



DELEGATED APPLICATIONS - ASSESSMENT SHEET

APPLICATION NO./ADDRESS:

DC/26/0792

26 Mill Drive, Henfield, West Sussex, BN5 9RY

DESCRIPTION:

Erection of side dormer window and erection of a garden room.

RELEVANT PLANNING HISTORY:

HF/12/79

Single garage.

(From old Planning History)

Application Permitted on
24.04.1979

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

Henfield Neighbourhood Plan (2020) (HNP):

Policy 1 – A Spatial Plan

Policy 10 – Green Infrastructure and Biodiversity

Policy 12 – Design Standards for New Development

Henfield Parish Design Statement

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:

Parish Comments:

Henfield Parish Council:

‘This committee has no objection in principle to this planning application subject to understanding that suitable materials are used in the construction of the outbuilding because of its proximity to the Henfield Common.’

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 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 12 of the HNP, which requires that the scale, density, massing, height, landscape design, layout and materials of all development proposals, including alterations to existing buildings, are of a high quality and reflect the architectural and historic character and the scale of the surrounding buildings and street-scene/ landscape.

The application site contains a semi-detached two-storey 3-bed dwelling located to the northwest of Mill Road within the Henfield BUAB. The dwelling has an existing first-floor side facing (north elevation) dormer window with roof pitched on each side and ridge set well below the main roof ridge, positioned within a catslide style side elevation roof. At the northeast corner of the spacious application site, at a lower land level than the dwelling, is driveway parking and a detached single garage with pitched roofing accessed from Mill Road. To the north of the north side boundary of the site is a close board fencing boundary treatment beyond which is a wide verge to the Brighton Road containing shrubs and trees which provide screening of the site from the A road.

Planning permission is also sought for the erection of a replacement pitched roof side dormer in a larger size to provide extended space to a bedroom. The new dormer would maintain the same distance to the main roof ridge and same eaves height to match to the main roof eaves. The new dormer would be wider and extend further down the catslide roof and with increased sized clear glazing. 1200mm wide windows suitable for a means of escape. The dormer roof tiles would match the main roof, and vertical tile hanging would match the dwelling.

Also proposed is the erection of a single-storey garden room (7.5m x 4m) located within the rear garden, near the northwest corner and maintaining separation from the boundary timber close board fencing. The outbuilding to face into the garden, with mono-pitch roof (roof height 2.5m at front facing into garden to 2.2m approx. at the rear). The garden room outbuilding to be divided into two rooms for an office/study for home working, and a playroom. No water facilities to be provided. Proposed external materials to be used for the outbuilding are cladding in British cedar or similar. Windows and doors Anthracite grey, to face into the garden and back towards the house.

The extended dormer would remain a clearly subservient addition and the rear garden room would retain sufficient rear garden space. The rear garden outbuilding would contain external cladding materials in cedar brown colour and given screening from timber boundary fencing and shrubs / trees along the 'A' road the visual impact from the public domain is considered acceptable.

The proposals overall are considered to be of a design, form and scale which is acceptable 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 extended dormer with clear glazing would not impact any neighbouring amenity in that it would face towards the Brighton Road with vegetation screening between. In addition, the single-storey office/playroom within the rear garden and the resulting relationship with adjoining properties would be sufficient to not result in 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 193 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.

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

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

- 4 **Regulatory Condition:** The garden outbuilding hereby permitted shall be used solely for purposes ancillary to the occupation and enjoyment of the dwelling 26 Mill Drive, Henfield and shall not be used as an independent separate unit of accommodation or for any commercial purpose(s).

Reason: The establishment of an additional independent unit of accommodation would give rise to an over-intensive use of the site and lead to an unsatisfactory relationship between independent units of living accommodation contrary to Policies 26, 32 and 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/26/0792

Schedule of plans/documents **approved:**

Plan Type	Description	Drawing Number	Received Date
Location & Block plan	and Existing Floor and Elevations	2026/83	15.05.2026
Plans	Proposed Floor, Elevations and Garden Room	2026/83	15.05.2026
Materials	Outbuilding		29.06.2026

DELEGATED

Case Officer sign/initial Steve Astles Date: 03.07.2026

Authorising Officer sign/initial RHERMITAGE Date: 07.07.2026