Horsham District Council

DELEGATED APPLICATIONS - ASSESSMENT SHEET

APPLICATION NO./ADDRESS:
DC/26/1325
Southview, Hayes Lane, Slinfold, West Sussex, RH13 0SQ

DESCRIPTION:
Conversion of an existing detached garage into habitable space involving the removal of the existing door, window and garage door and the installation of a rear window and bi-fold doors and rooflight to the side elevation.

RELEVANT PLANNING HISTORY:

DC/26/0697	Conversion of detached garage into habitable living space (Lawful Development Certificate - Proposed).	Application Refused on 13.07.2026

RELEVANT PLANNING POLICIES
The National Planning Policy Framework (NPPF)

Horsham District Planning Framework (2015):
Policy 31 - Green Infrastructure and Biodiversity
Policy 32 - Strategic Policy: The Quality of New Development
Policy 33 - Development Principles
Policy 40 - Sustainable Transport
Policy 41 - Parking

Slinfold Neighbourhood Plan:
Policy 5 Development Principles

Slinfold Parish Design Statement:

Horsham District Local Plan (2023-40) (Regulation 19):
Policy 9: Water Neutrality
Policy 17: Green Infrastructure and Biodiversity
Policy 19: Development Quality
Policy 20: Development Principles
Policy 24: Sustainable Transport
Policy 25: Parking
Policy 46: Ancillary Accommodation

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:
None

Parish Comments:
Neutral on the application.

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 5 of the Slinfold Neighbourhood states development proposals which seek to respect the design, density and layout of the surrounding area as detailed in the Slinfold Parish Design Statement will be supported.

The application site is accessed via a driveway leading from the west side of Hayes Lane, to the rear of a row of terraced dwellings (Willow Cottages) that front the highway. The site is within the Slinfold Built-Up Area Boundary. Southview is a 2-bed detached dwelling with an existing detached garage building, that is positioned forward (southeast) of the dwelling. The existing garage has a pitched tiled roof to each side and is timber clad with a brickwork plinth. The front (south Elevation) has a pair of timber doors, with a timber door and window to the side (west) elevation.

Planning permission is sought for the conversion of the existing detached garage building into a dining room space. The front garage opening to be filled in with timber cladding, with the western elevation to have new aluminium framed glazed bi-fold doors, and an aluminium framed window is proposed to the north elevation. A rooflight is proposed to the west facing roof slope.

The proposed conversion would involve modest external alterations and the resulting appearance would remain clearly subordinate to the principal dwelling. The use as additional ancillary accommodation would not appear incongruous or out of keeping. 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 alterations to the existing modest garage to convert to a dining room space conditioned as ancillary use only would not result in any unacceptable harm to neighbouring amenity.

The conversion is not expected to result in displacement of vehicles from off street parking to any extent that would is considered a harmful impact on neighbouring amenity to warrant refusal, with parking remaining available between the outbuilding and private road.

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.

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 approved plans.

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

4 **Regulatory Condition**: The accommodation hereby permitted shall be used solely for purposes ancillary to the occupation and enjoyment of the dwelling Southview, Hayes Lane, Slinfold (as identified on the approved plans) 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 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/26/1325

(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	NONE	17.08.2026
Floor plan	Existing ground and roof	NONE	17.08.2026
Location plan		NONE	17.08.2026
Elevation plan	Proposed	NONE	17.08.2026
Floor plan	Proposed ground and roof	NONE	17.08.2026
Location & Site plan	Proposed	NONE	17.08.2026

DELEGATED

Case Officer sign/initial Steve Astles Date: 05.10.2026

Authorising Officer sign/initial Guy Everest Date: 12.10.2026