



**Horsham
District
Council**

Mr Alex Page
Archevolve
3 The Square
Storrington
RH20 4DJ

Our ref: DC/26/0429
Your ref: 31 West Street, Storrington
Email: planning@horsham.gov.uk
Direct Line: 01403 215180
If Calling Please ask for: Jacques Burrowes
Date: 1st May 2026

Dear Sir/Madam,

**Town and Country Planning Act 1990 (as amended)
Town and Country Planning (General Permitted Development) (England) Order 2015
Application for Prior Approval under Schedule 2, Part 3, Class MA**

Prior Notification for the Change Of Use from offices (Use Class E) to residential (Use Class C3) to form 2no. flats.

31 West Street Storrington West Sussex RH20 4DZ

Further to the above notification which was received on 10 March 2026, I am writing to confirm that **prior approval is required and refused** for the following reason(s):

- 1 It has not been demonstrated that adequate natural light would be provided to all habitable rooms, with particular regard to the basement living room. In the absence of information to indicate otherwise, the basement living room would not benefit from adequate natural light.

Schedule of plans/documents

The following plans and document were considered when making the above decision:

Plan Type	Description	Drawing Number	Received Date
Floor plan	Proposed	ARC/153/25/06	10.03.2026
Floor plan	Proposed	ARC/153/25/07	10.03.2026
Elevation plan	Proposed	ARC/153/25/08	10.03.2026
Section plan	Proposed	ARC/153/25/09	10.03.2026
Location & Site plan	Proposed	ARC/153/25/10	10.03.2026
Floor plan	Existing	ARC/153/25/01	10.03.2026
Floor plan	Existing	ARC/153/25/02	10.03.2026
Elevation plan	Existing	ARC/153/25/03	10.03.2026
Section plan	Existing	ARC/153/25/04	10.03.2026

Location & Site plan	Existing	ARC/153/25/05	10.03.2026
Supporting Statement	Design, Access and Planning	ARC/153/25 REV 01	10.03.2026

Planning permission is therefore required for the proposed development.

Yours faithfully



Emma Parkes
Head of Development and Building Control

Appeals to the Secretary of State

If you are aggrieved by the decision to refuse permission for the proposed development or to grant it subject to conditions, then you can appeal to the Secretary of State under Section 78 of the Town and Country Planning Act 1990.

You must appeal within 12 weeks of the date of this decision notice for a 'minor commercial' (shop front) application, and within 6 months for most other types of planning applications. There are different timescale – usually 28 days – if an enforcement notice is/has been served for the same (or very similar) land and development. Please note, only the applicant possesses the right of appeal.

Appeals can be made online at: <https://www.gov.uk/planning-inspectorate>. If you are unable to access the online appeal form, please contact the Planning Inspectorate to obtain a paper copy of the appeal form on tel: 0303 444 5000.

The Secretary of State can allow a longer period for giving notice of an appeal but will not normally be prepared to use this power unless there are special circumstances which excuse the delay in giving notice of appeal.

The Secretary of State need not consider an appeal if it seems to the Secretary of State that the local planning authority could not have granted planning permission for the proposed development or could not have granted it without the conditions they imposed, having regard to the statutory requirements, to the provisions of any development order and to any directions given under a development order.

If you intend to submit an appeal that you would like examined by inquiry then you must notify the Local Planning Authority and Planning Inspectorate (inquiryappeals@planninginspectorate.gov.uk) at least 10 days before submitting the appeal. Further details are at <https://www.gov.uk/government/collections/casework-dealt-with-by-inquiries>.