Horsham District Council

DELEGATED APPLICATIONS - ASSESSMENT SHEET

APPLICATION NO./ADDRESS:

DC/25/0038
Lock House, Lock, Partridge Green, West Sussex, RH13 8EG

DESCRIPTION:

Conversion of a single dwelling into 3no. dwellings and conversion of the existing garage block with flat into single dwelling. (Listed Building Consent).

RELEVANT PLANNING HISTORY:

DC/24/0609	Conversion of existing dwelling into 5No. dwellings, replacement of existing garage and flat with 1No. dwelling, and erection of 7No. dwellings as enabling development (Listed Building Consent)	Withdrawn Application on 02.10.2024
DC/24/1667	Conversion of a single dwelling to 5no. dwellings and conversion of the existing garage block with flat to single dwelling. (Full Application).	Application Refused on 17.01.2025
DC/25/0037	Conversion of a single dwelling into 3no. dwellings and conversion of the existing garage block with flat into single dwelling. (Full Application).	Pending Consideration
DC/24/1668	Conversion of a single dwelling to 5no. dwellings and conversion of the existing garage block with flat to single dwelling. (Listed Building Consent).	Application Refused on 17.01.2025

DESCRIPTION OF THE SITE

The application site consists of a Grade II Listed Building positioned to the north-west of the access road, and located outside of any defined built-up area. The site is therefore located within the countryside in policy terms. The sites includes a number of detached buildings, swimming pool, and tennis court set within extensive grounds that slope to the south-east. Nearby residential properties are located at a distance of between 100m and 350m to the south-west and south-east respectively, with an area of woodland bounding the site to the north.

DESCRIPTION OF THE APPLICATION

The application seeks Listed Building Consent for the conversion of the existing dwelling to 3no. residential dwellings, along with the conversion of the existing garage to a single dwelling.

RELEVANT PLANNING POLICIES

The National Planning Policy Framework (NPPF)

Horsham District Planning Framework (2015):
Policy 1 - Strategic Policy: Sustainable Development
Policy 2 - Strategic Policy: Strategic Development
Policy 3 - Strategic Policy: Development Hierarchy
Policy 4 - Strategic Policy: Settlement Expansion

Policy 15 - Strategic Policy: Housing Provision
Policy 16 - Strategic Policy: Meeting Local Housing Needs
Policy 24 - Strategic Policy: Environmental Protection
Policy 25 - Strategic Policy: The Natural Environment and Landscape Character
Policy 26 - Strategic Policy: Countryside Protection
Policy 31 - Green Infrastructure and Biodiversity
Policy 32 - Strategic Policy: The Quality of New Development
Policy 33 - Development Principles
Policy 34 - Cultural and Heritage Assets
Policy 35 - Strategic Policy: Climate Change
Policy 36 - Strategic Policy: Appropriate Energy Use
Policy 37 - Sustainable Construction
Policy 38 - Strategic Policy: Flooding
Policy 40 - Sustainable Transport
Policy 41 - Parking

West Grinstead Neighbourhood Plan:
Policy 4 – Green Infrastructure: Existing Trees, Hedgerows, Habitats and Wildlife
Policy 9 – Car Parking

Paragraph 33 of the NPPF requires that all development plans complete their reviews no later than 5 years from their adoption. Horsham District Council is currently in the process of reviewing its development plan however at this stage the emerging policies carry only limited weight in decision making. As the HDPF is now over 5 years old, the most important policies for the determination of this application must be considered as to whether they are 'out of date' (NPPF paragraph 11d). This includes, for applications involving the provision of housing, whether the Council can demonstrate a five year supply of deliverable housing sites (NPPF footnote 8).

The Council is currently unable to demonstrate a five year supply of deliverable housing sites, with the supply currently calculated as being 2.9 years. The presumption in favour of development within Paragraph 11d) of the NPPF therefore applies in the consideration of all applications for housing development within the District (unless footnote 7 or Paragraph 14 applies to relevant applications), with Policies 2, 4, 15 and 26 now carrying only moderate weight in decision making.

All other policies within the HDPF as itemised above have been assessed against the NPPF and are considered to be consistent such that they continue to attract significant weight in decision making.

Horsham District Local Plan (2023-40) (Regulation 19):
Strategic Policy 1: Sustainable Development
Strategic Policy 2: Development Hierarchy
Strategic Policy 3: Settlement Expansion
Strategic Policy 6: Climate Change
Strategic Policy 7: Appropriate Energy Use
Strategic Policy 8: Sustainable Design and Construction
Strategic Policy 9: Water Neutrality
Strategic Policy 10: Flooding
Strategic Policy 11: Environmental Protection
Strategic Policy 12: Air Quality
Strategic Policy 13: The Natural Environment and Landscape Character
Strategic Policy 14: Countryside Protection
Strategic Policy 15: Settlement Coalescence
Strategic Policy 17: Green Infrastructure and Biodiversity
Policy 18: Local Green Space
Strategic Policy 19: Development Quality
Strategic Policy 20: Development Principles
Policy 21: Heritage Assets and Managing Change within the Historic Environment
Strategic Policy 24: Sustainable Transport
Policy 25: Parking

Policy 32: Conversion of Agricultural and Rural Buildings to Commercial, Community and Residential Uses
Strategic Policy 37: Housing Provision
Strategic Policy 38: Meeting Local Housing Needs
Policy 40: Improving Housing Standards in the District

Supplementary Planning Guidance:
Planning Obligations and Affordable Housing SPD (2017)
Community Infrastructure Levy (CIL) Charging Schedule (2017)

Planning Advice Notes:
Facilitating Appropriate Development
Biodiversity and Green Infrastructure

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:

INTERNAL CONSULTATIONS

HDC Conservation: No Objection

Lock House is situated to the west of Partridge Green. The property is set within generous grounds located primarily to the southeast. The property is accessed via a driveway which follows the eastern boundary (it formally passed through the central archway of Gatehouse Cottages), with a second access to the west close to Grants Farmhouse itself (grade 2 listed).

Lock House is a grade 2 listed building, the main portion of which was constructed circa 1900 with further additions in the 1930's and then 1970's.

The application seeks to convert the existing property into 3 dwellings following the refusal of an earlier application for 5 dwellings. The house would be subdivided with parking for each unit, a private patio area and wider shared grounds. A new front door would be required for unit 3.

The justification for the conversion of the property relates to the lack of market demand for houses of this size, and the repair work that is required. Although the property is currently habitable it is understood that there is a need to replace the roof, replace windows, renew the heating system and replace the driveway as well as other works. Within the property there is evidence of water damage to some ceilings and externally some of the roofing tiles have failed.

The house has been marketed by different agents over some years and rented out. It has been marketed as a single dwelling, and also rented as such. The property was converted into a single dwelling after having been occupied as a convent.

As previously stated the optimum viable use for Lock House would be as a single dwelling. The property was built and designed as such, and the function and layout of its rooms supports its character as a large mansion house. As a single unit the grounds and outbuildings are utilised as a single entity without the additional demands of differing occupiers.

The change of use of the property into 3 units would result in harm to the listed building. As noted in the Heritage Statement "elements of the floor plan, including surviving aspects of the master/servant hierarchy, are still evident." As identified in the previous response these elements provide an insight into the rigid class system that still remained in place during the first decades of the 20th century, and this would be diluted as part of the proposal. By subdividing the property into 3 units an appreciation of the hierarchy of spaces would be reduced because the ability to move through the building would be lost. This would prevent an opportunity to experience the contrast between polite rooms and service spaces. It is acknowledged however that the lessening of the number of units (from 5 previously) would enable larger areas of the property to be experienced within each individual unit and that the harm would be less than previously identified.

It is recognised that the subdivision of the property would in general echo the evolution of the building and the important interiors would be within one unit. However, as previously identified it is not just the physical separation of the property that needs to be considered. Consideration needs to be given to the impact on the appreciation of the property and primarily its architectural, artistic and historic significance.

The associated domestic paraphernalia of three units and the differing desires, and independence of the occupiers would blur an appreciation of the building as a pre war county house, although this level would be less than previously applied for. As a country house the property would have had an active staff in addition to family occupiers and there would have been a level of traffic and activity associated with this. Although as previously noted there is a danger that the level of activity, parking, and paraphernalia of daily living would result in the cohesiveness of the building as a single unit becoming eroded, it would be considered on balance that the proposed reduction in numbers would limit the pressure for incremental changes by individual occupiers.

If it is accepted that the retention of the property as a single unit cannot be realistically ensured, the subdivision of the property needs to be sensitive to the significance of the building and its use as a county house. On balance the subdivision into 3 units would be more conducive to the nature and character of the building enabling an appreciation of the building as a cohesive whole.

It would be considered that the optimum use of the property would be as a single dwelling which is why it would still be considered that the proposal would result in less than substantial harm (at the lower end of the scale) to the significance of the building. However the proposal should be balanced against the public benefit as per paragraph 215 of the NPPF. If it is accepted that the building can no longer be realistically occupied as a single dwelling house then there would be a public benefit in ensuring a viable future for the building. It would be suggested that the conversion into 3 dwellings would offer the opportunity of a viable future to the building whilst balancing the significance of the building.

No objection would be raised to the proposed works to the garage with flat above.

PUBLIC CONSULTATIONS:

Representations:

6 letters of Objection have been received from 5 addresses, objecting to the application on the following grounds:

- Subdivision of heritage asset
- Overdevelopment
- Impact on visual amenity
- Traffic movements
- Safety of highway users
- Inconsistent with planning policies
- Water neutrality
- Impact on privacy
- Sporadic development

Parish Comments:

West Grinstead Parish Council: No Objection

Subject to Conservation Officer's views/comments

Member Comments:

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

Paragraph 212 of the NPPF (2024) states that "when considering the impact of proposed development on the significance of a designated heritage asset, great weight should be given to the asset's conservation (and the more important the asset, the greater the weight should be)." Paragraph 213 continues to state that "any harm to, or loss of, the significance of a designated heritage asset (from its alterations or destruction, or for of development within its setting), should require clear and convincing justification."

Policy 34 of the HDPF recognises that heritage assets are an irreplaceable resource and promotes positive management of heritage assets within the District. Development affecting heritage assets should reinforce the special character of the District's environment through appropriate siting, scale, form and design; including the use of traditional materials and techniques; and should make a positive contribution to the character and distinctiveness of the area. Development should preserve and ensure clear legibility of locally distinctive vernacular building forms and their settings, features, fabric, and materials. Policy 34 also recognises the importance of securing the viable and sustainable future of heritage assets through continued preservation by uses that are consistent with the significance of the heritage asset. Development should retain and improve the setting of heritage assets, including views, public rights of way, trees and landscape features.

Following consultation with the Design and Conservation Officer, Lock House is noted to be a Grade II listed building, the main portion of which was constructed circa 1900 with further additions in the 1930's and then 1970's. The application seeks to convert the existing property into 5 dwellings, with parking for each unit, a private patio area and shared grounds. The justification for the conversion of the property relates to the lack of market demand for houses of this size, and the repair work that is required. Although the property is currently habitable it is understood that there is a need to replace the roof, replace windows, renew the heating system and replace the driveway as well as other works. Within the property there is evidence of water damage to some ceilings and externally some of the roofing tiles have failed.

The optimum viable use of the building is considered to be as single dwelling. The property was built and designed as such, and the function and layout of its rooms supports its character as a large mansion house. As a single unit, the grounds and outbuildings are utilised as a single entity without the additional demands of differing occupiers.

The change of use of the property into 3no. units would result in harm to the Listed Building. As noted within the Heritage Statement, "elements of the floor plan, including surviving aspects of the master/servant hierarchy, are still evident". These elements provide an insight into the rigid class system that still remained in place during the first decades of the 20th century, and this would be diluted as part of the proposal. By subdividing the property into 3no. units, an appreciation of the hierarchy of spaces would be reduced because the ability to move through the building would be lost. This would prevent an opportunity to experience the contrast between polite rooms and service spaces. It is however acknowledged that the reduced number of units as now proposed, would enable larger areas of the property to be experienced within each individual unit, and that the harm would be less than previously identified.

It is recognised that the subdivision of the property would in general echo the evolution of the building and the important interiors would be within one unit. However, as previously identified it is not just the physical separation of the property that needs to be considered. Consideration needs to be given to the impact on the appreciation of the property and primarily its architectural, artistic and historic significance.

The associated domestic paraphernalia of three units and the differing desires, and independence of the occupiers would blur an appreciation of the building as a pre war county house, although this level would be less than previously applied for. As a country house the property would have had an active staff in addition to family occupiers and there would have been a level of traffic and activity associated with this.

Although as previously noted there is a danger that the level of activity, parking, and paraphernalia of daily living would result in the cohesiveness of the building as a single unit becoming eroded, it would be considered on balance that the proposed reduction in numbers would limit the pressure for incremental changes by individual occupiers.

If it is accepted that the retention of the property as a single unit cannot be realistically ensured, the subdivision of the property needs to be sensitive to the significance of the building and its use as a county house. On balance the subdivision into 3 units would be more conducive to the nature and character of the building enabling an appreciation of the building as a cohesive whole.

It would be considered that the optimum use of the property would be as a single dwelling which is why it would still be considered that the proposal would result in less than substantial harm (at the lower end of the scale) to the significance of the building. However, the proposal should be balanced against the public benefit as per paragraph 215 of the NPPF. The conversion of the building to 3no. dwellings would secure the continued use of the building, where it's conversion would sufficiently retain the historic elements of the building. The development would contribute to the identified housing supply and would result in public benefit in this regard.

For these reasons, while the development would result in less than substantial harm, it is considered that the public benefits would outweigh this limited impact.

Recommendation: Application Permitted

Conditions:

1 **Standard Time Condition**: The works hereby permitted shall begin before the expiration of three years from the date of this consent.

Reason: To comply with Sections 18 (as amended) and 74 of the Planning (Listed Buildings and Conservation Areas) Act 1990.

2 **Pre-Commencement Condition**: No relevant works shall commence until the following details have been submitted to and approved in writing by the Local Planning Authority. The works must not be executed other than in complete accordance with these approved details:

a) Drawings to a scale not smaller than 1:5 fully describing:

i) new/and/or/replacement windows, external doors, and new staircases.
These drawings must show:
- materials
- decorative/protective finish
- cross section of frame, transom, mullions, glazing bars, etc
- formation of openings including reveals, heads, sills, arches, lintels, etc
- method of opening
- method of glazing

b) Drawings to a scale not smaller than 1:20 showing internal drainage routes, noting all necessary cutting, chasing and other alteration to historic fabric.

c) Schedule identifying all doors, doorcases, windows, joinery, panelling, fireplaces and surrounds, decorative plasterwork and other architectural features that are to be altered, relocated, concealed or removed, fully describing the work proposed.

d) Specification and/or drawings fully describing method of incorporating thermal, fire and sound insulation, describing the affect on the appearance and fabric of historic and architectural features.

Reason: As this matter is fundamental to ensure that the significance of the designated heritage asset, and the character, appearance and integrity of the building, is not prejudiced, thereby preserving the special architectural or historic interest which it possesses, and to comply with Policy 34 of the Horsham District Planning Framework (2015).

3 **Regulatory Condition**: All building works, finishes, and making-good, both internal and external, shall match the relevant existing work in respect of method, detail, and finished appearance unless otherwise approved in writing by the Local Planning Authority. Where new materials are to be used externally, the colour match shall make allowance for future weathering.

Reason: To ensure that the significance of the designated heritage asset, and the character, appearance and integrity of the building, is not prejudiced, thereby preserving the special architectural or historic interest which it possesses, and to comply with Policy 34 of the Horsham District Planning Framework (2015).

4 **Regulatory Condition**: No new plumbing, pipes, soil stacks, flues, vents, ductwork or the like, shall be fixed to any external face of the building other than as shown on the drawings hereby approved.

Reason: To ensure that the significance of the designated heritage asset, and the character, appearance and integrity of the building, is not prejudiced, thereby preserving the special architectural or historic interest which it possesses, and to comply with Policy 34 of the Horsham District Planning Framework (2015).

5 **Regulatory Condition**: All new partitions shall be scribed around existing ornamental mouldings.

Reason: To ensure that the significance of the designated heritage asset, and the character, appearance and integrity of the building, is not prejudiced, thereby preserving the special architectural or historic interest which it possesses, and to comply with Policy 34 of the Horsham District Planning Framework (2015).

NOTE TO APPLICANT

The Applicant is advised that all internal features, including but not limited to those identified in the listing, shall be retained and maintained as part of the building. Should any repairs, refurbishment, or alteration be proposed to these features, please contact the Local Planning Authority in advance of any specification being drafted or works commencing. It is advised that it is likely any such works would require Listed Building Consent.

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/25/0038

Schedule of plans/documents **approved**:

Plan Type	Description	Drawing Number	Received Date
Elevation plan	Existing and Proposed West	NONE	20.01.2025
Floor plan	Proposed Ground	NONE	20.01.2025
Elevation plan	Proposed North and South	NONE	20.01.2025
Floor plan	Proposed First	NONE	20.01.2025

Floor plan	Proposed First	NONE	20.01.2025
Floor plan	Proposed Ground	NONE	20.01.2025
Elevation plan	Existing and Proposed East	NONE	20.01.2025
Plans	Garage and Flat Block Proposed	NONE	24.01.2025
Plans	Existing and Proposed Windows	NONE	16.01.2025
Floor plan	Proposed Basement	NONE	13.01.2025
Floor plan	Proposed Second No Change	NONE	13.01.2025
Floor plan	Proposed Basement	NONE	13.01.2025
Floor plan	Proposed Garage and Flat	NONE	13.01.2025
Location plan		NONE	13.01.2025

DELEGATED

Case Officer sign/initial Tamara Dale Date: 20.02.2025

Authorising Officer sign/initial RHERMITAGE Date: 07.03.2025