PLANNING COMMITTEE REPORT

TO:	Planning Committee
BY:	Head of Development and Building Control
DATE:	4th November 2025
DEVELOPMENT:	Conversion of loft into habitable living space, erection of side and rear extensions, re-pitched roof with the installation of front and rear pitched roof dormers.
SITE:	Rosslyn, 5 Trundle Mead, Horsham, West Sussex, RH12 2LY
WARD:	Holbrook West
APPLICATION:	DC/25/1187
APPLICANT:	**Name:** Mr and Mrs Paul Jones **Address:** Rosslyn, 5 Trundle Mead, Horsham, West Sussex, RH12 2LY

REASON FOR INCLUSION ON THE AGENDA: More than eight persons in different households have made written representations within the consultation period raising material planning considerations that are inconsistent with the recommendation of the Head of Development

RECOMMENDATION: To approve planning permission subject to appropriate conditions

1. THE PURPOSE OF THIS REPORT

To consider the planning application.

DESCRIPTION OF THE APPLICATION

1.1. The application seeks planning permission to re-model the existing detached bungalow on the site by extending it to the rear by 1.85m, replacing the attached side garage with a larger attached garage with half-hipped roof above, and to increase the roof by raising its height by 1m and including half-hips in place of the current hips. Two dormer windows are proposed each to the front and rear roof planes.

1.2. The proposed materials include Anthracite Grey roof tiles, grey UPVC windows and doors, and Pearl Grey composite boards to the walls. A new front porch is to be completed in Oak or Oak-clad steelwork.

DESCRIPTION OF THE SITE

1.3. The application site is a single storey detached bungalow, which lies to the southern side of Trundle Mead within the built up area of Horsham. The property is completed in red/brown brick and tile with white UPVC windows. The surrounding properties are predominantly single-storey dwellings, with some two-storey houses situated further west of the application site. Trundle Mead features a number of dwellings that have been extended, with various

examples of front, side and rear additions at both ground and first floor levels, however the bungalows along this stretch of Trundle Mead have largely retained their original single storey form, preserving the established character of the street.

2. INTRODUCTION

STATUTORY BACKGROUND

2.1 The Town and Country Planning Act 1990.

RELEVANT PLANNING POLICIES

The following Policies are considered to be relevant to the assessment of this application:

National Planning Policy Framework

Horsham District Planning Framework (HDPF 2015):
Policy 32 - Strategic Policy: The Quality of New Development
Policy 33 - Development Principles

Horsham Blueprint Business Neighbourhood Plan 2019-2036 (HBBNP):
Policy HB3: Character of Development
Policy HB4: Design of Development

Horsham District Local Plan (2023-40) (Regulation 19):
Strategic Policy 19: Development Quality
Strategic Policy 20: Development Principles

PLANNING HISTORY AND RELEVANT APPLICATIONS

DC/25/0394	Conversion of bungalow into a 2 storey house with addition of 2 no roof lights to rear elevation. Erection of two-storey front porch. Erection of a single storey rear extension and a single storey side garage extension.	Application Refused on 12.05.2025. Appeal submitted 06.08.2025

3. OUTCOME OF CONSULTATIONS

3.1 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.

PUBLIC CONSULTATIONS

3.2 Representations:

11 letters of representation received from 10 address objecting to the application for the following reasons:

- The proposed structure will be within 1 metre of the existing boundary, significantly impacting light and views from the affected side of the property
- No details have been provided regarding the use of the proposed workshop, operating hours or potential noise levels
- The proposed building is considered visually intrusive and unsightly, detracting from the character and appearance of the surrounding area.
- The scale and proximity of the development are likely to overpower the existing environment and alter the residential character of Trundle Mead
- While the height has been reduced, the increased width at second floor level results in a bulky and overbearing design.
- The proposed development is likely to negatively impact on the street scene of Trundle Mead due to scale and massing
- The proximity to neighbouring properties raises concerns regarding the dominance and potential impact on party walls and residential amenity.

- Approval of this application may set a precedent for similar developments risking the loss of the established character of the street and the loss of bungalow stock.
- The proposal contributes to the ongoing reduction of bungalow stock, which affects housing diversity and availability in the area.
- The application is opposed due to its adverse impact on the local environment and neighbouring properties.
- The revised application remains fundamentally unchanged from the previously rejected proposal which was deemed unduly and incongruous and not sympathetic to the build surroundings
- The proposed two storey conversion of a central bungalow in a row of six would be bulky and out of character with the surrounding single storey and chalet style properties
- The development would overshadow neighbouring properties, particularly No.3, which shares a boundary approximately 1 metre from the proposed extension
- The scale, depth and height of the rear extension and dormer windows would negatively impact on light, privacy and residential amenity.
- The design is not in keeping with established architectural style of the estate.
- The loss of a bungalow is opposed due to the need for single storey homes for elderly and disabled residents.
- The estates original character is being eroded by increasingly large and out of character developments, including trends like black window frames
- The Horsham Society objects on the grounds that the design is inappropriate for the location and would detract from the street scene
- The proposed scale and form would create a stark and incongruous contrast with the established development pattern, where upper floors are typically contained within roof spaces.
- The site is located at the entrance of Trundle Mead, a transitional space where modest dwellings contribute to the townscape character and visual amenity.
- The development would appear overly dominant and visually instructive, disrupting the rhythm and build pattern of the immediate locality.

3.3 3 letters in support of the application have been received from 2 addresses, supporting the application on the following grounds:

- The revised design remains a bungalow, which better aligns with the character of neighbouring properties.
- Request made to maintain the existing roof ridge height, as it currently matches adjacent homes and helps preserve the street scene.
- No objection to the planning application; the design is sympathetic to surrounding properties and reflects similar conversions in the area.
- The proposal makes effective use of available space while respecting the established look of the neighbourhood.
- Personal experience shared: the commenter's own property, originally a bungalow, was granted approval for a similar chalet bungalow conversion with extension 15–20 years ago.
- The current proposal for No. 5 Trundle Mead is viewed as comparable to that previous approval and is considered appropriate.

3.4 3 letters neither supporting nor objecting to the application on the following grounds:

- The original application (DC/25/0394) for an upper floor addition with a pitched roof was preferred.
- Regret expressed for not supporting the original application.
- Initial estate feedback was negative, but the estate comprises a mix of houses and bungalows

- No personal objection to the addition of an upper floor.
- Preference stated for an upper floor addition over the current proposal for increased roof height with dormer windows.
- Belief that the amended dormer bungalow design is compatible with the existing street scene.

3.5 **Horsham Denne Neighbourhood Council**: Objection: -

- The proposed conversion and extension represent an almost 100% increase in the property's size, which HDNC considers overdevelopment and out of character with the existing row of bungalows
- The height of the proposed two storey property is considered overbearing and likely to harm neighbouring amenity through overlooking.
- HDNC believes the design does not relate sympathetically to the built surroundings, impacting the visual harmony of the area
- The loss of a bungalow is opposed due to the need for more single storey homes suitable for elderly and disabled residents
- Granting permission may set a precedent for similar bungalow conversions, threatening the retention of bungalow stock and alter the character of the area.

3.6 Member Comments:
None received

4. HOW THE PROPOSED COURSE OF ACTION WILL PROMOTE HUMAN RIGHTS

4.1 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.

4.2 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.

5. HOW THE PROPOSAL WILL HELP TO REDUCE CRIME AND DISORDER

5.1 It is not considered that the development would be likely to have any significant impact on crime and disorder.

6. PLANNING ASSESSMENTS

Character and Appearance:

6.1 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.

6.2 Policy HB3 (Character of Development) of the Horsham Blueprint Business Neighbourhood Plan states that "*Development is expected to preserve and enhance the Character Area in which it is located. The design of new development should take account of the local context and reflect the character and vernacular of the area, using architectural variety in form and materials, in order to avoid building design that is inappropriate to the Plan area. Innovation*

in design will be supported, however, where this demonstrably enhances the quality of the built form in a character area". The application site is within Character Area VI defined as 'modern 1945-1970'.

6.3 Policy HB4 (Design of Development) of the Horsham Blueprint Business Neighbourhood Plan states that "*Development is expected to demonstrate a high quality of design, which responds and integrates well with its surroundings*"

6.4 The application site is in a location where hipped, half-hipped and gabled roof designs are present. In this context the proposed alteration from a hipped to half hipped roof would not appear out of keeping with the surrounding built form. The extended roof would retain adequate separation from shared side boundaries, and the resulting increase in bulk and massing is not considered to result in a cramped appearance or cause any harmful loss of openness within this part of Trundle Mead.

6.5 The existing street scene includes examples of front, side and rear dormer windows. The proposed front and rear pitched roof dormers, along with associated rooflights, are considered to be appropriately sited and designed in relation to both the host dwelling and the wider street scene. The dormers would be clearly subservient additions and are of a form and scale that respects the character and appearance of the existing dwelling and surrounding area. As such the proposal is not considered to result in adverse visual impact or harm to the character of the wider area.

6.6 Whilst it is acknowledged that the proposed side extension would be visible from a public vantage point and would be sited 1.5m to the boundary of the site, it is not considered to result in any harmful loss of openness between the application site and neighbouring property. In the context of the existing built form and site layout, the extension would be viewed as a coherent and sympathetic addition. The proposed form and detailing are considered to reflect the character of the host dwelling and would be appropriately sited within the curtilage of the property. As such, the scale of the extension is not considered to result in any adverse impact on the visual amenities of the street scene or character of the area. The proposed extension of the property to the rear by 1.85m is modest in depth and would be treated holistically with the roof extensions above, resulting in no identifiable harm.

6.7 In terms of materials, the use of Anthracite grey roof tiles and windows/doors is consistent with other properties in the local area. Similarly, the use of Pearl Grey boarding (which is lighter than Anthracite) is also present on properties to the west along Trundle Mead. Whilst no properties combine the two materials and colours in the manner proposed, overall given the mixed use of materials in the street the proposed materials would not be so out of keeping as to warrant the refusal of permission.

6.8 Overall, the design of the proposal is deemed to comply with Policies 32 and 33 of the Horsham District Planning Framework and Policies HB3 and HB4 of the Horsham Blueprint Neighbourhood Plan.

Impact on Neighbouring Amenity:

6.9 The proposed extensions have been assessed in terms of its impact on the residential amenities of neighbouring properties, principally those at 3 and 7 Trundle Mead to either side, and the gardens to 17 and 19 Pondtail Road to the rear. . The extended roof form would retain sufficient separation from shared boundaries, and the overall increase in height and bulk is not considered to result in an overbearing impact or loss of light, privacy or outlook for adjacent occupiers, or create an increased sense of enclosure.

6.10 The positioning and design of the proposed dormers and rooflights are such that they would not result in any harmful overlooking or loss of privacy. The front dormer faces the public highway, while the rear dormer would primarily create views over the rear of the application

site and would be sufficient to prevent any significant impact on the privacy or amenity of adjoining occupiers.

6.11 A first floor side window is proposed to the eastern side elevation and would serve a bathroom. To ensure privacy a condition is recommended requiring that it be obscurely glazed.

6.12 The proposal is therefore considered to preserve the amenity of neighbouring occupiers in terms of privacy, outlook, and access to daylight, in accordance with Policy 33 of the Horsham District Planning Framework.

Water Neutrality:

6.13 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:

6.14 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

6.15 While the loss of bungalow stock is noted, the proposal provides a modern, energy-efficient home that meets current housing standards and contributes to the overall housing supply. In this context, the benefits of the scheme are considered to outweigh the impact of the loss of a single bungalow.

6.16 An objection has been received raising concerns about the lack of detail regarding the intended use of the proposed workshop, including potential operating hours and noise levels. In response, it is important to clarify that the application has been assessed on the basis of the garage/workshop being used solely for purposes incidental to the enjoyment of the dwellinghouse. No permission is being granted for any commercial, industrial, or business use.

Conclusion:

6.17 The concerns identified in the representations received are recognised and have been fully considered, and it is recognised that the proposed increase in height and massing, along with the proposed materials, would result in a more prominent built form. However, this is not considered incongruous within the context of the surrounding area, which comprises a mix of single storey and chalet-style building forms, designs, materials and roof types. The design features, such as the half-hipped roof, front and rear dormers, and use of grey materials, are reflective of architectural elements found elsewhere in the wider street scene.

6.18 Overall, the proposed loft conversion to create habitable living space, alongside the erection of side and rear extensions and the re-pitched roof with dormers, is considered to maintain a suitably sympathetic relationship with the host dwelling and its setting, and would not harm the amenities of adjacent and nearby occupiers. The proposal is therefore deemed to comply with Policies 32 and 33 of the Horsham District Planning Framework and Policies HB3 and

HB4 of the Horsham Blueprint Neighbourhood Plan, preserving the character of the dwelling and the visual amenities of the street scene.

7 RECOMMENDATIONS

7.1 It is recommended that planning permission is granted subject to appropriate conditions as detailed below:

1 **Plans List**

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 approved proposed ground floor, elevation & cross sections plan drawing numbered PA.1682025/02 received 21.07.2025.

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).

4 **Pre-Occupation Condition**: No part of the development hereby permitted shall be occupied until the window at first floor level on the side (east) elevation on Plan PA.1682025/02 has been fitted with obscured glazing. No part of that window that is less than 1.7 metres above the floor of the room in which it is installed shall be capable of being opened. Once installed the obscured glazing and non-openable parts of those windows shall be retained permanently thereafter.

Reason: To protect the privacy of adjacent occupiers in accordance with Policy 33 of the Horsham District Planning Framework (2015).