - 2036. Notwithstanding the projects deemed approval as a change of use the presumption is strongly in favour of this development and it is requested that planning permission is granted accordingly.