Horsham District Council

DELEGATED APPLICATIONS - ASSESSMENT SHEET

APPLICATION NO./ADDRESS:
DC/25/0936
CCM Depot, Compliance House , Rusper Road, Ifield, West Sussex, RH11 0LQ

DESCRIPTION:
Erection of a single storey front extension.

RELEVANT PLANNING HISTORY:

DC/23/0283	Application to confirm the continuous use of land as mixed use, single composite planning unit comprising the sui generis use of the site between 7am to 6pm Monday to Friday and 9am to 1pm at weekends for Class B2 use (car repair workshop, MOT testing station and coach building/trimming workshop), parking of vehicles (parking for self-drive hire companies; local main dealer cars awaiting sale and transport; storage of plant and machinery; trailer parking; parking of lorry bodies, scrap/mechanically failed cars and general vehicle storage for staff and customer parking) and parking of up to 150 airport parked cars for a period in excess of ten years (Lawful Development Certificate - Existing).	Application Permitted on 09.06.2023

DESCRIPTION OF THE SITE

The site is located on the eastern side of Rusper Road, just south of the junction with Ifield Avenue and close to the edge of the Crawley urban/ Built-Up Area. The surrounding area is semi- rural in character, with a mix of commercial, agricultural, and residential land uses. The site lies adjacent to a cluster of small scale industrial and storage uses, with open fields and tree belts to the east and south.

The site is currently occupied by a single-storey industrial-style building used for vehicle servicing, storage, and associated operations. The building is constructed in metal cladding with roller shutter access points and an adjoining yard used for vehicle parking and storage. Historically, the site has been used for airport-related car parking and long-term vehicle storage.

The site is occupied by MOT Juice which is a software company based on Rusper Road, Ifield, providing compliance and training solutions for MOT testing stations. It offers online tools to help garages meet DVSA requirements, including tester training, audit management, and quality control — with no direct involvement in vehicle repairs or testing. The whole building is shared with CCM under the same ownership.

Immediately adjacent to the site is a residential property called Park View Lodge with other residential properties along Rusper Road. South Lodge is situated opposite the site on the junction with Ifield Wood.

DESCRIPTION OF THE APPLICATION

This application seeks planning permission for the erection of a single storey front extension to the building.

The extension would create an L shaped single storey building with an additional 104.5 square metres of office space for the development team being added to the western end of the existing building. The

extension would comprise matching materials to the existing building- with corrugated metal sheeting roof and rendered brick walls. The extension would include an additional external entrance to the building and internal additional toilet facilities and office and video studio.

RELEVANT PLANNING POLICIES

The National Planning Policy Framework (NPPF)

Horsham District Planning Framework (2015):
Policy 1 - Strategic Policy: Sustainable Development
Policy 3 - Strategic Policy: Development Hierarchy
Policy 4 - Strategic Policy: Settlement Expansion
Policy 7 - Strategic Policy: Economic Growth
Policy 9 - Employment Development
Policy 10 - Rural Economic Development
Policy 24 - Strategic Policy: Environmental Protection
Policy 25 - Strategic Policy: The Natural Environment and Landscape Character
Policy 26 - Strategic Policy: Countryside Protection
Policy 31 - Green Infrastructure and Biodiversity
Policy 32 - Strategic Policy: The Quality of New Development
Policy 33 - Development Principles
Policy 34 - Cultural and Heritage Assets
Policy 35 - Strategic Policy: Climate Change
Policy 36 - Strategic Policy: Appropriate Energy Use
Policy 37 - Sustainable Construction
Policy 38 - Strategic Policy: Flooding
Policy 40 - Sustainable Transport
Policy 41 - Parking

Rusper Neighbourhood Plan
RUS 3: Design
RUS 5: Green Infrastructure and Biodiversity

Horsham District Local Plan (2023-40) (Regulation 19):
Strategic Policy 1: Sustainable Development
Strategic Policy 2: Development Hierarchy
Strategic Policy 6: Climate Change
Strategic Policy 7: Appropriate Energy Use
Strategic Policy 8: Sustainable Design and Construction
Strategic Policy 11: Environmental Protection
Strategic Policy 13: The Natural Environment and Landscape Character
Strategic Policy 14: Countryside Protection
Strategic Policy 17: Green Infrastructure and Biodiversity
Strategic Policy 19: Development Quality
Strategic Policy 20: Development Principles
Policy 25: Parking
Policy 26: Gatwick Airport Safeguarding
Strategic Policy 30: Enhancing Existing Employment
Policy 31: Rural Economic Development

Supplementary Planning Guidance:
Planning Obligations and Affordable Housing SPD (2017)
Community Infrastructure Levy (CIL) Charging Schedule (2017)

Planning Advice Notes:
Biodiversity and Green Infrastructure

REPRESENTATIONS AND CONSULTATIONS RESPONSES

Where consultation responses have been summarised, it should be noted that Officers have had consideration of the full comments received, which are available to view on the public file at www.horsham.gov.uk

Consultations:
INTERNAL CONSULTATIONS

HDC Arboricultural officer: Advice
No tree survey or arboricultural impact assessment has been submitted in support of the application.

Recent felling of several trees has reduced the number of trees potentially affected by the proposal and precludes a fair assessment of the impact of the development in this respect.

OUTSIDE AGENCIES

Southern Water: Comment

The development site is not located within Southern Water's statutory area for wastewater drainage services. Please contact Thames Water who are the relevant statutory undertaker.

WSCC Highways: No Objection

WSCC raise no objection to this proposal however we would expect to see a construction plant and materials condition attached to ensure all aspects of the construction process are considered.

There is already an existing access into the site from the public highway. This is taken from Rusper Road, a 'C' classified rural road with a 40mph speed limit. The access is on the outside of a bend and is wide enough to accommodate two vehicles passing each other. Whilst partially obscured by trees and the CCM sign in the visibility envelope, visibility is considered good in both directions and no changes to the access are required.

The extension will provide an increase in 104.5sqm of B2 general industrial use and employ an additional 6 members of staff. This would create a total of 666sqm and 16 staff.

The site already has a car park and there are no plans to increase this however there appears to be plenty of space at the front and rear of the site for parking should this be required.

PUBLIC CONSULTATIONS:

Representations:
Three letters of Objection have been received from two addresses, objecting to the application on the following grounds:

- Sewage disposal and water neutrality
- Excessive lighting
- Recent felling of trees
- Impact on bats and other wildlife/ biodiversity
- Adjacent property is residential not commercial

Parish Comments:
Rusper Parish Council: Objection

- Lack of arboricultural assessment
- Lack of information on SUDS
- Lack of information of waste water and sewage
- Unclear how many additional employees are proposed
- Underestimate of visitor numbers

Member Comments:
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

Principle of Development:

Policy 10 of the HDPF states sustainable rural economic development and enterprise within the District will be encouraged in order to generate local employment opportunities and economic, social and environmental benefits for local communities. In the countryside, development which maintains the quality and character of the area, whilst sustaining its varied and productive social and economic activity will be supported in principle. Any development should be appropriate to the countryside location and must: contribute to the diverse and sustainable farming enterprises within the District or, in the case of other countryside-based enterprises and activities, contribute to the wider rural economy and/or promote recreation in, and the enjoyment of, the countryside; and either be contained wherever possible within suitably located buildings which are appropriate for conversion or, in the case of an established rural industrial estate, within the existing boundaries of the estate.

Policy 26 of the HDPF seeks to protect the countryside against inappropriate development unless it is considered essential and appropriate in scale; whilst also meeting one of four criteria. These criteria includes supporting the needs of agriculture or forestry; enabling the extraction of minerals or the disposal of waste; providing for quiet informal recreational use; or enabling the sustainable development of rural areas.

The application site is located outside of any designated built-up area boundary. The site is therefore located within the countryside in planning policy terms.

The application site as an established mixed lawful use. This was confirmed under DC/23/0283 which confirmed the lawful B2 use for this part of the site ‘between 7am to 6pm Monday to Friday and 9am to 1pm at weekends for Class B2 use (car repair workshop, MOT testing station and coach building/trimming workshop)’.

The extension to the building would retain an employment use on the site within an established rural employment site. While the proposal does not necessitate a rural location it is acknowledged that the business is well established and has a lawful mixed employment use. The business is considered to support the varied and productive social and economic activity within the rural locality and is considered to operate at a level and intensity that results in sustainable rural economic enterprise.

It is stated that the space will enable an additional 6 staff members, in addition to the existing 10 employees at MOT Juice. The extension to the site will provide additional employment floorspace but the nature of the proposal is not considered to result in a significant greater level of activity than the existing use of the site, with an additional 104.5 square metres of office space for the development team being added to the western end of the existing building. The extension would be an extension to the B2 unit but would actually be office space (as stated in the Design and Access Statement paragraph 4.3) ancillary to the B2 workshop which would more accurately fall within a E(g) use class. The operating hours agreed under DC/23/0283 are recommended to be re-applied for consistency. A regulatory condition is

recommended, and agreed with the applicant, to ensure the use of the extension remains for office purposes ancillary to the permitted B2 use.

The extension is therefore considered acceptable in this location and would accord with the above policies.

Design and Appearance:

Policies 25, 32 and 33 of the HDPF promote development that is of a high-quality design, which is sympathetic to the character and distinctiveness of the site and surroundings. The landscape character of the area should be protected, conserved, and enhanced, with proposals contributing to a sense of place through appropriate scale, massing, and appearance.

The proposed use would be in keeping with the character and level of activity found on the wider site. Whilst highly visible from the road, the extension to the building would be in keeping with the existing building, being single storey in nature and matching materials. An extension to the building would have less visual or landscape impact than an additional stand alone building, particularly in this countryside location. The building will include a new pedestrian access and access from the main building. The visual impact of the proposal is therefore considered acceptable and would accord with the above policies.

Trees and Landscaping:

It is noted that there was a row of leylandii trees on the boundary with the adjacent residential property that have been removed recently, as well as various trees to the open space at the front of the site. None of these trees are statutory protected. In light of the removal of the boundary trees, the applicant proposes the creation of approximately 30 metres of new hornbeam boundary planting. This is part of the BNG requirements. A condition is recommended requiring full details of boundary planting, including a plan showing the locations.

Residential Amenity:

Policy 33 of the HDPF states that development should consider the scale, massing, and orientation between buildings, respecting the amenities and sensitivities of neighbouring properties.

The supporting information does state that the adjacent address is a commercial property. However this is a residential property where a small business (within a home office) is also based- but residential is the main use here. As the site is already existing, there is already an element of activity at the site. The extension is for an office space to be used in accordance with the existing use, which is considered to be an acceptable use. A condition is recommended to ensure the extension is used in accordance with its proposed use set out in para 4.3 of the Design and Access Statement (office), and the operating hours are also recommended to be re-applied for clarity that they also relate to the extension.

Highways Impacts:

Policy 41 of the HDPF promote development that provides safe and adequate access, suitable for all users.

There is already an existing access into the site from the public highway. This is taken from Rusper Road, a ‘C’ classified rural road with a 40mph speed limit. The access is wide enough to accommodate two vehicles passing each other. Whilst partially obscured by trees and the CCM sign in the visibility envelope, visibility is considered good in both directions and no changes to the access are required. The extension will provide an increase in 104.5sqm of B2 general industrial use and employ an additional 6 members of staff. This would create a total of 666sqm and 16 staff. The site already has a car park and there are no plans to increase this however there appears to be plenty of space at the front and rear of the site for parking should this be required.

WSCC raise no objection to this proposal however they would expect to see a construction plant and materials condition attached to ensure all aspects of the construction process are considered.

Water Neutrality:

The application site falls within the Sussex North Water Supply Zone as defined by Natural England which draws its water supply from groundwater abstraction at Hardham. Natural England has issued a Position Statement for applications within the Sussex North Water Supply Zone which states that it cannot be concluded with the required degree of certainty that new development in this zone would not have an adverse effect on the integrity of the Arun Valley SAC, SPA and Ramsar sites.

Natural England advises that plans and projects affecting sites where an existing adverse effect is known will be required to demonstrate, with sufficient certainty, that they will not contribute further to an existing adverse effect. The received advice note advises that the matter of water neutrality should be addressed in assessments to agree and ensure that water use is offset for all new developments within the Sussex North Water Supply Zone.

To ensure development can come forward as water neutral in the meantime, the Council has agreed with Natural England to use the significant water savings made by Southern Water in 2024/25 through their programme of leakage reduction (amongst other measures). This has generated some 3,240,000 litres per day of water savings that can now be attributed to new development without increasing water abstraction in the Arun Valley beyond baseline. These savings were previously to be used to launch the Sussex North Water Certification Scheme (SNWCS), however following the withdrawal statement SNWCS will no longer be launching. Natural England standing advice dated 10 November 2025 raises no objection to using these savings to enable development to come forward. The standing advice clarifies that it functions as Natural England's formal response pursuant to Regulation 63(3) of the Conservation of Habitats and Species Regulations 2017 to all relevant planning applications which seek to achieve water neutrality using the above Southern Water savings.

Officers have undertaken an Appropriate Assessment which demonstrates that the anticipated increase in mains water consumption from this development, alongside all other development granted since the 31st October 2025, will not exceed 3,240,000 litres per day.

Accordingly, Officers consider that the proposed development will not have an Adverse Effect on the Integrity of the Arun Valley Site, either alone or in combination with other plan and projects, thereby complying with Regulations 63 and 70 of the Conservation of Habitats and Species Regulations 2017, HDPF Policy 31, and paragraph 193 of the NPPF.

Drainage and Flood Risk:
Concern has been raised by the neighbour and the parish council in relation to drainage on the site. However, as this is an existing building, it is not considered justified to insist on drainage information for an extension to the building. The applicant does have a duty to ensure all drainage and waste is disposed of in line with environmental regulations and laws and any concerns should be raised with either the Lead Flood Authority or the Environment Agency.

Biodiversity Net Gain (BNG):
Schedule 7A of the Town and Country Planning Act 1990 (as inserted by Schedule 14 of the Environment Act 2021) mandates that every development must achieve at least a 10% Biodiversity Net Gain (BNG (unless the development qualifies as exempt under the Biodiversity Gain Requirements (Exemptions) Regulations 2024) and that every planning permission granted for the development of land in England shall be deemed to have been granted subject to the condition that development must not be begun unless a Biodiversity Gain Plan has been submitted to the planning authority and the planning authority has approved the Plan.

The Biodiversity Gain Plan must show how the development will achieve the required minimum 10% BNG using the statutory biodiversity metric tool, and must demonstrate how the habitats will be managed and maintained for 30 years, starting from the date the development is completed. Off-site gains and significant on-site enhancements will be secured over this period by way of a Legal Agreement.

The Applicant has submitted a Biodiversity Metric which demonstrates a 10% net gain is achievable by way of onsite biodiversity gains. Conditions are attached to secure this.

Conclusions:

The proposal is considered to comply with relevant local and national planning policies and is therefore recommended for approval subject to the conditions below, that are considered to protect the amenity of the adjacent and nearby neighbours.

COMMUNITY INFRASTRUCTURE LEVY (CIL)

Horsham District Council has adopted a Community Infrastructure Levy (CIL) Charging Schedule which took effect on 1st October 2017.

It is considered that this development constitutes CIL liable development.

Use Description	Proposed	Existing	Net Gain
		Total Gain	
		Total Demolition	

Please note that the above figures will be reviewed by the CIL Team prior to issuing a CIL Liability Notice and may therefore change.

Exemptions and/or reliefs may be applied for up until the commencement of a chargeable development.

In the event that planning permission is granted, a CIL Liability Notice will be issued thereafter. CIL payments are payable on commencement of development.

Recommendation: Application Permitted

Conditions:

1 Plans list

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 **Pre-commencement Condition**: No development shall be commenced until such time as plans and details have been submitted to and approved in writing by the Local Planning Authority showing the site set up during construction. This shall include details for all temporary contractors buildings, plant and stacks of materials, provision for the temporary parking of contractors vehicles and the loading and unloading of vehicles associated with the implementation of this development. Such provision once approved and implemented shall be retained throughout the period of construction.

Reason: In the interests of amenity and to avoid undue congestion of the site and consequent obstruction to access.

4 Pre-Occupation Condition: No part of the development hereby permitted shall be first occupied until full details of all soft landscaping works shall have been submitted to and approved, in writing, by the Local Planning Authority. The details shall include plans and measures addressing the following:

(a) Details of all proposed trees and planting, including schedules specifying species, planting size, densities and plant numbers and tree pit details
(b) A Habitat Management and Maintenance Plan

The approved landscaping scheme shall be fully implemented in accordance with the approved details within the first planting season following the first occupation of any part of the development.

Unless otherwise agreed as part of the approved landscaping, no trees or hedges on the shall be wilfully damaged or uprooted, felled/removed, topped or lopped without the previous written consent of the Local Planning Authority until 30 years after completion of the development. Any proposed or retained planting which dies, is removed, or becomes seriously damaged or diseased shall be replaced in the next planting season with others of similar size and species unless the Local Planning Authority gives written consent to any variation.

Reason: To ensure a satisfactory development that achieves secured BNG, is sympathetic to the landscape and townscape character and built form of the surroundings, and in the interests of visual and residential amenity in accordance with Policy 33 of the Horsham District Planning Framework (2015).

5 **Regulatory Condition:** The materials and finishes of all new external walls, windows and roofs of the development hereby permitted shall match in type, colour and texture those of the existing building.

Reason: In the interests of visual amenity and in accordance with Policy 33 of the Horsham District Planning Framework (2015).

6 **Regulatory Condition:** The premises shall not be open for trade or business except between the hours of 7am to 6pm Monday to Friday and 9am to 1pm on Saturday and Sunday

Reason: To safeguard the amenities of neighbouring properties in accordance with Policy 33 of the Horsham District Planning Framework (2015).

7 **Regulatory Condition:** Notwithstanding the permitted use of the wider site, the extension hereby permitted shall be used for the purpose set out in the submitted Design and Access Statement (get planning + architecture 30 May 2025- paragraph 4.3), for office purposes ancillary to the permitted B2 use, and for no other purpose.

Reason: To safeguard the amenities of neighbouring properties in accordance with Policy 33 of the Horsham District Planning Framework (2015).

Biodiversity Net Gain Condition

Paragraph 13 of Schedule 7A to the Town and Country Planning Act 1990 states that planning permission is deemed to have been granted subject to the "biodiversity gain condition" which means development granted by this notice must not begin unless:

(a) a Biodiversity Gain Plan has been submitted to the planning authority, and
(b) the planning authority has approved the plan.

The planning authority, for the purposes of determining whether to approve a Biodiversity Gain Plan if one is required in respect of this permission is Horsham District Council.

This permission will require the submission and approval of a Biodiversity Gain Plan before development is begun.

For guidance on the contents of the Biodiversity Gain Plan that must be submitted and agreed by the Council prior to the commencement of the consented development please see the link: Submit a biodiversity gain plan - GOV.UK (www.gov.uk).

Statutory exemptions and transitional arrangements
There are statutory exemptions and transitional arrangements which mean that the biodiversity gain condition does not always apply. These can be found at Paragraph: 003 Reference ID: 74-003-20240214 of the Planning Practice Guidance, which can be found at https://www.gov.uk/guidance/biodiversity-net-gain.

Irreplaceable habitat
If the onsite habitat includes irreplaceable habitat (within the meaning of the Biodiversity Gain Requirements (Irreplaceable Habitat Regulations 2024) there are additional requirements for the content and approval of Biodiversity Gain Plans.

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/25/0936
(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
Location & Block plan	Existing and Proposed	2	04.06.2025
Floor plan	Existing	3	04.06.2025
Elevation plan	Existing	4	04.06.2025
Floor plan	Proposed	5	04.06.2025
Elevation plan	Proposed	6	04.06.2025

DELEGATED

Case Officer sign/initial Kate Turner Date: 24.03.2026

Authorising Officer sign/initial Adrian Smith Date: 24/03/2026