



DELEGATED APPLICATIONS - ASSESSMENT SHEET

APPLICATION NO./ADDRESS:

DISC/26/0198

Jarvis , Jarvis Lane, Steyning, West Sussex, BN44 3GL

DESCRIPTION:

Application for Approval of Details Reserved by Conditions 3, 5, and 6 to approved application DC/25/2149

RELEVANT PLANNING HISTORY:

DC/25/2149	Erection of a single storey in-fill extension to rear elevation. Repair, restoration, selective alterations, including window repairs/replacements. Construction of a new driveway, and associated works (Householder)	Application Permitted on 24.04.2026
------------	--	-------------------------------------

PLANNING ASSESSMENT

Planning Application DC/25/2149 was granted consent on 24.04.2026. This permission was for the following:

Erection of a single storey in-fill extension to rear elevation. Repair, restoration, selective alterations, including window repairs/replacements. Construction of a new driveway, and associated works (Householder).

Consent is sought to discharge the details reserved by conditions 3, 5 and 6: -

Condition 3:

Pre-commencement Condition: Before any work begins on site, the main contractor responsible for supervising the works must meet the conservation officer of the Local Planning Authority, on site or as otherwise agreed, to confirm that all the conditions attached to the listed building consent are understood and can be fully complied with.

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).

A site meeting took place with the Councils Conservation Officer on Friday 15.05.2026.

Condition 5:

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:

Flat roof extensions and porch, including sections through:

- roof perimeters and eaves
- junction with timber framed north gable

- b) *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. This is particularly relevant to any insulation laid above rafters and between external walls beneath tile hanging.*

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).

The application is accompanied by detailed section plans consisting of internal dry lining and external clay hang tiles, internal partitions, exposed floor joists, extension roof / parapet and extension roof abutment. Following consultation with the Council's Conservation Officer, the information provided in relation to condition 5 is considered acceptable and fulfils the requirements and reason for the above condition.

Condition 6:

Pre-commencement Condition: Before any equipment, materials or machinery are brought onto the site for the purposes of development, a pre-commencement site meeting between the Tree Officer, Arboricultural Consultant and Site Manager shall take place to confirm the protection of trees on and adjacent to the site in accordance with the Arboricultural Impact Appraisal and Method Statement prepared by Lizard Landscape and Ecology Services dated 18.03.26. The tree protection barriers and ground protection measures shall be positioned as shown on the Tree Protection Plans dated 18.03.26 before any equipment, materials or machinery are brought onto the site for the purposes of development. The tree and ground protection shall be retained until the development is completed and nothing shall be placed within the fencing, nor shall any ground levels be altered or excavations made adjacent to the proposed above ground engineered access drive within highlighted tree root protection areas without the written consent of the Local Planning Authority.

This condition shall not be discharged until an arboricultural supervision statement, the contents of which are to be discussed and agreed at the pre-commencement meeting, is submitted to and approved in writing by the Local Planning Authority on completion of development.

Reason: As this matter is fundamental to ensure the successful and satisfactory protection of important trees on the site in accordance with Policy 33 of the Horsham District Planning Framework (2015).

A site meeting took place with the Council's Arboricultural Officer on 20.05.2026 and there are no concerns in respect of the tree protection measures which have been put in place at the site. Therefore, condition 6 can partially be discharged in relation to the site meeting and implementation of the tree protection measures.

A note to applicant is recommended to confirm that a further approval of details submission would be required in order for an arboricultural supervision statement to be submitted to and approved in writing by the Local Planning Authority on completion of the development.

Recommendation: Application Permitted

NOTE TO APPLICANT

The applicant is advised that a further approval of details submission will be required in respect of Condition 6 in order for an arboricultural supervision statement to be submitted to and approved in writing by the Local Planning Authority on completion of the development.

Plans list for: DISC/26/0198

(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
Plans		25050 301	22.06.2026
Plans		25050 302	22.06.2026
Plans		25050 303	22.06.2026
Plans		25050 304	22.06.2026
Supporting Docs	Arboricultural Meeting Notes		22.06.2026
Supporting Docs	Covering Letter		22.06.2026

DELEGATED

Case Officer sign/initial Halima Chowdhury Date: 04.08.2026

Authorising Officer sign/initial Guy Everest Date: 12.08.2026