Horsham District Council

DELEGATED APPLICATIONS - ASSESSMENT SHEET

APPLICATION NO./ADDRESS:
DC/26/0233
The Capitol, North Street, Horsham, West Sussex, RH12 1RG

DESCRIPTION:
The removal of a glass revolving door and replacement with a curved glass sliding door at the front entrance of the Capitol Theatre. (Certificate of Lawful Development - Proposed).

RELEVANT PLANNING HISTORY:

PE/24/0128	The Capitol Redevelopment	Pre-Application Advice Given on 25.09.2024
DC/25/0628	Erection of 2 no Digital totem screens to front of theatre.	Application Permitted on 18.08.2025

SITE LOCATION & APPLICATION DESCRIPTION

The application site comprises the Horsham District Council owned and managed Capitol Theatre. The Theatre is currently closed for a full refurbishment project, most of which is internal works.

PLANNING ASSESSMENT
The main consideration is whether the proposed replacement entrance door is considered to be Permitted Development as defined within Schedule 2, Part 12, Class A, of the Town and Country Planning (General Permitted Development) (England) Order 2015. Part 12 refers to Development by Local Authorities and states the following:

Permitted development

A. *The erection or construction and the maintenance, improvement or other alteration by or on behalf of a local authority or by **[**or on behalf of**]** an urban development corporation of—*

(a)any small ancillary building, works or equipment on land belonging to or maintained by them required for the purposes of any function exercised by them on that land otherwise than as statutory undertakers;

(b)lamp standards, information kiosks, passenger shelters, public shelters and seats, telephone boxes, fire alarms, public drinking fountains, horse troughs, refuse bins or baskets, barriers for the control of people waiting to enter public service vehicles, electric vehicle charging points and any associated infrastructure, and similar structures or works required in connection with the operation of any public service administered by them.

A.2. The reference in Class A to any small ancillary building, works or equipment is a reference to any ancillary building, works or equipment not exceeding 4 metres in height or 200 cubic metres in capacity.

The new door would be positioned in the same location as the existing door, but would provide a curved sliding door rather than a revolving door. The height of the door is approximately 2.6metres.

It is considered that the replacement door would constitute permitted development under part 12 as it would involve small ‘alterations by the local authority on land belonging to them, required for the purposes

of a function (providing leisure services) exercised by them on the land.' The alterations would not be works exceeding 4 metres or 200 cubic metres in capacity.

Recommendation: Application Permitted

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/26/0233

(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 plan		NONE	30.01.2026
Details plan	Existing and proposed	SK-032000	30.01.2026
Plans	Existing front elevation	SK-032001	30.01.2026
Plans	Proposed front elevation	SK-032002	30.01.2026

DELEGATED

Case Officer sign/initial Kate Turner Date: 14.05.2026

Authorising Officer sign/initial Adrian Smith Date: 15/05/2026