

WEST SUSSEX COUNTY COUNCIL CONSULTATION

TO:	Horsham District Council FAO:
FROM:	WSCC – Highways Authority
DATE:	14 August 2026
LOCATION:	St. Marks Court Chart Way Horsham RH12 1XL
SUBJECT:	DC/26/1197 Prior Approval for the Change of Use of the existing Class E building into 195 residential dwellings comprising 58no. 1 bedroom (1 person), 115no. 1 bedroom (2 person), 12no. 2 bedroom (3 person) and 10no. 2 bedroom (4 person) units.
DATE OF SITE VISIT:	n/a
RECOMMENDATION:	More information

WSCC as the County Highway Authority has considered the prior approval application for the change of use of office and retail space into residential dwellings. More information is requested.

Access

The site is located in Horsham town centre, located either side of the A281 Albion Way with a section of the building built over the road like a bridge. This includes a pedestrian walkway bridge known as Chart Way.

Car Free & Servicing

The proposals show no car parking and as such this would be seen as a car free development as the site is sustainably located less than 500m to the train station and a similar distance to the bus station. The site is also with walking distance to local amenities and is accessible via Chart Way.

With the site being car free, WSCC are concerned there are no plans showing how home delivery, or general delivery vehicles, removal vans, refuse collection and the emergency services would access the site. More information is needed to understand how these types of services will gain access to the site.

Construction Management Plan

Whilst WSCC are supportive of a car free development in the town, the change in planning use would create a number of highway capacity impacts that require exploration. There are concerns over the sites restricted location and how the renovation works will be undertaken without disruption to the highway network and the existing pedestrian route serving the site as its main point of access.

WSCC would need the applicant to provide a full construction management plan as a pre commencement condition, including any traffic management plan required such as road closures or re-directions, during the renovation phasing. Details of routing and

deliveries, storage of materials and what measures will be in place to keep the site secure would also be required.

Travel Plan Statement

Whilst the site is in a highly sustainable location, because the development is large and over 80 dwellings WSCC would expect to see a Travel Plan Statement included with any proposals with the aim of supporting and encouraging sustainable and active travel. The fee of £1,695 is a requirement of any submitted travel plan to cover the additional resource implications and costs of assessing and auditing the TPS through the lifetime of the plan and its 5 year monitoring period. WSCC would expect to see this included in a S106 agreement or unilateral undertaking, to ensure the plan can be enacted.

This statement will be the document responsible for measuring the sites active travel and as part of the wider vision to create sustainable communities for the future the applicant can use the Travel Plan Statement to consider promoting the car free location by providing a sustainable travel information pack with each dwelling encouraging the use of public transport locally. This could include information on:-

1. Bus and Train times
2. Provision of a local car sharing clubs.

WSCC would also expect to see a travel voucher offering to the initial occupants of the residential units. Vouchers could be exchanged for discounts off the following:

- a. a season ticket for the local bus service
- b. a rail season ticket or network card
- c. a contribution towards the purchase of a new bicycle and/or equipment
- d. Cycle training up to 4 members of the household (further details and course costs are available at www.westsussex.gov.uk/cycletraining)
- e. 12 months free membership to any local Car Club (including joining fee)

Alison Meeus
West Sussex County Council – Planning Services