



PLANNING COMMITTEE REPORT

TO: Planning Committee

BY: Head of Development and Building Control

DATE: 18th August 2026

DEVELOPMENT: Erection of single storey rear extension.

SITE: 82 Bedford Road Horsham West Sussex RH13 5BH

WARD: Forest

APPLICATION: DC/26/0616

APPLICANT: **Name:** Mr Sam Klein **Address:** Flat 1 and 2 82 Bedford Road Horsham RH13 5BH

REASON FOR INCLUSION ON THE AGENDA: More than eight persons in different households have made written representations within the consultation period raising material planning considerations that are inconsistent with the recommendation of the Head of Development and Building Control.

RECOMMENDATION: To approve planning permission subject to appropriate conditions

1. THE PURPOSE OF THIS REPORT

To consider the planning application.

DESCRIPTION OF THE APPLICATION

- 1.1 This application seeks planning permission for the erection of a single-storey rear extension measuring approximately 3m in height, 3m in depth and 3.59m in width, following the removal of an existing extension approved under application HU-4-71, which measured approximately 2.21m in depth and 3.6m in width. Works to remove the former extension and associated foundations commenced prior to the grant of planning permission, and as such the application is partly retrospective. The proposed extension would be constructed using materials to match the existing dwelling, including brickwork, UPVC windows and doors.
- 1.2 The proposed extension to the rear is intended to provide an additional bedroom (room 3) with an ensuite.
- 1.3 Whilst not the subject of this planning application, the submitted floor plans also show internal alterations which would result in the existing four-bedroom property being reconfigured to provide six bedrooms, each with an ensuite facility, alongside a shared kitchen area on the ground floor. Whilst this layout could facilitate occupation as a small House in Multiple Occupation (HMO), the occupation of a property by up to six residents falls within Use Class

C4 and, in this instance, does not require planning permission for a change of use. It is therefore important to note that this planning application relates to the rear extension only and not a change of use.

Amendments:

- 1.3 During the course of the application, it was identified that the red line boundary on the submitted location plan incorrectly included a side access area that is not within the applicant's ownership. An amended location plan was subsequently submitted correcting this error, and further consultation and neighbour notifications were carried out accordingly. The description of development was also amended to include the rear / side extension.
- 1.4 In addition, Environmental Health raised concerns regarding the layout of the ground floor fire escape route. Amended floor plans were submitted to seek to address these concerns, which have since been reviewed as part of the application process.

Background:

- 1.5 Historically, the building was converted to form two self-contained flats. Permission was subsequently granted for the conversion of the two flats back into a single dwellinghouse, seeking to restore the property to a single residential unit.
- 1.6 The submitted plans show the conversion of the two flats into a 6 bedroom HMO. As well as the proposed rear extension, the plans also show a single-storey side/rear extension measuring approximately 3.18m in height, 3m in depth and 1.799m in width. This extension would enlarge Bedroom 2 and has been built.
- 1.7 The submitted plans indicate that the extension would constitute permitted development under the Town and Country Planning (General Permitted Development) (England) Order 2015. The applicant has asked that the side extension is not considered under this application, and it does not form part of the description of development on the application form. Therefore, this application relates to the rear extension only. For clarity, this application does not assess this smaller extension in terms of whether it is permitted development or whether it is otherwise acceptable in planning terms.

DESCRIPTION OF THE SITE

- 1.8 The application site comprises a mid-terraced dwelling located on Bedford Road within the built-up area boundary of Horsham. The site lies within a well-established residential area characterised by a continuous row of similar properties. As stated, the property is currently being converted from 2 flats into a small HMO (comprising 6 bedrooms). This change of use does not require planning permission under the Use Classes Order.
- 1.9 The surrounding area is well developed, with properties of a consistent scale and form, many of which have been subject to alterations and extensions over time. The site is therefore situated within a typical suburban context where domestic development is well established.

2. INTRODUCTION

STATUTORY BACKGROUND

- 2.1 The Town and Country Planning Act 1990.

RELEVANT PLANNING POLICIES

The following Policies are considered to be relevant to the assessment of this application:

National Planning Policy Framework:

Horsham District Planning Framework (HDPF 2015):

Policy 31 - Green Infrastructure and Biodiversity

Policy 32 - Strategic Policy: The Quality of New Development

Policy 33 - Development Principles

Policy 41 - Parking

Horsham Blueprint Business Neighbourhood Forum

Policy HB3: Character of Development

Policy HB4: Design of Development

Horsham District Local Plan (2023-40) (Regulation 19):

Strategic Policy 19: Development Quality

Strategic Policy 20: Development Principles

Policy 25: Parking

Supplementary Planning Guidance:

Planning Obligations and Affordable Housing SPD (2017)

Community Infrastructure Levy (CIL) Charging Schedule (2017)

Planning Advice Notes:

Facilitating Appropriate Development

Biodiversity and Green Infrastructure

PLANNING HISTORY AND RELEVANT APPLICATIONS

DC/25/1366	Internal works to convert two one-bed flats into a single two-bedroom dwellinghouse (Lawful Development Certificate - Proposed)	Application Permitted on 22.10.2025
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3. OUTCOME OF CONSULTATIONS

- 3.1 Where consultation responses and representations 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 horsham.gov.uk/planning/planning-applications/view-and-comment-on-planning-applications.

INTERNAL CONSULTATIONS

- 3.2 **HDC Environmental Health:** Comment [Summary]
Environmental Health initially raised concerns regarding the proposed fire escape arrangements, noting that the layout did not provide a sufficiently safe means of escape, particularly due to the route passing through the kitchen, which is considered a higher-risk area. Recommendations were made to either provide a separate corridor or introduce appropriate fire safety measures, including fire-rated doors, roller catches to bedroom doors, and a clear, unobstructed escape route to the rear.

Amended plans were subsequently submitted addressing these concerns, and Environmental Health has confirmed that the revised layout now meets the required safety standards.

OUTSIDE AGENCIES

- 3.3 **Southern Water:** Comments [Summary]
In order to protect public sewers, Southern Water requests that if consent is granted, the following condition is attached to the planning permission; The developer must agree with Southern Water, prior to commencement of the development, the measures to be taken to protect the public sewers.

3.4 **WSCC Highways:** No objection [Summary]

The Highway Authority raised no objection to the proposal, noting that the development would not result in a significant increase in traffic or have an unacceptable impact on highway safety. Whilst the site does not provide on-site parking, this reflects the existing situation, and it is acknowledged that the previous use would have generated a similar or greater parking demand. The site is also considered to be in a sustainable location, with good access to local services and public transport. The Highway Authority has recommended that secure cycle parking is provided to support sustainable travel.

PUBLIC CONSULTATIONS

3.5 Representations:

51 letters of Objection have been received from 46 addresses, objecting to the application on the following grounds:

- **Overdevelopment and intensity of use** – It is considered that the proposal represents an overdevelopment of the site, particularly when viewed in the wider context of the likely use as a high-occupancy HMO, resulting in a cramped layout and loss of garden space.

- **Parking and highway impacts** – Concerns are raised that the proposal would exacerbate existing on-street parking pressure within Bedford Road and surrounding streets, which are already heavily constrained.

- **Impact on neighbouring amenity** – Representations highlight concerns regarding increased noise, disturbance, comings and goings, and potential loss of light and outlook to adjoining properties, particularly in relation to the scale and siting of the extensions.

- **Character of the area** – It is argued that the scale of development and the intensification of use are out of keeping with the established character of the area, which is predominantly formed of Victorian terraced family housing.

- **Insufficient amenity space and servicing** – Concerns are raised regarding the reduction in outdoor space and the lack of provision for bin storage, cycle storage and general servicing for the number of occupants.

- **Accuracy of plans and site boundary** – Several representations question the accuracy of the submitted plans, including the red-line boundary and ownership of adjacent land and accessways. Subsequent plans were submitted addressing these concerns.

- **Drainage and infrastructure capacity** – Concerns have been raised regarding the ability of existing sewer and drainage infrastructure to accommodate increased usage.

In addition, a number of representations raise concerns relating to:

- fire safety and means of escape;
- internal layout and compliance with HMO standards;
- building regulations, structural works and ventilation; and
- construction impacts and licensing matters.

Parish Comments:

3.6 **Forest Neighbourhood Council:** Objection

Object, due to overdevelopment and lack of parking spaces, for increased occupation.

Horsham Town Council Planning Committee: Objection

- 3.7 The committee considered the application and resolved to object to the application on the grounds of overdevelopment of the site, which is considered to result in an overly intensive use of the plot and harm to the character of the area.

4. HOW THE PROPOSED COURSE OF ACTION WILL PROMOTE HUMAN RIGHTS

- 4.1 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.
- 4.2 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.

5. HOW THE PROPOSAL WILL HELP TO REDUCE CRIME AND DISORDER

- 5.1 It is not considered that the development would be likely to have any significant impact on crime and disorder.

6. PLANNING ASSESSMENTS

Design and Appearance:

- 6.1 Policies 32 and 33 of the HDPF seek 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 view.
- 6.2 Policy HB3 of the Horsham Blueprint Business Neighbourhood Plan states that development is expected to preserve and enhance the Character Area in which it is located. The design of new development should take account of local context and reflect the character and vernacular of the area, using architectural variety in form and materials, in order to avoid building design that is inappropriate to the Plan area.
- 6.3 Policy HB4 continues that development is expected to demonstrate a high quality of design, which responds and integrate well with its surroundings.
- 6.4 The proposal seeks the erection of a single storey rear extension (room 3), which would be modest in scale and located to the rear of the dwelling where it would have limited visibility from the public realm. The extension reflects a typical form of development within this established residential area. It measures approximately 3m in height, 3m in depth and 3.59m in width, following the removal of an existing extension approved under application HU-4-71, which measured approximately 2.21m in depth and 3.6m in width. The proposed extension would be constructed using materials to match the existing dwelling, including brickwork, UPVC windows and doors.
- 6.6 The proposed extension is intended to provide an additional bedroom (room 3) with an ensuite. It is noted that a number of representations raise concerns regarding overdevelopment, loss of garden space, impact on character, and inconsistency with

surrounding Victorian properties. Whilst the extension increases the built footprint, it is not considered to represent an overdevelopment of the site. The remaining garden space is comparable to other properties within the terrace, and the scale and projection of the extension are consistent with typical domestic alterations in the area.

- 6.7 Concerns have also been raised regarding materials and design. However, the proposal includes materials to match the existing dwelling, including brickwork and roof finishes, ensuring the extension appears as a cohesive and sympathetic addition rather than a visually intrusive element.
- 6.8 Furthermore, there are numerous examples of similar rear extensions along Bedford Road, which demonstrate that this form of development is characteristic of the area and does not detract from its overall appearance. It is considered that the proposal would preserve the character and appearance of the host dwelling and the wider street scene and would comply with the above policy.

Residential Amenity:

- 6.11 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. The proposed single storey rear extension would introduce additional built form to the rear of the property; however, it would remain modest in scale and typical of domestic development within this established residential setting.
- 6.12 It is noted that a number of representations raise concerns regarding loss of light and outlook, increased noise and disturbance, overlooking, and impact on neighbouring amenity, particularly in the context of the potential use of the property as a high-occupancy HMO. In assessing the impact on neighbouring properties, it is noted that an existing alleyway separates the application site from No. 84, providing a gap that helps reduce the impact of the development on that property.
- 6.13 In terms of the physical extension, the single storey scale, siting and height ensure that it would not result in an unacceptable loss of light, outlook or privacy to neighbouring properties, nor would it appear unduly overbearing. The relationship with adjoining properties remains consistent with what is typically experienced within a terraced residential environment.
- 6.14 Concerns relating to noise, intensity of use, internal layout, fire safety and compliance with HMO standards are noted; however, these matters are either controlled under separate legislation (including Environmental Health, licensing and Building Regulations) or are not directly related to the physical extensions proposed. As such, they are not determinative in the assessment of this planning application. Whilst the layout could facilitate occupation as a small House in Multiple Occupation (HMO), the occupation of a property by up to six residents falls within Use Class C4 and does not require planning permission, and is not the subject of this planning application.
- 6.15 Overall, having regard to the modest scale of the extension and the established pattern of similar development within the area, the proposal would not result in any material harm to neighbouring amenity.

Highways Impacts:

- 6.16 Policy 41 of the Horsham District Planning Framework allows development involving the loss of existing parking spaces where suitable alternative provision is secured or where any shortfall would not result in unacceptable harm. Policy SNP14 of the Southwater Neighbourhood Plan seeks to resist the loss of garages unless replacement parking is provided within the curtilage.

- 6.17 The Highway Authority has raised no objection to the proposal, noting that the development would not result in a significant increase in vehicular movements or have an unacceptable impact on highway safety. Whilst no on-site parking is provided, this reflects the existing situation, and it is acknowledged that the previous use of the site would have generated a similar level of parking demand.
- 6.18 The site is located within a sustainable location, with good access to local services, facilities and public transport, and the Highway Authority has recommended the provision of secure cycle parking to promote alternative modes of travel.
- 6.19 It is recognised that a number of representations raise concerns regarding increased parking pressure and congestion, particularly in connection with the perceived use of the property as a House in Multiple Occupation (HMO). However, it is important to note that the application relates solely to single storey rear extension, and does not seek consent for a change of use. It is acknowledged that parking is limited within Bedford Road; however, the site is located within a residents' parking area and any future occupants would be required to apply for permits in accordance with the relevant parking controls. Furthermore, the property occupies a sustainable location close to local services, bus routes and Horsham railway station, meaning residents are not necessarily reliant on private vehicle ownership.
- 6.20 In this context, and having regard to the existing lawful use and the limited scale of the physical development proposed, it is not considered that the extension would give rise to a material increase in parking demand or adversely impact highway safety.
- 6.21 Overall, the proposal is considered acceptable in highway and parking terms.

Water Neutrality:

- 6.22 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 HDPPF, NPPF paragraph 193 and the Council's obligations under the Conservation of Habitats and Species Regulations 2017.

Biodiversity Net Gain (BNG):

- 6.23 In accordance with the Biodiversity Gain Requirements (Exemptions) Regulations 2024, all householder applications are current exempt from the statutory requirement to demonstrate a 10% net gain in biodiversity.

Conclusions:

- 6.24 The scheme comprises of modest single storey rear extension which are in keeping with the character of the host building and surrounding area, and would not result in any unacceptable harm to neighbouring amenity. Whilst a number of concerns have been raised regarding parking, intensification of use and potential HMO occupation, these matters are either not directly related to the physical development proposed or are addressed through separate legislation. The Highway Authority has raised no objection, and Environmental Health concerns have been resolved through amended plans.
- 6.25 Accordingly, the proposal is considered to comply with the relevant policies of the development plan and is therefore recommended for approval.

7. RECOMMENDATIONS

- 7.1 Officers recommend that the application is approved in accordance with the following conditions and informatives:

Conditions:

- 1 **A List of the Approved Plans**
- 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 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).
- 4 **Pre-Occupation:** No part of the development shall be first occupied until covered and secure cycle parking spaces have been provided in accordance with plans and details to be submitted to and approved by the Local Planning Authority.

Reason: To provide alternative travel options to the use of the car in accordance with current sustainable transport policies.

INFORMATIVES

Note to Applicant - Southern Water

It is possible that a sewer now deemed to be public could be crossing the development site. Therefore, should any sewer be found during construction work, an investigation of the sewer will be required to ascertain its ownership before any works commence on site. If this happens, please call our Customer Service Desk on 0330 303 0119

For further advice, please contact Southern Water, Southern House, Yeoman Road, Worthing, West Sussex, BN13 3NX (Tel: 0330 303 0119)

Note to Applicant - House of Multiple Occupation

The applicant is advised that a House in Multiple Occupation (HMO) licence will be required for the lawful operation of the property. Further information and application details are available on the Council's website at: <https://www.horsham.gov.uk/environmental-health/houses-in-multiple-occupation-hmos/apply-for-a-hmo-licence>

Note to Applicant - Other Works

This permission relates *only* to the erection of a single-storey rear extension, and not the existing (recently completed) single-storey flat roofed rear/side extension or the use of the inside of the building as a House of Multiple Occupancy. The applicant is advised that should they wish to obtain confirmation that these works do not require planning permission that a Lawful Development Certificate is submitted to the Local Planning Authority for their consideration. Further details on how to apply for this can be found on the Council's website at: <https://www.horsham.gov.uk/planning/planning-applications/types-of-planning-application/applications/lawful-development-certificate>

8. USE OF AI

- 8.1 This report has been prepared with the support of artificial intelligence tools. All content has been reviewed and approved by the report author to ensure accuracy, appropriateness and compliance with council policies.