

78 Fawn Rise, Henfield, West Sussex, BN5 9EZ
Tel: 01403 458815 email: info@ateliertb.co.uk
www.ateliertb.co.uk

Horsham District Council Planning
Albery House
Springfield Road
Horsham
RH12 2GB

Ref: AT/26/94

7th July 2026

Dear Sir/Madam

Applicant: Mr & Mrs Cook
Proposal: FaSTrack - Demolition of existing detached outbuilding and
erection of detached ancillary residential annexe.
Site: 15 Vale Drive, Horsham, West Sussex, RH12 2JU

HOUSEHOLDER PLANNING APPLICATION

This Covering Letter has been prepared to accompany a Householder Planning Application for the demolition of an existing detached garden outbuilding and the erection of a detached ancillary residential annexe at 15 Vale Drive, Horsham, West Sussex, RH12 2JU. The application is submitted to Horsham District Council on behalf of Mr & Mrs Cook.

The proposed annexe has been carefully designed to provide ancillary residential accommodation associated with the existing dwellinghouse and is not intended to function as an independent dwelling. A Planning Statement accompanies the application and provides a detailed assessment of the proposal together with the planning justification supporting the application.

This application should be read in conjunction with the following documents:

- Householder Planning Application Form
- CIL Additional Information Form
- Planning Statement
- AT-094-P01 – Location Plan
- AT-094-P02 – Existing Site Plan
- AT-094-P03 – Existing Ground Floor Plan
- AT-094-P04 – Existing Roof Plan
- AT-094-P05 – Existing Elevations & Section

- AT-094-P06 – Proposed Site Plan
- AT-094-P07 – Proposed Ground Floor Plan
- AT-094-P08 – Proposed Roof Plan
- AT-094-P09 – Proposed Elevations & Section

FaSTrack Planning Service Request

On behalf of the applicant, I would respectfully request that Horsham District Council considers this application under its **FaSTrack Planning Service**, should the application be eligible.

I appreciate that acceptance onto the FaSTrack service is entirely at the Council's discretion. If the application is considered suitable, I would be grateful if you could advise of the relevant process together with any additional fee payable.

The application has been prepared with a comprehensive Planning Statement and complete supporting documentation in order to assist validation and facilitate an efficient determination.

I trust the enclosed information is sufficient to enable the application to be validated. Should any further information or clarification be required during the determination of the application, however, please do not hesitate to contact me and I will be pleased to assist.

I look forward to receiving confirmation that the application has been validated.

Yours faithfully,

Thomas Andrews
For and on behalf of Atelier T&B Limited