DELEGATED APPLICATIONS - ASSESSMENT SHEET

APPLICATION NO./ADDRESS:

DC/26/1495
Kelmaine, Castlegate, West Chiltington, West Sussex RH20 2NJ

DESCRIPTION:

Remodelling of existing dwelling with extensions at ground floor and roof level, including dormer windows, and associated alterations.

RELEVANT PLANNING HISTORY:

PL/41/59	Bungalow and garage. Comment: Plot 4. (From old Planning History)	Application Permitted on 08.07.1959

RELEVANT PLANNING POLICIES

The National Planning Policy Framework (NPPF)

Horsham District Planning Framework (2015):
Policy 32 - Strategic Policy: The Quality of New Development
Policy 33 - Development Principles
Policy 41 - Parking

West Chiltington Neighbourhood Plan:
Policy H3 - Quality of Design

West Chiltington Common Parish Design Statement

Horsham District Local Plan (2023-40) (Regulation 19):
Policy 19: Development Principles
Policy 25: Parking

The Local Plan is currently at examination, where the Inspector's letter dated 30.10.2026 concludes that the plan is sound, subject to the proposed main modifications and the limited number of further changes discussed within the letter. The final report from the Inspector is anticipated to be received in January 2027, where changes to the draft Schedule of Main Modifications will need to be published for consultation. Given this letter and the status of the Local Plan, the policies contained within the Horsham District Local Plan 2023-2040 (HDLP) are considered to be of significant weight.

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:

Ecology: No objection with conditions recommended

Parish Comments:

West Chiltington Parish Council: The Parish Council feels that no approval should be given to this application until a bat licence has been successfully applied for and received by the applicant.

The Parish Council's Holding Comment submitted on 20th October 2026 is rescinded.

Representations:

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:

Character and Appearance

Policies 32 and 33 of the HDPF (2015) 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 views.

Policy 19 (Development Principles) of the Horsham District Local Plan (2023-40) states that high-quality and inclusive design for all development in the District will be required based on a clear understanding of the local, physical, economic, environmental and policy context. In order to conserve and enhance the natural and built environment, and deliver beautiful and sustainable buildings and places, where relevant, development should be designed in accordance with the following principles.

Policy H3 of the West Chiltington Neighbourhood Plan states that proposals should be of a high quality, be energy efficient, and designed to reflect the local character and reinforce, where appropriate, local distinctiveness.

The application site is within the Built-Up Area Boundary (BUAB) of West Chiltington Common and is accessed via a driveway from the east side of Castlegate, leading to a detached bungalow set within a spacious plot. Mature hedge and trees around the site boundaries provide screening to the site from from surrounding property and from Castlegate. Land gradient falls slightly to the rear (east) and to the rear northeast of the site is land with trees protected under tree preservation order TPO/0219 Land At Harborough Close West Chiltington Tree Preservation Order (1974). The wider surrounds is a residential area characterised by detached dwellings of varying design and form set within plots with mature hedgerow and trees providing boundary treatment providing a degree of screening.

The application seeks permission for a remodelling of the dwelling. At ground-floor level an infill side extension is to provide a utility room, and an internal reconfiguration will convert three of the ground floor bedrooms into living space. The existing kitchen located centrally at the front of the house will be relocated internally to give way to an entrance hallway, with staircase to first floor accommodation (4

bedrooms, 2 en-suites and one bathroom) located within the loft space and with roof alterations. The dual pitched roof is to be extended and hipped to the ends and sides, with a feature front facing gable over the new entrance proving a landing gallery. The roof slopes to feature dual pitched roofed matching dormer windows. Proposed materials consist of local stock facing bricks and stonework to match existing, with plain tile hanging and horizontal timber cladding over the ground floor elevations. Plain tile roof materials, and timber/upvc windows.

The proposal would add massing to the dwelling, however the existing bungalow is smaller than average for the location and the proposal would be comfortably accommodated within the spacious site. Overall, the proposal is considered to be of a design, form and scale which is appropriate to the character and appearance of the existing dwelling, and which would not harm the character or appearance of the wider area. It is therefore considered that the visual impact of the proposal is acceptable and would accord with the above policies.

Impact on Neighbouring Amenity

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.

Strategic Policy 19 of the HDLP states that development should provide and retain a good standard of amenity for existing and future occupants of the proposed site. Proposals should avoid unacceptable harm to the amenity of existing and future occupiers or users of nearby property and land, for example due to overlooking, overdominance or overshadowing, light pollution, noise, odour and/or vibration, and having regard to the sensitivities/impacts of surrounding development.

It is considered that the siting and layout of the proposed extended dwelling and the resulting relationship with adjoining properties, due to separation distances and mature vegetation boundary treatments, would be sufficient to prevent any unacceptable harm to neighbouring amenity. It is noted that no neighbouring representations of concern have been received.

Ecology

The applicant has submitted a Bat Survey Report (CT Ecology Ltd., September 2026) and Preliminary Bat Roost Assessment (CT Ecology Ltd., September 2026), relating to the likely impacts of development on designated sites, protected and Priority species and habitats and the identification of appropriate mitigation measures.

Following consultation with the Council's Ecologist, it is considered that there is sufficient ecological information available for determination of this application. The mitigation measures identified in the Bat Survey Report (CT Ecology Ltd., Sept 2026) should be secured by a condition of any consent and implemented in full. This is necessary to conserve and enhance protected and Priority species particularly those recorded in the locality, including bats. It is also recommended that reasonable biodiversity measures for protected, Priority and threatened species should be identified by a suitably qualified ecologist and implemented to secure net gains for biodiversity. This would also be secured by condition.

It is noted from the Bat Survey Report (CT Ecology Ltd., September 2026) that a licence for bats will be required before commencement of any works. While recognised that the Council's Ecologist has requested a condition requiring submission of the bat licence. The protection of bats is covered by separate wildlife legislation where the receipt of a licence would be required in advance of works lawfully commencing. It is not however considered reasonable or necessary to require a copy of this licence to be submitted in order to make the development acceptable. An informative would be included however to alert the Applicant to this requirement.

Subject to conditions securing mitigation and enhancement measures, the proposed development would raise no ecology concerns.

Biodiversity Net Gain

In accordance with the Biodiversity Gain Requirements (Exemptions) Regulations 2024 as amended, this application is exempted from the statutory requirement to demonstrate a 10% net gain in biodiversity as the development is below 0.2 hectares.

Conclusion

The proposal is considered to comply with relevant local and national planning policies and is therefore recommended for approval.

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	101 sq.m
		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:

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 (Slab Level) Condition**: No development above ground floor slab level of any part of the development hereby permitted shall take place until a Biodiversity Measures Strategy for protected and Priority or threatened species, prepared by a suitably qualified ecologist shall be submitted to and approved in writing by the local planning authority.

The content of the Biodiversity Measures Strategy shall include the following:

a) Purpose and conservation objectives for the proposed measures or features;
b) detailed designs or product descriptions to achieve stated objectives;
c) locations of proposed measures or features by appropriate maps and plans (where relevant);
d) persons responsible for implementing the measures or features; and
e) details of initial aftercare and long-term maintenance (where relevant).

The works shall be implemented in accordance with the approved details shall be retained in that manner thereafter.

Reason: To enhance protected and Priority species & habitats and allow the LPA to discharge its duties under National Planning Policy Framework (August 2026) N2 Part F and s40 of the NERC Act 2006 (as amended).

4 **Regulatory Condition**: All mitigation measures and/or works shall be carried out in accordance with the details contained in the Bat Survey Report (CT Ecology Ltd., September 2026) and Preliminary Bat Roost Assessment (CT Ecology Ltd., September 2026). This will include the appointment of an appropriately competent person e.g. an ecological clerk of works (ECoW) to provide on-site ecological expertise during construction. The appointed person shall undertake all activities, and works shall be carried out, in accordance with the approved details.

Reason: To conserve protected and Priority species and allow the LPA to discharge its duties under the Conservation of Habitats and Species Regulations 2017 (as amended), the Wildlife & Countryside Act 1981 (as amended) and s40 of the NERC Act 2006 (as amended).

5 **Regulatory Condition**: No external lighting or floodlighting shall be installed other than with the permission of the Local Planning Authority by way of formal application.

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

6 **Regulatory Condition**: The materials and finishes of the development hereby permitted shall strictly accord with those indicated on the submitted application form and approved plans.

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

NOTE TO APPLICANT
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.

Under Regulations 4, 5, 7 & 8 of the Biodiversity Gain Requirements (Exemptions) Regulations 2024 the statutory biodiversity gain condition required by Schedule 7A to the Town and Country Planning Act 1990 (as amended) does not apply in relation to planning permission for development which meet a defined criteria.

Based on the information submitted in the planning application documents, the Planning Authority considers that this permission is exempt from biodiversity net gain, and as such does not require approval of a biodiversity gain plan before development is begun.

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.
NOTE TO APPLICANT
Prior to any works which will impact the breeding/resting place of bats taking place, the Applicant is advised that either:

a) a licence will need to be issued by Natural England pursuant to Regulation 55 of The Conservation of Habitats and Species Regulations 2017 (as amended) authorizing the specified activity/development to go ahead; or
b) site registration supplied by an individual registered to use a Bat Mitigation or Earned Recognition Class Licence will need to be confirmed; or
c) confirmation from Natural England to the effect that it does not consider that the specified activity/development will require a licence will be needed.

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/26/1495
(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 & Site plan	Plans & Elevations As Existing	2026/PL01	16.09.2026
Elevation & Floor plan	Plans & Elevations As Proposed	2026/PL02	16.09.2026
Supporting Statement	Bat Survey Report by CT Ecology dated 04 September 2026	26024	16.09.2026
Supporting Statement	Preliminary Bat Roost Assessment by CT Ecology dated 04 September 2026	26024	16.09.2026

DELEGATED

Case Officer sign/initial Steve Astles Date: 05.11.2026

Authorising Officer sign/initial Tamara Dale Date: 11.11.2026