



DELEGATED APPLICATIONS - ASSESSMENT SHEET

APPLICATION NO./ADDRESS:

DC/25/2149

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

DESCRIPTION:

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)

RELEVANT PLANNING HISTORY:

DC/25/2150	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 (Listed Building Consent)	Pending Decision
DC/21/1404	Surgery to 1 x Sycamore (Works to Trees in a Conservation Area)	Application Permitted on 02.07.2021

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 32 - Strategic Policy: The Quality of New Development

Policy 33 - Development Principles

Policy 34 - Cultural and Heritage Assets

Policy 41 - Parking

Neighbourhood Plan:

Steyning Neighbourhood Development Plan 2019 – 2031

SNDP2 – Responsible environmental design

Horsham District Local Plan (2023-40) (Regulation 19):

Policy 19: Development Quality

Policy 20: Development Principles

Policy 21: Heritage Assets and Managing Change within the Historic Environment

Policy 25: Parking

Parish Design Statement:

None

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:

Arboricultural Officer: No objection

Conservation Officer: No objection

Ecology: No ecological objection subject to attached conditions

WSCC Highway: No objection

Archaeological Officer: No objection

Southern water: Southern Water has determined that the flow rate for the above site will remain consistent, so capacity is not an issue, and no Southern Water assets will be affected. Therefore, Southern Water has no objections to this proposal.

Parish Comments:

Steyning Parish Council raised no objection.

Representations:

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:

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 obtained during site visit. These details were considered sufficient to allow the application to be properly considered and determined

Character, Appearance and Heritage Impact

Policies 32 and 33 of the HDPF seek to ensure that development promotes a high standard and quality of design in order to enhance and protect locally distinctive characters. The policies also seek to ensure that the scale, massing and appearance of development relates sympathetically with the built surroundings, landscape, open spaces and routes within and adjoining the site, including any impact on the skyline and important views.

Furthermore, policy 34 of the HDPF seeks to ensure that proposals preserve, and ensure clear legibility of, locally distinctive vernacular building forms and their settings, features, fabric and materials. Moreover, proposed development make a positive contribution to the character and distinctiveness of the area, and ensuring that development in conservation areas is consistent with the special character of those areas.

Additionally, policy SNBP2 of the Steyning Neighbourhood Development Plan states that as appropriate to their scale and nature, development proposals should be designed responsibly, and take account of their impact on the environment throughout their lifetime.

The proposal would involve the 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.

The accompanying heritage statement provides a comprehensive explanation that Jarvis has a rich history and this is illustrated in the surviving fabric. However, this also includes spurious restoration and alteration carried out in the twentieth century which has diluted and confused an understanding and appreciation of the special interest of the listed building. It is considered that the proposals will better reveal the historic significance of the dwelling. It will be necessary to take additional care where the proposed extension is to join the north elevation of the historic core. Following consultation with the Council's Conservation Officer detailed conditions have been suggested to ensure a comprehensive understanding of how this join will be completed without harm to historic fabric.

The proposed works in the garden to create a drive and parking area with associated level changes and other landscape alteration will not harm the setting of the listed building.

The Council's Conservation Officer only regrets the removal of the chimney serving the single storey extension. This chimney is pretentious and extravagant but has a quality greater than the metal flue that will replace it. However, it is not historically significant and does not reflect a chimney that might be expected in this location. Therefore, the Council's Conservation Officer has raised no objection to the proposals.

For the above reasons, the proposal is considered to be of a design, form and scale which is appropriate to the character and appearance of the existing dwelling. The development would preserve the historic interest of the Grade II Listed Building. It is therefore considered that the visual impact of the proposal is acceptable and would accord with the above policies.

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.

It is considered that the siting and layout of the proposal and the resulting relationship with adjoining properties would be sufficient to prevent any unacceptable harm to neighbouring amenity.

Tree impact

Policy 33 of the HDPF 2015 presumes in favour of the retention of existing important landscape and natural features, for example trees, hedges, banks and watercourses. Development must relate sympathetically to the local landscape and justify and mitigate against any losses that may occur through the development.

The property is situated within the village Conservation Area. There are a number of mature trees within the site and close to the boundaries that make a significant positive contribution to the character and visual amenities of the Conservation Area.

It is noted that the proposed route of the new driveway is partially within and requires additional engineering/levels alterations the minimum recommended root protection areas of several of these trees in a form/to an extent that is contrary to the recommendations of the relevant design standard – BS5837:2012 – Trees in relation to design, demolition and construction - recommendations.

If there is considered to be an overriding justification for a new engineered vehicle access route, the Council's Arboricultural Officer recommended that the design be modified to ensure that the principal trees of merit to the character of the Conservation Area are not adversely impacted upon, contrary to the minimum recommendations for design of new engineering near trees of landscape merit.

Upon receipt of additional information, the Council's Arboricultural Officer is satisfied that provided the specialist engineering is done sensitively without excavation, in accordance with the proposed scheme of ground and tree protection measures and arboricultural supervision, it would not be reasonable to

refuse on grounds of impact on the remaining trees of significant positive contribution to the character of the Conservation Area.

Bearing in mind the sensitivity of the engineering proposed and the fact that the site has been subject of recent tree work in contravention of the Town and Country Planning Act 1991 requirements for works to trees in Conservation Areas, if this application were to be approved then the Council's Arboricultural Officer has recommended compliance conditions for the submitted Arboricultural Impact Assessment and Method Statement and tree protection drawings by Lizard and a pre-commencement site meeting between the Tree Officer, Arboricultural Consultant and Site Manager.

Highway impact

Policies 40 and 41 of the HDPF states that development should provide safe and adequate access and parking, suitable for all users.

The property is sited on Jarvis Lane, however vehicular access is proposed to the rear of the property from Whykeham Close, a privately maintained route in Steyning. Whykeham Close is a private road. The nearest publicly maintained highway to this access is High Street, a C classified road subject to 30mph speed restrictions.

It appears that there would be sufficient space for a vehicle to park, manoeuvre and egress the site in a forward gear. The access is to be located on the outside of a bend which would maximise the achievable visibility in both directions along this road.

Provision for two car parking spaces is proposed to serve the dwelling, which would be an improvement over the existing single parking provision. It has been outlined that the parking demand for a dwelling of this size in this location would be 3 parking spaces. Currently overspill is accommodated on street, therefore this proposal would remove the requirement for a single vehicle to park on street.

For the above reasons, the Local Highway Authority 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.

Archaeological impact

Policy 34 of the HDPF 2015 seeks to ensure that appropriate archaeological research, investigation, recording and reporting of both above and below-ground archaeology, and retention where required, with any assessment provided as appropriate.

The site is with an Archaeological Notification Area DWS8580-Steyning Historic Core and associated Early Medieval and Medieval Occupation. The proposal is an infill extension within part of the building that was constructed in the 20th century, and so as the area of the proposed infill is small and will have been disturbed by the construction of the existing structures therefore there are no archaeological concerns in this case.

Ecology impact

Policy 31 of the HDPF states that Development proposals will be required to contribute to the enhancement of existing biodiversity, and should create and manage new habitats where appropriate. The Council will support new development which retains and /or enhances significant features of nature conservation on development sites. The Council will also support development which makes a positive contribution to biodiversity through the creation of green spaces, and linkages between habitats to create local and regional ecological networks.

Following consultation with the Council's Ecologist, it is considered that there is sufficient ecological information available to support determination of this application. The mitigation measures identified in the Bat Survey and Assessment (Babec Ecological Consultants Ltd., November 2025) and Preliminary Ecological Assessment (Lizard Landscape Design and Ecology, October 2025) would be secured by a

planning condition requiring the measures to be implemented in full. Also, the reasonable biodiversity enhancement measures would need to be outlined within a separate Biodiversity Enhancement Layout which would be secured by a planning condition. Any external light would need to adhere to wildlife sensitive lighting design scheme based on Guidance Note: 08/23 (Institute of Lighting Professionals).

Water Neutrality

A 2021 Position Statement from Natural England identified that it could not be concluded with the required degree of certainty that new development in the Sussex North Water Supply Zone would not have an adverse effect on the integrity of the Arun Valley SAC, SPA and Ramsar sites. As a consequence, and to comply with the legal duties set out in the Conservation of Habitats and Species Regulations 2017 (known as the Habitat Regulations), all new development since has been required to demonstrate water neutrality.

On 31st October 2025 Natural England formally withdrew the 2021 Position Statement, citing a package of measures that they were satisfied would safeguard the Arun Valley sites. Principal amongst these measures is a reduction in the Southern Water abstraction licence 'by March 2026'. However, given the licence change has not yet taken place Horsham District Council, as competent authority under the Habitats Regulations, cannot yet be certain that new development will not result in adverse impacts on the Arun Valley sites.

To ensure development can come forward as water neutral in the meantime, the Council has agreed with Natural England to use the significant water savings made by Southern Water in 2024/25 through their programme of leakage reduction (amongst other measures). This has generated some 3,240,000 litres per day of water savings that can now be attributed to new development without increasing water abstraction in the Arun Valley beyond baseline. These savings were previously to be used to launch the Sussex North Water Certification Scheme (SNWCS), however following the withdrawal statement SNWCS will no longer be launching. Natural England standing advice dated 10 November 2025 raises no objection to using these savings to enable development to come forward. The standing advice clarifies that it functions as Natural England's formal response pursuant to Regulation 63(3) of the Conservation of Habitats and Species Regulations 2017 to all relevant planning applications which seek to achieve water neutrality using the above Southern Water savings.

Officers have undertaken an Appropriate Assessment which demonstrates that the anticipated increase in mains water consumption from this development, alongside all other development granted since the 31st October 2025, will not exceed 3,240,000 litres per day.

Accordingly, Officers consider that the proposed development will not have an Adverse Effect on the Integrity of the Arun Valley Site, either alone or in combination with other plan and projects, thereby complying with Regulations 63 and 70 of the Conservation of Habitats and Species Regulations 2017, HDPF Policy 31, and paragraph 193 of the NPPF.

Biodiversity Net Gain

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

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 **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).

- 4 **Pre-commencement Condition:** Before timber cleaning work is undertaken on site, the person(s) responsible for supervising the timber cleaning works must meet the conservation officer of the Local Planning Authority, to undertake a trial patch of timber cleaning and confirm the timber cleaning can progress without harm to the special interest of the listed building.

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).

- 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).

- 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).

- 7 **Pre-commencement (Slab Level) Condition:** Prior to the commencement of the development taking place above slab level, a Biodiversity Enhancement Layout for the biodiversity enhancements listed in the Bat Survey and Assessment (Babec Ecological Consultants Ltd., November 2025) and Preliminary Ecological Assessment (Lizard Landscape Design and Ecology, October 2025) shall be submitted to and approved in writing by the local planning authority. The content of the Biodiversity Enhancement Layout shall include the following:
- a) detailed designs or product descriptions for biodiversity enhancements; and
 - b) locations, orientations and heights for biodiversity enhancements on appropriate drawings.

The enhancement measures shall be implemented in accordance with the approved details prior to occupation and all features shall be retained in that manner thereafter.

Reason: To enhance protected and Priority species & habitats and allow the LPA to discharge its duties under paragraph 187d of the NPPF 2024 and s40 of the NERC Act 2006 (as amended) and Policy 31 of the Horsham Development Framework.

- 8 **Pre-occupation Condition:** Prior to occupation, a "lighting design strategy for biodiversity in accordance with Guidance Note 08/23 (Institute of Lighting Professionals) shall be submitted to and approved in writing by the local planning authority. The strategy shall:
- a) identify those areas/features on site that are particularly sensitive for bats and that are likely to cause disturbance in or around their breeding sites and resting places or along important routes used to access key areas of their territory, for example, for foraging; and
 - b) show how and where external lighting will be installed so that it can be clearly demonstrated that areas to be lit will not disturb or prevent the above species using their territory or having access to their breeding sites and resting places.

All external lighting shall be installed in accordance with the specifications and locations set out in the scheme and maintained thereafter in accordance with the scheme. Under no circumstances should any other external lighting be installed without prior consent from the local planning authority.

Reason: To allow the LPA to discharge its duties under the Conservation of Habitats and Species Regulations 2017 (as amended), the Wildlife & Countryside Act 1981 (as amended) and s40 of the NERC Act 2006 (as amended) and Policy 31 of the Horsham Development Framework.

- 9 **Regulatory Condition:** All mitigation measures and/or works shall be carried out in accordance with the details contained in the Bat Survey and Assessment (Babec Ecological Consultants Ltd., November 2025) and Preliminary Ecological Assessment (Lizard Landscape Design and Ecology, October 2025), as already submitted with the planning application and agreed in principle with the local planning authority prior to determination. This includes the non-licensed Precautionary Method Statement for bats in Section 6 of the Bat Survey and Assessment (Babec Ecological Consultants Ltd., November 2025) and the Precautionary Method Statement for mobile protected and Priority species in the Preliminary Ecological Assessment (Lizard Landscape Design and Ecology, October 2025). This avoids impacts on European Protected Species and protected species.
- This will include the appointment of an appropriately competent person e.g. an ecological clerk of works (ECow) to provide on-site ecological expertise during construction. The appointed

person shall undertake all activities, and works shall be carried out, in accordance with the approved details.

Reason: To conserve protected and Priority species and allow the LPA to discharge its duties under the Conservation of Habitats and Species Regulations 2017 (as amended), the Wildlife & Countryside Act 1981 (as amended) and s40 of the NERC Act 2006 (as amended).

- 10 **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).

- 11 **Regulatory Condition:** No new grilles, security alarms, lighting, cameras or other like items 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).

12. **Regulatory Condition:** All works shall be executed in full accordance with the submitted Arboricultural Impact Assessment/Method Statement Arboricultural Impact Assessment and Method Statement prepared by Lizard Landscape and Ecology Services, reference LLD3620-ARB-REP-001 and dated 18.03.26 and the tree protection drawings by Lizard Landscape and Ecology Services.

Reason: To ensure the successful and satisfactory protection of important trees, shrubs and hedges on the site in accordance with Policies 30 and 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/25/2149

Schedule of plans/documents **approved:**

Plan Type	Description	Drawing Number	Received Date
Section plan		25050-04 REV B	18.03.2026
Plans	Existing site	25050-12	20.01.2026
Plans	Proposed Landscape Masterplan	LLD3620-LAN-DWG-010 REV 1	15.01.2026
Supporting Statement	Arboricultural Consultation Response	NONE	18.03.2026
Site plan	Tree Retention and Protection Plan	LLD3620-ARB-DWG-032 REV 02	18.03.2026

Site plan	Tree Works Removal Plan	LLD3620-ARB-DWG-030 REV 02	18.03.2026
Site plan	Tree Works Removal Plan	LLD3620-ARB-DWG-031 REV 02	18.03.2026
Site plan	Tree Works Removal Plan	LLD3620-ARB-DWG-033 REV 02	18.03.2026
Site plan	Tree Retention and Protection Plan	LLD3620-ARB-DWG-020 REV 02	18.03.2026
Site plan	Tree Retention and Protection Plan	LLD3620-ARB-DWG-021 REV 02	18.03.2026
Site plan	Tree Retention and Protection Plan	LLD3620-ARB-DWG-022 REV 02	18.03.2026
Site plan		LLD3620-ARB-DWG-023 REV 02	18.03.2026
Supporting Docs	CELLWEB® TRP Driveway Details	CELLWEB® TRP	18.03.2026
Section plan	Cellweb with Gravel Standard drawing	Sheet 1 od 1 V1	18.03.2026
Section plan	Typical sections of driveway	25050 04 REV B	18.03.2026
Supporting Statement		SLD101/R001V1	02.03.2026
Location & Site plan		25050-01	23.12.2025
Floor plan	Existing	25050-02	23.12.2025
Floor plan	Existing Second and Roof	25050-03	23.12.2025
Elevation plan	Existing and Sections	25050-04	23.12.2025
Floor plan	Proposed Ground	25050-06	23.12.2025
Floor plan	Proposed First	25050-07	23.12.2025
Elevation plan	Proposed Front and Rear	25050-08	06.01.2026
Section plan	South Elevation	25050-09	23.12.2025
Section plan	Through Living Room/Bed 1	25050-10	23.12.2025
Block plan		25050-11	23.12.2025
Supporting Statement	Arboricultural Impact Assessment & Method Statement	LLD3620-ARB-REP-002	18.03.2026
Supporting Statement	Existing Tree Schedule	LLD3620-ARB-SCH-002	18.03.2026
Supporting Statement	Preliminary Ecological Appraisal	LLD3620-ECO-REP-001-00-PEA	23.12.2025
Design & Access Statement	Inc Heritage	NONE REV 3	23.12.2026

DELEGATED

Case Officer sign/initial Halima Chowdhury Date: 20.04.2026

Authorising Officer sign/initial RHERMITAGE Date: 24.04.2026