



DELEGATED APPLICATIONS - ASSESSMENT SHEET

APPLICATION NO./ADDRESS:

DC/26/0192

14 Owl Close, Billingshurst, West Sussex, RH14 9XJ

DESCRIPTION:

Erection of a first floor side extension over existing garage, and installation of an additional parking bay.

RELEVANT PLANNING HISTORY:

None

DESCRIPTION OF THE SITE

The application site is a corner plot, 14 Owl Close is a 2-storey 4-bed detached dwelling facing onto Owl Close to the east, with Owl Road to the side running along the south (side) boundary. The dwelling has an attached single garage (pitched roofed) to the north elevation which is set back from the front elevation of the house. A driveway from Owl Close provides off street parking at the northeast corner of the site. The rear garden curtilage is separated from Owl Road to the south by a brick wall and verge with shrubs.

DESCRIPTION OF THE APPLICATION

Planning consent is sought for the erection of a first-floor extension over the existing pitched roof garage. The proposed roof is dual pitched with side hip to match the existing roof, and with a pitched roof dormer window to the front and rear to match the existing dormers on the main roof. The roof and first floor is to extend forward to align with the front elevation of the house, and would enable the existing parking to remain unaffected retaining two driveway parking spaces to the frontage. Proposed materials are facing brickwork, reconstituted slate tiles, and includes anthracite grey cladding to match existing.

Also proposed is the installation of an additional parking bay and lockable bollard on land cleared of shrubs within the applicant's ownership adjacent to the side (south) boundary between the brick wall and the unclassified road, Oak Road. This would constitute a change of use of land and as such the originally submitted householder application has been converted to a full planning application with change of use of land. Some re-planting is proposed adjacent to the proposed parking bay and a trellis to support planting attached to the south west facing boundary wall to the property. The existing low level tightly clipped hedge which follows the kerb line each side of the proposed parking space would remain.

RELEVANT PLANNING POLICIES

The National Planning Policy Framework (NPPF)

Horsham District Planning Framework (2015):

Policy 30 - Protected Landscapes

Policy 31 - Green Infrastructure and Biodiversity

Policy 32 - Strategic Policy: The Quality of New Development

Policy 33 - Development Principles

Policy 40 - Sustainable Transport
Policy 41 - Parking

Billingshurst Parish Neighbourhood Plan 2019 – 2031

Bill 1 - Billingshurst Built-Up Area Boundary

Bill 2 - Housing Design and Character

Billingshurst Parish Design Statement

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

Policy 9: Water Neutrality
Policy 17: Green Infrastructure and Biodiversity
Policy 19: Development Quality
Policy 20: Development Principles
Policy 24: Sustainable Transport
Policy 25: Parking
Policy 46: Ancillary Accommodation

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:

WSCC Highways: Advice

PUBLIC CONSULTATIONS:

Representations:

Representations have been received from **six** addresses in Oak Road, **objecting** to the application for the following reasons: -

- Access to parking
- Drainage
- Removal of vegetation and trees
- Creation of additional hardstanding
- Existing parking pressure
- Highways safety
- Visually intrusive
- Overbearing
- Impact on outlook
- Out of keeping
- Overdevelopment
- Additional vehicle generation

One representation of **support** for the application has been received for the following reasons:

- Design of the proposed extension
- Additional proposed off street parking space

Parish Comments:

Billingshurst Parish Council: Neutral

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

Character and Appearance

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.

The application site is a corner plot, 14 Owl Close is a 2-storey 4-bed detached dwelling facing onto Owl Close to the east, with Owl Road to the side running along the south (side) boundary. The dwelling has an attached single garage (pitched roofed) to the north elevation which is set back from the front elevation of the house. A driveway from Owl Close provides off street parking at the northeast corner of the site.

The dwelling is set back from the street to the east. Enclosed rear garden curtilage is located to the west of the dwelling and garage. The rear garden curtilage is separated from Owl Road to the south by a brick wall and verge with shrubs.

Proposed is the erection of a first-floor extension over the existing pitched roof garage, with roof dual pitched with side hip to match the existing roof, and with a pitched roof dormer window to the front and rear to match the existing dormers on the main roof. The roof and first floor is to extend forward to align with the front elevation of the house, and would enable the existing parking to remain unaffected retaining two driveway parking spaces to the frontage. Proposed materials are facing brickwork, reconstituted slate tiles, and includes anthracite grey cladding to match existing.

The proposed first-floor extension over the existing garage in this instance is considered to be an addition of a design, form and scale which is acceptable to the character and appearance of the existing dwelling, and which would not harm the character or appearance of the wider area. It is therefore considered that the visual impact of the proposed first-floor extension is acceptable and would accord with the above policies.

The installation of an additional parking bay and lockable bollard on land cleared of shrubs within the applicant's ownership adjacent to the side (south) boundary between the brick wall and the unclassified road, Oak Road, would not be an unexpected feature in a residential area and the visual impact would be softened by some re-planting adjacent to the proposed parking bay and a trellis to support planting attached to the south west facing boundary wall to the property. The existing low level tightly clipped hedge which follows the kerb line each side of the proposed parking space would remain.

Highways

The first-floor extension to the dwelling will be accessed via Owl Close and the proposed parking bay is to be accessed from Oak Road; these are private roads. The Local Highway Authority (WSCC Highways) has been consulted for advice. The nearest publicly maintained highway is at the junction to the northeast at Marringdean Road. Marringdean Road is a C classified road subject to 30mph speed restrictions. The Local Highway Authority (LHA) has reviewed data supplied to WSCC by Sussex Police over a period of the last five years. There have been no recorded injury accidents at the junction with the public highway, onto the Marringdean Road. There is no evidence to suggest that the junction is operating unsafely, or that the proposed would exacerbate an existing safety concern.

The proposals seek erection of a first-floor side extension over existing garage, and installation of an additional parking bay. The additional bedroom has been outlined as creating space within the property to serve a maturing family member. The addition of a single bedroom at the property would not be considered to generate a material increase in vehicular movements on the highway over that already generated by this and other dwellings in the development.

The WSCC Parking Demand Calculator outlines that an additional bedroom at this property does not raise the parking demand over the current figure- of three parking spaces. The applicant has however proposed additional parking provisions along with this application. The property currently appears to accommodate 2 vehicles off street, plus a garage space which is considered sufficient in dimensions to accommodate an average sized vehicle. The proposed parking bay appears to measure 5.8m with a 2.5m depth. There are 2.5m splayed edges to assist a manoeuvre to and from the space.

The applicant proposes to install a lockable bollard within the parking space to ensure that this remains designated to the property, it has been outlined that the space will be sited on land within the applicant's ownership. The adjoining road, Oak Road, is unadopted and there are currently no known proposals for this to change. The applicant should therefore discuss these proposals with the proprietor(s) of Oak Road/ Owl Close, to gain formal approval for the access to parking as proposed. Parking bays are present in multiple locations within the development and there are no known concerns with this arrangement in practise.

The Local Highway Authority does not consider that the 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.

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 noted that concerns have been expressed regarding the proposed extension and additional off street parking bay. However, following consultation with WSCC Highways it is considered that parking bays are present in multiple locations within the development and there are no known concerns with this arrangement in practise and the proposal is not considered would have an unacceptable impact on highway safety or drainage. The proposed first floor extension would add an additional pitched roof dormer window to the front and rear of the dwelling however given the existing arrangement it is considered that the siting and layout of the proposed extension and the resulting relationship with adjoining properties would not add additional unacceptable harm to neighbouring amenity.

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 (BNG)

Schedule 7A of the Town and Country Planning Act 1990 (as inserted by Schedule 14 of the Environment Act 2021) mandates that every development must achieve at least a 10% Biodiversity Net Gain (BNG) (unless the development qualifies as exempt under the Biodiversity Gain Requirements (Exemptions) Regulations 2024) and that every planning permission granted for the development of land in England shall be deemed to have been granted subject to the condition that development must not be begun unless a Biodiversity Gain Plan has been submitted to the planning authority and the planning authority has approved the Plan.

The Biodiversity Gain Plan must show how the development will achieve the required minimum 10% BNG using the statutory biodiversity metric tool, and must demonstrate how the habitats will be managed and maintained for 30 years, starting from the date the development is completed. Off-site gains (on unregistered sites) and significant on-site enhancements will be secured over this period by way of a Legal Agreement.

The Applicant has demonstrated that the development is exempt from the requirement to achieve a minimum 10% BNG by reason of:

- The development qualifies as 'de minimis' under Regulation 4 of the Biodiversity Gain Requirements (Exemptions) Regulations 2024

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 and finishes of all new external walls, windows and roofs of the development hereby permitted shall match in type, colour and texture those of the existing building.

Reason: In the interests of visual amenity and in accordance with Policy 33 of the Horsham District Planning Framework (2015).

NOTE TO APPLICANT

Local Highways Authority (WSCC Highways) - Informative

The applicant is advised to contact the proprietor of Oak Road and Owl Close to obtain formal approval to carry out the site access works on the private lane.

Biodiversity Net Gain Condition

Paragraph 13 of Schedule 7A to the Town and Country Planning Act 1990 states that planning permission is deemed to have been granted subject to the "biodiversity gain condition" which means development granted by this notice must not begin unless:

- (a) a Biodiversity Gain Plan has been submitted to the planning authority, and
- (b) the planning authority has approved the plan.

Under Regulations 4, 5, 7 & 8 of the Biodiversity Gain Requirements (Exemptions) Regulations 2024 the statutory biodiversity gain condition required by Schedule 7A to the Town and Country Planning Act 1990 (as amended) does not apply in relation to planning permission for development which:

- 1. does not impact an onsite priority habitat (a habitat specified in a list published under section 41 of the Natural Environment and Rural Communities Act 2006); and impacts less than 25 square metres of onsite habitat that has biodiversity value greater than zero and less than 5 metres in length of onsite linear habitat (a hedgerow habitat or watercourse habitat identified for the purposes of the biodiversity metric);
- 2. is the subject of a householder application within the meaning of article 2(1) of the Town and Country Planning (Development Management Procedure) (England) Order 2015;
- 3. is undertaken solely or mainly for the purpose of fulfilling, in whole or in part, the biodiversity gain planning condition which applies in relation to another development (In determining whether a development is undertaken solely or mainly for this purpose, no account is to be taken of any facility for the public to access or to use the site for educational or recreational purposes, if that access or use is permitted without the payment of a fee);
- 4. consists of no more than 9 dwellings, is carried out on a site which has an area no larger than 0.5 hectares, and consists exclusively of dwellings which are self-build or custom housebuilding ("Self-build or custom housebuilding" has the same meaning as in section 1(A1) of the Self-build and Custom Housebuilding Act 2015 (as amended)).

In addition, the Biodiversity Gain Plan Condition does not apply to applications for major development made before 12 February 2024, or non-major development made before 2 April 2024.

Based on the information submitted in the planning application documents, the Planning Authority considers that this permission is exempt from biodiversity net gain, and as such does not require approval of a biodiversity gain plan before development is begun.

Statutory exemptions and transitional arrangements

There are statutory exemptions and transitional arrangements which mean that the biodiversity gain condition does not always apply. These can be found at Paragraph: 003 Reference ID: 74-003-20240214 of the Planning Practice Guidance, which can be found at <https://www.gov.uk/guidance/biodiversity-net-gain>.

Irreplaceable habitat

If the onsite habitat includes irreplaceable habitat (within the meaning of the Biodiversity Gain Requirements (Irreplaceable Habitat) Regulations 2024) there are additional requirements for the content and approval of Biodiversity Gain Plans.

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/26/0192

Schedule of plans/documents **approved**:

Plan Type	Description	Drawing Number	Received Date

Floor plan	Proposed	502/26/P/02	03.02.2026
Elevation plan	Proposed	502/26/P/03	03.02.2026
Photos		NONE	03.02.2026
Floor plan	Existing	502/26/P/05	03.02.2026
Elevation plan	Existing	502/26/P/06	03.02.2026
Design & Access Statement	Planning	NONE	03.02.2026
Location & Block plan	Existing and Proposed	502/26/P/01	03.02.2026

DELEGATED

Case Officer sign/initial Steve Astles Date: 23.04.2026

Authorising Officer sign/initial RHERMITAGE Date: 28.04.2026