



Applications & Appeals Services
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Head of Development Management
Horsham District Council
Parkside
Chart Way
Horsham
West Sussex
RH12 1RL

NJA ref: 23/115

6 March 2025

FULL PLANNING APPLICATION

Dear Sir / Madam

Applicant:

Mr M Betts – Universal Trailers

Proposal:

Full planning permission for demolition of existing workshop, barn and offices and erection of a new barn and workshop building and office building and creation of open storage along with the full enclosure and refurbishment of existing barn for the continuation of uses on site falling within use classes E(g)(iii) and B8, including the repair and maintenance of trailers and ancillary equipment; assembly of new trailers, horse boxes (including those with accommodation on board); trailer, motorhome and horse box conversions; pre sales work and customer collections; and the preparation and loading of trailers and horse boxes for export following grant of DC/18/0661.

Site:

Menzies Wood Farm, Okehurst Lane, Billingshurst, RH14 9HR


On behalf of the Applicants, please find enclosed a completed electronic planning application for the above proposal. The application comprises the following documents together with the planning application fee which has been paid separately:

- Application form & Certificate A
- CIL Form
- Location Plan – LP-01 – scale 1:1250 at A3
- Existing and proposed block plan – BP-01 Rev. Ds scale 1:500 at A1
- Existing floor plans – office and open barn – EX01 scale 1:50 at A1
- Existing office and open barns elevations - EX02 scale 1:50 at A1
- Existing workshop elevation – EX03 – scale 1:50 at A1

- Existing floor plan and section open barn – EX04 – scale 1:50 at A1
 - Existing elevations open barn – EX05 – scale 1:50 at A1
 - Retained barn proposed elevation plans – PL01 – scale 1:50 at A1
 - Retained barn proposed floor plans – PL02 – scale 1:50 at A1
 - Proposed barn floor plans – PL03 – scale 1:50 at A1
 - Proposed barn elevations – PL04 – scale 1:50 at A1
 - Proposed office floor plan – PL05 Rev A scale 1:50 at A1
 - Proposed office elevations – PL06 Rev A Scale 1:50 at A1
 - 3D visuals – PL07
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- Design and Access Statement March 2025
 - Transport Assessment June 2024
 - Drainage Report July 2024
 - Drainage Strategy Sheets 1 and 2
 - Water Neutrality Report June 2024
 - Ecology Report August 2024
 - BNG Report October 2024
 - BNG Statutory Metric

I trust the enclosed documents are in order. I look forward to receiving confirmation that the planning application has been validated. In the meantime however, please do not hesitate to contact me should you require any further information.

Yours faithfully



Nikolas J. Antoniou
BSc HONS DIPTP MRTPI
Chartered Town Planner
For and on behalf of NJA Town Planning Limited