Horsham District Council

Application for a Non-Material Amendment Following a Grant of Planning Permission

Town and Country Planning Act 1990 (as amended)

Publication of applications on planning authority websites

Please note that the information provided on this application form and in supporting documents may be published on the Authority's website. If you require any further clarification, please contact the Authority's planning department.

Site Location

Disclaimer: We can only make recommendations based on the answers given in the questions.

If you cannot provide a postcode, the description of site location must be completed. Please provide the most accurate site description you can, to help locate the site - for example "field to the North of the Post Office".

Number

Suffix

Property Name

The Barn

Address Line 1

Lock House estate

Address Line 2

Lock Lane

Address Line 3

partridge green

Town/city

Partridge Green

Postcode

RH13 8EG

Description of site location must be completed if postcode is not known:

Easting (x)

517861

Northing (y)

118907

Description

Garden Store/ The Barn

Applicant Details

Name/Company

Title

Mr

First name

Nicholas

Surname

Sutton

Company Name

Address

Address line 1

Lock House

Address line 2

Lock Lane

Address line 3

Town/City

Partridge Green

County

Country

GB

Postcode

RH13 8EG

Are you an agent acting on behalf of the applicant?

◯ Yes
⊘ No

Applicant Contact Details

Primary number

***** REDACTED ******

Secondary number

Fax number

Email address

***** REDACTED ******

Eligibility

Does the applicant have an interest in the part of the land to which this amendment relates?

- [x] Yes
- [ ] No

If the applicant is not the sole owner, has notification under Article 10 of the Town and Country Planning (Development Management Procedure) (England) Order 2015 (as amended) been given?

- [ ] Yes
- [ ] No
- [x] Not applicable

Description of Your Proposal

Please provide the description of the approved development as shown on the decision letter

Conversion of 2no. existing buildings to holiday let use. (Full Application)

Reference number

DC/25/0359

Date of decision

16/06/2025

What was the original application type?

Full planning & listed building consent

For the purpose of calculating fees, which of the following best describes the original development type?

- [ ] **Householder development:** Development to an existing dwelling-house or development within its curtilage
- [x] **Other:** Anything not covered by the above category

Non-Material Amendment(s) Sought

Please describe the non-material amendment(s) you are seeking to make

Installation of mezzanine floor and lifting roof by 0.75m from consented 4.75m to proposed 5.5m

Please state why you wish to make this amendment

Create a more viable holiday let unit serving the 'super holiday' cottage market and allow space for new roof coverings and insulation

Are you intending to substitute amended plans or drawings?

- [x] Yes
- [ ] No

If yes, please complete the following details

Old plan/drawing numbers

Elevation & Floor plan Proposed Garden Store
NONE 10.03.2025

New plan/drawing numbers

Elevation & Floor plan Amended Proposed Garden Store
001

Site Visit

Can the site be seen from a public road, public footpath, bridleway or other public land?

- [ ] Yes
- [x] No

If the planning authority needs to make an appointment to carry out a site visit, whom should they contact?

- [ ] The agent
- [x] The applicant
- [ ] Other person

Pre-application Advice

Has assistance or prior advice been sought from the local authority about this application?

- [ ] Yes
- [x] No

Authority Employee/Member

With respect to the Authority, is the applicant and/or agent one of the following:
(a) a member of staff
(b) an elected member
(c) related to a member of staff
(d) related to an elected member

It is an important principle of decision-making that the process is open and transparent.

For the purposes of this question, "related to" means related, by birth or otherwise, closely enough that a fair-minded and informed observer, having considered the facts, would conclude that there was bias on the part of the decision-maker in the Local Planning Authority.

Do any of the above statements apply?

◯ Yes
⊘ No

Declaration

I/We hereby apply for Non-Material Amendment as described in the questions answered, details provided, and the accompanying plans/drawings and additional information.
I/We confirm that, to the best of my/our knowledge, any facts stated are true and accurate and any opinions given are the genuine opinions of the person(s) giving them.
I/We also accept that, in accordance with the Planning Portal's terms and conditions:
- Once submitted, this information will be made available to the Local Planning Authority and, once validated by them, be published as part of a public register and on the authority's website;
- Our system will automatically generate and send you emails in regard to the submission of this application.

☑ I / We agree to the outlined declaration

Signed

Nicholas Sutton

Date

28/09/2026