

WEST SUSSEX COUNTY COUNCIL CONSULTATION

TO:	Horsham District Council FAO: Hannah Darley
FROM:	WSCC – Highways Authority
DATE:	30 September 2026
LOCATION:	60 Park Street Horsham RH12 1BX
SUBJECT:	DC/26/1173 Conversion of existing dwelling into 2no. flats and erection of a single storey rear extension with associated alterations.
DATE OF SITE VISIT:	n/a
RECOMMENDATION:	Advice/ More Info

I refer to your consultation in respect of the above planning application and would provide the following comments.

The proposal seeks to extend the existing building at 60 Park Street and convert from 1 dwelling to 2 flats. The proposal seeks to create an accessible 1-bedroom flat at the ground floor and a 3-bedroom flat on first and second floors.

The site can be accessed by pedestrians Via Park Street; vehicular access is made to the rear via Barttelot Road.

The application form outlines that the proposals will result in one less general parking space within the compound to the rear of the property and that the space will become a disabled parking bay. The applicant has not provided details showing the existing and proposed parking layout within the private parking area to establish if the revised layout would be workable.

The Department for Transport's Inclusive Mobility guidance provides advice on safe and suitable design for mobility impaired parking spaces.

The document stipulates that ideally, designated accessible spaces should be located adjacent, or as close as possible, to the entrance to the facility they serve. A designated accessible space should measure a minimum of 2.4m wide by 4.8m long as is standard for a single parking space. However, where the space is perpendicular to the access aisle, an additional hatched width of 1.2m should be provided on each side. An additional zone of 1.2m should be provided, at the vehicle access end of the space to enable rear access. This will enable a rear hoist to be deployed.

Where an off-street designated accessible space is parallel to the access aisle, an additional zone of at least 1.8m should be created to enable access from the side with a minimum 6.6m length allocated. Please refer to *Inclusive Mobility: A Guide to Best Practice on Access to Pedestrian and Transport Infrastructure* for additional guidance.

Although the overall number of parking spaces has been outlined as 9, it has not been identified whether these are offered on a first come first served basis or an allocated provision per dwelling. I can advise that the WSCC Parking Demand Calculator stipulates that one parking space would be required for the ground floor flat and two parking spaces for the 3-bedroom flat.

The LHA is unaware of any existing parking stresses in this location; the LPA may however wish to establish this from an amenity perspective. Secure and covered cycle parking has not been demonstrated, and cycling is a viable alternative to the use of a car for potential residents of the flat. Therefore. It is advised that a secure and covered cycle parking provision is included within the design- this can however be conditioned alongside any permission of this proposal.

Can the applicant please confirm the parking layout as existing and proposed, showing the design and location for the new disabled bay.

Once these details have been submitted, please re-consult.

Jodie Wilkes
West Sussex County Council – Planning Service