Horsham District Council

DELEGATED APPLICATIONS - ASSESSMENT SHEET

OFFICER CHECKLIST	
WEEK ONE (Date Valid)	**23rd September 2024**
Check Neighbours	☐
Check Consultations (including newts) / Press List	☐
Check Description, Plans and Supporting Documents	☐
Print and Display Site Notice (if required)	☐
WEEK TWO (+7)	**30th September 2024**
Visit Site or request site visit photos (in accordance with Site Visit Guidance Note)	☐
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)	**7th October 2024**
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)	**14th October 2024**
If no amendments required, contact agent / applicant with update on progress.	☐
Confirm whether delegated or committee decision (re: parish and neighbour representations)	☐
WEEK FIVE (+28)	**21st October 2024**
14-day re-consultation letters to be sent on any amended plans	☐
Prepare draft report	☐
WEEK SIX (+35)	**28th October 2024**
Check 35-day Cllr call-in for Committee	☐
If decision based on original plans, report to be drafted and submitted for sign off	☐
WEEK SEVEN (+42)	**4th November 2024**
If decision based on amended plans, report to be drafted and submitted for sign off	☐
Reason for EOT	☐

APPLICATION NO./ADDRESS:

DC/24/1461
Oak Croft , Pondtail Drive, Horsham, West Sussex, RH12 5HY

DESCRIPTION:

Erection of a first floor extension over existing flat roof.

RELEVANT PLANNING HISTORY

None relevant

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

Neighbourhood Plan:
North Horsham Parish Council voluntarily withdrew their parish from the Neighbourhood Development Plan process on 30 July 2018.

REPRESENTATIONS AND CONSULTATIONS RESPONSES

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 in principle, however NHPC Members would like to see the elevation of the extension enhanced from appearing bland.

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. These details were considered sufficient to allow the application to be properly considered and determined.

Character and Appearance

Policy 32 and 33 of the HDPF seeks 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.

The application seeks planning permission for the erection of a first floor extension over existing flat roof. The local area is characterised by large properties varying in scale, design and appearance set within varying plot sizes. The proposed first floor side extension would be positioned over an existing flat roof projection. It is considered that the proposed first floor side extension would reflect the form and detailing of the existing property and would appear as a coherent and sympathetic addition. The first floor side extension would retain some separation from the side boundary and given the layout and form of surrounding development the resulting dwelling would not appear cramped or result in harmful loss of openness in this section of the road. It is considered that this approach is acceptable in this instance given the detached nature of the dwelling and its orientation in relation to surrounding development.

The officer notes comments from the Parish Council, however, the use of matching materials in this instance is considered acceptable, and it is not considered that the lack of window openings would be sufficiently harmful to justify a reason for refusal on visual amenity grounds.

The proposal would be a clearly 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, 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 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.

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 to be used in the development hereby permitted shall strictly accord with those indicated on the approved elevations plan drawing numbered AD09 Rev A, AD10 Rev A, and AD11 Rev A received 23.09.2024.

Reason: To enable the Local Planning Authority to control the development in detail 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/24/1461
(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
Elevation plan	Proposed Rear Elevation (South)	AD11 Rev A	23.09.2024
Location & Block plan	Site/Block Location Plans & Existing Ground Floor Plan	AD01 Rev A	23.09.2024
Floor plan	Existing First Floor & Roof Plan	AD02 Rev A	23.09.2024
Elevation plan	Existing Rear Elevation (South) & Side Elevation (West)	AD04 Rev A	23.09.2024
Elevation plan	Existing Sections - A-A, B-B & Garage	AD05 Rev A	23.09.2024
Elevation plan	Existing Front Elevation (north) & Side Elevation (East)	AD03 Rev A	23.09.2024
Floor plan	Proposed Ground Floor Plan	AD06 Rev A	23.09.2024
Floor plan	Proposed First Floor Plan	AD07 Rev A	23.09.2024
Roof plan	Proposed Roof Plan	AD08 Rev A	23.09.2024
Elevation plan	Proposed Front Elevation (North)	AD09 Rev A	23.09.2024
Elevation plan	Proposed Side Elevation (East)	AD10 Rev A	23.09.2024

DELEGATED

Case Officer sign/initial Marie Riggs Date: 08.11.2024

Authorising Officer sign/initial Tamara Dale Date: 18.11.2024