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6th December 2021

Arun District Conservation Area Advisory Panel  
C/O Brian Banister  
86 Orchard Way  
Barnham  
West Sussex  
PO22 0HY

**Case Officer:** Mrs A Gardner  
**Telephone:** 01903 737529  
**Email:** [Anita.Gardner@arun.gov.uk](mailto:Anita.Gardner@arun.gov.uk)

Dear Sir/Madam,

**Town & Country Planning Act 1990 (as amended)**  
**Town & Country Planning (Development Management Procedure) (England) Order 2015**

Application No: AB/134/21/HH  
Site Address: 11 Wheelwrights Close Arundel BN18 9TA  
Description of works: Installation of 5 triple glazed windows. (This application may affect the character and appearance of the Arundel Conservation Area).

Thank you for your internet representation made on 5th December 2021 which has been recorded as an objection with the comments as follows:

OWPC42368

**Objection**

No 11 Wheelwrights Close forms part of the mid-1990's residential development of The Slipe area off Surrey Street. The scheme is well designed in a traditional quasi-vernacular style with good quality wall and roofing materials. In addition, the design included the use of painted timber vertically sliding sash windows which is extremely appropriate given the style of the buildings and the historic context of the site. As such, it is considered that the buildings make a positive contribution to the character and appearance of the conservation area.

The scheme occupies a prominent position within the conservation area beside and near the riverfront and is particularly important as the foreground feature of the impressive view of the historic town as seen from the A27 river bridge. For this reason it is important that the quality and appropriateness of the existing materials and detailing are maintained. Indeed, it is understood that there are conditions attached to the original planning permissions removing permitted development rights in respect of alterations to the buildings and that was clearly undertaken to protect the character and appearance of the conservation area.

The Panel have no objection to the use of triple glazing which is obviously necessary due to the proximity of the river bridge with its attendant traffic noise and air pollution and, furthermore, the use of white coloured hardwood timber for the window frames and joinery is welcomed.

The Panel's objection relates to the operating mechanism of the replacement windows. The existing vertically sliding sash windows are intended to be replaced with windows that have top hung sashes. This will result in the upper and lower sashes being flush; not the lower one inset from the upper which gives a subtle shadow line as in the existing traditional vertically sliding sashes. The central meeting rails of the existing windows have slender proportions whereas the horizontal central members of the new windows will have extremely

bulky proportions.

Whilst the property is not as clearly visible from the river bridge as those fronting the river the concern of the Panel is that the grant of planning permission for the current proposal, as it stands, will set a precedent for similar inappropriate changes to windows in the remainder of the development which would materially detract further from the appearance of the conservation area and, indeed, from the settings of the many listed buildings that can be viewed from the river bridge.

For the reasons indicated above it is considered important that vertically sliding sashes be used as replacement windows and if the Council agrees then no doubt negotiations could be undertaken with the applicant to achieve this, prior to the grant of any planning permission.

As it stands it is considered that the proposal will conflict with the relevant paragraphs of the NPPF and policies contained in the ADLP relating to the protection of designated heritage assets, and their settings.

Your views as made above will be considered before the application is determined.

Please be aware that Planning Services operate an 'open file' policy and will publish your comments including your name and address on the website. Please make sure that you have only provided information that you are happy will be published in this way. If you have supplied information belonging to a third party, you must make sure you have their permission to do so. If you do not wish your comments to appear on the website or on the file you will need to confirm this by emailing to [planning@arun.gov.uk](mailto:planning@arun.gov.uk) and I will arrange for it to be destroyed although this means that the content will then be disregarded.

The majority of applications are determined under delegated powers by officers. Further information on the decision making process can be found on the website at [:https://www.arun.gov.uk/what-happens-next](https://www.arun.gov.uk/what-happens-next).

Some applications will be determined by the Planning Committee, and I shall write and inform you of the date of the meeting and the procedures for public speaking if this is the case. However, if your representation has been received after the agenda for the meeting has been finalised and the notifications have been generated, you will not receive notification. In this case, you will need to track the progress of the application on the council's website <https://www.arun.gov.uk/planning-application-search>

Any comments that are received after the agenda has been finalised will be separately reported to the members of the Planning Committee.

Regardless of how the application is determined I will notify you of the decision.

In the event of a subsequent written representations appeal, against a refusal of planning permission on a householder application any representations made on the application will be automatically forwarded to the Secretary of State. Unlike all other types of appeal, there will be no further opportunity to comment at the appeal stage.

Yours sincerely



**Neil Crowther**  
**Group Head of Planning**

For details of how the Council will deal with your data please refer to our privacy notices on the website

<https://www.arun.gov.uk/privacy-policy/>

**If you have provided an email address, all correspondence including the decision notice will be sent by email. It is therefore important that you keep us informed if this changes during the course of this application.**

**To register to receive notification of planning applications in your area, please go to**

<https://www1.arun.gov.uk/planning-application-finder>