DELEGATED APPLICATIONS - ASSESSMENT SHEET

APPLICATION NO./ADDRESS:
DC/26/1549
Lock House, Lock, Partridge Green, Horsham, West Sussex, RH13 8EG

DESCRIPTION:
Non Material Amendment to approved application DC/25/0359 (Conversion of 2no. existing buildings to holiday let use) for installation of mezzanine floor and increasing roof height by 0.75m.

RELEVANT PLANNING HISTORY:

DC/25/0359	Conversion of 2no. existing buildings to holiday let use. (Full Application).	Application Permitted on 16.06.2025

RELEVANT PLANNING POLICIES
The National Planning Policy Framework (NPPF)

Horsham District Planning Framework (2015):
Policy 25- Strategic Policy: The Natural Environment and Landscape Character
Policy 26- Strategic Policy: Countryside Protection
Policy 32- Strategic Policy: The Quality of New Development
Policy 33- Development Principles
Policy 34- Cultural and Heritage Assets

West Grinstead Neighbourhood Plan (2019-2031)

REPRESENTATIONS AND CONSULTATIONS RESPONSES
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 main consideration of this application is whether the proposed alterations can be considered as non-material amendments to the approved scheme in accordance with Section 96A of the Town and Country Planning Act 1990 (as inserted by S190 of the Planning Act 2008). The discretion rests with

the Council to decide to whether the revisions would constitute a non-material amendment to a planning permission, which would not take it outside the scope of the original permission.

A non-material amendment is sought to the approved scheme DC/25/0539 to allow for the installation of a mezzanine floor and to lift the roof by 0.75m, from the consented 4.75m to proposed 5.5m. The reason stated as creating a more viable holiday let unit serving the 'super holiday' cottage market and allowing space for new roof coverings and insulation.

The proposed mezzanine level would allow for additional floorspace, with the floor plans indicating an additional 3 bedrooms, this would result in a significant increase in internal floor area. The original application permitted a 3-bed holiday let, the addition of 3 extra bedrooms, taking the total to 6 bedrooms, would result in differing impacts from the original approval.

Furthermore, the proposal also seeks to increase the roof height from 4.75m to 5.5m with additional window openings proposed. The original permission did not include any such alterations and the nature and extent of the amendments being sought would materially alter the building's appearance. The totality of the amendments being sought raises new considerations beyond those identified as part of the original permission. The amendments to the original permission are considered significant and go beyond what would be considered as non-material.

For these reasons, the proposed amendments are considered to go beyond what would be considered as non-material under Section 96A of the Town and Country Planning Act 1990, and the submission of a S.73 minor material amendment would be required for the changes.

Recommendation: Application Refused

Reason for Refusal:

1. The proposed alterations to the previously approved development represent a level of change greater than can be considered as a non-material amendment under Section 96A of the Town and County Planning Act 1990.

Plans list for: DC/26/1549
(The approved plans will form Condition 1 on the Decision Notice of all Permitted applications)

Schedule of plans/documents **not approved**:

Plan Type	Description	Drawing Number	Received Date
Elevation & Floor plan	Garden barn	001	28.09.2026

DELEGATED

Case Officer sign/initial Bethan Tinning Date: 19.10.2026

Authorising Officer sign/initial Guy Everest Date: 26.10.2026