# Development Control – Delegated Officer Report

**Application Number: AWDM/1064/25** **Recommendation: Approve**

**Site:** 21 Alfred Place, Worthing, West Sussex BN11 3EP

**Proposal:** Listed building consent for replacement of front door including frame and fanlight; replacement of 2no. casement windows on the front elevation.

**Site visit:** 26/08/2025 (VG)

**Neighbours checked:** Y

**Additional neighbour notifications**: N Site notice posted 26/08/2025

**Site and Surroundings**

The application site relates to a three-storey house on the northern side of Alfred Place. The house forms a pair with number 23 to the east. The two houses are Grade II listed with the following listing:

"*ALFRED PLACE 1. 5406 (North Side) Nos 21 and 23 TQ 1502 NW 5/138 II GV 2. Early C19. A pair of terrace houses. 2 storeys. Stucco-fronted. Steep slate roof. Single window, with sashes in No 23 but converted to casements in No 25. Plain straight hoods over ground and 1st floor windows of No 23. Right hand doorways. round-headed with semi-circular lights, and shallow porch in form of ogee arch.*

*Nos 21 to 27 (odd) form a group*."

The site is also within the Steyne Gardens Conservation Area.

**Proposal**

Listed building consent is sought to replace the front door, fanlight and two casement windows on the front elevation (one at ground floor and one at first floor).

The windows would be a like for like replacement. The second floor window was replaced in 2019 following listed building consent.

**Relevant Planning History:**

AWDM/1356/18: Replace 2nd floor single-glazed timber casement window on front (south) elevation and two existing timber windows to side (west) with similar single-glazed in timber and rear timber door with timber stable door to side (west) elevation

AWDM/1395/18: Listed Building Consent to replace 2nd floor single-glazed timber casement window on front (south) elevation and two existing timber windows to side (west) with similar single-glazed in timber and rear timber door with timber stable door to side (west) elevation and minor internal alterations. Permitted 02/05/2019

**Consultations:**
Worthing Society:

Thank you for requesting our comments in respect of the above Planning Application which relates to a Grade II Listed Building in the newly extended Steyne Gardens Conservation Area. The house is one of a pair and forms part of a listed terrace of cottages with the distinctive 'Worthing boat' porches.
I have now had the opportunity to discuss the application with our Heritage Team. We note the front door frame and windows are dilapidated which will harm the fabric of the building. The works will provide materials on a 'like for like' basis and overall will be an improvement. The replacement to the fanlight, although double glazed, is in character.
In summary and for the reasons stated, I am pleased to advise you that we have no objection to the application.

**Representations:**
None received.

**Relevant Planning Policies**
Worthing Local Plan policies (WBC 2023): SP1, DM5, DM24
National Planning Policy Framework (MHCLG 2024)
National Planning Practice Guidance

**Planning Assessment**

The proposal is to replace the front door. The design would be different but has been designed to match in appearance the neighbouring house which is listed as a pair with this site. Although the glazed panels and fan light would be double glazed they are in keeping with the existing character of the building. The frame and cill would be hardwood and painted.

The two casement windows would be replaced on a like for like basis. They would remain timber and single glazed. The proposed elevations show that the same proportions would be kept with the revised windows. As noted in the previous application, although replacement of all the front windows to traditional sashes would be more sympathetic, given that the replacement windows would be in keeping with the other existing casement windows, this would be acceptable.

The replacement windows and door are considered to preserve the character of the listed building.

**Recommendation**

**GRANT listed building consent subject to the following conditions:-**

1. Approved plans
2. Standard time limit – listed building consent
3. Materials as indicated
4. Protect LB
5. Making good damage

**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 listed building consent 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: Louise Prew Date: 22/10/2025

Authorised by: Jo Morin Date: 22.10.2025