

30 West Street,  
Horsham, RH12 1PB

**Transport Statement**

**APEX**  
STRATEGIES

## Control Sheet

<b>Client Name:</b>	Ganco Holdings Ltd
<b>Project Title:</b>	30 West Street, Horsham, RH12 1PB
<b>Report Title:</b>	Transport Statement
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# Contents

<b>1. Introduction</b>	<b>4</b>
<b>2. Existing Situation</b>	<b>5</b>
2.1 Site Location	5
2.2 Local Highway Network	5
2.3 Accessibility by Sustainable Transport	6
<b>3. Proposed Development</b>	<b>10</b>
3.1 Description of Development	10
3.2 Site Access Arrangements	10
3.3 Car Parking Provision	10
3.4 Cycle Parking Provision	11
<b>4. Transport Impacts</b>	<b>12</b>
<b>5. Policy Context</b>	<b>13</b>
5.1 National Policy	13
5.2 Local Policy	13
<b>6. Summary and Conclusions</b>	<b>15</b>

# 1. Introduction

This **Transport Statement** (TS) has been prepared by Apex Strategies Ltd on behalf of **Ganco Holdings Ltd** (the applicant) in support of a Prior Approval application for the change of use of the upper floors at **30 West Street, Horsham, RH12 1PB** (the Site) from retail storage (Class E) to residential (Class C3) to provide eight self-contained flats with associated amenity space. The application is submitted under Class MA (Commercial, Business and Service Uses to Dwellinghouses) of the General Permitted Development Order (GPDO) 2015 (as amended).

The site benefits from a recent planning consent (ref: DC/25/1391), which saw planning granted for external alterations including installation of new windows and doors and alterations to existing windows and doors at ground, first and second floors.

This Transport Statement assesses the transport and highways implications of the proposed development and focuses on:

- Accessibility by sustainable travel modes, including walking, cycling, and public transport.
- Local highway conditions and the potential impact of the development on the surrounding road network.
- Parking considerations, including the car-free nature of the scheme and the provision for disabled parking off-site.
- Trip generation and transport impacts, ensuring that any additional demand on local infrastructure remains negligible.
- Cycle and refuse storage to meet the needs of the development.
- Servicing and deliveries, ensuring that refuse collection and other servicing trips can be accommodated without adverse effects.

This report presents a robust, evidence-based assessment, demonstrating that the proposal aligns with relevant local and national transport policies, supports sustainable travel, and will not result in any **severe** adverse impacts on the local highway network.

## 2. Existing Situation

### 2.1 Site Location

The site is located at 30 West Street, Horsham, RH12 1PB, conveniently located within the defined extent of Horsham Town Centre. The site is bounded by West Street to the north, neighbouring commercial premises to the east and west, and Black Horse Way to the south.

*Figure 1 - Site Location*



The surrounding area provides a wide range of local amenities, including shops, services, and leisure facilities, all within easy reach of the site. The town centre location ensures excellent connectivity to key destinations within Horsham and beyond, with a well-developed transport network supporting accessibility.

The site's location and proximity to key services make it highly sustainable, with opportunities for residents to travel conveniently without reliance on private cars. Further details regarding public transport accessibility, walking, and cycling infrastructure are provided later in this chapter.

### 2.2 Local Highway Network

The local highway network comprises a mix of primary and local roads, as well as pedestrianised streets, facilitating movement around Horsham town centre and providing connections to key destinations throughout the district.

**West Street** is a pedestrianised road immediately to the north of the site which runs in a broadly east-west orientation through Horsham town centre. West Street is bollard-protected at its intersection with South Street / Carfax ~225m to the east of the site with signage also present informing cyclists to dismount.

Street-lighting is present and there are various facilities which provide a convivial atmosphere for people walking, including benches which offer a place to stop and rest, and planting, landscaping and retail frontages providing visual interest. These are all characteristics of a 'Healthy Street'.

**Black Horse Way** is a two-way, single carriageway road that bounds the site to the south. To the south of the site, Black Horse Way becomes Worthing Road and joins Albion Way / Mill Bay Lane / Sainsbury's Access at a 5-arm priority-controlled roundabout junction which provides informal pedestrian crossings along the Worthing Road (N) / Mill Bay Lane / Sainsbury's arms of the junction, and signal-controlled pedestrian crossings on the Albion Way / Worthing Road (S) arms. Immediately to the west of the site, Worthing Road (N) acts as a gyratory for Horsham Bus Station. A signal-controlled pedestrian crossing is located at the northern end of the bus station providing safe connection between the bus station and town centre.

Black Horse Way / Worthing Road and Mill bay Lane form part of Resident Permit Zone 'A' which limits on-street parking to permit holders only between the hours of 9am–9pm Monday-Saturday. That being said, opportunities for resident parking along these roads is very limited with only 1 layby offering standard resident parking (adjacent to the entrance to Horsham Bus Station). The remainder of parking facilities in proximity to the site are all reserved for disabled parking only; including 5 disabled spaces on Worthing Road and 3 outside Horsham Library on Lower Tambridge Way.

## 2.3 Accessibility by Sustainable Transport

### 2.3.1 Walking

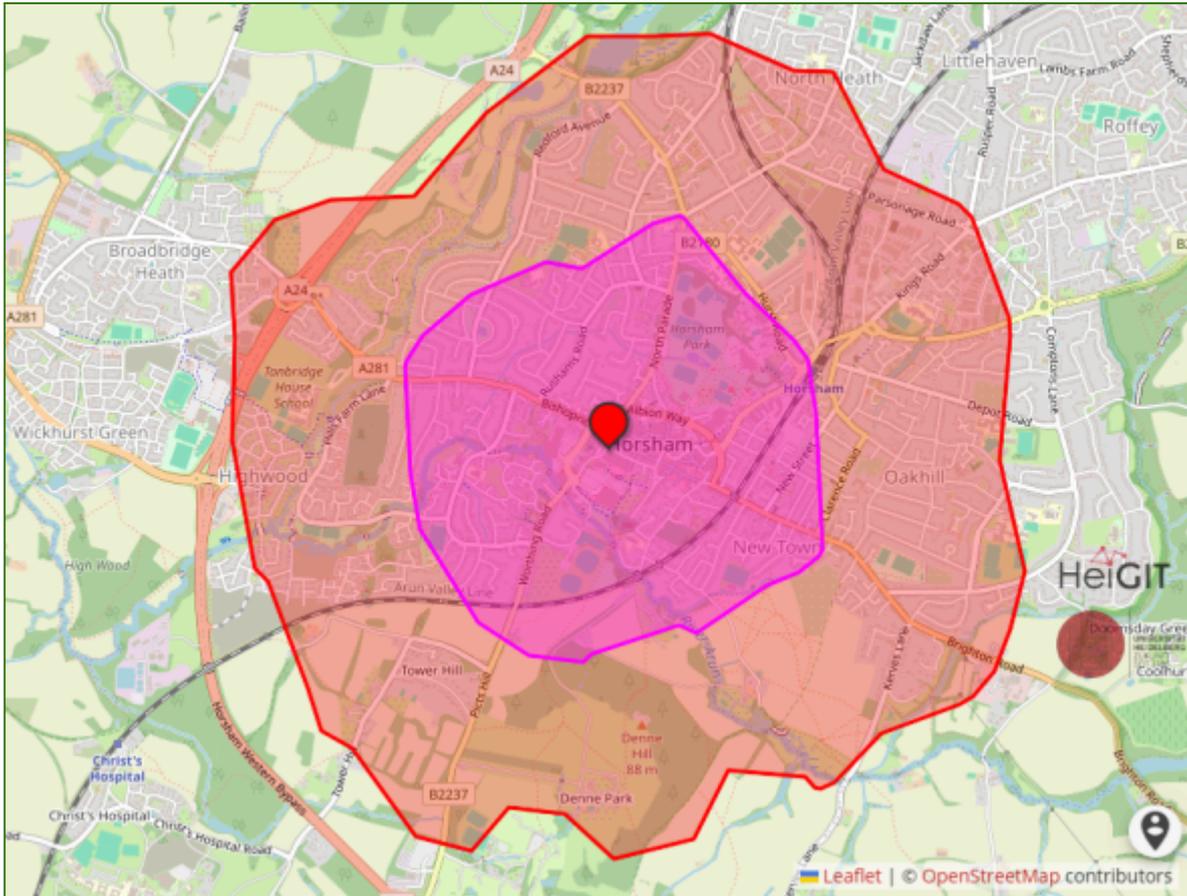
Walking is the most important mode of transport at the local level and can replace short car trips for journeys under 2km, which contribute to congestion and pollution, and the need for car parking.

The IHT publication "Providing for Journeys on Foot" identifies suggested acceptable walking distances for commuting, school and sight-seeing as follows with times based on a walking speed of (1.4m/s):

- |                           |            |
|---------------------------|------------|
| ➤ Desirable 500m          | 6 minutes  |
| ➤ Acceptable 1000m        | 12 minutes |
| ➤ Preferred maximum 2000m | 24 minutes |

Figure 2 identifies 1km / 2km walking isochrones from the site in order to illustrate the general extent of the surrounding area that is considered to fall within the 'acceptable' and 'preferred maximum' thresholds of accessibility in terms of travel on foot.

Figure 2 - Walking Catchment



It is demonstrated that all of Horsham town centre is located within an acceptable walking distance of the site, as such the site is well-positioned to offer convenient access to a wide range of amenities, enhancing the appeal for residents and visitors alike.

Retail and shopping options are plentiful, with several supermarkets, high street shops, and convenience stores located within a short walking distance. This ensures that daily necessities and a variety of retail experiences are easily accessible without the need for a car.

Healthcare services are also readily available, with GP surgeries, pharmacies, and dental practices all within a reasonable walk, providing essential health support close to home.

Leisure and recreational opportunities are also available, with local parks offering green spaces for outdoor activities, and community facilities such as libraries and sports centres promoting social and active lifestyles. The area is also well-served by food and drink establishments, including a diverse range of restaurants, cafés, and pubs, catering to various tastes and social needs.

Available transport links include Horsham Bus Station conveniently located directly adjacent to the site and Horsham Station also within reasonable walking distance, providing connectivity to central London and beyond.

These well-rounded amenities contribute to the site's overall accessibility and attractiveness, supporting sustainable and active travel modes while meeting the needs of residents and visitors efficiently.

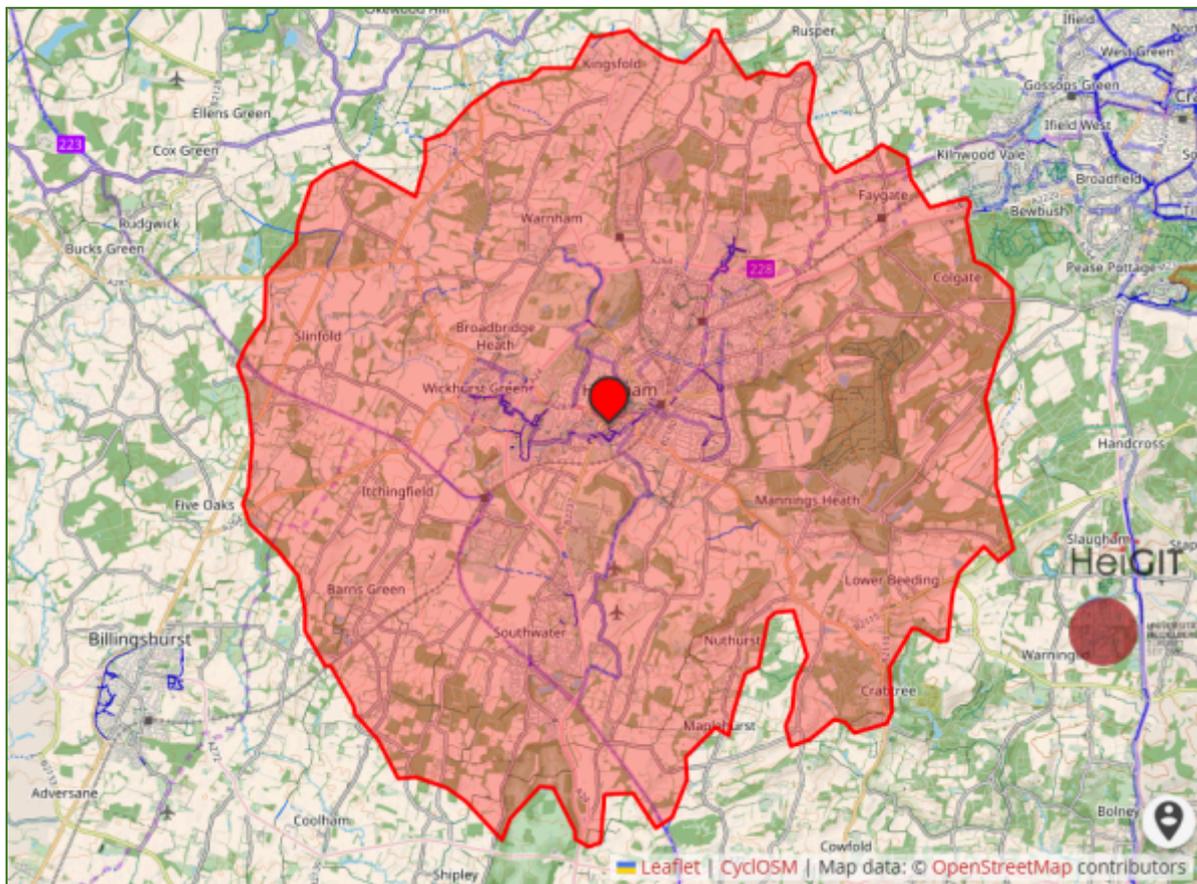
### 2.3.2 Cycling

Like walking, cycling has an important part to play in reducing congestion, improving accessibility and reducing pollution. Cycling may also allow people without cars to reach destinations that they may otherwise be unable to reach. CIHT's Planning for Cycling (2014) states that:

*"The majority of cycling trips are for short distances, with 80% being less than five miles and with 40% being less than two miles. However, the majority of trips by all modes are also short distances (67% are less than five miles, and 38% are less than two miles); therefore, the bicycle is a potential mode for many of these trips. Electric bicycles extend the range that can be cycled comfortably, and combined cycle-rail or cycle-bus journeys offer an alternative to car travel for many longer trips."*

Figure 3 identifies destinations that lie within an 8km (5 miles) cycle distance of the application site and illustrates that a range of destinations including Southwater, Wickhurst Green, Barns Green and Christ's Hospital are located within a reasonable cycle distance of the site.

Figure 3 - Cycling Catchment



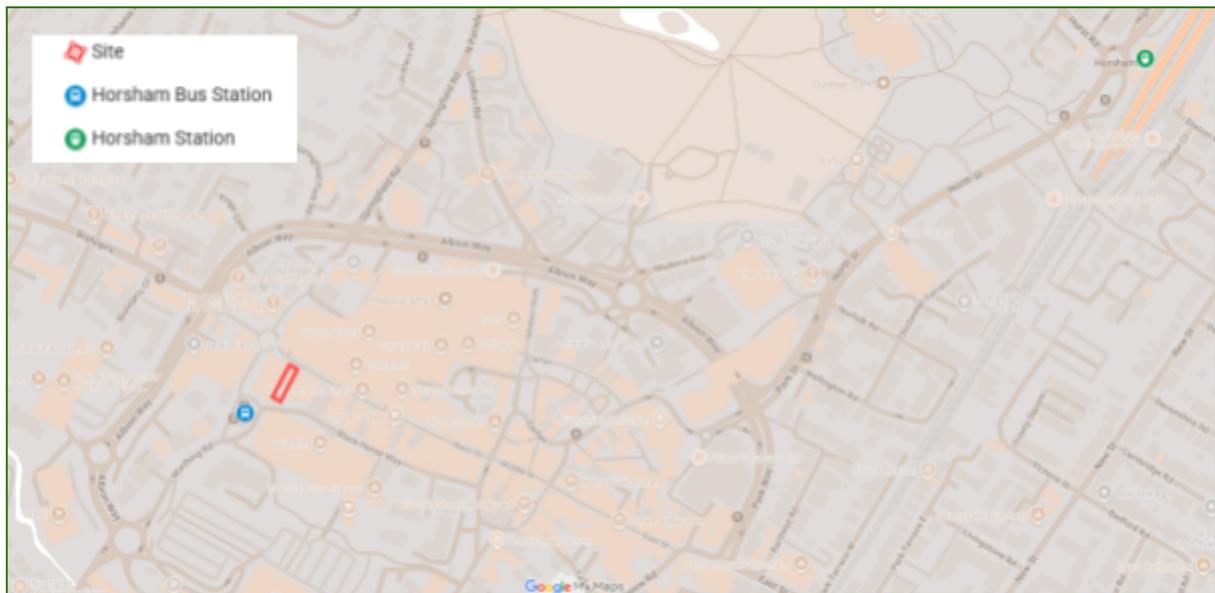
A combination of on-road and traffic-free cycle routes are accessible within a short distance of the site including a traffic-free route connecting Lower Tanbridge Way and Causeway/Worthing Road. Furthermore, Sheffield Stands are present throughout the town centre, including within the public realm immediately to the west of the site providing short-stay cycle parking opportunities for visitors and residents wishing to travel to the nearby local amenities by cycle.

### 2.3.3 Public Transport

The nearest bus facility is Horsham Bus Station, which is located immediately adjacent to the site and provides access to over 20 different service routes, offering a frequent level of service between the site and other surrounding areas.

The nearest railway station to the site is Horsham Station, located approximately 1km to the north-east of the site; a 15-minute walk. The station is accessible by many of the bus services operating from Horsham Bus Station, and is also accessible within a 5-minute cycle journey, with cycle parking facilities available.

Figure 4 - Public Transport



In summary, the site benefits from excellent access to local amenities and public transport opportunities and is surrounded by quality and comprehensive pedestrian and cycle infrastructure. These factors reduce the need to travel by car, thereby reducing the impacts on the operation, safety and capacity of the local road network.

## 3. Proposed Development

### 3.1 Description of Development

The proposal seeks Prior Approval for the change of use of the upper floors at 30 West Street, Horsham, RH12 1PB from retail storage (Class E) to residential (Class C3) to provide eight self-contained flats with associated amenity space. The proposed schedule of accommodation includes 6 N° 1-bed 2-person units and 2 N° 2-bed 3-person units.

### 3.2 Site Access Arrangements

#### Pedestrian Access

All pedestrian access to the site for residents shall be gained via Black Horse Way via a new lobbied entrance to be delivered as approved under planning ref: DC/25/1391.

Staff access for the ground floor retail unit shall continue to be provided from Black Horse Way via a separate entrance towards the eastern end of the site frontage.

#### Cycle Access

Cycle access to the building will also be gained via the new entrance, with a proposed cycle storage area located within the curtilage of the building at ground floor level.

#### Servicing and Delivery Access

A bin store is proposed at ground floor level with access available both internally via the lobby, and externally with sliding doors leading directly onto Black Horse Way enabling refuse to be collected from kerbside.

### 3.3 Car Parking Provision

The applicable standards set out within West Sussex County Council (WSCC): Guidance on Parking at New Developments SPD suggests that the residential parking demand associated with the development would be in the order of 6 vehicles. This is based on the site's location within PBZ5 and the proposed schedule of development (6x 1-bed and 2x 2-bed flats).

**Table 2: Residential Parking Demand (spaces per dwelling)**

Number of Bedrooms	Number of Habitable Rooms	PBZ1	PBZ2	PBZ3	PBZ4	PBZ5
1	1 to 3	1.5	1.4	0.9	0.9	0.6
2	4	1.7	1.7	1.3	1.1	1.1
3	5 to 6	2.2	2.1	1.8	1.7	1.6
4+	7 or more	2.7	2.7	2.5	2.2	2.2

The proposed development will be **car-free**, with no formal parking provisions proposed. Whilst this is noted to be below the recommended standard, attention should be drawn to the recent planning decision at Freshwater Parade under ref: DC/25/1445 for a similar car-free proposal comprising Prior Notification for Change of use of the first floor from retail (Class E) to 6 N° residential dwellings (Class C3).

WSCC Highways were consulted on this proposal and raised no objection on the grounds of highway safety. Concluding that;

*“The site is located in a highly sustainable town centre location. It is well located in close proximity to local services, amenities and employment opportunities. The site is accessible by sustainable modes of transport and future occupiers will not be reliant on the use of a private motor vehicle. Parking restrictions apply within the area to control unsafe parking and several multi-storey car parks are located in the Town Centre if necessary. Furthermore, there are no known highways safety issues, and **does not anticipate that the proposed nil parking provision would be harmful to the safe use and operation of the highways network.**”*

On this basis, it is considered that the car-free proposals are entirely appropriate given the site’s highly sustainable location. To secure the site as car-free, the developer shall enter into a S106 agreement with Horsham Council which will preclude future residents from being able to obtain a residential parking permit.

With regard to **Disabled Parking Provision**, as noted earlier in this report, there are a number of on-street disabled parking provisions located within a short distance of the site which may be utilised by future residents and or their visitors.

### 3.4 Cycle Parking Provision

WSCC’s Guidance on Parking at New Developments SPD also sets out minimum standards for cycle parking as extracted below. Based on the proposed schedule of development, the minimum requirement is 0.5 spaces per flat, which equates to a total of 4 spaces for 8 flats.

**Table 1: Minimum levels of cycle provision**

Type	Dwelling Size	Cycle Provision (per unit)
Houses	Up to 4 rooms (1 & 2 bed)	1 space
Houses	5+ rooms (3+ bed)	2 spaces
Houses	Multiple Occupation	1 space
Flats	Up to 3 rooms (1 & 2 bed)	0.5 space (if communal storage otherwise same as 1 & 2 bed house)
Flats	4+ rooms (3+ bed)	1 space

A communal cycle store is proposed at ground floor level which provides a capacity for up to 12 cycles (1.5 per unit). This level of provision materially exceeds the minimum standards and seeks to maximise the potential for cycling amongst future residents.

As previously discussed, Sheffield Stands are also located in close proximity to the site within the public realm, offering short-stay cycle parking facilities for visitors travelling to the site.

## 4. Transport Impacts

This section considers whether the proposed change of use of the upper floors at 30 West Street, Horsham from Class E storage to eight self-contained residential flats (Class C3) would result in an unacceptable transport impact, as required by Paragraph MA.2(1)(a) of the GPDO.

In terms of **vehicle impacts**, as established in Section 3.3, the development is car-free, with future residents to be excluded from eligibility for on-street parking permits via a S106 agreement, and with parking demand therefore not expected to materialise on surrounding streets. On this basis, the number of vehicle trips generated by the development will be very low, limited primarily to occasional servicing or delivery vehicles, taxis or private hire vehicles, and resident move-ins and move-outs.

These infrequent and short-duration trips are insignificant in the context of the existing town-centre traffic movements and will not materially affect the operation, capacity or safety of the local road network.

With regard to **pedestrian and cycle impacts**, the proposed eight dwellings will result in a modest uplift in pedestrian and cycling trips, all of which can be comfortably accommodated on existing infrastructure. As described, the surrounding footways are wide, well-lit and designed for high pedestrian footfall, with established cycle routes and secure cycle parking both on-site and within the public realm. Given the scale of development, this uplift is predicted to be minimal and will not affect pedestrian comfort levels or create any safety concerns.

Finally, with regard to **impacts on public transportation**, any likely increase in passenger demand generated by eight flats will be negligible relative to the existing capacity and frequency of services available from Horsham Bus Station immediately adjacent to the site, or Horsham Station which is accessible on foot, by cycle and by bus. No additional infrastructure or mitigation is required.

On this basis, it is concluded that the proposal would not result in an unacceptable transport impact and therefore complies with the requirements of Paragraph MA.2(1)(a) of the GPDO.

## 5. Policy Context

This section examines the national, regional, and local planning policies pertinent to the proposed development, focusing on transport and sustainable development considerations.

### 5.1 National Policy

#### **National Planning Policy Framework (NPPF), December 2024**

The NPPF sets out the government's planning policies for England and outlines how these should be applied. The latest revision, published in December 2024, emphasises sustainable development, efficient use of land, and the promotion of sustainable transport modes.

The NPPF defines sustainable development as meeting the needs of the present without compromising the ability of future generations to meet their own needs. It identifies three overarching objectives: economic, social, and environmental. The proposed development aligns with these objectives by:

- **Economic:** Contributing to the local economy through the provision of additional housing units.
- **Social:** Providing much-needed residential accommodation in a highly accessible location.
- **Environmental:** Promoting a car-free lifestyle, thereby reducing carbon emissions and reliance on private vehicles.

The NPPF also emphasises the importance of promoting sustainable transport. Key directives include ensuring that transport issues are considered from the earliest stages of plan-making and development proposals, identifying and pursuing opportunities to promote walking, cycling, and public transport use, and providing high-quality walking and cycling networks and supporting facilities such as cycle parking.

The proposed development's car-free nature, excellent access to public transport, and provision of secure cycle storage directly support these directives.

### 5.2 Local Policy

The Horsham District Planning Framework (HDPF, 2015) forms the adopted local plan for the district and provides the policy context against which transport implications of development are assessed. The following policies are of direct relevance to the transport considerations associated with the proposed small-scale, car-free residential conversion at 30 West Street.

#### **Sustainable Transport – Policy 40**

Policy 40 seeks to ensure that development is located and designed to **minimise the need to travel**, particularly by private car, and to **promote and prioritise walking, cycling and public transport**. It supports development in locations with “appropriate infrastructure and services” and requires proposals to improve connectivity where possible.

The site is located within Horsham Town Centre—identified in the Spatial Strategy as the most accessible settlement in the district—with immediate access to the **adjacent bus station** and high-quality pedestrian and cycle infrastructure, aligning strongly with Policy 40's expectations for sustainable travel. Given the proposal is **car-free**, supports active travel, and is located in the most sustainable location in the settlement hierarchy, it is fully consistent with the objectives of Policy 40.

### **Parking – Policy 41**

Policy 41 requires that new development provides “adequate parking” while allowing flexibility to take account of local circumstances, including accessibility by sustainable modes. Accordingly, in highly accessible town-centre locations such as Horsham, the policy allows for reduced levels of on-site parking provision where justified.

The proposal responds directly to this policy by adopting a car-free approach, supported by the surrounding Controlled Parking Zones, existing public car parks, and the extensive availability of sustainable modes. Cycle parking is provided in excess of minimum requirements, reinforcing the policy objective of encouraging non-car travel.

.In summary, the proposed car-free residential conversion at 30 West Street aligns fully with these policy objectives and represents a form of development explicitly encouraged within Horsham's adopted local planning framework.

## 6. Summary and Conclusions

This Transport Statement has assessed the transport and highways implications of the proposed change of use of the upper floors at 30 West Street, Horsham from Class E storage to eight self-contained residential dwellings (Class C3) under Class MA of the GPDO 2015 (as amended).

The site is located within Horsham Town Centre, immediately adjacent to Horsham Bus Station and within convenient walking and cycling distance of Horsham Railway Station. As demonstrated in Section 2, the site benefits from excellent accessibility by sustainable modes, including comprehensive pedestrian infrastructure, established cycle routes, and high-frequency public transport services.

The proposed development is car-free, supported by the surrounding Controlled Parking Zones and the availability of nearby public car parks. As set out in Section 3, secure cycle parking is provided in excess of local standards, and servicing—including refuse collection—can be safely accommodated from Black Horse Way without affecting highway operation.

Section 4 confirms that the development will generate minimal vehicular activity, limited to occasional servicing and delivery trips. Pedestrian and cycle movements associated with eight residential units are modest and will be comfortably absorbed within the existing town-centre network. No highway safety, capacity or operational issues are anticipated.

The proposal aligns with the sustainable transport principles embedded in both the National Planning Policy Framework and the Horsham District Planning Framework, including Policies 40 and 41, which collectively support accessible, low-car and town-centre forms of development.

Overall, the assessment demonstrates that the proposal would not result in any unacceptable transport impacts, as required by Paragraph MA.2(1)(a) of the GPDO, and there are therefore **no transport or highway grounds on which Prior Approval should be withheld.**

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