Horsham District Council

Application for Approval of Details Reserved by Condition

Town and Country Planning Act 1990 (as amended); Planning (Listed Buildings and Conservation Areas) Act 1990 (as amended)

Publication of applications on planning authority websites

Please note that the information provided on this application form and in supporting documents may be published on the Authority's website. If you require any further clarification, please contact the Authority's planning department.

Site Location

Disclaimer: We can only make recommendations based on the answers given in the questions.

If you cannot provide a postcode, the description of site location must be completed. Please provide the most accurate site description you can, to help locate the site - for example "field to the North of the Post Office".

Number

Suffix

Property Name

7 St Leonards Park House

Address Line 1

St Leonards Park

Address Line 2

Address Line 3

West Sussex

Town/city

Horsham

Postcode

RH13 6EG

Description of site location must be completed if postcode is not known:

Easting (x)

520095

Northing (y)

131015

Description

Applicant Details

Name/Company

Title

Mrs

First name

Katherine

Surname

Winny

Company Name

Address

Address line 1

7 St Leonard's Park

Address line 2

St Leonard's Park House

Address line 3

Town/City

County

Country

United Kingdom

Postcode

RH136EG

Are you an agent acting on behalf of the applicant?

◯ Yes
⊘ No

Contact Details

Primary number

***** REDACTED ******

Secondary number

Fax number

Email address

***** REDACTED ******

Description of the Proposal

Please provide a description of the approved development as shown on the decision letter

7 St Leonards Park House St Leonards Park Horsham West Sussex
Conversion of garage to form habitable living space. Infilling of the garage door and removal of internal walls. Please note the upper storey windows have been reviewed and decided do not need replacement.

Reference number

DC/24/1058

Date of decision (date must be pre-application submission)

18/09/2024

Please state the condition number(s) to which this application relates

Condition number(s)

LB01
LB07

Has the development already started?

◯ Yes
⊘ No

Part Discharge of Conditions

Are you seeking to discharge only part of a condition?

◯ Yes
⊘ No

Discharge of Conditions

Please provide a full description and/or list of the materials/details that are being submitted for approval

Window description:
Timber window, 2m x 1m, with four casements, the outer two of which will be opening.
Material type: Scandinavian pine with at least 90% heartwood
Certification: UKCA marked
Construction: Finger-jointed heartwood (knotless) and bridle jointed corners
Warm edge spacer: White spacer
Rubber gaskets: Grey between sash and frame / Black between glass and sash
Frame dimensions: 44 x 110 mm
Strike plate (windows and doors): Adjustable
Glass: Ug-value 1,1 W/m2 K. Standard sound reduction value (Rw) for this product with standard clear glass: 31 dB.
Opening: 2 handle opening casement windows (one at each end).

See attached image of window specifications.

Exterior finish description:
As per your suggestion (see below) underneath the window we will use hardwood tongue and groove timber boarding, 9cm width per panel (as per existing boarding), painted gloss white to match completely existing boarding under existing kitchen window. I have attached an image to show the existing boarding (left hand side) and the proposed boarding (right hand side).

Matching wood work will complete the archway above the window.
The arch brick over the top of the window area will remain as existing brickwork.

Suggestion from the Horsham District Consultation from Nicola Mason: I would therefore suggest instead of a brick infill that thought is given to the use of timber boarding.

Please note that the planning application covers the replacement of two first storey windows, but upon further advice it has been decided these are not in need of replacement, so are not covered in this application. Should we choose to replace within the three year window of this planning approval, we will submit a further application to have materials approved.

Site Visit

Can the site be seen from a public road, public footpath, bridleway or other public land?

- [x] Yes
- [ ] No

If the planning authority needs to make an appointment to carry out a site visit, whom should they contact?

- [ ] The agent
- [x] The applicant
- [ ] Other person

Pre-application Advice

Has assistance or prior advice been sought from the local authority about this application?

- [x] Yes
- [ ] No

If Yes, please complete the following information about the advice you were given (this will help the authority to deal with this application more efficiently):

Officer name:

Title

***** REDACTED ******

First Name

***** REDACTED ******

Surname

***** REDACTED ******

Reference

Phone call

Date (must be pre-application submission)

24/04/2025

Details of the pre-application advice received

Advised that it is acceptable to submit this application with timber boarding under the new window rather than brickwork as this was a recommendation from HDC itself.

Declaration

I/We hereby apply for Approval of details reserved by a condition (discharge) as described in the questions answered, details provided, and the accompanying plans/drawings and additional information.
I/We confirm that, to the best of my/our knowledge, any facts stated are true and accurate and any opinions given are the genuine opinions of the person(s) giving them.
I/We also accept that, in accordance with the Planning Portal's terms and conditions:
- Once submitted, this information will be made available to the Local Planning Authority and, once validated by them, be published as part of a public register and on the authority's website;
- Our system will automatically generate and send you emails in regard to the submission of this application.

☑ I / We agree to the outlined declaration

Signed

Katherine Winny

Date

28/04/2025