Horsham District Council

DELEGATED APPLICATIONS - ASSESSMENT SHEET

OFFICER CHECKLIST	
WEEK ONE (Date Valid)	**17th April 2025**
Check Neighbours	01/05/2025
Check Consultations (including newts) / Press List	01/05/2025
Check Description, Plans and Supporting Documents	01/05/2025
Print and Display Site Notice (if required)	n/a
WEEK TWO (+7)	**24th April 2025**
Visit Site or request site visit photos (in accordance with Site Visit Guidance Note)	29/05/2025
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)	**1st May 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)	**8th May 2025**
If no amendments required, contact agent / applicant with update on progress.	n/a
Confirm whether delegated or committee decision (re: parish and neighbour representations)	**Delegated**
WEEK FIVE (+28)	**15th May 2025**
14-day re-consultation letters to be sent on any amended plans	n/a
Prepare draft report	**05/06/2025**
WEEK SIX (+35)	**22nd May 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	**05/06/2025**
WEEK SEVEN (+42)	**29th May 2025**
If decision based on amended plans, report to be drafted and submitted for sign off	**05/06/2025**
Reason for EOT	**n/a**

APPLICATION NO./ADDRESS:

DC/25/0648
70 Hurst Road, Horsham, West Sussex, RH12 2EP

DESCRIPTION:

Conversion of loft into habitable living space and replace roof with increased pitch.

RELEVANT PLANNING HISTORY:

DC/20/0491 Surgery to 1 x Silver Birch and 1 x Katsura Application Permitted on 27.04.2020

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

Horsham Blueprint Business Neighbourhood Forum
Is a designated body of the Unparished Area of Horsham Town. The Forum comprises of representatives from Denne Neighbourhood Council, Forest Neighbourhood Council and Trafalgar Neighbourhood Council. The Horsham Blueprint Business Neighbourhood Forum's Neighbourhood Plan area has been designated.

Relevant policies:
Policy HB3: Character of Development
Policy HB4: Design of 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:

No Objection

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 supplied by the agent. A site visit was carried out to view the impact of the increased roof height on neighbouring properties.

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 HB3 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 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. Policy HB4 continues that development is expected to demonstrate a high quality of design, which responds and integrate well with its surroundings.

70 Hurst Road is a detached dwelling within the built-up boundary area of Horsham. It neighbours a block of flats and is opposite the Law Courts. The loft conversion would provide an additional bedroom, making the property a 5-bed dwelling. The design of the loft is currently a two-pitch roof providing loft space.

The proposal is for a larger loft extension with roof lights on both sides and increasing of the overall roof height. Whilst the roof pitch is to be raised and altered to accommodate the additional bedroom, which would increase the overall height of the property compared with the neighbour to the south, the resulting dwelling would be stepped down from the adjacent flats. In this context, the increased height is not considered to be significant and would not appear out of character when read within the street scene.

It is recognised that the proposed development would result in a large flat roof projection to the rear. It is however noted that this type of roof form is characteristic in the area, including the nearby property of 74 Hurst Road and the block of flats at Hurst Court. In addition, given the siting of the extension to the rear, the addition would not be visible from the street scene. On the balance of these considerations, it is not considered that the proposal would result in harm to the visual appearance and character of the site and wider surroundings.

The proposal would be of a design, form and scale which is appropriate 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 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 recognised that the site is located within a residential area where a degree of mutual overlooking in anticipated and accepted. The proposal would introduce a new window to the rear, with roof lights also proposed. It is not however considered that the introduction of these elements would result in any further harm that the established.

It is considered that the siting and layout of the proposed loft conversion and the resulting relationship with adjoining properties would be sufficient to prevent any unacceptable harm to neighbouring amenity.

Parking

WSCC Parking guidance calculates that the location of Denne must provide at minimum 2.2 parking spaces for a 4+ bedroomed dwelling. The existing driveway is large enough to accommodate at least 3 parking spaces with sufficient space for more. Therefore, there are no concerns with regards to parking and the creation of an additional bedroom.

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).

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/25/0648
(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
Floor plan	First Floor Plan Existing & Proposed	70H HCS 01 XX D A 2002 rev P01	17.04.2025
Floor plan	Ground Floor Plan Existing & Proposed	70H HCS 01 XX D A 2001 rev P01	17.04.2025
Roof plan	Roof Level Plan Existing & Proposed	70H HCS 01 XX D A 2003 rev P01	17.04.2025
Elevation plan	Elevations Existing	70H HCS 01 XX D A 3001 rev P01	17.04.2025
Elevation plan	Elevations Proposed	70H HCS 01 XX D A 3002 rev P01	17.04.2025
Location plan	Site Location Plan	70H HCS 01 XX D A 1001 rev P01	17.04.2025
Block plan	Site Block Plan	70H HCS 01 XX D A 1002 rev P01	17.04.2025
Layout plan	Site Layout Existing & Proposed	70H HCS 01 XX D A 1003 rev P01	17.04.2025

DELEGATED

Case Officer sign/initial Meg Bayliss Date: 05/06/2025

Authorising Officer sign/initial Tamara Dale Date: 12/06/2025