Horsham District Council

DELEGATED APPLICATIONS - ASSESSMENT SHEET

APPLICATION NO./ADDRESS:

DISC/25/0040
Jasmine House, High Street, Henfield, West Sussex, BN5 9HN,

DESCRIPTION:

Application for Approval of Details Reserved by Condition 3, 4, 5a, 5b, 5c, 8 and 10 to approved application DC/24/1603

RELEVANT PLANNING HISTORY:

DC/24/1603	Change of use to 4no. 1 bedroom flats, replacement of existing flat roof with hipped roof, replacement two storey rear extension and erection of single storey rear extension. (Full Application).	Application Permitted on 19.12.2024

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 Environmental Health: Following the provision of additional information

Environmental Health have reviewed the Promethean Planning Rainwater Harvesting Maintenance and Management Plan V2, dated 15th March 2025, and are now satisfied that condition 8 can be formally discharged.

As detailed in the wording for condition 8 – the management and maintenance plan shall be operated in full at all times. No alterations or revisions to the approved management plan shall be implemented without the written approval of the Local Planning Authority.

HDC Conservation:

Satisfied conditions 4, 5a,b &c can be discharged. Also satisfied the design of the bike store is acceptable to satisfy condition 10.

Archaeology:

The applicants have submitted a Written Scheme of Investigation (Archaeological Specification) for a programme of Archaeological Monitoring (Watching Brief) at this site. The document has been prepared by Chris Butler Archaeological Services and the work will involve the monitoring of all intrusive groundworks by an attendant professional archaeologist in order that any archaeological remains that may be revealed are identified and recorded. Confirm that the proposed scheme of work is acceptable from the archaeological point of view and so no concerns towards the development and monitoring work now taking place on the site.
When satisfactory details of the results of the work have been received, will be in a position to recommend the most suitable way for the application to proceed from the archaeological viewpoint. As this may

include the need for further archaeological assessment, analysis and publication work should significant archaeology be encountered during the monitoring, the archaeological condition (3) should remain until a report has been received and any additional works that may be required identified.

WSCC Highways:

No part of the development shall be first occupied until covered and secure cycle parking spaces have been provided in accordance with plans and details to be submitted to and approved by the Local Planning Authority.

The applicant has submitted a site plan (2403JA_R0_001) and cycle store plan (2403JA_R0_502) showing the location and dimensions of the proposed cycle stores. The two proposed cycle stores will provide cycle parking provision for eight bicycles, which would meet WSCC Parking Standards for a development of this size.

In summary, the LHA are satisfied with the details provided in regards to Condition 10, and that Condition 10 can be discharged.

Representations:

One (1) representation neither supporting nor objecting to the application has been made, the following were raised:

- Highway Access and Parking.
- Lack of parking space for the additional cars.

Parish Comments:

No objection

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

Planning Application DC/24/1603 was granted consent on 19.12.2024. This permission was for the following:

Change of use to 4no. 1 bedroom flats, replacement of existing flat roof with hipped roof, replacement two storey rear extension and erection of single storey rear extension.

Consent is sought to discharge the details reserved by conditions 3, 4, 5a, 5b, 5c, 8 and 10.

Condition 3:

Pre-Commencement Condition*: No development which include external groundworks shall take place until a programme of archaeological monitoring during construction has been secured in accordance with a Written Scheme of Investigation which has been submitted to and approved in writing by the Local Planning Authority.*

Reason: This matter is fundamental as the site is of archaeological significance and it is important that it is recorded before it is destroyed by development in accordance with Policy 34 of the Horsham District Planning Framework (2015).

The Council's Consultants Archaeologist has confirmed the proposed scheme of work is acceptable from the archaeological point of view. The Archaeologist has asked that the condition remain until satisfactory results of the work have been received.

It is not possible for the works to begin until condition 3 has been discharged, and the condition does not require the submission of further details or satisfactory results. It is not therefore considered reasonable to withhold the discharge of the relevant condition. An informative will however be added to the Decision Notice to advise that the Applicant contact the Local Planning Authority should any unexpected items of archaeological interest. The applicant is reminded by the LPA to comply with the Written Scheme of Investigation and contact the relevant person should further archaeological assessment, analysis and publication work be required.

Condition 4:

Pre-Commencement (Relevant Works) Condition*: No external works shall take place until specifications of external materials and surface finishes have been submitted to and approved in writing by the Local Planning Authority. The relevant works must not be executed other than in complete accordance with these approved details.*

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).

The submitted information includes detailed plans and pictures outlining the proposed external materials and their specifications, which are considered acceptable having regard to the approved works and the significance of the heritage asset.

Condition 5a, 5b and 5c:

Pre-Commencement (Relevant Works) 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 roof details including sections through:

- *o dormer*
- *o stair tower parapet including junction with pitched roof.*

b) Schedule and annotated plan showing the full extent of alteration work to the existing windows.

c) 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.

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).

The submitted information includes suitable scale drawings, a window schedule and heritage based information on the thermal, fire and sound insulation. The details as set out in the submitted information is considered acceptable having regard to the approved works and the significance of the heritage asset.

Condition 8:

Pre Occupation Condition*: No development above ground floor slab level shall commence until a management and maintenance plan for the rainwater harvesting system has been submitted to and approved in writing by the Local Planning Authority. The management and maintenance plan shall include the following details:*

- *Detail on the likely contaminants associated with the rainwater harvesting system, including contaminants associated with the components of the proposed system.*
- *Detail on what type of treatment that will be installed on the supply with information clearly indicating that it is appropriate for the amount of water being used and the likely contaminants.*
- *Detail on the proposed sampling and testing regime, undertaken in accordance with Private Water Supplies (England) Regulations 2016 (or subsequent superseding equivalent), and taking into account the likely contaminants, as detailed above, along with detail on how any failure of any samples will be investigated and managed.*
- *Detail on the maintenance, servicing and cleaning of the tanks, water treatment equipment, pumps, all pipework etc for the lifetime of the development along with regularity of servicing/maintenance and clarification what steps will be taken in the event of equipment failure. This should include any re-activation of the system after it has been out of use due to lack of rainfall/use.*
- *Detail on the continuity of supply during dry periods extending beyond 35 days.*
- *Arrangements for keeping written records of all sampling, results of analysis, inspection, cleaning, and maintenance.*

The management and maintenance plan shall be operated in full at all times. No alterations or revisions to the approved management plan shall be implemented without the written approval of the Local Planning Authority.

Reason: To ensure the development is water neutral to avoid an adverse impact on the Arun Valley SACSPA and Ramsar sites in accordance with Policy 31 of the Horsham District Planning Framework (2015), Paragraph 186 of the National Planning Policy Framework (2023), and to enable the Local Planning Authority to discharge its duties under the Conservation of Habitats and Species Regulations 2017 (as amended), and s40 of the NERC Act 2006 (Priority habitats & species).

Following the provision of additional information within the revised rainwater Harvesting Maintenance and Management Plan the Environmental Health Officer has confirmed Condition 8 can be discharged. The LPA would like to reiterate that the management and maintenance plan shall be operated in full at all times. In addition, that no alterations or revisions to the approved management plan shall be implemented without the written approval of the Local Planning Authority.

Condition 10:

Regulatory Condition*: No part of the development shall be first occupied until covered and secure cycle parking spaces have been provided in accordance with plans and details to be submitted to and approved by the Local Planning Authority.*

Reason: To provide alternative travel options to the use of the car in accordance with current sustainable transport policies.

Two cycle stores are proposed. The stores are to be treated timber enclosures with a green roof. The County Highways Officer has confirmed the details are acceptable and the provision of 8 bicycles would meet WSCC Parking Standards for the development. It is however noted that the cycle stores are to be located forward of the principal elevation of each dwelling, where these would require planning permission in their own right. An informative advising this is recommended.

Other Matters:

Concerns have been raised in a representation regarding car parking. The conditions seeking to be discharged do not relate to car parking.

Recommendation: Application Permitted

NOTE TO APPLICANT
The Applicant is advised to contact the Local Planning Authority should any unexpected and unidentified items of archaeological interest by found during site preparation and construction works. This may require further archaeological assessment, analysis and publication work to be submitted to and approved by the Local Planning Authority. The Applicant is also advised that all works should be carried out in accordance with the Written Scheme of Investigation.

NOTE TO APPLICANT
The Applicant is advised that whilst the details relating to covered and secure cycle parking spaces are acceptable, these would require the benefit of planning permission due to the siting of the proposed buildings.

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: DISC/25/0040
(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
Supporting Docs	Written Scheme of Investigation for an Archaeological Watching Brief by Archaeological Services Ltd dated February 2025		12.02.2025
Supporting Docs	Rainwater Harvesting Maintenance and Management Plan by Promethean Planning dated 15 March 2025	NONE V2	15.03.2025
Location & Block plan	Location and Block Plan	2403JA_R0_000 000	12.02.2025

Block plan	Proposed Block	2403JA_R0_001 Revision 000	12.02.2025
Floor plan	Existing and Proposed Ground Floor Plan	2403JA_R0_100 Revision 000	12.02.2025
Floor plan	Existing and Proposed First Floor Plan	2403JA_R0_101 Revision 000	12.02.2025
Floor plan	Existing and Proposed Second Floor Plan	2403JA_R0_102 Revision 000	12.02.2025
Section plan	Existing and Proposed Section AA Plan	2403JA_R0_200 Revision 000	12.02.2025
Section plan	Proposed Section AA and Details	2403JA_R0_201 Revision 000	12.02.2025
Plans	Proposed West and Details	2403JA_R0_202 Revision 000	12.02.2025
Section plan	Proposed Section BB and Details	2403JA_R0_203 Revision 000	12.02.2025
Elevation plan	Existing and Proposed North	2403JA_R0_300 Revision 000	12.02.2025
Elevation plan	Existing and Proposed South	2403JA_R0_301 Revision 000	12.02.2025
Elevation plan	Existing and Proposed West	2403JA_R0_302 Revision 000	12.02.2025
Materials	Proposed Materials Schedule	2403JA_R0_500 Revision 000	12.02.2025
Plans	Proposed Window Schedule	2403JA_R0_501 Revision 000	12.02.2025
Plans	DC/24/1603 - Condition 10	2403JA_R0_502 Revision 000	12.02.2025

DELEGATED

Case Officer sign/initial Alice Johnson Date: 31/03/2025

Authorising Officer sign/initial Tamara Dale Date: 08/04/2025