



DELEGATED APPLICATIONS - ASSESSMENT SHEET

OFFICER CHECKLIST	
WEEK ONE (Date Valid)	23rd February 2026
Check Neighbours	☒
Check Consultations (including newts) / Press List	☒
Check Description, Plans and Supporting Documents	☒
Print and Display Site Notice (if required)	-
WEEK TWO (+7)	2nd March 2026
Visit Site or request site visit photos (in accordance with Site Visit Guidance Note)	☒
Draft HRA / AA if necessary. If the water statement is insufficient discuss with TL / PPO whether to discuss / accept amendments to the strategy.	-
Instruct Legal if s106 required (with prior TL / PPO agreement)	-
WEEK THREE (+14)	9th March 2026
If amendments are likely to be needed discuss with TL / PPO (N.B. Only minor amendments will be accepted in accordance with the Amendment Guidance). When requesting amendments give clear deadline (i.e. start of week 5).	-
WEEK FOUR (+21)	16th March 2026
If no amendments required, contact agent / applicant with update on progress.	☒
Confirm whether delegated or committee decision (re: parish and neighbour representations)	☒
WEEK FIVE (+28)	23rd March 2026
14-day re-consultation letters to be sent on any amended plans	-
Prepare draft report	☒
WEEK SIX (+35)	30th March 2026
Check 35-day Cllr call-in for Committee	-
If decision based on original plans, report to be drafted and submitted for sign off	-
WEEK SEVEN (+42)	6th April 2026
If decision based on amended plans, report to be drafted and submitted for sign off	-
Reason for EOT	-

APPLICATION NO./ADDRESS:

DC/26/0324
60 Oriel Road, Horsham, West Sussex, RH12 6AH

DESCRIPTION:

Erection of a rear outbuilding.

RELEVANT PLANNING HISTORY:

None relevant

RELEVANT PLANNING POLICIES

The National Planning Policy Framework (NPPF)

Horsham District Planning Framework (2015):

Policy 31 - Green Infrastructure and Biodiversity

Policy 32 - Strategic Policy: The Quality of New Development

Policy 33 - Development Principles

North Horsham

Voluntary withdrawal of designation: North Horsham Parish Council voluntarily withdrew their parish from the Neighbourhood Development Plan process on 30 July 2018.

Horsham District Local Plan (2023-40) (Regulation 19):

Policy 19: Development Quality

Policy 20: Development Principles

REPRESENTATIONS AND CONSULTATIONS RESPONSES

Where consultation responses have been summarised, it should be noted that Officers have had consideration of the full comments received, which are available to view on the public file at www.horsham.gov.uk.

Consultations:

Parish Comments:

No objection provided it is not used for residential purposes.

Representations:

None received

HUMAN RIGHTS AND EQUALITY:

The application has been considered having regard to Article 1 of the First Protocol of the Human Rights Act 1998, which sets out a person's rights to the peaceful enjoyment of property and Article 8 of the same Act, which sets out their rights in respect to private and family life and for the home. Officers consider that the proposal would not be contrary to the provisions of the above Articles.

The application has also been considered in accordance with Horsham District Council's public sector equality duty, which seeks to prevent unlawful discrimination, to promote equality of opportunity and to foster good relations between people in a diverse community, in accordance with Section 149 of the Equality Act 2010. In this case, the proposal is not anticipated to have any potential impact from an equality perspective.

PLANNING ASSESSMENT:

The application has been assessed on the basis of the submitted details, together with the planning history of the site and adjoining properties, available images and photographs supplied by the agent. These details were considered sufficient to allow the application to be properly considered and determined.

Character and Appearance

Policies 32 and 33 of the HDPF seek to ensure that development promotes a high standard and quality of design in order to enhance and protect locally distinctive characters. The policies also seek to ensure that the scale, massing and appearance of development relates sympathetically with the built

surroundings, landscape, open spaces and routes within and adjoining the site, including any impact on the skyline and important views.

60 Oriel Road is a residential property situated within the built-up boundary area. The site sits among similar detached and semi-detached dwellings arranged along Oriel Road. The plot is typical in size and shape for the area, with a private rear garden that provides space for domestic outbuildings.

The proposed outbuilding is modest in scale and positioned to the rear of the property, ensuring it remains visually unobtrusive from the public realm. Its size and design sits comfortably within the established character of rear garden structures in the area, preserving the appearance of the residential locality. The proposed materials are timber cladding with a flat roof design; the proposed use is a home office.

The proposal would be a clearly subservient addition and is considered to be of a design, form and scale which is appropriate to the character and appearance of the existing dwelling, and which would not harm the character or appearance of the wider area. It is therefore considered that the visual impact of the proposal is acceptable and would accord with the above policies.

Impact on Neighbouring Amenity

Policy 33 of the HDPF states that permission will be granted for development that does not cause unacceptable harm to the amenity of the occupiers/users of nearby properties and land.

The proposed outbuilding is located within the rear garden, set away from the neighbouring dwellings. Its modest height and location ensure there is no significant loss of light, overbearing impact, or loss of privacy for adjoining properties. The structure does not overlook neighbouring gardens and is in keeping with typical domestic outbuildings found in the area. As a result, the proposal is not expected to adversely affect the amenity of neighbouring occupiers.

It is considered that the siting and layout of the proposed outbuilding and the resulting relationship with adjoining properties would be sufficient to prevent any unacceptable harm to neighbouring amenity.

Water Neutrality

There is no clear or compelling evidence to suggest the nature and scale of the proposed development would result in a more intensive occupation of the dwelling necessitating an increased consumption of water that would result in a significant impact on the Arun Valley SAC, SPA and Ramsar sites, either alone or in combination with other plans and projects. The grant of planning permission would not therefore adversely affect the integrity of these sites or otherwise conflict with policy 31 of the HDPF, NPPF paragraph 193 and the Council's obligations under the Conservation of Habitats and Species Regulations 2017.

Biodiversity Net Gain

In accordance with the Biodiversity Gain Requirements (Exemptions) Regulations 2024, all householder applications are current exempt from the statutory requirement to demonstrate a 10% net gain in biodiversity.

Conclusion

The proposal is considered to comply with relevant local and national planning policies and is therefore recommended for approval.

Recommendation: Application Permitted

Conditions:

- 2 **Standard Time Condition:** The development hereby permitted shall begin before the expiration of three years from the date of this permission.

Reason: To comply with Section 91 of the Town and Country Planning Act 1990.

- 3 **Regulatory Condition:** The materials to be used in the development hereby permitted shall strictly accord with those indicated on the proposed plans and applicaiton form.

Reason: To enable the Local Planning Authority to control the development in detail in the interests of visual amenity and in accordance with Policy 33 of the Horsham District Planning Framework (2015).

POSITIVE AND PROACTIVE STATEMENT

Statement pursuant to Article 35 of the Town and Country Planning (Development Management Procedure) (England) Order 2015. 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, in order to be able to, where possible, grant permission.

Plans list for: DC/26/0324

(The approved plans will form Condition 1 on the Decision Notice of all Permitted applications)

Schedule of plans/documents **approved:**

Plan Type	Description	Drawing Number	Received Date
Location & Block plan	Site Block Plan & Location Plan	WPD1126/A/01 REVISION A	23.02.2026
Elevation & Floor plan	Proposed Plans & Elevations	WPD1126/A/10 REVISION A	23.02.2026

DELEGATED

Case Officer sign/initial Meg Bayliss Date: 14/04/2026

Authorising Officer sign/initial Tamara Dale Date: 17.04.2026