Horsham District Council

# DELEGATED APPLICATIONS - ASSESSMENT SHEET

| OFFICER CHECKLIST | |
|---|---|
| **WEEK ONE (Date Valid)** | **29th July 2025** |
| Check Neighbours | x |
| Check Consultations (including newts) / Press List | x |
| Check Description, Plans and Supporting Documents | x |
| Print and Display Site Notice (if required) | ☐ |
| **WEEK TWO (+7)** | **5th August 2025** |
| Visit Site or request site visit photos (in accordance with Site Visit Guidance Note) | x |
| Draft HRA / AA if necessary. If the water statement is insufficient discuss with TL / PPO whether to discuss / accept amendments to the strategy. | ☐ |
| Instruct Legal if s106 required (with prior TL / PPO agreement) | ☐ |
| **WEEK THREE (+14)** | **12th August 2025** |
| If amendments are likely to be needed discuss with TL / PPO (N.B. Only minor amendments will be accepted in accordance with the Amendment Guidance). When requesting amendments give clear deadline (i.e. start of week 5). | ☐ |
| **WEEK FOUR (+21)** | **19th August 2025** |
| If no amendments required, contact agent / applicant with update on progress. | **x** |
| Confirm whether delegated or committee decision (re: parish and neighbour representations) | **x** |
| **WEEK FIVE (+28)** | **26th August 2025** |
| 14-day re-consultation letters to be sent on any amended plans | ☐ |
| Prepare draft report | ☐ |
| **WEEK SIX (+35)** | **2nd September 2025** |
| Check 35-day Cllr call-in for Committee | **x** |
| If decision based on original plans, report to be drafted and submitted for sign off | **x** |
| **WEEK SEVEN (+42)** | **9th September 2025** |
| If decision based on amended plans, report to be drafted and submitted for sign off | ☐ |
| Reason for EOT | ☐ |

APPLICATION NO./ADDRESS:

DC/25/1094
33 Fawn Rise, Henfield, West Sussex, BN5 9EZ

DESCRIPTION:

Conversion of loft with side barn-end roof extension and rear dormer.

RELEVANT PLANNING POLICIES

**The National Planning Policy Framework (NPPF)**

**Horsham District Planning Framework (2015)**:

Policy 32 - Strategic Policy: The Quality of New Development
Policy 33 - Development Principles

**Henfield Neighbourhood Plan 2017-2031:**
Policy 12: Design Standards for New Development

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

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:

**Natural England**: Standing Advice:-

It cannot be concluded that existing abstraction within the Sussex North Water Supply Zone is not having an adverse effect on the integrity of the Arun Valley SAC/SPA/Ramsar sites. Developments within Sussex North must therefore must not add to this impact and one way of achieving this is to demonstrate water neutrality. The definition of water neutrality is the use of water in the supply area before the development is the same or lower after the development is in place.

To achieve this Natural England is working in partnership with all the relevant authorities to secure water neutrality collectively through a water neutrality strategy. Whilst the strategy is evolving, Natural England advises that decisions on planning applications should await its completion. However, if there are applications which a planning authority deems critical to proceed in the absence of the strategy, then Natural England advises that any application needs to demonstrate water neutrality.

Parish Comments:

Henfield Parish Council raised an objection to the application for the following reasons:-

- Does not maintain the quality and character of the area; fails to contribute to diverse and sustainable farming enterprises; or promote recreation.
- The design is not sensitive to surrounding buildings.
- The scale, massing, and appearance are out of keeping and unsympathetic with the built surroundings.

Representations:

1 representation has been received, objecting to the application for the following reasons: -

- The proposed crown/flat-roofed dormer is considered over-large.
- The dormer is overbearing and out of keeping with the surrounding area.
- The proposal would visually disrupt the symmetry of the existing building and interrupt the adjacent hipped roofline.
- The dormer windows do not align with the existing ground and first-floor windows, resulting in a disjointed appearance.
- The host building is a prominent feature within the estate, clearly visible from public paths, roads, and amenity areas.
- The dormer addition would have a negative visual impact on public views of the larger building due to its scale, roof form, and design.
- Concern is raised that the approval of this proposal could set a precedent for similarly large dormer additions within the estate.

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 a site visit and the submitted details, together with the planning history of the site and adjoining properties, available images and photographs supplied by the agent. These details were considered sufficient to allow the application to be properly considered and determined.

**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.

Policy 12 of the HNP advocates for new development to be of sound design and reflective of the character of the area. It aims to protect against inappropriate development by ensuring the design, scale, layout and massing of development is appropriate to the immediate area.

The application seeks planning permission for conversion of loft with side barn-end roof extension and rear dormer. It is noted that objections have been received from the Parish Council and a neighbouring property with regard to the scale and design of the proposed additions, which are not considered to be in keeping with the surroundings.

It is acknowledged that the majority of properties along Fawn Rise have retained their original roof form. However, pitched and hipped roof elements are an established feature within the locality, along with roof lights.

The proposed barn-end roof extension and rear dormer are considered to be modest in scale which would be well contained within the existing roofslope. The proposed rear dormer would not appear intrusive or unduly dominant when viewed from surrounding properties or public vantage points, and whilst the proposal would change the character of the subject dwelling, given the variance within the street scene, it is not considered that this would be so harmful to justify a reason for refusal. The proposal is therefore considered to be acceptable in terms of visual impact and in keeping with the character of the area 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.

The application site is located within a relatively dense residential area where a mutual degree of overlooking is expected and accepted. While introducing a rear dormer, it is not considered that the proposal would result in any further overlooking and loss of privacy than the existing situation. Therefore, on the balance of these considerations, it is considered that the siting and layout of the

proposed dormer and the resulting relationship with adjoining properties would be sufficient to prevent any 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 180 and the Council's obligations under the Conservation of Habitats and Species Regulations 2017.

**Biodiversity Net Gain**

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.

**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
**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)).

**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.

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**Plans list for: DC/25/1094**
(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 |
|---|---|---|---|
| Location plan | Site Location Plan | NONE | 29.07.2025 |
| Elevation & Floor plan | Block Plan, Existing and Proposed Floor Plans and Elevations | PL/01 | 02.07.2025 |

**DELEGATED**

Case Officer sign/initial Marie Riggs Date: 11.09.2025

Authorising Officer sign/initial Tamara Dale Date: 23.09.2025