



Applications & Appeals Services
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FAO Shazia Penne
Horsham District Council
Albery House
Springfield Road
Horsham
West Sussex
RH12 2GB

Ref: 24/318

13 March 2026

DISCHARGE OF CONDITION APPLICATION

Dear Shazia

LPA Ref: DC/25/1279
Proposal: Discharge of Conditions 2 (Car Parking); 3 (Cycle Parking) & 5 (Refuse & Recycling) of DC/25/1279 for conversion of a chapel to be used as a self-contained holiday let (retrospective)
Site: The Chapel Holiday Let, Old House Manor Estate, Cowfold Road, Coolham, RH13 8QL

Please accept this Discharge of Condition Application to Discharge Conditions 2, 3 & 5 (a copy of the Decision Notice is submitted with the application for ease of reference).

- 2) *Within 3 months of the date of the permission hereby granted, details of the car parking spaces to serve the development shall be submitted to and approved in writing by the Local Planning Authority. The parking spaces as approved shall be constructed with 1 month of the date of the decision, in accordance with the approved plans and details. These spaces shall thereafter be retained at all times for their designated purpose.*

Reason: To provide car-parking space for the use and in accordance with Policy 40 of the Horsham District Planning Framework (2015).

- 3) *Within 3 months of the date of the permission hereby granted, details of secure and covered cycle parking facilities for the occupants of, and visitors to, the development shall be submitted to and approved in writing by the Local Planning Authority. The cycle parking facilities as approved shall be constructed with 1 month of the date of the decision, in accordance with the approved plans and details. The provision for cycle parking shall thereafter be retained for use at all times.*

Reason: To ensure that there is adequate provision for the parking of cycles in accordance with Policy 40 of the Horsham District Planning Framework (2015).

- 5) *Within 3 months of the date of the permission hereby granted, details of refuse and recycling facilities to serve the development shall be submitted to and approved in writing by the Local Planning Authority. The refuse and recycling facilities as approved shall be constructed with 1 month of the date of the decision, in accordance with the approved plans and details. The provision for refuse and recycling facilities shall thereafter be retained for use at all times.*

Reason: To ensure the adequate provision of recycling facilities in accordance with Policy 33 of the Horsham District Planning Framework (2015).

In respect of Conditions 2, 3 & 5, please see attached the following plan from DMA Building Designs 'CON 2 3 5 - NJA020 - Old Manor House Cowfold Road-CHAPEL-Site Block Plan-2 dated May 2025.

This comprehensive document is submitted in full discharge of these conditions.

I trust this is sufficient for now to enable you to validate the application, but should you have any queries please do not hesitate to contact me.

Yours faithfully



Nikolas J. Antoniou
BSc HONS DIPTP MRTPI
Chartered Town Planner
For and on behalf of NJA Town Planning Limited