WEST SUSSEX COUNTY COUNCIL CONSULTATION

TO:	Horsham District Council FAO: Meg Bayliss
FROM:	Highways, WSCC
DATE:	05/08/2025
LOCATION:	29 Holbrook School Lane, Horsham, RH12 5PP
SUBJECT:	DC/25/1034 Extension of existing driveway and dropped kerb.
DATE OF SITE VISIT:	N/A
RECOMMENDATION:	Advice
S106 CONTRIBUTION TOTAL:	N/A

This application has been dealt with in accordance with the Development Control Scheme protocol for small scale proposals.

This application seeks an extension to existing driveway and dropped kerb. The site is located on Holbrook School Lane, an unclassified road subject to a speed restriction of 30 mph.

The applicant is advised that in addition to obtaining planning permission that they must also obtain formal approval from the highway authority to carry out the site access works on the public highway. The granting of planning permission does not guarantee that a vehicle crossover licence shall be granted because the highway licence process considers wider factors than are considered by the Highway Authority at planning stage.

The applicant should be advised that under current WSCC policy, dropped kerb accesses should not exceed 6.4m in width, unless significant justification is given. Whilst no information has been provided as to the existing dropped kerb width, the proposed widening of 4.54m would suggest that the widened access would exceed the maximum of 6.4m. Therefore, the proposals may be refused a licence by the local WSCC Highway Area Office Team, the team that are responsible for issuing VCO licences.

So whilst no highway safety or capacity concerns would be raised, the applicant is encouraged to ensure that their access proposals align with the WSCC guidance, WSCC Vehicular Cross Over: Application Criteria guidance, which can be found at the following link: https://www.westsussex.gov.uk/media/20290/vco_guidance_notes.pdf

Conclusion
In summary, the LHA does not consider that this proposal would have an unacceptable impact on highway safety or result in 'severe' cumulative impacts on the operation of the highway network, therefore is not contrary to the National Planning Policy Framework (paragraph 116), and that there are no transport grounds to resist the proposal.

If the LPA are minded to approve the application, the following informative should be applied:

Vehicle Crossover – Minor Highway Works
The applicant is advised that in addition to obtaining planning permission that they must also obtain formal approval from the highway authority to carry out the site access works on the public highway. The granting of planning permission does not guarantee that a

vehicle crossover licence shall be granted because the highway license process considers wider factors than are considered by the Highway Authority at planning stage.

Additional information about the licence application process can be found at the following web page:

https://www.westsussex.gov.uk/roads-and-travel/highway-network-permits-and-licences/highway-licences/west-sussex-county-council-licences/dropped-kerbs-or-vehicle-crossovers-for-driveways/

Kyran Schneider
West Sussex County Council – Planning Services