Horsham District Council

DELEGATED APPLICATIONS - ASSESSMENT SHEET

APPLICATION NO./ADDRESS:
DISC/25/0139
7 St Leonards Park House, St Leonards Park, Horsham, West Sussex, RH13 6EG

DESCRIPTION:
Approval of details reserved by conditions 2 and 3 to approved application DC/24/1055

RELEVANT PLANNING HISTORY:

DC/24/1058	Conversion of garage to form habitable living space. Infilling of the garage door, removal of internal walls and the replacement of 2No. first floor casement windows to the east elevation (Householder Application).	Application Permitted on 18.09.2024.
DC/24/1055	Conversion of garage to form habitable living space. Infilling of the garage door, removal of internal walls and the replacement of 2No. first floor casement windows to the east elevation (Listed Building Consent)	Application Permitted on 16.09.2024.

PLANNING ASSESSMENT
Planning Application DC/24/1055 was granted consent on 16.09.2024. This permission was for the following:

Conversion of garage to form habitable living space. Infilling of the garage door, removal of internal walls and the replacement of 2No. first floor casement windows to the east elevation (Listed Building Consent)

Consent is sought to discharge the details reserved by conditions 2 and 3.

Condition 2:
Pre-Commencement Condition*: Prior to relevant work beginning, the following details shall 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:*

- *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).

The application form details the specifications of external materials and surface finishes. These include hardwood tongue and groove timber boarding below the windows and matching woodwork above the window. The submitted details are considered acceptable in order to fulfil the above requirements and preserve the special interest of the listed building.

Condition 3:

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.

These drawings must show:
- *materials*
- *decorative/protective finish*
- *cross section of frame, transom, mullions, glazing bars, etc*
- *method of opening*
- *method of glazing*

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 application form provided details of the window description, type, construction, glass etc. with a window drawing and elevation details also provided showing the details of the proposed windows. The submitted details are considered acceptable in order to fulfil the above requirements and preserve the special interest of the listed building.

Recommendation: Application Permitted

Plans list for: DISC/25/0139
(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
Plans	Window Drawing		28.04.2025
Elevation plan	Elevation		28.04.2025

DELEGATED

Authorising Officer sign/initial Guy Everest Date: 09.07.2025