

**Recommendation Report for Listed Building Consent for Alterations, Extension or Demolition of a  
Listed Building**

**REF NO:** AB/131/25/L

**LOCATION:** 74 Maltravers Street  
Arundel  
BN18 9DS

**PROPOSAL:** Listed building consent for the reconfiguration of the ground floor level of the dwelling.

### SITE AND SURROUNDINGS

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| <b>DESCRIPTION OF APPLICATION</b> | As above. It is noted that some of the plans submitted include elements of a scheme for the refurbishment of the house which was approved under application AB/45/25/HH and AB/46/25/L, which included alterations to fenestration. These elements do not form part of the current application, and are not considered under this consent.                                                                                                                                                                                                                                                                                                                                              |
| <b>SITE CHARACTERISTICS</b>       | The property forms part of an early 19th century terrace of cottages, which comprises Nos 74 to 84 (even) and forms one Grade II listed building. The south elevation is visible from the street and is stuccoed, whilst the rear elevation is nodular flint with red brick dressings. The properties have slate roofs with late 19th century red brick chimneys. The traditionally constructed vertically sliding sash windows, with fine glazing bars reflect the architectural period of their construction and are of significance.                                                                                                                                                 |
| <b>CHARACTER OF LOCALITY</b>      | The Arundel Conservation Area encompasses the historic core of the town, Arundel Castle, and the cathedral. One of the principal attractions of Arundel is its wealth of buildings representing architectural form and style through progressive periods, which form a cohesive and contained hillside town. The Conservation Area has a very strong historic character, with Arundel Castle, Arundel Cathedral, the numerous listed and locally listed buildings of historic and architectural interest, along with the sympathetic street fittings (streetlights etc.) resulting in a strong aesthetic quality. The natural landscape and the river add to the character of the area. |

### RELEVANT SITE HISTORY

|             |                                                                                                                                                            |                     |
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| AB/100/25/L | Listed building consent for addition of a garden room incorporating the existing flint shed, and reconfiguration of the ground floor level of the dwelling | Refused<br>11-09-25 |
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| AB/45/25/HH | Additional window and alterations to fenestrations to the rear elevation. Changes made to stairs from basement to ground floor. This application may affect the setting of a listed building and may affect the character and appearance of the Arundel Conservation Area. | ApproveConditionally<br>28-05-25 |
| AB/46/25/L  | Listed building consent for an additional window and alterations to fenestrations to the rear elevation. Changes made to stairs from basement to ground floor.                                                                                                             | ApproveConditionally<br>28-05-25 |
| AB/99/25/HH | Addition of a garden room incorporating the existing flint shed, and reconfiguration of the ground floor level of the dwelling. (This application may affect the character and appearance of the Arundel Conservation Area).                                               | Refused<br>11-09-25              |

Planning history noted.

## REPRESENTATIONS

Arundel Town Council - No objection.

Conservation Area Advisory Panel - Objection. The basement floor plan contains a note referring to a replacement door/window but no details of external appearance and design is provided. Given the designated heritage context and the architectural quality of the terrace it is considered that such details should be submitted as part of the application.

## COMMENTS ON REPRESENTATIONS RECEIVED:

Comments noted. The external works shown on the plans were approved under AB/45/25/HH and AB/46/25/L and do not form part of this application. In carrying out these works, the applicant would need to comply with any conditions attached to these previous consents.

## CONSULTATIONS

## CONSULTATION RESPONSES RECEIVED:

CONSERVATION OFFICER - Comments

-The proposal is for the reconfiguration of the ground floor level of the dwelling. The application description identifies that the proposal relates only to the ground floor of the building. The plans also include other elements of alteration to the building which have already been approved, and as a result these won't be discussed.

- It is clear that the property has already been subject to a scheme of renovation, including the area covered by this application. The proposal to reinstate a section of the ground floor is considered positive.

- If the replacement staircase differs in design from the previously approved scheme, further details are required. These can be secured by an appropriately worded condition.

-The basement-level floor plans include references to a replacement window and an oak replacement door. However, these items are not mentioned in the description, and it is assumed that they do not form part of the current proposal. If they are included, additional information will be necessary, including the current condition of the windows and details of the replacements, even if further sections are later provided by condition.

- The proposal in the description is considered to not cause harm to the significance of the heritage assets.

## **COMMENTS ON CONSULTATION RESPONSES:**

Comments noted. All references to replacement fenestration do not form part of this consent, and a condition requiring further details of the replacement staircase has been attached.

### **POLICY CONTEXT**

Designation applicable to site:

Grade II Listed Building

Arundel Conservation Area

### **DEVELOPMENT PLAN POLICIES**

[Arun Local Plan 2011 - 2031:](#)

HERDM1 HER DM1 Listed Buildings

### **PLANNING POLICY GUIDANCE:**

NPPF National Planning Policy Framework

NPPG National Planning Practice Guidance

### **POLICY COMMENTARY**

The Development Plan consists of the Arun Local Plan 2011 - 2031, West Sussex County Council's Waste and Minerals Plans, The South Inshore & South Offshore Marine Plan and Made Neighbourhood Development Plans. The policies are published under Regulations 19 and 35 of the Town and Country Planning (Local Planning) (England) Regulations 2012.

### **DEVELOPMENT PLAN AND/OR LEGISLATIVE BACKGROUND**

Section 16(2) of the Planning (Listed Buildings and Conservation Areas) Act 1990 states:

"In considering whether to grant Listed Building Consent for any works, the Local Planning Authority shall have special regard to the desirability of preserving the building or its setting or any features of special architectural or historic interest which it possesses."

Where the building is located in a Conservation Area, Section 72(1) of the Act states:

In the exercise, with respect to any buildings or other land in a Conservation Area of any powers (under the Planning Acts), special attention shall be paid to the desirability of preserving or enhancing the character or appearance of that area.

The proposal is considered to comply with these criteria in that it is not considered to materially affect the character or the setting of the Grade II Listed Building or the character of the Conservation Area.

### **OTHER MATERIAL CONSIDERATIONS**

There are no other material considerations to be weighed in the balance with the Development Plan.

## CONCLUSIONS

This application concerns the reconfiguration of the ground floor of the dwelling. The key policies are Arun Local Plan (ALP) policy HER DM1 which relates to listed buildings, stating that proposals must protect, preserve and if possible, enhance the historic character and integrity of the building and its setting, and the heritage policies within the NPPF.

The NPPF (2024) sets out several steps when considering impacts on heritage assets. Paragraph 207 requires applicants to describe the significance of heritage assets affected, including any contribution made by their setting. The applicant has submitted heritage information to fulfil this requirement. Paragraph 208 requires the Local Planning Authority to identify the significance of the heritage asset affected by a development. 74 Maltravers St forms part of a Grade II Listed Building, dating from the early 19th century. The building derives its significance from its architectural and historic interest.

Paragraph 212 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. The Local Planning Authority must then consider the level of harm associated with the proposal and decide whether there is any harm and if so, whether this is 'less than substantial harm' or 'substantial harm'. The application is for internal works involving the extension of the ground floor over an existing stairwell. The proposal to re-instate this section of the ground floor is considered positive. As with the previous consent, a condition has been attached requiring further details of the proposed staircase. Subject to these details, the proposals would result in no harm significance of the heritage asset in accordance with ALP policy HER DM1, and the NPPF.

The proposal to re-instate a section of the ground floor will not result in harm to the significance or character of the property in accordance with the NPPF and ALP policy HER DM1.

## SUMMARY

The proposal is in accordance with the relevant Development Plan policies and the NPPF and as such, it is recommended for approval subject to the following conditions and informatives.

## HUMAN RIGHTS ACT

The Council in making a decision should be aware of and take into account any implications that may arise from the Human Rights Act 1998. Under the Act, it is unlawful for a public authority such as Arun District Council to act in a manner, which is incompatible with the European Convention on Human Rights.

Consideration has been specifically given to Article 8 (right to respect private and family life) and Article 1 of the First Protocol (protection of property). It is not considered that the recommendation for approval of the grant of permission in this case interferes unreasonably with any local residents' right to respect for their private and family life and home, except insofar as it is necessary to protect the rights and freedoms of others (in this case, the rights of the applicant). The Council is also permitted to control the use of property in accordance with the general interest and the recommendation for approval is considered to be a proportionate response to the submitted application based on the considerations set out in this report.

## DUTY UNDER THE EQUALITIES ACT 2010

In assessing this proposal the following impacts have been identified upon those people with the following protected characteristics (age, disability, gender reassignment, marriage and civil partnership,

pregnancy and maternity, race, religion or belief, sex or sexual orientation).

The proposal would have a neutral impact on the protected characteristics.

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| <b>RECOMMENDATION</b> |
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#### APPROVE CONDITIONALLY

- 1 The works for which Listed Building Consent is hereby granted must be begun not later than the expiration of 3 years beginning with the date of this consent.

Reason: To comply with Section 18 of the Planning (Listed Building and Conservation Areas) Act 1990.

- 2 The development hereby approved shall be carried out in accordance with the following approved plans insofar as they relate to internal works for the reconfiguration of the ground floor:

- Location and Block Plans P0
- Existing and Proposed Basement Floor Plan P1
- Existing and Proposed Ground Floor Plan P2
- Existing and Proposed First Floor Plans P3
- Existing and Proposed Elevations P4
- Proposed Elevations P5

Reason: For the avoidance of doubt and in the interests of amenity and the environment in accordance with Arun Local Plan policy HER DM1.

- 3 Prior to relevant commencement detailed drawings of the new staircase, shall be submitted to and approved in writing by the Local Planning Authority. Once approved, the work can proceed and the details so approved will be used within the construction of the development.

Reason: To safeguard the architectural character and appearance of the buildings in accordance with Arun Local Plan policies HER SP1 and HER DM1 and the NPPF.

- 4 At all times during the progress of the work hereby approved adequate measures shall be taken to protect the remaining part of the Listed Building from collapse and/or structural damage.

Reason: To preserve the character and appearance of the Listed Building in accordance with Arun Local Plan policy HER DM1 and the NPPF.

- 5 Upon completion of the work for which Listed Building Consent is hereby granted any damage caused to the fabric of the building shall be made good to the satisfaction of the Local Planning Authority.

Reason: To preserve the special character and appearance of the building for the future in accordance with Arun Local Plan policy HER DM1 and the NPPF.

- 6 The making good of the building to complete the execution of the works for which consent is hereby granted shall be carried out as far as may be practicable with original materials. Any variation from the original materials must be with the written approval of the Local Planning Authority.

Reason: To preserve the appearance and special character of the building for the future in accordance with Arun Local Plan policy HER DM1 and the NPPF.