



DELEGATED APPLICATIONS - ASSESSMENT SHEET

APPLICATION NO./ADDRESS:

DC/26/0026
Lock House, Lock, Partridge Green, West Sussex, RH13 8EG

DESCRIPTION:

Erection of a pitched roof extension to the east wing flat roof and erection of a single storey extension to the existing outbuilding. (Householder Application).

RELEVANT PLANNING HISTORY:

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/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
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).	Application Permitted on 07.03.2025
DC/25/0038	Conversion of a single dwelling into 3no. dwellings and conversion of the existing garage block with flat into single dwelling. (Listed Building Consent).	Application Permitted on 07.03.2025
DC/25/0359	Conversion of 2no. existing buildings to holiday let use. (Full Application).	Application Permitted on 16.06.2025
DC/25/0360	Conversion of 2no. existing buildings to holiday let use. (Listed Building Consent).	Application Permitted on 16.06.2025
DC/25/1539	Prior notification for the erection of an agricultural barn.	Prior Approval Required and PERMITTED on 14.11.2025
DC/25/1881	Erection of a new build coach house building to be used as a holiday cottage. (Full Application).	Pending Consideration
DC/25/1882	Erection of a new build coach house building to be used as a holiday cottage. (Listed Building Consent).	Pending Consideration
DC/26/0027	Erection of a pitched roof extension to the east wing flat roof and erection of a single storey extension to the existing outbuilding. (Listed Building Consent).	Pending Consideration

RELEVANT PLANNING POLICIES

The National Planning Policy Framework (NPPF)

Horsham District Planning Framework (2015):

Policy 25 - Strategic Policy: The Natural Environment and Landscape Character

Policy 26 - Strategic Policy: Countryside Protection

Policy 28 - Replacement Dwellings and House Extensions in the Countryside

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 40 - Sustainable Transport
Policy 41 - Parking

West Grinstead Neighbourhood Plan:

The West Grinstead Neighbourhood Plan was formally made on 23 June 2021.
Policy 4: Green Infrastructure: Existing Trees, Hedgerows, Habitats and Wildlife

Parish Design Statement:

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:

HDC Conservation Officer: No Objection

As this is a resubmission of a previously consented scheme, I am content for you to determine positively and with the previous conditions applied.

Natural England: Standing Advice:-

It cannot be concluded that existing abstraction within the Sussex North Water Supply Zone is not having an adverse effect on the integrity of the Arun Valley SAC/SPA/Ramsar sites. Developments within Sussex North must therefore must not add to this impact and one way of achieving this is to demonstrate water neutrality. The definition of water neutrality is the use of water in the supply area before the development is the same or lower after the development is in place.

To achieve this Natural England is working in partnership with all the relevant authorities to secure water neutrality collectively through a water neutrality strategy. Whilst the strategy is evolving, Natural England advises that decisions on planning applications should await its completion. However, if there are applications which a planning authority deems critical to proceed in the absence of the strategy, then Natural England advises that any application needs to demonstrate water neutrality.

Parish Comments:

None Received

Representations:

1 letter of objection received the respondent objects to the planning and listed building applications on the grounds of over-intensification, harm to rural character, residential amenity impacts, heritage harm, and failure to assess cumulative effects:

- Existing 15-bed property already has consent to expand to 27 bedrooms (including 2 holiday lets). New applications could raise this to 38 bedrooms (153% increase) or at minimum 30 bedrooms (100% increase).
- Scale is considered disproportionate, creating a level of activity more akin to an institutional use rather than a rural dwelling.
- Increased activity, vehicle movements and servicing would be out of keeping with the countryside setting.
- Intensification would erode rural character and conflict with landscape and character protection policies.
- Expected rise in noise, traffic and parking pressure, especially along Lock Lane.
- Lock Lane lies in Flood Zone 3 with no lawful evacuation route, raising safety concerns.
- Overall impact considered harmful to neighbouring amenity.

- Cumulative additions, extensions and reconfigurations would erode the historic integrity of the listed building.
- The objector argues that the proposals prioritise maximising accommodation over conservation, conflicting with heritage policy.
- Multiple applications are seen as being submitted piecemeal without assessing combined impacts on character, amenity, sustainability and setting.

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:

The application has been assessed on the basis of the submitted details, together with the planning history of the site and adjoining properties, available images and photographs supplied by the agent. These details were considered sufficient to allow the application to be properly considered and determined.

Character and Appearance

Policy 28 of the HDPF permits extensions to dwellings in the countryside where they are proportionate in scale and subservient to the host dwelling. Policies 32 and 33 require development to be of a high standard of design that respects the character of the existing building and its setting. Policy 34 seeks to preserve the significance of heritage assets, including listed buildings, and their settings. Policy 4 of the West Grinstead Neighbourhood Plan requires development to conserve landscape features including mature trees and the rural character of the parish.

Officer notes that the applicant has submitted photographs demonstrating that works associated with the previously approved conversion have commenced. Having reviewed this material, it is considered that the evidence is sufficient to show that the conversion authorised under planning permission DC/25/0037 has lawfully started. For clarity, the current application does not seek approval for residential use or any change of use; it relates solely to the physical extensions described below, and the previously approved conversion remains of its original consent.

The application proposes two elements: the erection of a pitched roof over the existing flat-roofed east wing of Lock House and a single storey extension to the existing outbuilding (garage block). The pitched roof extension is a resubmission of a previously consented scheme (DC/17/1968 and DC/17/1973), which was supported by the Conservation Officer at that time on the basis that it would balance the south-east elevation and enhance the architectural composition of the listed building. The current submission does not materially alter that previously approved design approach. The Council's Conservation Officer raises no objection and advises that the proposal may be determined positively subject to previous conditions.

The introduction of a pitched roof in place of the later flat-roofed addition would reinstate a more traditional roof form, better reflecting the character and proportions of the main building. The extension would remain clearly legible as a secondary addition and would not compete with the principal elevations of the listed building. In heritage terms, the works would preserve the significance of the designated asset and its setting in accordance with Policy 34 of the HDPF.

With regard to the single storey extension to the outbuilding, the submitted Design and Access Statement confirms that the extension would be set back from the principal façade and project into the lower garden level, maintaining subservience to the host structure. The extension would be read as an ancillary addition to an existing garage/outbuilding and would not result in a disproportionate increase in built form. The siting, scale and use of matching materials would ensure the development remains visually contained within the established group of buildings.

The site is well screened by mature trees and vegetation, as illustrated within the submitted statement, and the extensions would not result in wider landscape harm or an erosion of the rural character of the area. The works would not introduce incongruous urbanising features and would remain consistent with the established domestic and estate character of the site.

Concerns have been raised regarding cumulative intensification and impact on rural character. However, this application must be assessed on its own planning merits. The proposal relates to extensions to an existing dwelling and outbuilding and does not seek subdivision, change of use, or the creation of additional independent units. As such, the scale and nature of development proposed is domestic in character and does not amount to institutional or commercial intensification.

Overall, the proposal is considered proportionate, sympathetic to the host building, and compliant with Policies 28, 32, 33 and 34 of the HDPF and Policy 4 of the West Grinstead Neighbourhood Plan.

Impact on Neighbouring Amenity

Policy 33 of the HDPF states that permission will be granted for development that does not cause unacceptable harm to the amenity of the occupiers/users of nearby properties and land.

The application site is set within extensive grounds with a high degree of separation from neighbouring properties. The proposed pitched roof extension would replace an existing flat roof and would not introduce significant additional overlooking or overshadowing. Any additional windows would serve internal rooms at an upper level comparable to existing fenestration and would not materially alter privacy relationships.

The single storey extension to the outbuilding would be located within the established built envelope and at a lower garden level. Given its scale, siting and the substantial separation distances involved, the proposal would not give rise to unacceptable impacts in terms of loss of light, outlook, over-bearing impact or loss of privacy to neighbouring occupiers.

Objections have raised concerns regarding increased activity, traffic generation and parking pressure. The proposal does not create a new dwelling nor introduce a separate planning unit. While internal reconfiguration may increase bedroom numbers, there is no clear or compelling evidence that the development would materially intensify the lawful residential use of the property to a degree that would result in demonstrable harm to neighbouring amenity.

Accordingly, it is considered that the proposal would not result in unacceptable harm to neighbouring amenity and would comply with Policy 33 of the HDPF.

Water Neutrality

There is no clear or compelling evidence to suggest the nature and scale of the proposed development would result in a more intensive occupation of the dwelling necessitating an increased consumption of water that would result in a significant impact on the Arun Valley SAC, SPA and Ramsar sites, either alone or in combination with other plans and projects. The grant of planning permission would not therefore adversely affect the integrity of these sites or otherwise conflict with policy 31 of the HDPF, NPPF paragraph 193 and the Council's obligations under the Conservation of Habitats and Species Regulations 2017.

Biodiversity Net Gain

In accordance with the Biodiversity Gain Requirements (Exemptions) Regulations 2024, all householder applications are current exempt from the statutory requirement to demonstrate a 10% net gain in biodiversity.

Other Matters

With regard to flood risk concerns associated with Lock Lane, this application relates to extensions to an existing dwelling and does not materially alter access arrangements or introduce a more vulnerable use. The proposal would not exacerbate flood risk elsewhere nor prejudice safe access beyond the existing lawful situation.

Conclusion

The proposal is considered to comply with relevant local and national planning policies and is therefore recommended for approval.

Recommendation: Application Permitted

Conditions:

- 2 **Standard Time Condition:** The development hereby permitted shall begin before the expiration of three years from the date of this permission.

Reason: To comply with Section 91 of the Town and Country Planning Act 1990.

- 3 **Regulatory Condition:** The materials to be used in the development hereby permitted shall strictly accord with those indicated on the application form and approved plans.

Reason: To enable the Local Planning Authority to control the development in detail in the interests of visual amenity and in accordance with Policy 33 of the Horsham District Planning Framework (2015).

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/26/0026

(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
Block plan		NONE	11.03.2026
Elevation plan	Existing North East Elevation	L89PC/10	13.01.2026
Elevation plan	Proposed North East	L89PC/17	13.01.2026
Elevation plan	Existing North West	L89PC/11	13.01.2026

