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Your Ref: DC/25/0415

Dear Jason,

Former Novartis Site, Parsonage Road, Horsham ('Phase 3').

On behalf of Muse Places, please find enclosed an application for a 'non-material amendments' ('NMA') pursuant to Section 96A of the Town and Country Planning Act 1990 (as amended) in relation to planning permission reference DC/25/0415 dated 16th January 2026.

The description of the approved development is:

'The construction of 244 new homes (Use Class C3) with vehicular and pedestrian access from Parsonage Road, public open space, landscaping, parking and associated works.'

S96A of the Act provides the Local Planning Authority with powers to make non-material changes to a planning permission. Included within those powers is the ability 'to remove or alter existing conditions' (Part 3a of the provisions).

This application relates to **Condition 1 ('Plans Condition')** attached to the planning permission and seeks to amend the wording of that condition.

The objectives of this application.

Car parking allocation.

The approved scheme includes 331 car parking spaces. The planning application for the development was supported by a Parking Strategy Plan (reference: 17100-HGP-P3-XX-D-A-0796 REV P05). That plan showed which of those parking spaces would be allocated to a specific dwelling and which would 'unallocated' to any particular unit. It showed 28 spaces as being 'allocated' and 298 spaces as 'unallocated'. In addition, it showed two 'car club' spaces and one associated with the substation at the site.

As you are aware, discussions are at an advanced stage between the Applicant and a leading Registered Provider, that it is anticipated will deliver the site as 100% affordable housing. The Registered Provider has reviewed the planning application in detail and has identified, with the benefit of their expertise in delivering affordable housing schemes, that

the 'approved' approach to the allocation of car parking spaces will not be practical in the context of the delivery of a successful affordable housing development.

They have advised that a greater number of the spaces should be allocated to specific units in order for the site to operate effectively.

In that context, the proposal is to replace the approved Parking Strategy Plan with an alternative plan (17100-HGP-P3-XX-D-A-0796 REV P10) that shows that 200 of the spaces would be allocated, with 128 remaining unallocated. There would be no change to overall number of car parking spaces, including the number of car club / substation spaces or to the number of M4(3) spaces provided.

The outcome of this amendment to the approved scheme will be a parking strategy appropriate to the successful delivery of an affordable housing scheme at the site. There would continue to be a large number of unallocated spaces to accommodate for visitor / incidental parking to meet the needs of the development. Nevertheless, to remove any potential for problematic parking within the site, 'yellow lines' would restrict parking outside of designated bays. That would be secured through a S38 Agreement if the highway was adopted, or through the management of the site by the RP if not.

Engagement.

Ahead of lodging this application, consultation took place with West Sussex County Council as Local Highways Authority. The Parking Note (reference: 020.0930/PN/3) provided to the LHA and their written advice is provided at Appendix A and Appendix B to this cover letter respectively. The email correspondence demonstrates that the LHA is satisfied that the proposed car parking strategy will have no harmful impact on the safe and free flow of local traffic and would be acceptable. I understand that you intend to 'formally' consult the LHA as part of this application process.

Internal layouts.

In addition, the RP has requested minor alterations to the internal layouts of some of the homes, so that the ground floor layouts of some of the units include a separate kitchen (as opposed to a 'through' kitchen, living, dining room). This is as a result of the RP's experience in the preferences of future occupiers of similar developments and would provide a mix of enclosed and 'unenclosed' kitchen options. There would be no other amendments to these house types to facilitate this change. There would be no reduction in the overall size of these units, with all rooms continuing to be served by a window.

Regularising these amendments.

It is proposed that this amendment is regularised through varying the drafting of Condition 1 ('Plans Condition') attached to the planning permission so that the reference of the 'Parking Strategy Plan' is changed from 17100-HGP-P3-XX-D-A-0796 REV **P05** to 17100-HGP-P3-XX-D-A-0796 REV **P10**.

The house types in question are HT1, HT2 and HT3. A plan showing each of these house types was approved as part of the planning permission. The proposal is that these would be replaced by two plans for each house type (one showing an enclosed and one showing open kitchen arrangements). The key on these replacement plans shows which units would have which layout.

Unit type.	Approved plan reference.	Proposed plan references.
HT1 (2B4P).	17100-HGP-H1-ZZ-D-A-0401 P04	17100-HGP-H1-ZZ-D-A-0401 P05 17100-HGP-H1-ZZ-D-A-0416 P01
HT2 (3B5P).	17100-HGP-H2-ZZ-D-A-0402 P04	17100-HGP-H2-ZZ-D-A-0402 P05 17100-HGP-H2-ZZ-D-A-0417 P01
HT7 (4B6P)	17100-HGP-H7-ZZ-D-A-0407 P04	17100-HGP-H7-ZZ-D-A-0407 P05 17100-HGP-H7-ZZ-D-A-0418 P01

Fees.

The application fee of £309 plus the Planning Portal service charge has been paid via the Planning Portal.

Conclusion.

We consider that this application for non-material amendments to the 'Phase 3' planning permission at the Former Novartis Site should be approved because the variation to the drafting of condition 1 ('Plans Condition') to regularise the distribution of allocated vs. unallocated parking spaces and to adjust the layout of some of the house types to introduce a separate kitchen would have no material impacts beyond those already considered when planning permission was granted. That conclusion is reinforced by the opinion of the Local Highways Authority, who are unconcerned by the proposed amendment in so far as they relate to the distribution of car parking.

I trust that the information submitted in support of this application is sufficient for its determination and I look forward to receiving confirmation that the application has been validated in due course. If in the meantime you have any queries, then please do not hesitate to contact me.

Yours sincerely



Nik Smith

Regional Director

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Appendix 1: Paul Basham Associates Parking Note reference 020.0930/PN/3.

Appendix 2: Email correspondence with Local Highways Authority.

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