Horsham District Council

DELEGATED APPLICATIONS - ASSESSMENT SHEET

OFFICER CHECKLIST	
WEEK ONE (Date Valid)	**4th April 2025**
Check Neighbours	x
Check Consultations (including newts) / Press List	x
Check Description, Plans and Supporting Documents	x
Print and Display Site Notice (if required)	n/a
WEEK TWO (+7)	**11th April 2025**
Visit Site or request site visit photos (in accordance with Site Visit Guidance Note)	☐
Draft HRA / AA if necessary. If the water statement is insufficient discuss with TL / PPO whether to discuss / accept amendments to the strategy.	n/a
Instruct Legal if s106 required (with prior TL / PPO agreement)	n/a
WEEK THREE (+14)	**18th April 2025**
If amendments are likely to be needed discuss with TL / PPO (N.B. Only minor amendments will be accepted in accordance with the Amendment Guidance). When requesting amendments give clear deadline (i.e. start of week 5).	n/a
WEEK FOUR (+21)	25th April 2025
If no amendments required, contact agent / applicant with update on progress.	x
Confirm whether delegated or committee decision (re: parish and neighbour representations)	x
WEEK FIVE (+28)	2nd May 2025
14-day re-consultation letters to be sent on any amended plans	n/a
Prepare draft report	n/a
WEEK SIX (+35)	9th May 2025
Check 35-day Cllr call-in for Committee	x
If decision based on original plans, report to be drafted and submitted for sign off	x
WEEK SEVEN (+42)	16th May 2025
If decision based on amended plans, report to be drafted and submitted for sign off	n/a
Reason for EOT	n/a

APPLICATION NO./ADDRESS:

DC/25/0570
193 Tanbridge Park, Horsham, West Sussex, RH12 1SU

DESCRIPTION:

Demolition of rear conservatory and erection of a single storey rear extension with associated alterations.

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
Horsham Blueprint Business Neighbourhood Plan 2019-2036
Policy HB3: Character of Development
Policy HB4: Design of Development

Horsham District Local Plan (2023-40) (Regulation 19):
Policy 19: Development Quality
Policy 20: Development Principles

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:

Natural England: Standing Advice:-

It cannot be concluded that existing abstraction within the Sussex North Water Supply Zone is not having an adverse effect on the integrity of the Arun Valley SAC/SPA/Ramsar sites. Developments within Sussex North must therefore must not add to this impact and one way of achieving this is to demonstrate water neutrality. The definition of water neutrality is the use of water in the supply area before the development is the same or lower after the development is in place.

To achieve this Natural England is working in partnership with all the relevant authorities to secure water neutrality collectively through a water neutrality strategy. Whilst the strategy is evolving, Natural England advises that decisions on planning applications should await its completion. However, if there are applications which a planning authority deems critical to proceed in the absence of the strategy, then Natural England advises that any application needs to demonstrate water neutrality.

HDC Arboricultural Officer: Advice / More Info

The Oak tree in question is located roughly at a distance of 19m from the proposed rear extension. Its Root Protection Area (RPA) extends 15m in all directions from the base of the tree, with 6m of the RPA falling within the garden of the property. As such, to ensure the long-term retention and protection of this tree, the remaining soft ground part of the garden will require protection from the development process to exclude potentially damaging indirect impacts on the tree's rooting environment associated with the build process. With tree protection measures, the working space is comparatively tight. Therefore, if minded to approve, recommend the a bespoke condition to control site usage.

In addition, given the underlying soil profile, Wealden Clay, the foundations for the extension if using trench footings will need to be dug to a depth, that will future-proof it from the potential risk of tree-related subsidence. Whereby the footings would need to be dug to a depth of no less than 2.5m to 3m. Alternatively, consideration should be given to founding the building to the ground using a screw pile foundation system. By installing screw piles deep into stable soil layers, it would provide a solid foundation that would support the weight of the structure while ensuring that it is appropriately protected from the potential risk of future ground movement; please seek confirmation on how the extension will be founded to the ground.

Additional comments were requested following submission of a Foundation Plan. HDC Arboricultural Officer raised no concerns provided the extension is built as per the engineers recommendations.

HDC Design and Conservation: No objection

Neighbourhood Council Comments:

No objection

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:

The application has been assessed on the basis of the submitted details, together with the planning history of the site and adjoining properties, available images and photographs supplied by the agent. These details were considered sufficient to allow the application to be properly considered and determined.

Character and Appearance

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 views.

Policy HB3, Character of Development, 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 the 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. Innovation in design will be supported, however, where this demonstrably enhances the quality of the built form in a character area”.

Policy HB4, Design of Development, of the Horsham Blueprint Business Neighbourhood Plan states that – “Development is expected to demonstrate a high quality of design, which responds and integrates well with its surroundings”

The application seeks planning permission for the demolition of rear conservatory and erection of a single storey rear extension with associated alterations. The proposed single storey rear extension would be subservient to the host building and would whilst incorporating a flat roof, would sit comfortably against the existing form and detailing. The proposal would not be particularly visible from a public vantage point, and it is considered that given the mixture of building forms and design within the vicinity, the proposed extension would not have a detrimental impact on the host property or the wider surrounds.

The proposal would be a clearly subservient addition and 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.

It is considered that the siting and layout of the proposed extension and the resulting relationship with adjoining properties would be sufficient to prevent any unacceptable harm to neighbouring amenity.

Water Neutrality

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 HDPF, NPPF paragraph 180 and the Council's obligations under the Conservation of Habitats and Species Regulations 2017.

Biodiversity Net Gain

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.

Other Matters

HDC's Arboricultural Officer requested confirmation of details on how the proposed extension would be founded to the ground. These details have been provided by the agent in an email received 03.06.2025. Following consultation with HDC Arboricultural Officer, these details are considered satisfactory and no further concerns have been raised.

Conclusion

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

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 Condition**: Prior to commencement of any works on site, demolition or other development activities, a protective fence consisting of either chestnut paling (1.8m height) fastened to a post and rail fence or braced Heras panel fencing, shall be erected to a minimum of 6m metres from the boundary fence at the rear of the property, across the entire garden, so as to exclude storage of materials, concrete mixing, excavation or other building activities likely to be harmful to tree roots and the rooting environment. Such fencing shall remain in place throughout the duration of the development to the satisfaction of the Local Planning Authority. In addition, the Local Planning Authority Tree Officer shall be informed of the proposed date of commencement, at least one working week in advance, to allow inspection of protection measures.

Reason: To ensure the successful and satisfactory protection of important trees on the site in accordance with Policies 30 and 33 of the Horsham District Planning Framework (2015).

4 **Regulatory Condition**: The development hereby permitted shall strictly accord with the engineering drawings as shown on approved plan references 002 REV P1 and 004 REV P1.

Reason: To ensure the successful and satisfactory protection of important trees on the site in accordance with Policies 30 and 33 of the Horsham District Planning Framework (2015).

5 **Regulatory Condition**: The materials to be used in the development hereby permitted shall strictly accord with those indicated on the application form received 04.04.2025.

Reason: To enable the Local Planning Authority to control the development in detail in the interests of visual amenity and in accordance with Policy 33 of the Horsham District Planning Framework (2015).

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/25/0570
(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
Elevation plan	Existing & Proposed Elevations	25-12-02	04.04.2025
Location & Site plan	Floor Plans, Block & Location	25-12-01	04.04.2025
Details plan	Foundation G.A. with Ground Floor Shown Over	002 REV P1	03.06.2025
Details plan	Foundation Sections/Details	004 REV P1	03.06.2025

DELEGATED

Case Officer sign/initial Marie Riggs Date: 10.06.2025

Authorising Officer sign/initial Tamara Dale Date: 24.07.2025