Horsham District Council

DELEGATED APPLICATIONS - ASSESSMENT SHEET

OFFICER CHECKLIST	
WEEK ONE (Date Valid)	**4th March 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)	X
WEEK TWO (+7)	**11th March 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.	N/A
Instruct Legal if s106 required (with prior TL / PPO agreement)	N/A
WEEK THREE (+14)	**18th March 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).	**N/A**
WEEK FOUR (+21)	**25th March 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)	**1st April 2025**
14-day re-consultation letters to be sent on any amended plans	**X**
Prepare draft report	**X**
WEEK SIX (+35)	**8th April 2025**
Check 35-day Cllr call-in for Committee	**N/A**
If decision based on original plans, report to be drafted and submitted for sign off	**X**
WEEK SEVEN (+42)	**15th April 2025**
If decision based on amended plans, report to be drafted and submitted for sign off	**N/A**
Reason for EOT	**N/A**

APPLICATION NO./ADDRESS:

DC/25/0326
12 Causeway, Horsham, West Sussex, RH12 1HE

DESCRIPTION:

Erection of a single storey rear extension (Householder Application).

RELEVANT PLANNING HISTORY:

DC/25/0327 Erection of a single storey rear extension and internal alterations. Pending Consideration (Listed Building Consent).

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

Horsham Blueprint Business Neighbourhood Plan 2019-2036
Policy HB4 – Design of development

Horsham District Local Plan (2023-40) (Regulation 19):
Policy 9: Water Neutrality
Policy 19: Development Quality
Policy 20: Development Principles
Policy 21: Heritage Assets and Managing Change within the Historic Environment

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:

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.

Conservation Officer: No Objection

Number 12 Causeway is an interesting property that forms an integral part of the most recognisable street in Horsham Town. The property has undergone a number of changes both internally and externally including the re-exposure of its timber frame following a period of coverage by hanging tile. The property has a single storey extension to the rear and has a courtyard garden which is flanked by the Morth Gardens twitten with a brick wall forming the boundary.

Number 11 Causeway is intrinsically linked to number 12, with number 12 forming a later addition. Number 11 has a rear wing which has windows which look towards the garden of number 12, and to the front the staircase window of number 12, appears externally as part of number 11.

In terms of the proposed addition to the kitchen extension I would have no objection in principle and the suggested condition would ensure that the detailing of the materials and brickbonds would retain the quality of the rear elevation and boundary wall which contribute to the buildings special interest.

The rear window to be replaced appears to a more modern addition and its replacement would not result in the loss of appreciable historic fabric.

As a whole it would be considered that the proposed extension and alterations subject to appropriate conditions would not result in harm to the significance of the listed building.

Archaeology Officer: Comment

The site is within an Archaeological Notification Area DWS8532 Horsham Town Medieval Core, Horsham. However the proposals are for a relatively lightweight structure and so do not involve extensive below ground disturbance and as it is unlikely that significant archaeological remains will be disturbed, we have no archaeological concerns.

Arboricultural Officer: Comment

The nearest tree to the proposed area of development is situated in the amenity area of no.11, to the South east of the rear courtyard. The tree will not foreseeably be impacted by the proposal.

Newt Officer: Comment

The proposed development is not considered to be relevant to the District Licensing Scheme in this case and we consider there would be no likely impact on great crested newts or their habitats. Therefore have no comments to make at this time.

Southern Water: *No objections to this proposal.*

Parish Comments:

Horsham Denne Neighbourhood Council - HDNC considers that the proposed internal alterations will have no significant impact on the heritage value of the property. The inside of the property has been altered and modernised to the extent that it bears little resemblance to the historic structure and so has minimal historic value. The replacement of the front door and the dilapidated more modern bays to the rear of the property will cause no harm to the front elevation and the extensively modified rear elevation and will be a necessity. The construction of the orangery will be a modest addition to the rear of the property, respecting the rear building line of this part of the causeway and HDNC considers it will be a tasteful addition to the rear elevation improving its appearance, and the replacement of the flat roof over the existing kitchen extension will be an improvement on the existing roof.
However, HDNC does have concerns regarding the proposed building against the 'original' separating garden wall.

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 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.

Additionally, 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

Furthermore, Policy HB4 of the Horsham Blueprint Business Neighbourhood Plan aims to maintain that the development is expected to demonstrate a high quality of design, which responds and integrates well with its surroundings, meets the changing needs of residents and minimises the impact on the natural environment

The property has undergone a number of changes both internally and externally including the re-exposure of its timber frame following a period of coverage by hanging tile. The property has a single storey extension to the rear and has a courtyard garden which is flanked by the Morth Gardens twitten with a brick wall forming the boundary. Number 11 Causeway is intrinsically linked to number 12, with number 12 forming a later addition. Number 11 has a rear wing which has windows which look towards the garden of number 12, and to the front the staircase window of number 12, appears externally as part of number 11.

Following consultation with the Council's Conservation Officer there are no objections raised in principle to the proposed rear extension. Planning conditions are recommended to ensure that the detailing of the materials and brickbonds would retain the quality of the rear elevation and boundary wall which are considered to contribute to the buildings special interest. The rear window to be replaced appears to a more modern addition and its replacement would not result in the loss of appreciable historic fabric. As a whole it would be considered that the proposed extension and alterations would, subject to appropriate conditions, not result in harm to the significance of the listed building.

The proposed rear extension would be a small scale, single storey addition to the existing rear outshot. The proposal would be situated within an enclosed rear courtyard. It is considered that the proposal would be a subservient addition and is considered to be of a design, form and scale which is appropriate to the character and appearance of the existing dwelling. The proposed rear extension would not harm the character or appearance of the wider area. 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 proposed extension 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.

4 **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:

i) new/and/or/replacement windows, external doors, rooflights.
These drawings must show:
- materials
- decorative/protective finish
- cross section of frame, transom, mullions, glazing bars, etc
- formation of openings including reveals, heads, sills, arches, lintels, dormer construction, etc
- method of opening
- method of glazing

ii) Roof details including sections through:
- eaves
- verges
- verges and bargeboards
- flat roof perimeters
- parapets

b) Specification of masonry, brickwork, stonework including material, colour, texture, face bond, components of the mortar, and jointing/pointing profile.

c) Samples or specifications of external materials and surface finishes.

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).

NOTE TO APPLICANT

The Applicant is advised that before any work begins on site, the person(s) 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.

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/25/0326
(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 & Block plan	Existing Location and Block Plan	24877/110	04.03.2025
Floor plan	Proposed Plans	24877/211 Revision A	04.03.2025
Floor plan	Proposed Plans	24877/212 Revision A	04.03.2025
Floor plan	Proposed Plans	24877/213 Revision B	09.04.2025
Floor plan	Proposed Plans	24877/214 Revision A	04.03.2025
Roof plan	Proposed Plans	24877/215 Revision A	04.03.2025
Elevation plan	Proposed Elevations	24877/220 Revision B	09.04.2025
Floor plan	Existing Plans	24877/110	04.03.2025
Floor plan	Existing Plans	24877/111	04.03.2025
Floor plan	Existing Plans	24877/112	04.03.2025
Elevation plan	Existing Elevations	24877/120	04.03.2025
Location & Block plan	Proposed Location and Block Plan	24877/200	04.03.2025
Floor plan	Proposed Plans	24877/210 Revision A	04.03.2025

DELEGATED

Case Officer sign/initial Halima Chowdhury Date: 01.05.2025

Authorising Officer sign/initial Tamara Dale Date: 19.05.2025