



**Horsham
District
Council**

Todd Roper
Rathbone Miller Ltd
First Floor
39 High Street
Steyping
BN44 3YE

Our ref: DC/26/0042
Your ref: 22538 - Cowshed Studio
Email: planning@horsham.gov.uk
Direct Line: 01403 215180
If Calling Please ask for: Jacques Burrowes
Date: 6th March 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 commercial (Use Class E) to residential (Use Class C3) to form 1no. dwelling.

Cowshed Studio Hammes Barn Washington Road Steyping

Further to the above notification which was received on 12 January 2026, I am writing to confirm that **prior approval is required and refused** for the following reason(s):

- 1 The application building is subject of a condition (3) imposed under planning reference DC/08/677 which restricts use of the building as an artists studio only and for no other purpose. The change of use would not therefore be permitted by Article 3(4) of the Town and Country (General Permitted Development) (England) Order 2015, as amended or Class MA of Part 3 Schedule 2 of the Town and Country Planning (General Permitted Development) (England) Order 2015, as amended.

Community Infrastructure Levy (CIL)

Horsham District Council has adopted a Community Infrastructure Levy (CIL) Charging Schedule which took effect on 1st October 2017. **This development constitutes CIL liable development.**

If you have not received a Liability Notice from the Council within 1 month of the decision date please contact the CIL Team at cil@horsham.gov.uk

CIL is a mandatory financial charge on development. To avoid additional financial penalties, the requirements of CIL must be managed before development is commenced (including in the event of any successful appeal).

Payment must be made in accordance with the requirements of the CIL Demand Notice issued.

Schedule of plans/documents

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

Plan Type	Description	Drawing Number	Received Date
Location & Block plan		22538 - 101 REV A	12.01.2026
Floor plan	Existing and Proposed	22538 - 102 REV A	13.01.2026
Elevation plan	Existing	22538 - 103	12.01.2026
Elevation plan	Proposed	22538 - 104	12.01.2026
Supporting Statement		NONE	12.01.2026
Supporting Statement		Preliminary Risk Assessment for Contamination risks and Hazardous materials.	23.01.2026

Planning permission is therefore required for the proposed development.

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>.

Yours faithfully



Emma Parkes
Head of Development and Building Control