

17 August 2026

Barbara Childs
Head of Place
Albery House
Springfield Road
Horsham
West Sussex
RH12 2GB

Dear Ms. Childs,

HOUSEHOLDER SUBMISSION REGARDING THE DEMOLITION OF THE EXISTING GARAGE AND ERECTION OF ANCILLARY ANNEXE ACCOMMODATION WITH ASSOCIATED LANDSCAPING AT CHESTNUT LODGE, PONDTAIL ROAD, HORSHAM, RH12 2NJ

I write on behalf of my clients, Mr & Mrs Butt, to submit a householder planning application to Horsham District Council in respect of the demolition of the existing garage and workshop and the erection of ancillary annexe accommodation to provide accommodation for the occupant's mother, together with associated landscaping at Chestnut Lodge, Pondtail Road, Horsham.

The site relates to a Grade II listed dwellinghouse, known as Chestnut Lodge, which is recognised for its special architectural and historic interest. The proposal concerns land within its established residential curtilage.

This application follows the Council's pre-application advice under reference PE/26/0156 dated 16 June 2026, and the scheme has been developed to address the detailed requirements identified by the Council. The proposal was considered acceptable by the authority and the applicant was invited to submit an application.

A photograph of the existing building is provided below.



Existing garage building and workshop

The official listing details confirm the following under the previous name of Chestnut Court, when the building formed two separate properties:

PONDTAIL ROAD 1. 1236 (North Side) Chestnut Court (Nos 1 & 2) TQ 13 SE 3/137 II 2. Surviving portion of the former "Chestnut Lodge". Probably early C19. 2 storeys. Stuccoed. Slate roof. Cornice and small parapet. String course. 6 windows with segmental heads. All sashes, glazing bars missing on upper floor. Plain round-headed door to No 1.

The proposed annexe is intended to remain functionally subordinate to the main dwelling and will not form a separate planning unit. The proposal represents an opportunity to replace an existing structure of limited architectural merit with a high-quality, carefully considered building that responds positively to the historic setting of Chestnut Lodge. The Council saw the benefit to removing this structure which was confirmed not to be curtilage listed.

The scheme also incorporates a comprehensive landscaping strategy to enhance the immediate setting of the listed building and improve the overall spatial arrangement of the site.

Site Description

The existing property lies to the northwest of Pondtail Road. The property is the

surviving wing of Chestnut Lodge and dates from the early C19. The property is mainly served by the frontage garden area, as parts of the property were sold off over time for development. Consequently, the area is surrounded by residential development, much of which dates from the 1970s. To the rear lies garaging serving one of these developments.

The property is characterised by its white rendered finish. The windows are all timber sashes of varying sizes. In a nod to the early C19, which was defined by a transition from strict Georgian Neoclassicism to eclectic revival styles, most notably Greek and Gothic Revival, the window hierarchy is characterised by taller windows on the ground floor, which align with the corresponding windows at first-floor level.

The existing garage and workshop are a much later addition to the site, possibly introduced during the inter-war or post-war period, and were described by the Council's conservation team as a utilitarian ancillary building which was placed in an unfortunate and harmful position in relation to the historic building. The building is constructed from single-skin brick and has a rendered finish, with a variety of entrance points. The Conservation Team, during the pre-application process, confirmed that the building has no historic significance and is currently in relatively poor condition. The Council has welcomed the removal of the garage block and confirmed that listed building consent will not be required in this instance.

Significance of the Heritage Asset

Chestnut Lodge derives its significance principally from its architectural interest as a traditional domestic building of its period which forms the only surviving wing to the original Chestnut Lodge. The house has a historic value and is identifiable as being part of the established development pattern within this part of Horsham.

Its significance is further reinforced by its setting, including its domestic curtilage, spatial relationship between built form and its formal garden area to the front, and the generally verdant character of the surrounding environment. The relative hierarchy of structures within the curtilage—where the principal dwelling is clearly dominant—is an important component of that significance.

Heritage Considerations

As a Grade II listed building, the statutory duty under Section 66(1) of the Planning (Listed Buildings and Conservation Areas) Act 1990 applies. This requires special regard to be given to the desirability of preserving the building, its setting, and its architectural and historic interest.

The proposed development has been informed by a clear understanding of the asset's significance. The replacement of the existing garage with a more sensitively designed structure presents an opportunity to better reveal and reinforce the significance of the listed building. The application is supported by

window and door details, addressing an additional requirement identified in the pre-application response.

The proposed annexe has been designed to remain subservient in scale and form, ensuring that the primacy of the listed dwelling is preserved. The siting also improves views towards the house and the functionality of the front garden area.

Planning Policy Context

At the national level, the proposal has been prepared with regard to the National Planning Policy Framework, in particular:

- Section 12: Achieving well-designed places
- Section 16: Conserving and enhancing the historic environment

At the local level, the scheme has been assessed against the Horsham District Planning Framework, including:

- Policy 25: The Natural Environment and Landscape Character
- Policy 32: The Quality of New Development
- Policy 33: Development Principles
- Policy 34: Heritage Assets and Managing Change within the Historic Environment

The proposal is considered to accord with these policies.

Heritage Impact and Planning Balance

In accordance with the National Planning Policy Framework (NPPF), the potential impact on the significance of the designated heritage asset has been carefully assessed.

The proposal is considered to result in no harm, or at most less than substantial harm, confined to very minor changes within the setting of the listed building. The Council have already agreed to the principle of the replacement building stating the following:

“The proposed replacement building is agreeable in principle. The design and scale is reminiscent of what might have been a stable block. The proposed siting is not ideal but taking into consideration the site constraints and that this will replace a harmful building the proposal is considered acceptable in this case, as part of any future planning application being submitted it is suggested that detailed drawings are provided to show the parapet detail including sections and relationship with gutter outlet and hopper. The intention being that these could be used as construction drawings or used as templates for full construction drawings. It is also suggested to include detailed drawings or manufacturer's details

of the porch and windows.

With regards to the reinstatement of the orangery: no detailed drawings have been submitted in relation to this aspect of the works. However, the existing structure appears to be of a modern addition- provided that the replacement orangery is of an appropriate scale and retains subordinate to the principal elevation of the dwelling (as is illustrated on the generated image), no objection is raised in principle of the development. As above, and especially as this would be physically attached to the listed dwelling, detailed drawings should be submitted as part of any future proposal.”

Paragraph 208 of the NPPF requires that such harm be weighed against the public benefits of the proposal. In this case, the development would deliver clear benefits, including:

- The removal of a structure of limited architectural merit
- The introduction of a high-quality, sympathetic building
- Enhancements to the setting through landscaping improvements
- The provision of appropriate accommodation to meet an identified family need

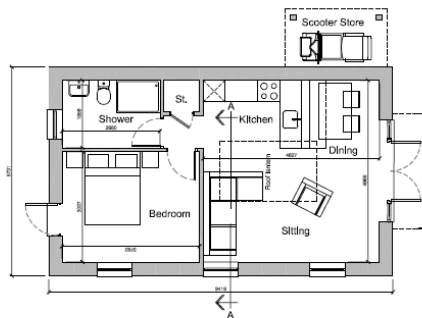
It is therefore considered that any limited harm would be clearly outweighed by the benefits of the proposal.

Design and Layout

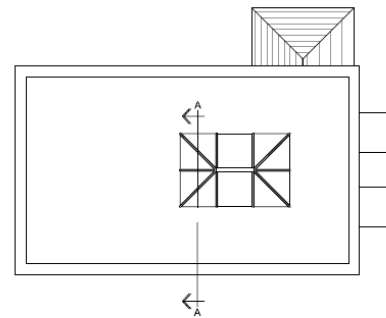
The annexe will be 9.4m in **length**, 5.7m in width **and 3.5m in height**. The annexe will **also** feature a covered area to the rear for the storage of a mobility scooter.

The proposed annexe has been carefully sited to respect the established hierarchy within the curtilage, ensuring the listed dwelling remains the dominant structure.

The scale, massing and footprint have been deliberately restrained, with the siting being pushed back towards the north-eastern boundary of the site. This would free up land to provide usable amenity space to the front of the property. The architectural approach draws upon the character of the host dwelling and local vernacular. An extract of the plans is provided below for context. It is worth noting that the proposed layout plan provides an improved arrangement of the amenity space, which will of course be shared with the occupant of the annexe.



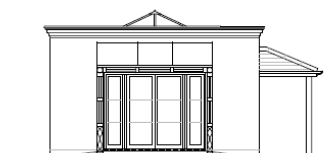
Ground Floor Plan 1:100



Roof Plan 1:100



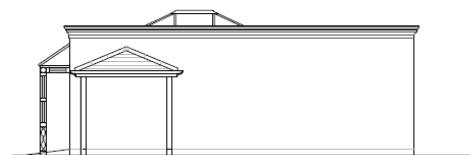
Front Elevation 1:100



Side Right Elevation 1:100



Side Left Elevation 1:100



Rear Elevation 1:100

Extracts of the supporting plans

A computer generated image of the proposal is provided below together with an outline of where the existing building is sited so that a comparison can be made.



A computer generated image of the development

Landscaping and Setting

A comprehensive landscaping strategy is proposed, including:

- Rationalisation of hardstanding and the creation of additional areas of grass
- A new and enhanced parking area, with a pathway to Chestnut Lodge and the new building
- Retention of the trees to the front, which provide privacy to the existing garden area
- Introduction of additional soft landscaping and planting

These measures will result in a clear enhancement to the setting of the listed building.

Use and Occupancy

The annexe is intended solely for incidental use ancillary to the main

dwellinghouse, specifically to accommodate a dependent family member. The internal living arrangement will be indicative of meeting their needs whilst being near family members.

For the avoidance of doubt, the applicant would be agreeable to a planning condition restricting the use of the annexe to purposes ancillary to the host dwelling and preventing its occupation as a separate, independent unit of accommodation.

From a neighbour amenity standpoint, the Council has already confirmed in the pre-application response that the proposed replacement building will not result in any harmful impact on neighbouring amenity. Given the similarities in design, location and size to that previously proposed, there is no reason to take an alternative view.

Conclusion

The proposal represents a sensitive and well-considered form of development that would enhance the site through the replacement of a building of limited merit with a high-quality annexe.

It has been developed with a clear understanding of the significance of the heritage asset and is considered to preserve its setting, in accordance with statutory duties and planning policy.

The Council's advice confirmed that a householder planning application would be appropriate, and that listed building consent was not required for the replacement outbuilding.

The submitted information addresses the Council's request for detailed information concerning the parapet, sections, gutter outlet and hopper, porch and windows. The proposal is therefore respectfully submitted for formal consideration as a householder planning application.

The applicant intends to apply separately for a replacement Orangery on the main house.

Yours sincerely

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