

**K J C ARCHITECTS**

**30 WEST STREET, HORSHAM**  
DESIGN & ACCESS STATEMENT

July

2026



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## 1.0 INTRODUCTION

## 1.1 Project Introduction

30 West Street is a three storey mixed use commercial and residential building in Horsham Town Centre. The existing building is currently newly occupied on the ground floor by a retail chain specialising in health, beauty and household. This Design and Access statement is in support of a planning application for a one-storey upward extension of the existing building on the second floor, providing two additional residential units. The proposed flats consist of 1 x 1-bed 2-person flat and 1 x 2-bed 3-person flat.

The proposal responds to national, regional and local planning policy, local character, and planning precedent, in order to propose a high quality addition to the area. The proposals meet contemporary planning and building regulations standards, and will be high quality, sustainable and energy efficient.

The design and access statement should be read in conjunction with the drawings and supporting documents.

## 2.0 SITE ANALYSIS

## 2.1 Site Location

The site is located in 30 West Street within the Horsham Town Centre. It is a prominent town centre located on the southern side of the pedestrianised West Street retail frontage. The site is currently a mixed use building with its ground floor being occupied by a retail chain supplier and sits withing Horsham Town Centre's designated Primary Retail Frontage, forming part of the town's established commercial core. The surrounding area is characterised by a diverse mix of retail, residential, commercial and leisure uses which is of a typical vibrant town centre environment. West street provides an attractive pedestrian-focused public realm with active retail frontages, while Blackhorse Way to the rear of the building, has a more functional character, serving adjacent commercial properties and providing access to The Forum public car park and Horsham Bus Station.

The site benefits from excellent accessibility, with a wide range of shops, services, public transport facilities and community amenities within walking distance. Although it is not located within a designated heritage asset, the site lies in close proximity just 40m west of Horsham Conservation Area and 60m north-east of sevral Grade II Listed Buildings, like Horsham Free Church and Nos 20-28 Worthing Road. In result it requires a sensitive consideration to the local townscape character and heritage setting. Prominent nearby developments include The Forum residential development, The Paperyard mixed-use scheme and the hotel and commercial buildings fronting Worthing Road,

which range from four to six storeys in height. The area therefore exhibits a varied townscape with a broad mix of architectural styles, building heights and uses. The site occupies an important position between the traditional retail frontage of West Street and the larger-scale contemporary developments surrounding Blackhorse Way, creating a transitional urban context that reflects the continuing evolution of Horsham town centre.

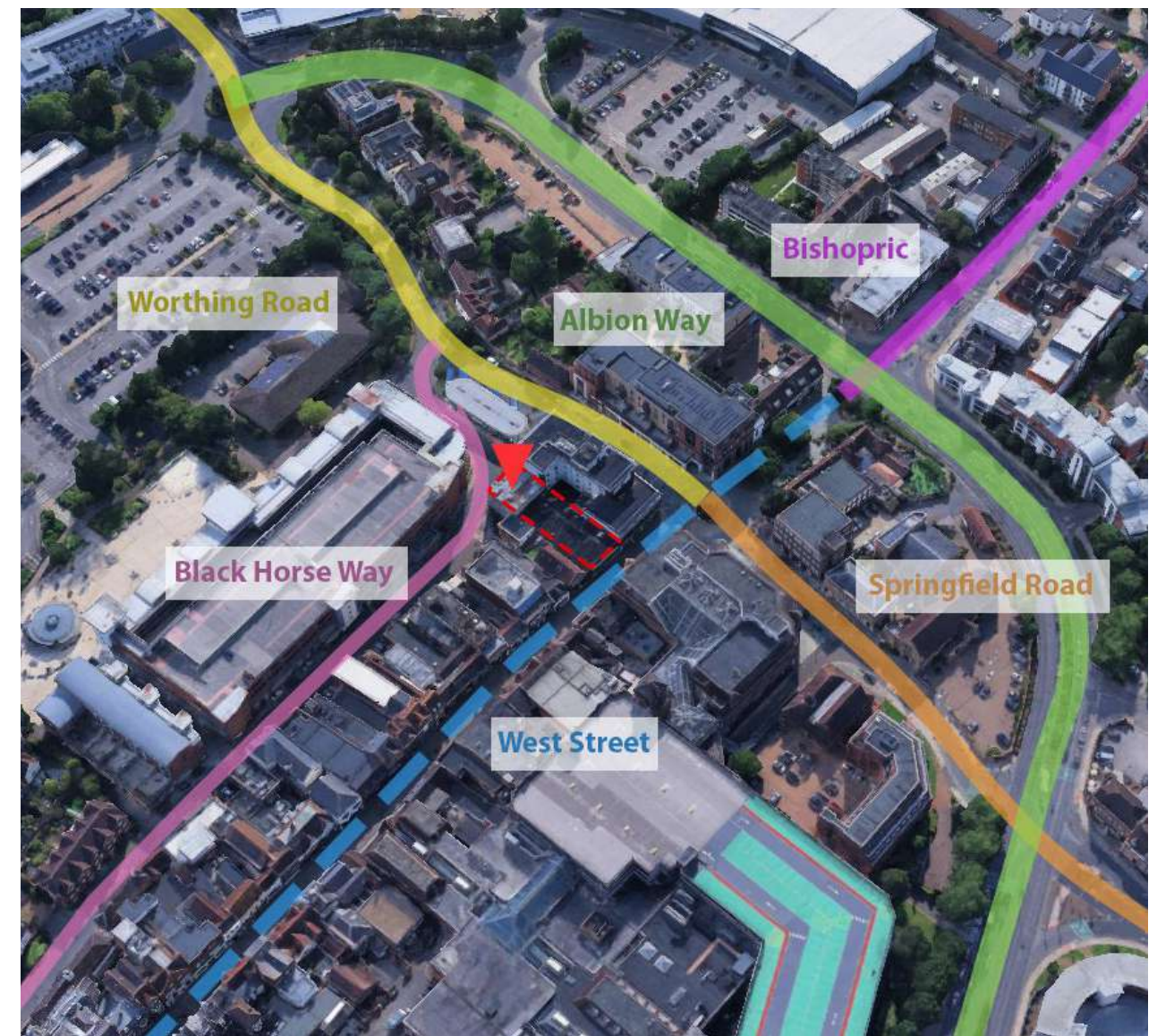


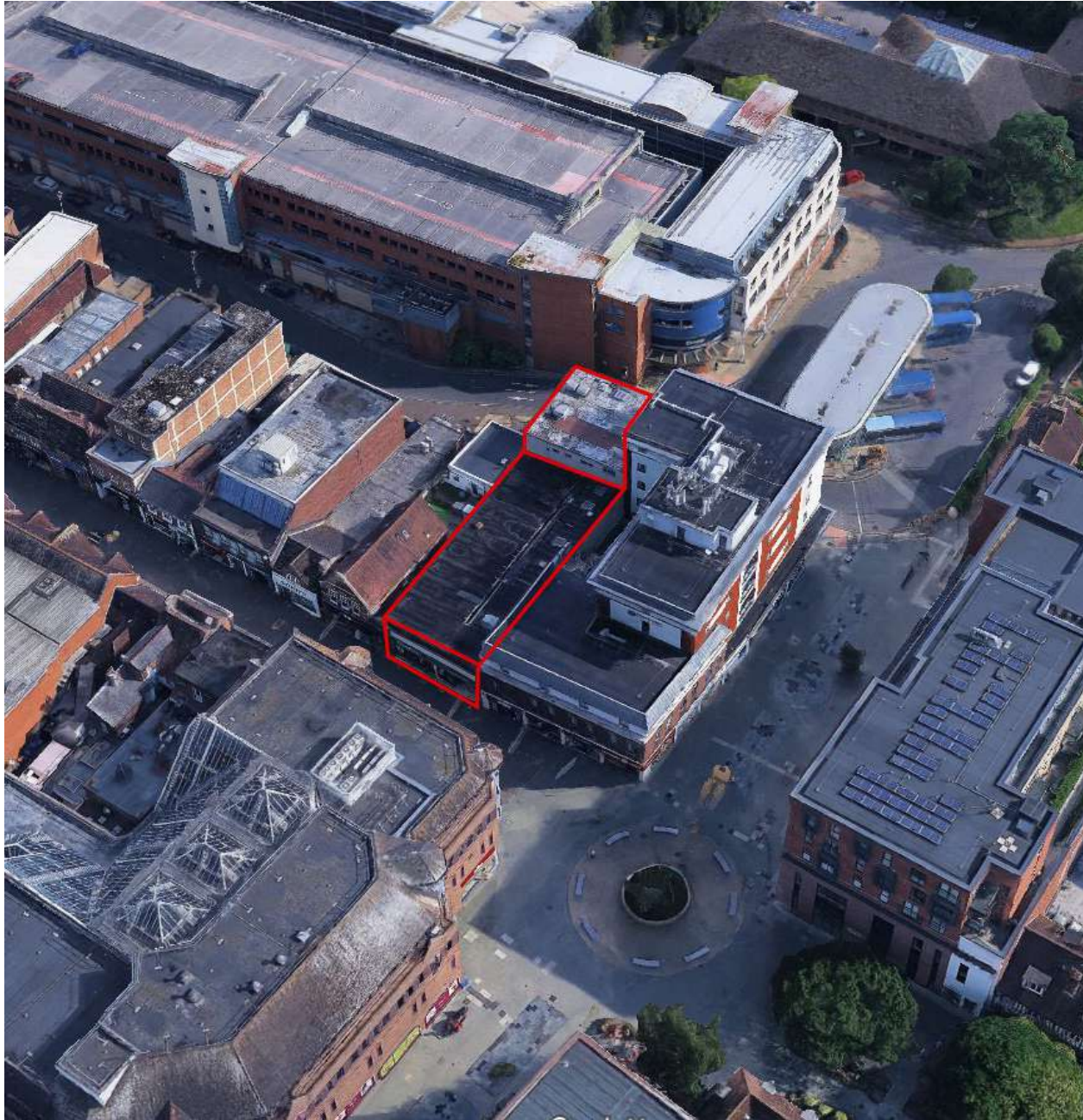
Diagram of main roads around 30 West Street

## 2.2 Site

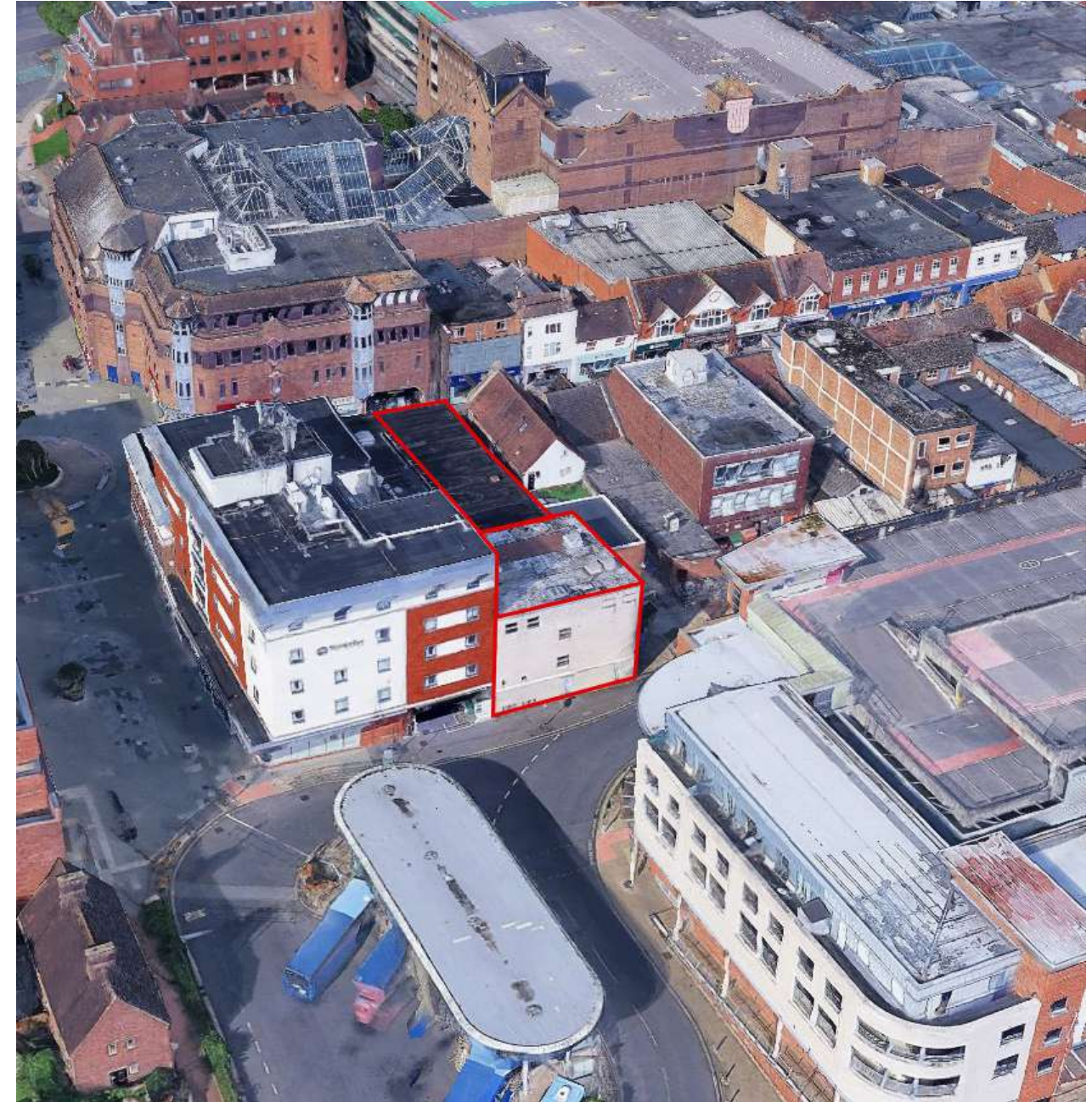
30 West Street is currently a retail building comprising a retail ground floor with ancillary storage at first and second floor level. An application for the change of use of the first and second floors from Class E(a) (retail) to Class C3 (residential) has been granted approval, providing for 8 residential flats with access from the rear of the building via Blackhorse Way. The building occupies the full extent of the site frontage to West Street and extending southwards to Black Horse Way. The front of the building is predominantly two storeys in height, with a larger three storey element positioned to the rear. Entrance to the retail unit is from West Street with the associated services and delivery entrance being in the rear of the building in Black Horse Way, alongside the entrance to the flats and associated bin and cycle stores.

Architecturally, the building is functional in appearance and displays limited architectural detailing, with the principal elevation being the modern retail shopfront and fascia signage at ground floor level. Recently after a recent planning application to form new openings and render the existing building, a more cohesive and appropriate to its new residential use, has surfaced. The building does not benefit from any statutory or local heritage designation and is not considered to make a significant positive contribution to the architectural character of the area. Nevertheless, its prominent town centre position and dual frontage provide opportunities through development and through recent and ongoing architectural treatment, particularly to the rear along the Black Horse Way elevation.

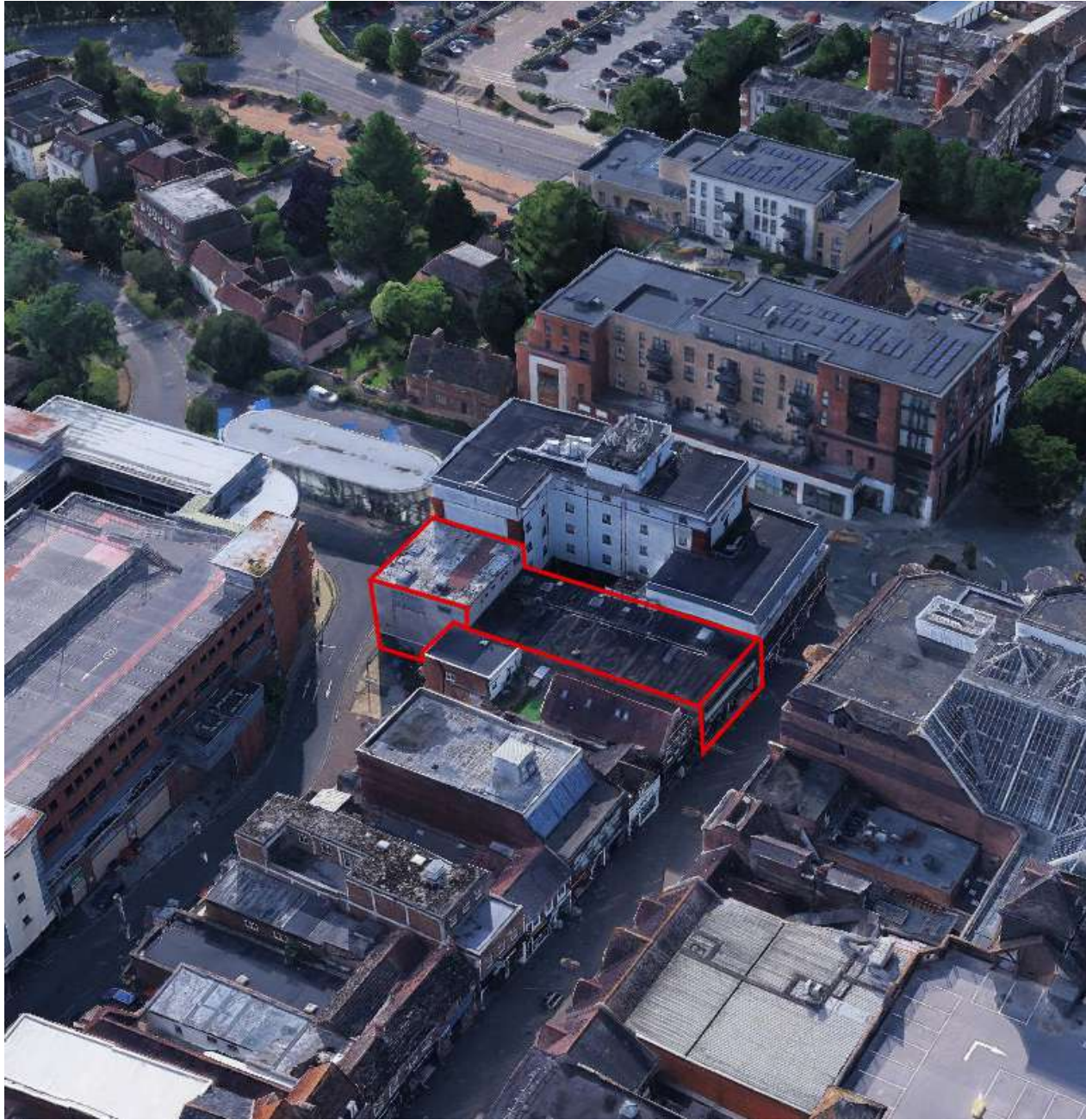
## 2.3 Site Aerial Views



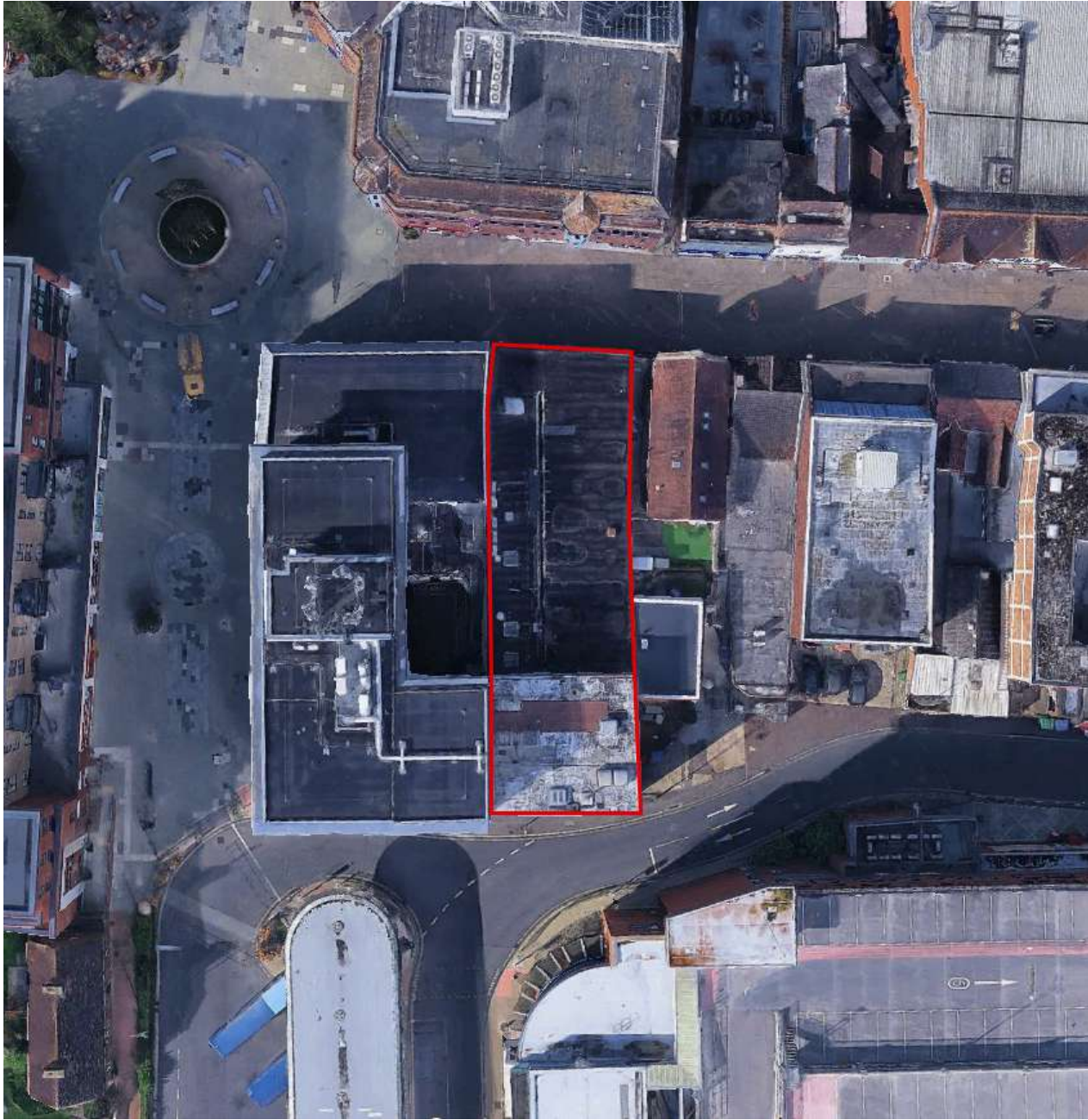
30 West Street, Front Facing South



30 West Street, Facing North



30 West Street, facing West



30 West Street, facing down

## 2.4 Site Photos



View from Black Horse Way



View from Black Horse Way



View from West Street

## 3.0 DESIGN DEVELOPMENT

### 3.1 Planning History

## DC/22/2135 (Full Planning Application)

*“Formation of one flat above the existing ground floor retail use fronting West Street and the construction of 9 flats on four floors above a retained ground floor (following demolition of existing floors) fronting Blackhorse Way.”*

The application was validated on the 21st of February 2023, and was refused on 30th June 2023.

**Reasons for Refusal:**

### 1.Potential Impact on Protected Habitats

Insufficient information was provided to demonstrate that the development would not adversely affect the integrity of the Arun Valley SAC, SPA, and Ramsar sites through increased demand for groundwater abstraction. As a result, compliance with relevant local and national planning policies and habitat protection legislation could not be established.

## 2.Unacceptable Impact on Neighbouring Properties

The proposed second to fifth storeys were considered likely to cause unacceptable overlooking, loss of natural light, and an increased sense of enclosure for the occupiers of Flats 1–3 above 29 West Street. The proposal was therefore considered contrary to policies protecting neighbouring residential amenity.



Drawings submitted for application DC/22/2135. Abstarcted from planning register.

**DC/25/1391 (Full Planning Application)**  
*“External alterations including installation of new windows and doors and alterations to existing windows and doors at ground, first and second floors.”*

The application was validated on the 29th August 2025, and was permitted on 23rd October 2025 subject to compliance with the plans/documents and conditions specified by the LPA.

**DISC/25/0375(Application for Approval of Details Reserved by Conditions)**  
*“Application for Approval of Details Reserved by Condition 3 to approved application DC/25/1391.”*

The application was validated on the 27th of November 2025 and permitted on the 22nd of January 2026.

**DC/26/0141 (Full Planning Application)**  
*“Construction of first floor courtyard, installation of new windows and doors, associated external alterations, and rendering of the rear elevation..”*

The application was validated on the 28th January 2026, and was permitted on 25th March 2026 subject to compliance with the plans/documents and conditions specified by the LPA.

**DC/26/0146 (Prior Approval - Change of Use)**  
*“Prior approval for the part change of use of the ground floor and change of use of the first and second floor retail space (Class E(a)) to 8no. residential dwellings (Class C3).”*

The application was validated on the 29th January 2026, and was permitted on 25th March 2026 subject to conditions specified by the LPA.

**DC/26/0497 (Full Planning Application)**  
*“Installation of 1no. internally illuminated fascia sign (letters only) and 1no. internally illuminated double sided projecting sign..”*

The application was validated on the 23rd of March 2026.

**DISC/26/0149 (Application for Approval of Details Reserved by Conditions)**  
*“Application for Approval of Details Reserved by Conditions 1 and 2 to approved application DC/26/0146.”*

The application was validated on the 11th of May 2026.



Drawings submitted for application DC/26/0146. Abstarcted from planning register.

## 3.2 Amenities

### Education, Transport & Green Infrastructure

The site at 30 West Street occupies a highly sustainable town centre location with excellent access to education, public transport and recreational facilities. A number of schools are located within walking distance, including St Mary’s Church of England Primary School, St John’s Catholic Primary School, Heron Way Primary School and Bohunt Horsham.

Horsham Railway Station is approximately 10–15 minutes’ walk from the site and provides direct services to London, Gatwick Airport and the South Coast. Horsham Bus Station is located adjacent to the site and offers regular services throughout West Sussex and the surrounding area.

Residents also benefit from access to a range of green spaces, including Horsham Park and Chesworth Farm, as well as sports and leisure facilities such as Horsham Sports Club, Bluecoat Sports Health & Fitness Club and Horsham Football Club.

### Services & Goods

The site is located within Horsham town centre, providing immediate access to a wide range of shops, supermarkets, cafés, restaurants, healthcare facilities and other day-to-day services. The nearby High Street and Swan Walk Shopping Centre offer a comprehensive range of retail and leisure opportunities, allowing residents to meet most of their daily needs within walking distance.

The majority of Horsham’s key amenities are accessible within a 15-minute walk of the site, with a wider 30-minute walking radius encompassing additional schools, open spaces, sports facilities and surrounding residential neighbourhoods.

Legend

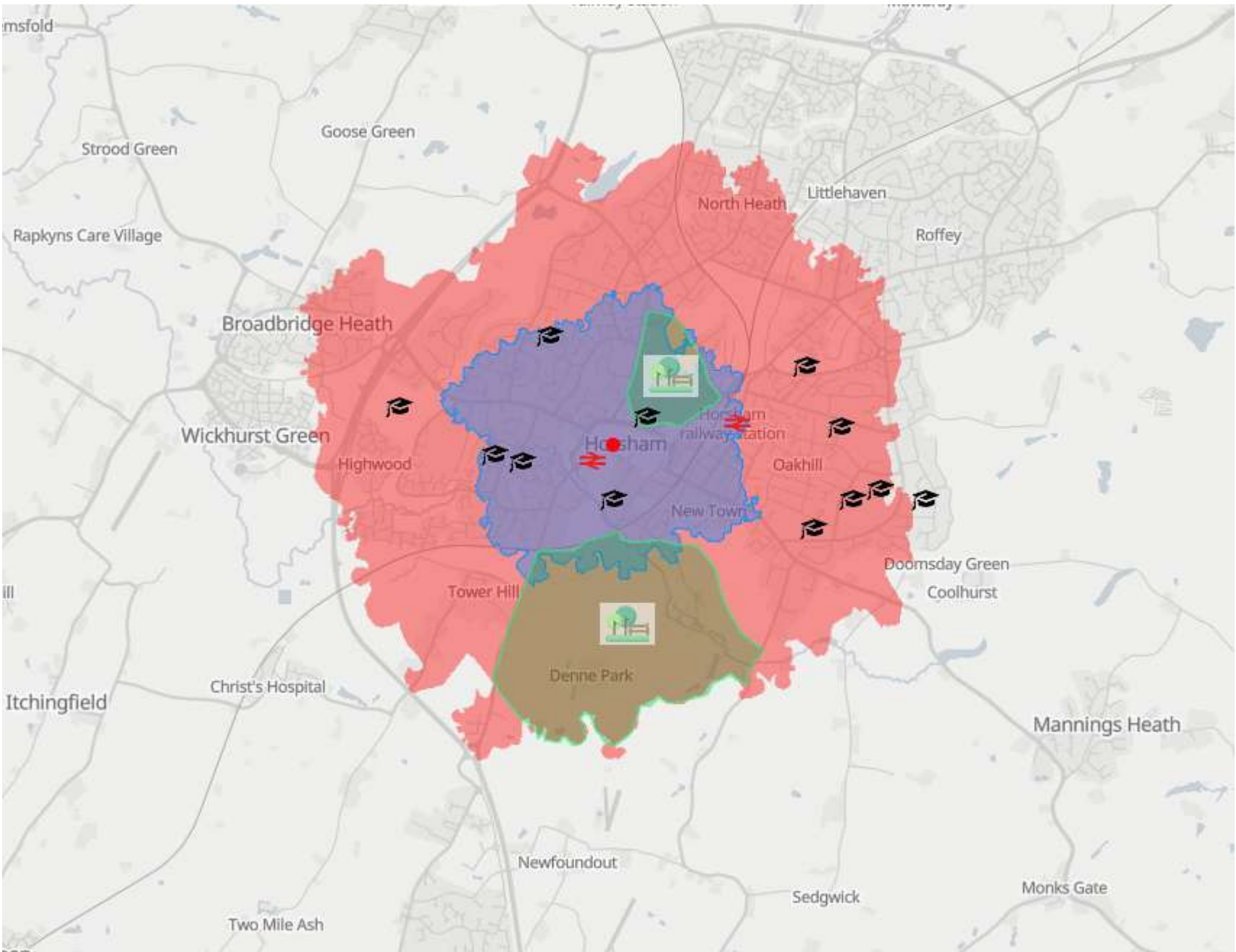
15 minutes walking radius

30 minutes walking radius

Train/Tram stations

Parks

Schools



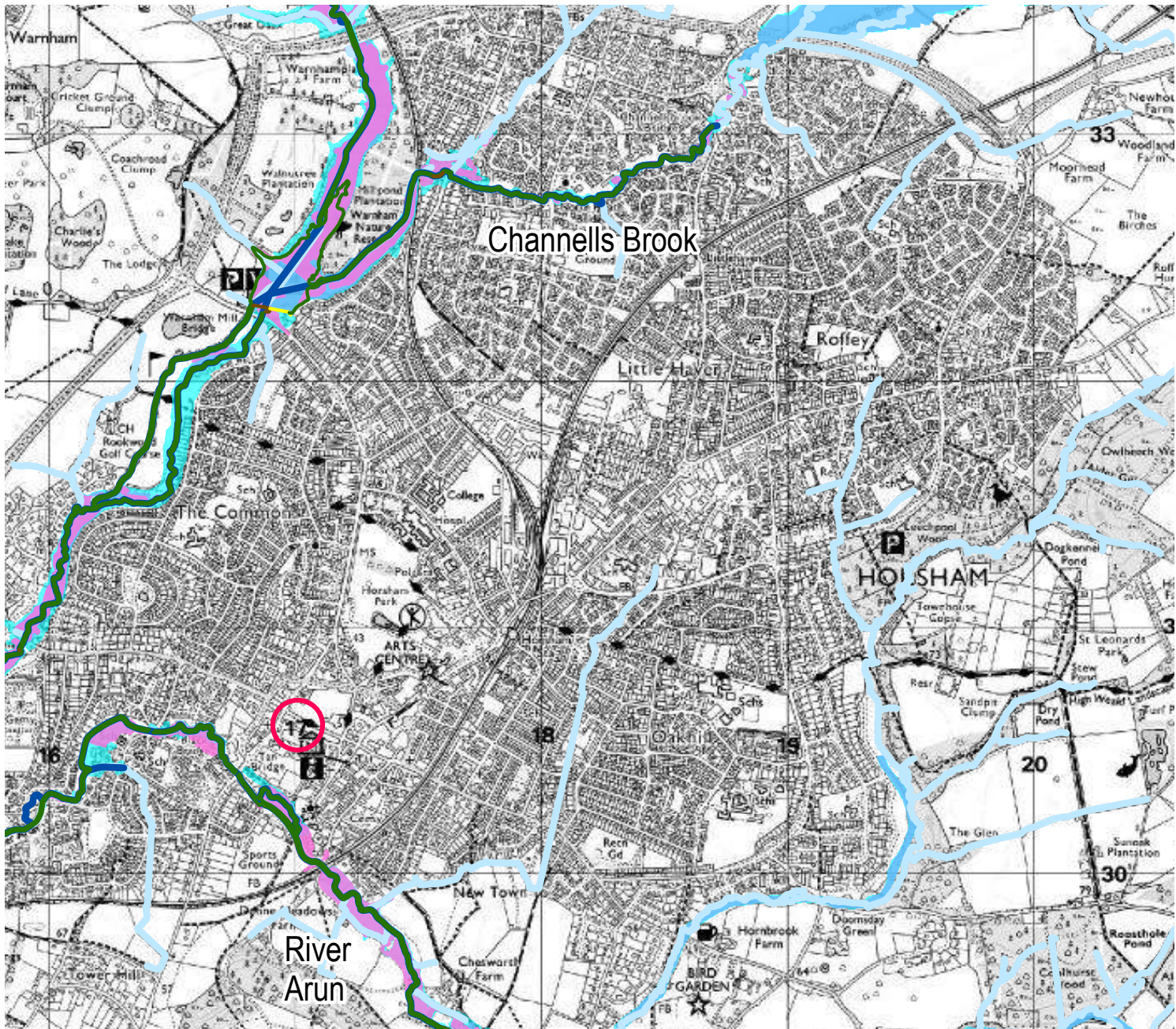
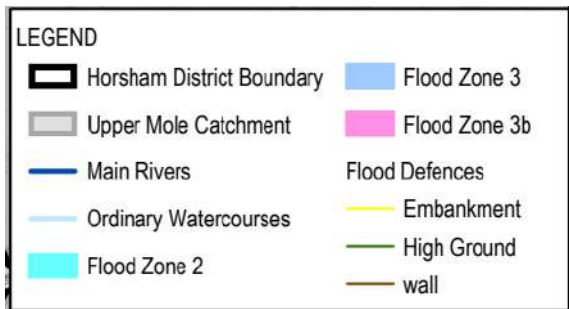
### 3.3 Flood Risk

The application site is located within Horsham town centre and lies outside Flood Zones 2 and 3. The site is therefore considered to be at low risk of flooding and the proposed development is appropriate in accordance with national and local planning policy.

The proposal comprises the addition of a new third floor above an existing building and does not increase the building footprint or result in the loss of permeable surfaces. Consequently, the development will not materially alter existing surface water runoff rates or increase flood risk elsewhere.

Rainwater from the proposed roof extension will be collected and discharged via the existing drainage infrastructure, subject to detailed design at the Building Regulations stage. Given the constrained urban nature of the site, opportunities for traditional ground-based SuDS measures are limited; however, the proposal incorporates the principles of sustainable drainage through the effective management of surface water runoff and rainwater disposal.

The development will not increase flood risk on or off site and accords with the objectives of the National Planning Policy Framework and the Horsham District Planning Framework relating to flood risk, drainage and climate change adaptation.



Horsham Flood Risk Map

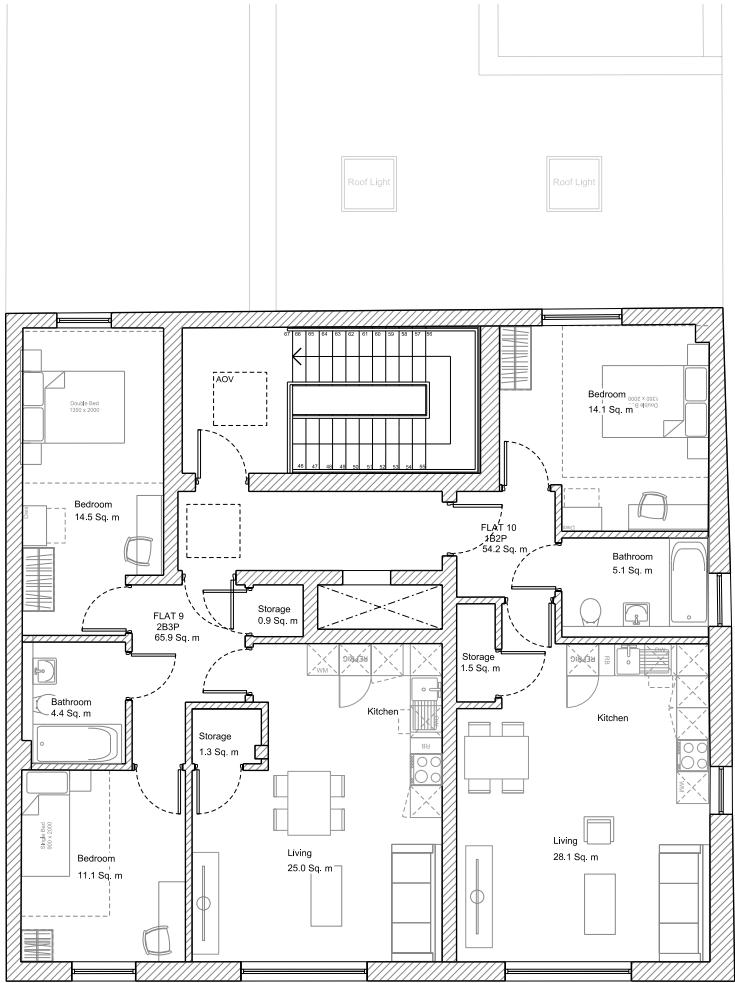
## 4.0 CONCEPT & PROPOSAL

# 4.1 Concept

## Concept

The proposal comprises the addition of a new storey above the existing 2nd floor to provide two additional residential units, consisting of one 2-bedroom, 3-person flat and one 1-bedroom, 2-person flat. The design approach has been informed by the form, character and architectural appearance of the existing building, with the proposed floor closely following the footprint and general arrangement of the storey below. This enables the development to integrate seamlessly with the existing structure while making efficient use of the site. The extension adopts the established architectural language of the building through the use of matching render finishes, roof form, window proportions and fenestration patterns, ensuring a cohesive and sympathetic addition to the streetscape.

DIAGRAMS - NEW DWELLINGS ALLOCATION



DIAGRAMS - CHANGES ON MASS AND FRONT ELEVATION LAYOUT



## 4.1 Concept

### Concept

The proposed third floor extension has been carefully designed to minimise its visual impact on the surrounding area. Due to its position towards the rear of the building and set back from the principal street frontage, the extension has limited visibility from West Street and the wider public realm. The proposal retains the existing appearance of the building at ground floor level, including the shopfront, ensuring that the established character of the streetscape remains unchanged.

Given the location of the extension and the urban context of the site, the development will not result in any significant adverse impact on the character or appearance of the surrounding area. The scale and form of the proposal are considered appropriate to the existing building and integrate successfully within the established town centre environment.

A detailed Daylight and Sunlight Assessment has been undertaken in accordance with BR209 (2022) to assess both the impact of the proposal on neighbouring properties and the quality of accommodation within the proposed dwellings. The assessment concludes that the neighbouring property at 29 West Street will retain acceptable levels of daylight and sunlight, with no significant adverse effects arising from the development. Furthermore, the proposed flats achieve internal daylight levels in excess of the recommendations set out within BR209 (2022), providing a high standard of residential amenity. The report concludes that the proposal complies with the National Planning Policy Framework, Policy 33 of the Horsham District Planning Framework and BR209 (2022), and that there are no daylight or sunlight considerations that would justify withholding planning permission.



Access Via Black Horse Way

# 4.1 Concept

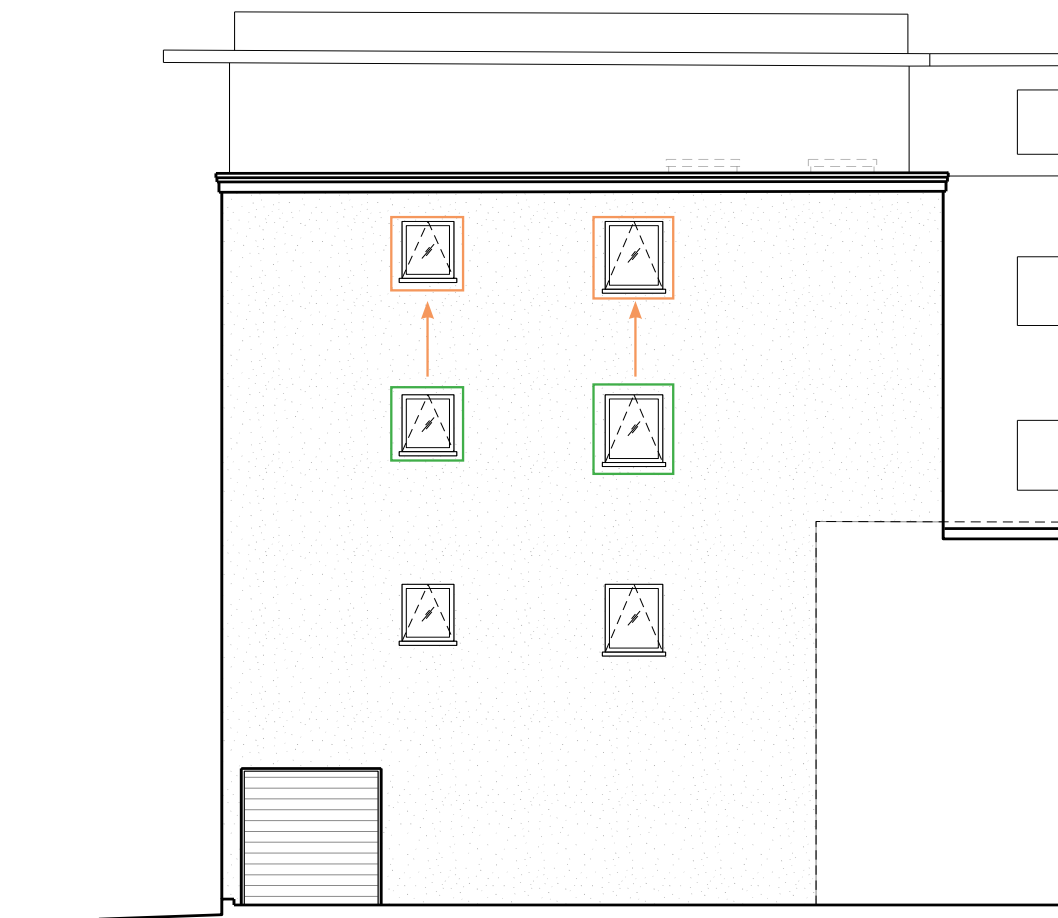
## Concept

As an attempt to keep proposed development in harmony with the existing, the new proposed windows aim to keep the same portions and style as the existing ones. additionally the proposal aims to keep its window openings and fenestration the same proportions and scale as the surrounding buildings. This will help to intergrate the proposed 3rd floor into the existing building.

A Noise Impact Assessment has been prepared to assess the suitability of the proposed development for residential use. The assessment included a 24-hour environmental noise survey, which identified that the principal sources of noise are traffic, activity associated with the adjacent bus station and occasional emergency vehicle sirens, with the rear elevation representing the worst-case acoustic environment. The assessment has been undertaken in accordance with BS 8233:2014, the Noise Policy Statement for England (NPSE) and relevant professional guidance to determine the acoustic performance required for the proposed residential accommodation.

The report concludes that the site is suitable for residential use and confirms that the recommended internal noise standards can be achieved through an appropriate façade design incorporating enhanced glazing and acoustically attenuated background ventilation. The proposed development has been designed to accommodate these recommendations, ensuring acceptable internal living conditions for future occupants during both daytime and night-time periods. As a result, the assessment confirms that the proposal will not give rise to significant adverse noise effects and is considered acceptable from an acoustic perspective.

DIAGRAM - NEW OPENINGS MATCHING LOWER FLOOR



PROPOSED SIDE ELEVATION DIAGRAM



PROPOSED REAR ELEVATION DIAGRAM

# 4.2 Design Proposal

## Bulk, Mass and Height

The proposal will seek to remain sympathetic to the character of the existing building and the surrounding architecture. The front elevation on the high street remains the same. The front elevation of the new proposed section at the back of the site will repeat the shape, materials and texture of the existing 2nd floor. The bulk, mass and height of the existing building remains at 2 storeys, which retains the architectural style of the area. These changes do not affect the streetscene from the high street.

Respecting the character of surrounding buildings, the ridge heights of the rear elevation will increase by 1 floor, while new window openings are proposed to comply with the rights of light requirements for the proposed flats. While there are no ameity spaces provided fro the additional flats, this has been allowed for when designing the internal space and increasing their sizes to create larger more comfortable living space. This avoids creating external balconies which would affect the mass and character of the area.



# 4.3 Layout

The proposal at 30 West Street comprises the addition of a new third floor to provide two new self-contained residential units. No alterations are proposed to the existing layouts, access arrangements or accommodation on the floors below, with the development utilising the existing stair core and circulation areas to provide access to the new dwellings.

The proposed third floor has been designed to sit efficiently within the new roof extension, creating high-quality residential accommodation whilst making effective use of the available floor space. Access to both flats is provided directly from the existing communal staircase, which extends to serve the new level. Rooflights and automatic opening vents (AOVs) are incorporated within the circulation space to provide natural daylight and ventilation.

## Unit Layout

The proposed floor contains two self-contained flats comprising one 2-bedroom, 3-person dwelling (Flat 9) and one 1-bedroom, 2-person dwelling (Flat 10). The layouts have been designed to provide functional and comfortable living environments, with a clear separation between living and sleeping accommodation.

Both flats are centred around generous open-plan kitchen, living and dining spaces, creating flexible and contemporary living areas that maximise the available floor area. The principal habitable rooms benefit from new windows and roof-level openings that provide natural light, ventilation and outward views.

Flat 9 provides two bedrooms, including a principal double bedroom and a secondary single bedroom, together with a bathroom and dedicated storage space. The larger open-plan living area forms the focal point of the dwelling and supports occupation by up to three persons.

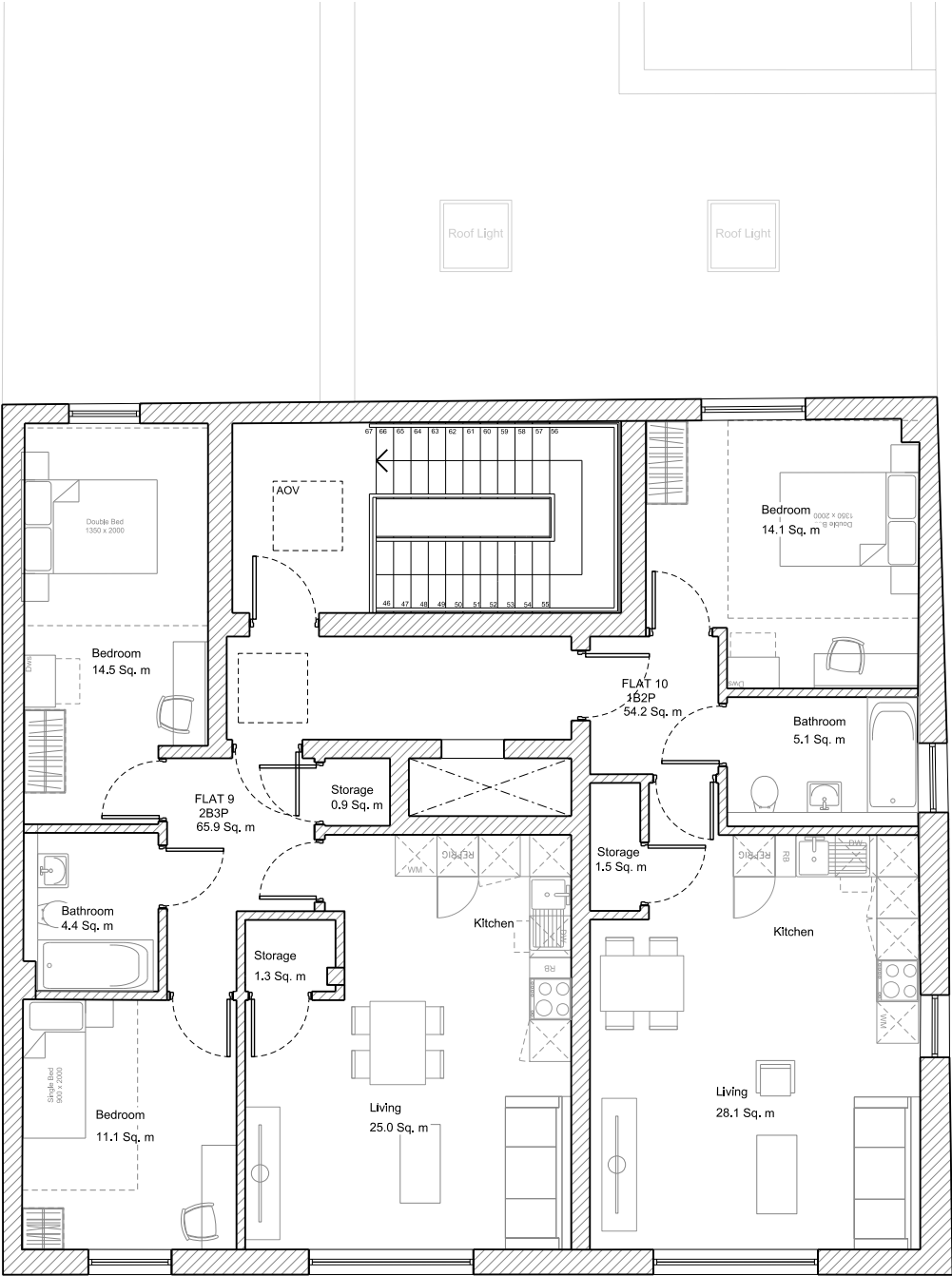
Flat 10 is arranged as a spacious one-bedroom apartment, comprising a double bedroom, bathroom, storage provision and a large open-plan kitchen, living and dining area. The layout has been designed to maximise natural light and create a sense of openness throughout the unit.

The additional floor efficiently delivers new residential accommodation without altering the established operation of the existing building. The development makes effective use of the existing access arrangements whilst providing well-proportioned homes that meet modern residential standards.

## Amenity

The proposed flats do not include private external amenity space due to the nature of the development and its town centre location. However, both dwellings have been designed to provide generous internal floor areas that exceed the nationally described space standards. Spacious open-plan kitchen, living and dining areas, together with well-proportioned bedrooms and circulation spaces, create a high standard of residential accommodation and provide flexible, comfortable living environments.

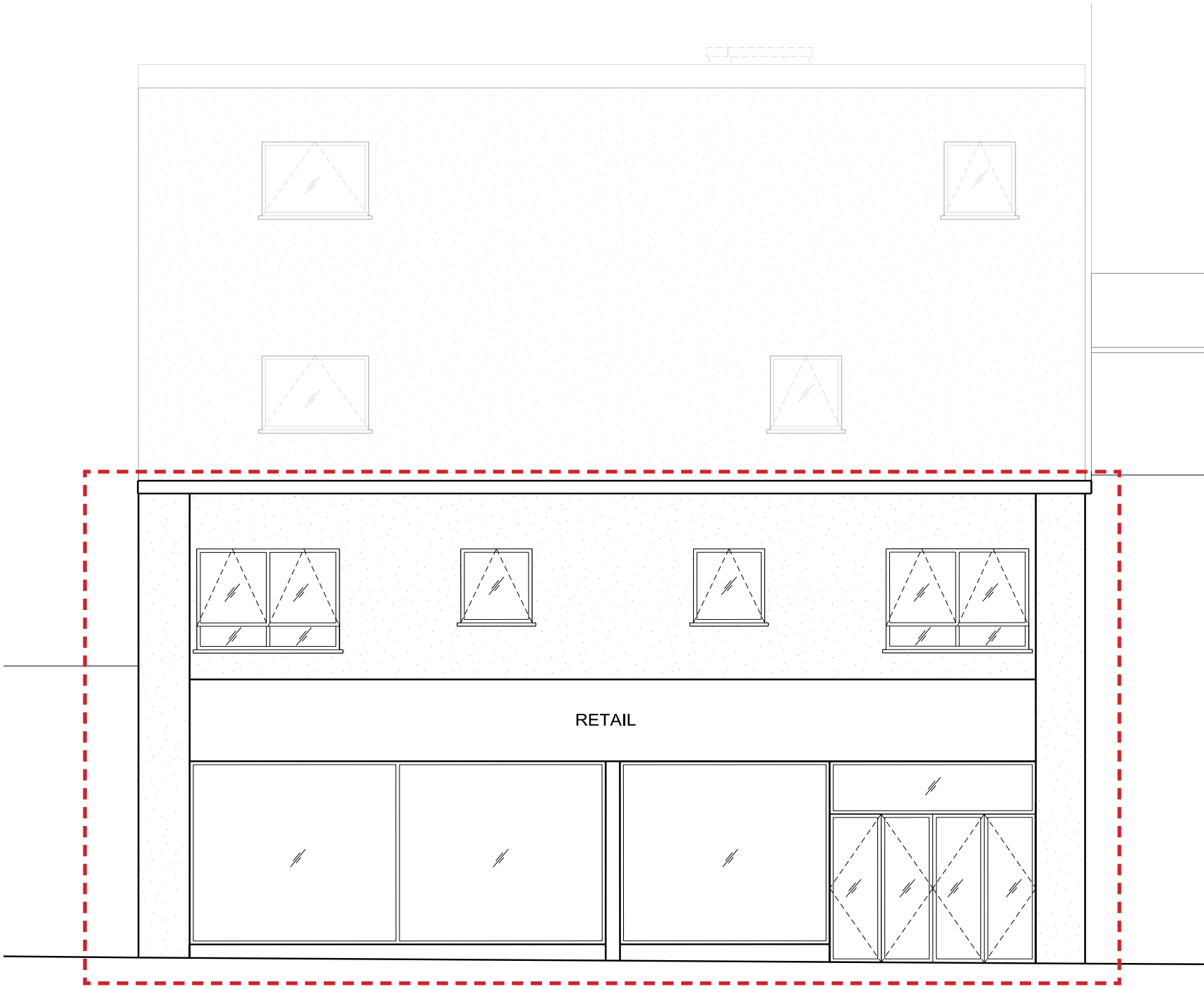
The site’s highly sustainable location places future occupants within easy walking distance of public open spaces, parks, leisure facilities, shops and other local amenities, further enhancing the quality of accommodation. Whilst the proposed flats do not provide private external amenity space, the generous internal living accommodation and excellent accessibility to surrounding amenities ensure that a high standard of amenity is achieved.



# 4.4 Shop front

No alterations are proposed to the existing shop frontage as part of this development. The appearance, materials, proportions and detailing of the existing ground floor commercial frontage will remain unchanged, ensuring that the character and appearance of the building and the wider streetscape are preserved.

The proposal is limited to the addition of a new floor at the rear of the site, and therefore does not affect the operation, appearance or accessibility of the ground floor commercial unit, as well as any bulk or mass of the building from the high street.



## 4.5 Materiality

The proposed development has been designed to integrate seamlessly with the existing building through the use of a consistent and complementary palette of materials. As the proposal comprises a single-storey upward extension above the existing structure, the material strategy seeks to reinforce the architectural character of the building and maintain a cohesive appearance within the surrounding street scene.

The external walls of the proposed additional storey will be finished in render to match the existing building, ensuring continuity across the elevations and reducing the visual prominence of the extension. The proposed roof will replicate the form, pitch and material finish of the existing roof, allowing the additional storey to read as a natural continuation of the building rather than a separate intervention. This approach helps preserve the established character of the host building and contributes positively to the wider townscape.

New windows and external openings will reflect the proportions, detailing and fenestration rhythm of the existing building and neighbouring properties. Matching materials, colours and frame profiles will be utilised where appropriate to ensure visual consistency across the development. By adopting a material palette that responds directly to the existing building, the proposal achieves a high-quality and sympathetic design that respects the character of the surrounding area while accommodating the additional residential accommodation.



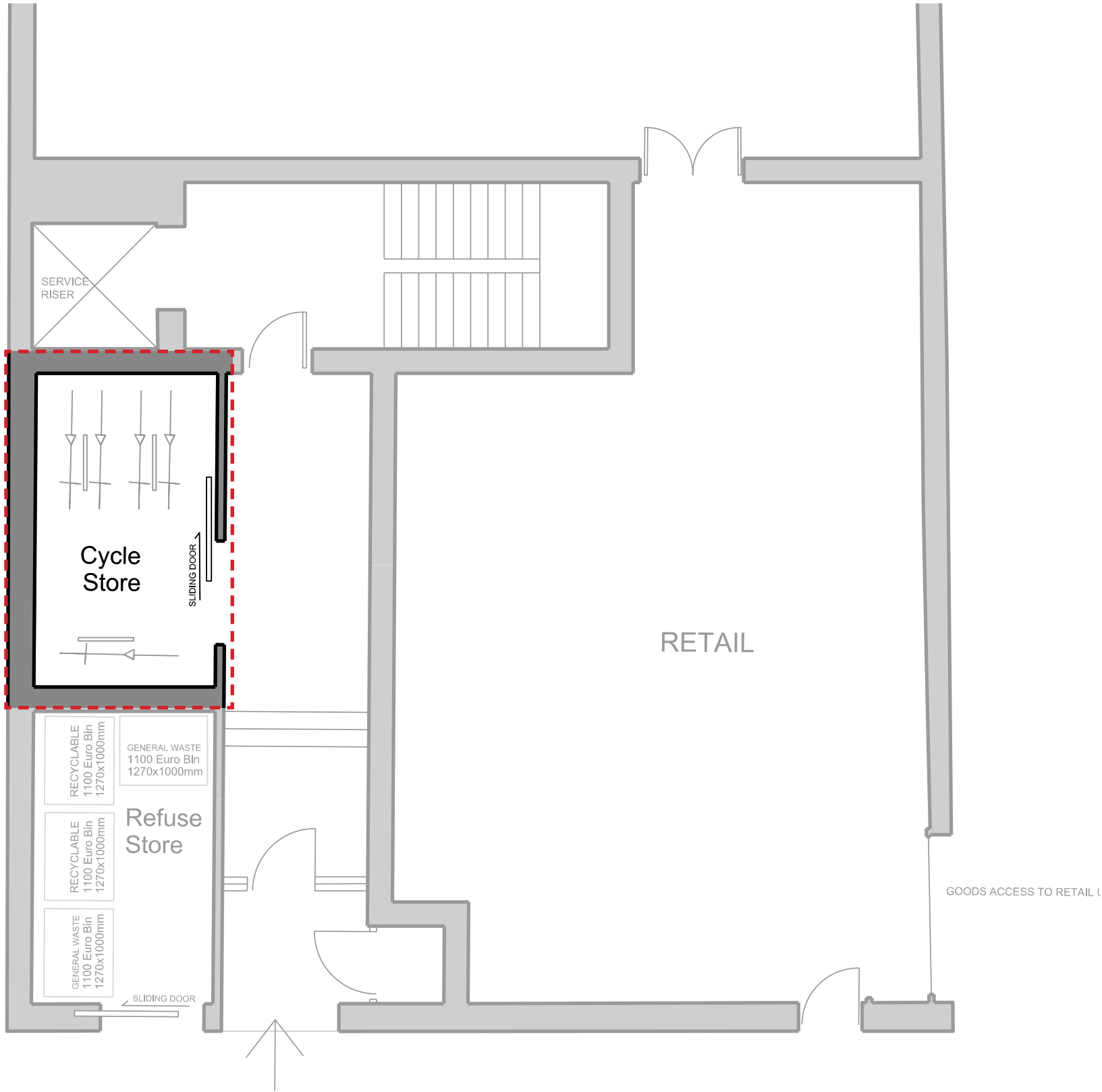
# 4.6 Car and Cycle Parking

## Transport

The supporting Transport Statement prepared by Apex Strategies demonstrates that the site at 30 West Street, Horsham, occupies a highly sustainable town centre location with excellent access to a range of transport options and local services. The site is situated immediately adjacent to Horsham Bus Station, which provides access to more than 20 bus routes serving Horsham and the surrounding area. In addition, Horsham Railway Station is located approximately 1 kilometre to the north-east of the site, equivalent to around a 15-minute walk or a short cycle journey, providing regular rail services to destinations including London, Gatwick Airport, Crawley, Dorking and the wider regional rail network. The site also benefits from comprehensive pedestrian infrastructure and established cycle routes, making walking and cycling attractive alternatives to private car use.

The Transport Statement concludes that the site enjoys excellent accessibility by sustainable modes of transport. Located within Horsham Town Centre, residents will have convenient access to a wide range of shops, services, healthcare facilities, leisure opportunities and public transport facilities within comfortable walking distance. The surrounding environment benefits from high-quality pedestrian routes, public realm improvements and cycle infrastructure, which support active travel and reduce reliance on private vehicles. The development also provides secure cycle parking at ground floor level, with the overall provision exceeding the minimum standards set out within the West Sussex County Council Parking Standards SPD.

The proposal relates to the construction of a single additional storey to provide two new residential units above an already approved residential development. As such, the scale of development is modest and is not expected to result in any material increase in traffic generation or pressure on the surrounding highway network. The development will remain car-free, with future residents excluded from eligibility for on-street parking permits through a Section 106 Agreement. The Transport Statement confirms that any increase in pedestrian, cycle or public transport trips associated with the two additional dwellings will be negligible and can be readily accommodated by the existing infrastructure. Accordingly, the proposal accords with both national and local transport policies and represents a sustainable form of development in a highly accessible town centre location.



## 4.7 Refuse

### Refuse

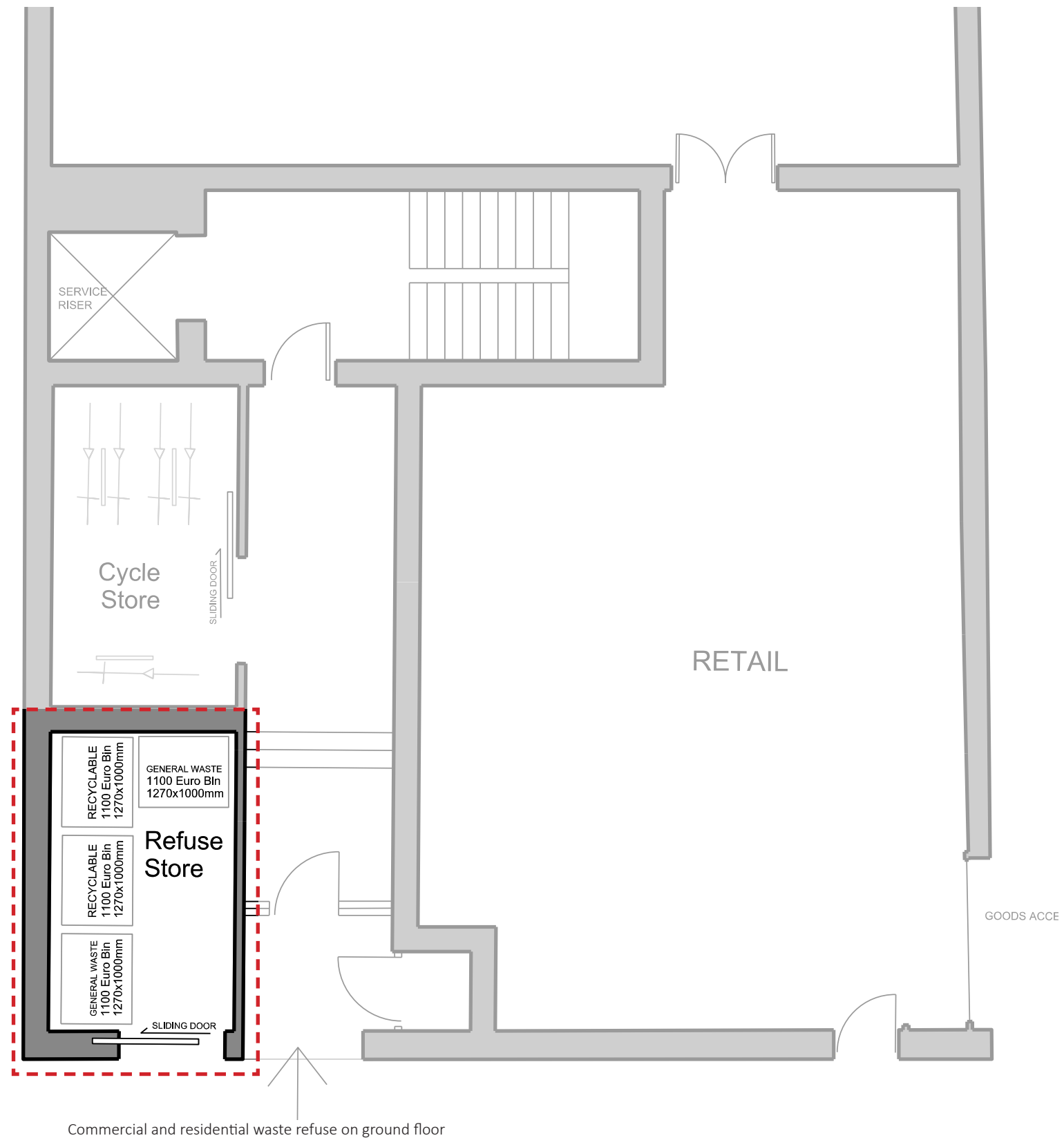
The development complies with the “Waste and Recycling in Planning Policy Document Auðust 2015, Edited October 2018.”

For the proposed development with **1X 1B2P, annd 1X 2B3P**, two euro bin of 660L is provided for landfill, as well as 2 660L wheeled bin for comingled, as well as paper and card are provided which is more than adequate as well as 1X140L for food recycling.

Separate bin stores are provided for the retail units and the residential units. The proposed development will utilise the refuse and recycling storage facilities approved as part of the wider residential conversion of the building. A dedicated bin store is located at ground floor level and is designed to serve both the existing and proposed residential units. The provision has been sized to accommodate the waste and recycling requirements generated by the development and is conveniently accessible to all residents.

The bin store is positioned to provide efficient management of waste collection and storage while minimising any impact on the public realm. Access is available externally via doors next to the residential entrance lobby which opens directly onto Black Horse Way, allowing refuse and recycling to be presented for collection without adversely affecting the operation of the building or surrounding highway network. This arrangement promotes safe and convenient access for both residents and waste collection operatives.

The addition of two further residential units is not expected to result in any significant operational issues in relation to refuse management. The proposed arrangements provide a practical and sustainable solution that supports the efficient collection and storage of waste and recycling, ensuring that the development maintains a high standard of residential amenity and accords with the relevant local authority requirements.



## 4.8 Sustainability and Energy Efficiency

### Sustainability & Energy Efficiency

The re-use of land and buildings are key issues within the Government's policies addressing sustainability. The national policies identify land as a scarce resource and as such, developments should seek to reuse land and empty property wherever possible, and use new land outside of the urban environment as a final option. The footprint of the proposed development falls within the previously developed land. The proposed development is being developed on top of existing buildings to increase the urban density in the area, to make full use of the limited land space available.

The proposed scheme is designed with fabric first approach and will comply with the latest BRegs standards and all walls and roof will have a high level of insulation to minimise energy use. Windows have been designed to benefit from passive solar gain. This will reduce space heating demand.

Low water use fittings will be specified in all residential units to reduce water consumption. Each unit will have its own electric or hydrogen boiler with smart metres to conserve energy. Thus with the above provisions the proposed project will be both energy efficient and green.

## 5.0 POLICY ANALYSIS

# 5.1 Policy Analysis

## NATIONAL PLANNING POLICY FRAMEWORK (2024)

### CHAPTER 5 | Delivering a Sufficient Supply of Homes

The National Planning Policy Framework seeks to significantly boost the supply of homes and support the delivery of a sufficient number and variety of homes to meet local housing needs. The Framework also supports the development of suitable windfall sites within existing settlements and encourages the effective use of previously developed land.

#### Design Response

The proposal will contribute towards local housing delivery through the creation of two additional self-contained residential units within an existing building. The development represents an efficient use of previously developed land within the built-up area of Horsham and makes a positive contribution towards housing supply without requiring additional land take. The proposal provides a mix of one and two-bedroom accommodation suitable for a range of household types and supports the objectives of the Framework in delivering sustainable housing growth.

### CHAPTER 7 | Ensuring the Vitality of Town Centres

The National Planning Policy Framework recognises the important role town centres play within local communities and supports development that contributes towards their vitality and viability. The Framework specifically encourages residential development within appropriate town centre locations and promotes a suitable mix of uses that support sustainable communities.

#### Design Response

The site occupies a highly sustainable location within Horsham town centre. The proposal will introduce two additional residential units whilst retaining the existing ground floor commercial premises and active shop frontage. The development will support local businesses and services through increased residential occupation within the town centre and will contribute positively towards the continued vitality and viability of West Street and the wider town centre.

### CHAPTER 8 | Promoting Healthy and Safe Communities

The National Planning Policy Framework seeks to create healthy, inclusive and safe communities through sustainable patterns of development that provide access to services, facilities, employment opportunities and public transport.

#### Design Response

The proposal is located within easy walking distance of a wide range of shops, services, employment opportunities, leisure facilities and public transport connections. The development provides high-quality residential accommodation within an accessible town centre location, supporting sustainable lifestyles and reducing the need for private vehicle journeys. The proposal will contribute positively towards the creation of a sustainable and inclusive residential environment.

### CHAPTER 9 | Promoting Sustainable Transport

The National Planning Policy Framework promotes development in locations that minimise the need to travel and maximise opportunities for walking, cycling and the use of public transport. Development should be focused in sustainable locations that offer genuine transport choices.

#### Design Response

The site benefits from excellent accessibility to public transport, local services and employment opportunities. The proposal includes secure cycle storage and is situated within a highly sustainable town centre location where daily needs can be met without reliance on private vehicles. Given the accessibility of the site and the sustainable transport opportunities available, the development accords with the objectives of the Framework in promoting sustainable travel patterns.

**CHAPTER 11 | Making Effective Use of Land**

The National Planning Policy Framework encourages planning decisions that make efficient use of land, particularly previously developed land within existing settlements, whilst maintaining appropriate standards of amenity and design.

**Design Response**

The proposal represents an efficient use of an existing building through the addition of a new residential floor without increasing the site’s footprint. The development optimises the use of a sustainable town centre site and existing infrastructure whilst maintaining high standards of residential accommodation and preserving the existing commercial use at ground floor level.

**CHAPTER 12 | Achieving Well-Designed Places**

The National Planning Policy Framework places great importance on the creation of high-quality, attractive and sustainable buildings and places. Development should function well, add to the overall quality of an area and provide a high standard of amenity for future users.

**Design Response**

The proposed development has been designed to integrate successfully with the existing building whilst providing two well-proportioned residential units with appropriate levels of natural light, ventilation and amenity. The proposal retains the existing character and appearance of the building at street level and delivers high-quality accommodation in accordance with the design objectives of the Framework.

**CHAPTER 14 | Meeting the Challenge of Climate Change, Flooding and Coastal Change**

The National Planning Policy Framework supports development that reduces greenhouse gas emissions, promotes energy efficiency and directs development away from areas at risk of flooding.

**Design Response**

The proposal reuses and extends an existing building within a sustainable urban location, reducing the need for greenfield development and supporting efficient use of existing infrastructure. The site is not located within an area at risk of flooding and the proposed dwellings will be designed to meet current energy efficiency requirements. Further details of the sustainability and energy performance of the development are provided within the accompanying Energy Assessment.

**HORSHAM DISTRICT PLANNING  
FRAMEWORK 2015**

**POLICY 1 | Sustainable Development**

Policy 1 seeks to ensure that development contributes towards the achievement of sustainable development by balancing economic, social and environmental objectives and supporting development in sustainable locations.

**Design Response**

The proposed development represents a sustainable form of development through the addition of two self-contained residential units within an existing mixed-use building in Horsham town centre. The proposal makes efficient use of an existing building and previously developed land whilst retaining the existing commercial unit at ground floor level. The highly accessible location provides residents with convenient access to local services, facilities and public transport, reducing reliance on private vehicles and supporting the economic vitality of the town centre.

**POLICY 2 | Strategic Development**

Policy 2 promotes development that supports housing delivery, makes effective use of previously developed land and contributes towards sustainable communities.

**Design Response**

The proposal will provide two additional residential units within the built-up area of Horsham through the upward extension of an existing building. The development makes efficient use of previously developed land without increasing the building footprint or resulting in the loss of commercial floorspace. The scheme contributes towards local housing provision whilst supporting sustainable patterns of development.

**POLICY 3 | Development Hierarchy**

Policy 3 directs development towards the most sustainable settlements within the district, with Horsham identified as the principal town where growth should be focused.

**Design Response**

The site is located within Horsham town centre, the district’s most sustainable location. Future residents will have direct access to employment opportunities, shops, services, leisure facilities and public transport connections. The proposal accords with the development hierarchy by delivering new housing within the district’s primary settlement.

**POLICY 5 | Horsham**

Policy 5 supports development that strengthens Horsham’s role as the principal town in the district and encourages sustainable growth that enhances the vitality and viability of the town centre.

**Design Response**

The proposal will provide additional residential accommodation within the town centre whilst retaining the active commercial use at ground floor level. The existing shop frontage will remain unchanged, preserving the character and appearance of West Street and maintaining the vitality of the commercial frontage. The additional residents will support local businesses and contribute positively to the continued vitality of Horsham town centre.

**POLICY 32 | Quality of New Development**

Policy 32 requires development to be of a high quality design that responds positively to local character and provides a satisfactory standard of accommodation for future occupiers.

**Design Response**

The proposed additional floor has been designed to integrate with the existing building and surrounding townscape. The development provides two well-designed residential units with appropriate internal layouts, natural light, ventilation and residential amenity. The proposal maintains the existing character of the building whilst delivering high-quality accommodation within a sustainable location.

**POLICY 33 | Development Principles**

Policy 33 requires development to function effectively, protect residential amenity and provide appropriate access, servicing and infrastructure.

**Design Response**

The proposal utilises the existing access arrangements and building infrastructure, requiring only the extension of the existing stair core to serve the additional floor. Adequate refuse and cycle storage facilities are provided within the site and the development will not adversely affect the operation of the existing commercial unit. The proposal provides a practical and efficient form of development that integrates successfully with the existing building.

**POLICY 35 | Climate Change**

Policy 35 seeks to ensure that development contributes towards climate change mitigation and adaptation through sustainable design and construction.

**Design Response**

The proposal represents an efficient reuse and extension of an existing building, reducing the need for new land take and minimising embodied carbon associated with redevelopment. The town centre location promotes sustainable travel choices and reduces dependence on private vehicles. The proposed dwellings will be constructed in accordance with current Building Regulations and will incorporate energy-efficient construction measures as detailed within the accompanying Energy Assessment.

**POLICY 36 | Appropriate Energy Use**

Policy 36 promotes energy efficient development and measures that reduce carbon emissions.

**Design Response**

The proposed development has been designed to achieve high standards of energy efficiency through the use of modern construction methods, insulation and energy-efficient building services. The development will comply with the requirements of current Building Regulations and the accompanying SAP and Energy Assessment will demonstrate compliance with the policy’s energy performance objectives.

**POLICY 37 | Parking**

Policy 37 seeks to ensure that development provides appropriate parking and sustainable transport measures having regard to its location and accessibility.

**Design Response**

The site occupies a highly sustainable town centre location with excellent access to shops, services, public transport and employment opportunities. No additional car parking is proposed; however, secure cycle storage is provided within the site together with refuse storage facilities. Given the accessibility of the location and the sustainable travel opportunities available, the level of parking provision is considered appropriate for the development.

**POLICY ANALYSIS CONCLUSION**

The proposed development at 30 West Street comprises the addition of a new third floor to an existing mixed-use building, providing two new self-contained residential units whilst retaining the existing ground floor commercial premises and shop frontage. The proposal represents an efficient and sustainable use of an existing building within Horsham town centre, delivering additional housing without the loss of commercial floorspace or the need for further land take.

The proposal has been assessed against the relevant provisions of the National Planning Policy Framework (2024) and the Horsham District Planning Framework and is considered to accord with the key objectives of both policy documents. The development supports the delivery of new housing within a highly sustainable location, promotes the effective use of previously developed land, contributes towards the vitality and viability of Horsham town centre, and provides high-quality residential accommodation with appropriate levels of amenity.

The site benefits from excellent access to public transport, employment opportunities, shops and local services, making it an appropriate location for additional residential development. The proposal incorporates secure cycle storage and refuse facilities and will be constructed in accordance with current sustainability and energy efficiency standards, as detailed within the accompanying Energy Assessment.

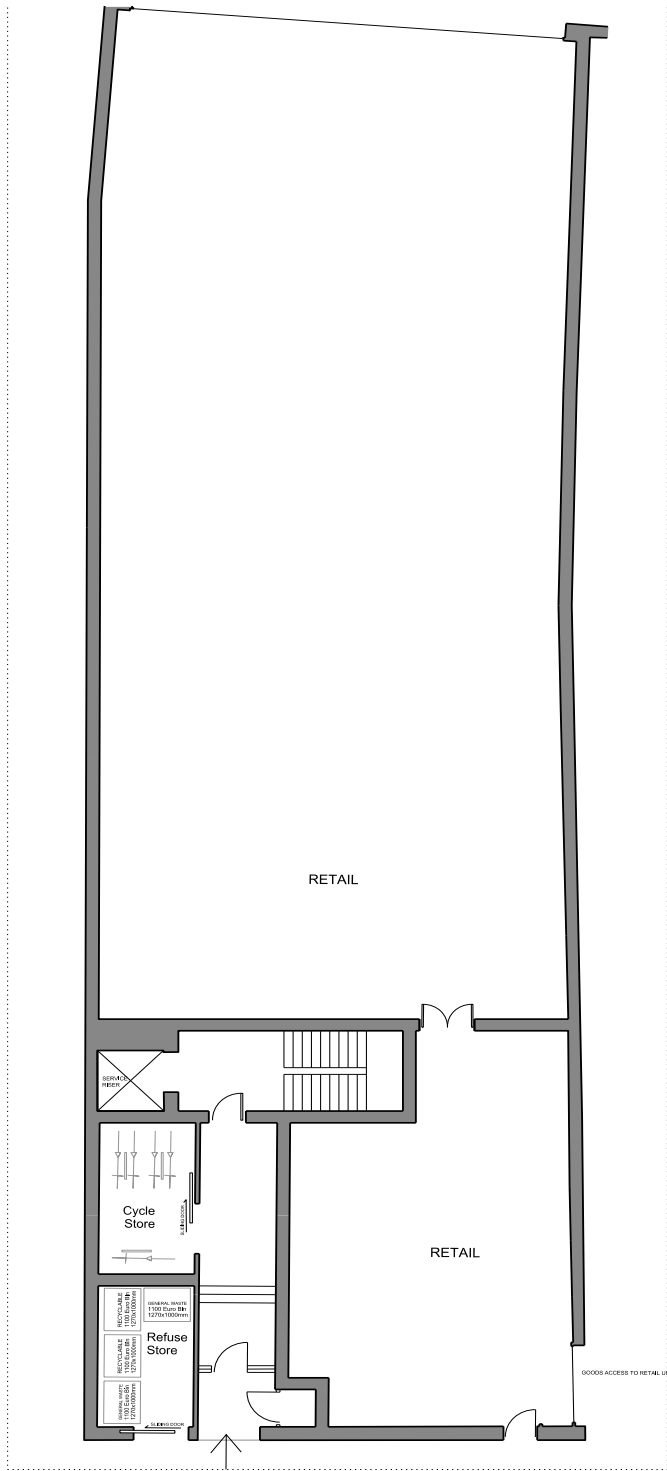
The development does not result in the loss of any commercial accommodation, does not affect any designated heritage assets, is located outside areas at risk of flooding, and retains the existing character and function of the building at street level. The proposal therefore represents a sustainable form of development that accords with the objectives of the National Planning Policy Framework and the relevant policies of the Horsham District Planning Framework.

For the reasons set out within this statement and the accompanying application documents, the proposal is considered to represent an appropriate and sustainable form of development, and planning permission is respectfully requested.

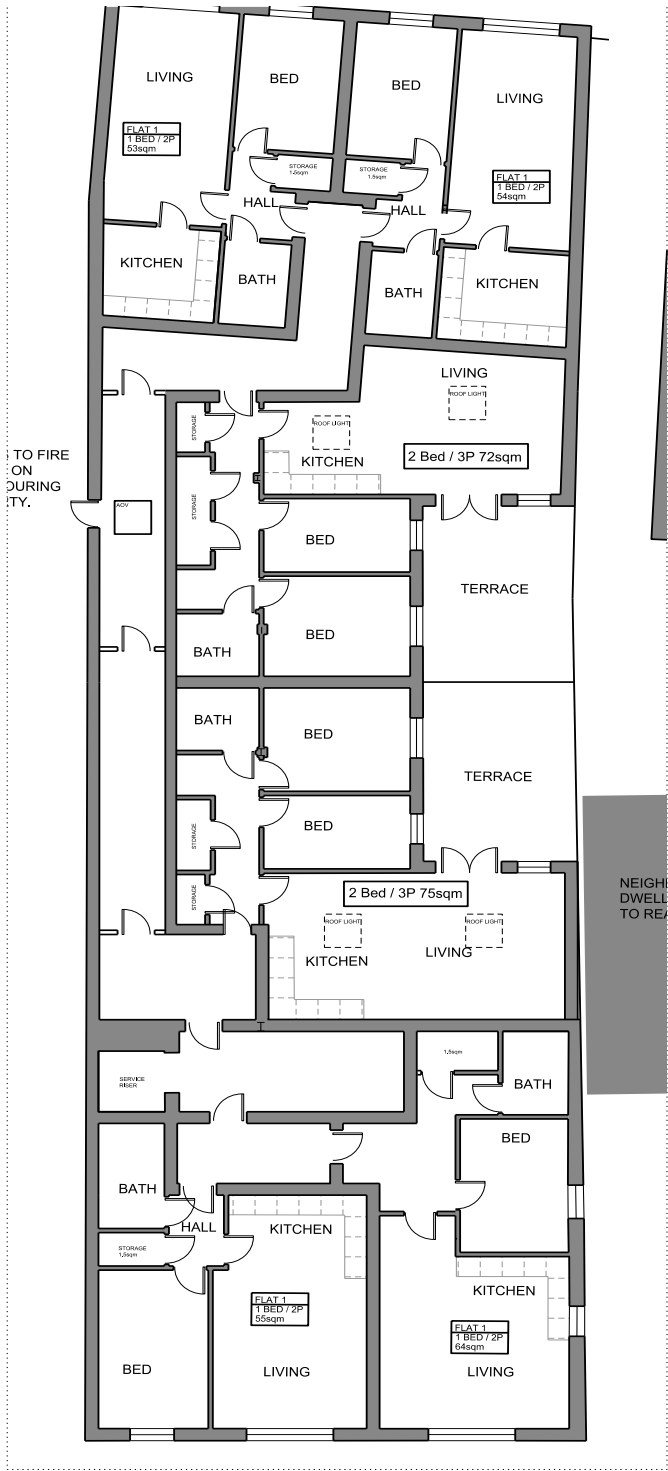
## 6.0 DRAWINGS

6.1 Existing

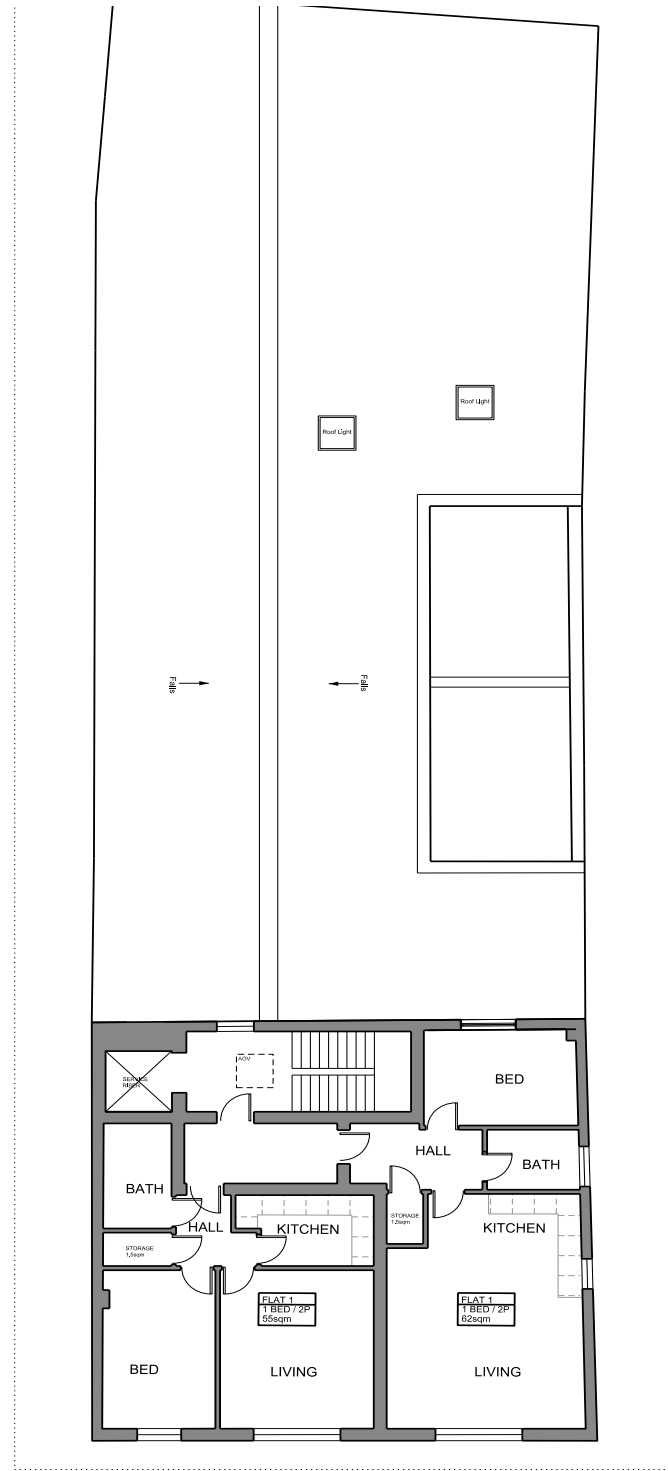




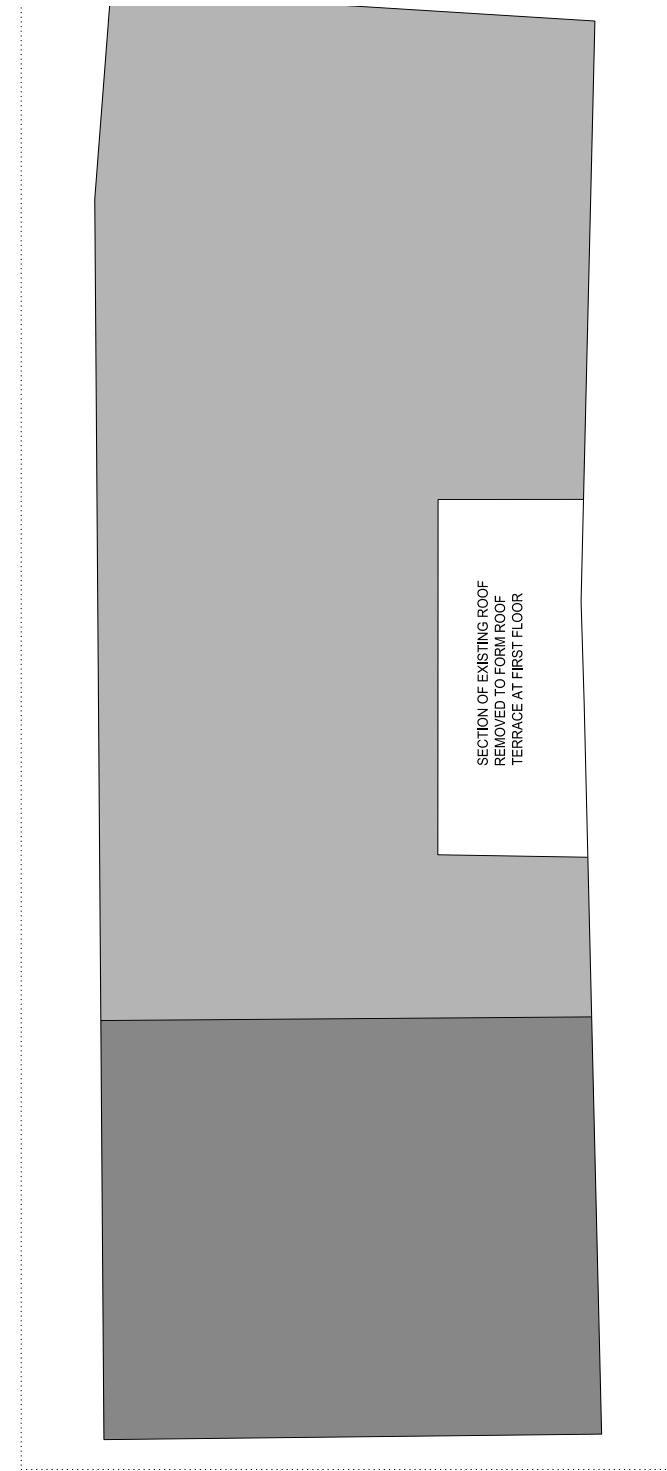
Existing Ground Floor Plan as Approved by the Application DC260146



Existing First Floor Plan as Approved by the Application DC260146



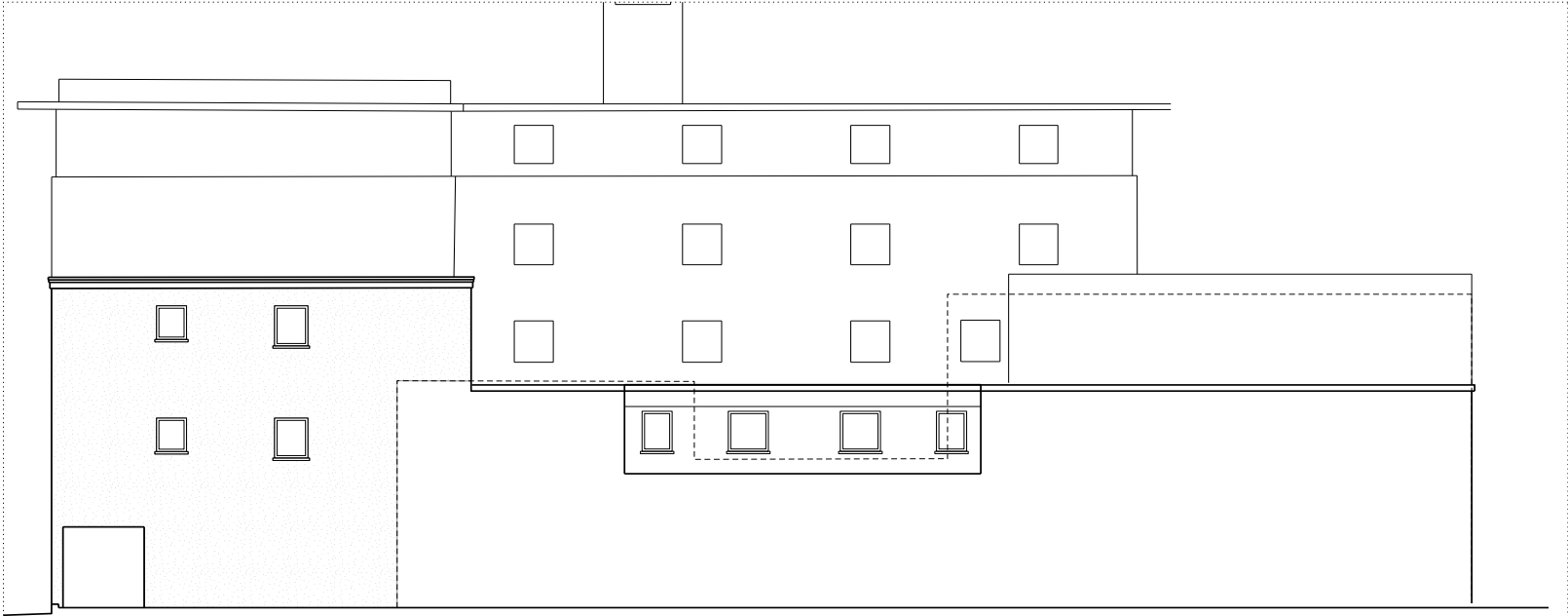
Existing Second Floor Plan as Approved by the Application DC260146



Existing Roof Plan as Approved by the Application DC260146



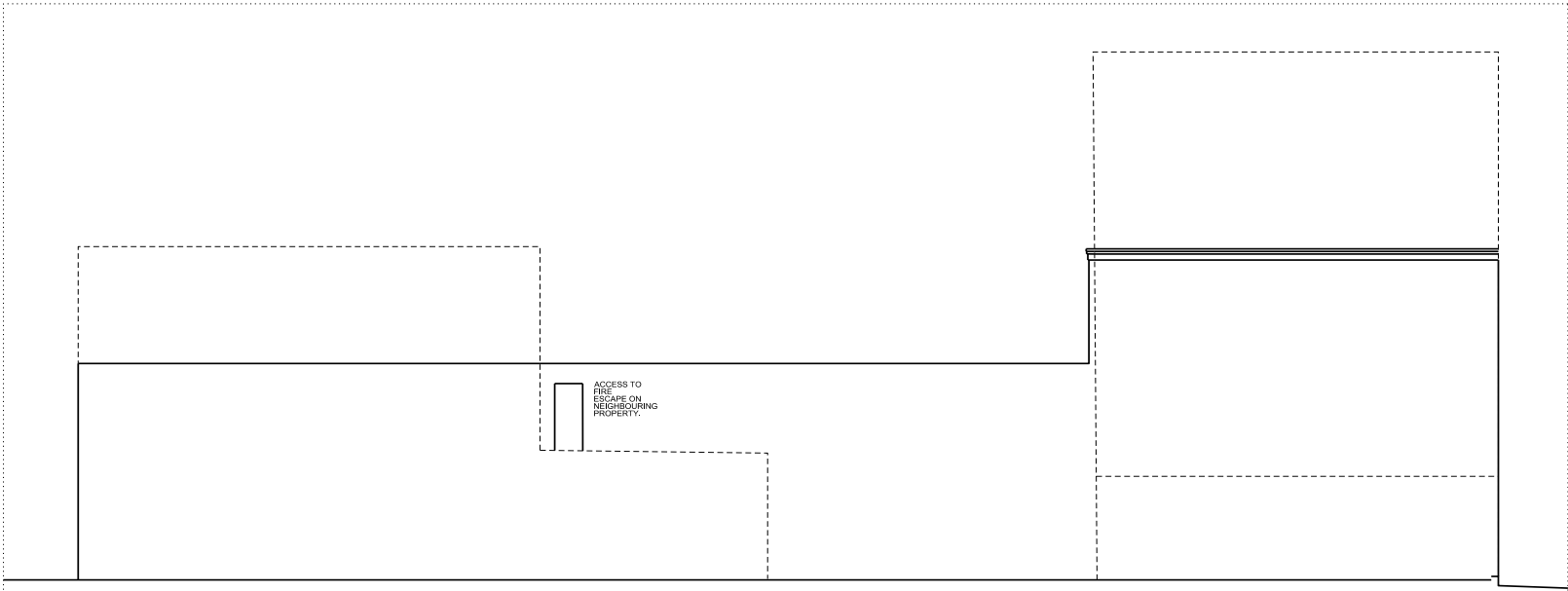
Existing Front Elevation as Approved by the Application DC260146



Existing Side Elevation as Approved by the Application DC260146

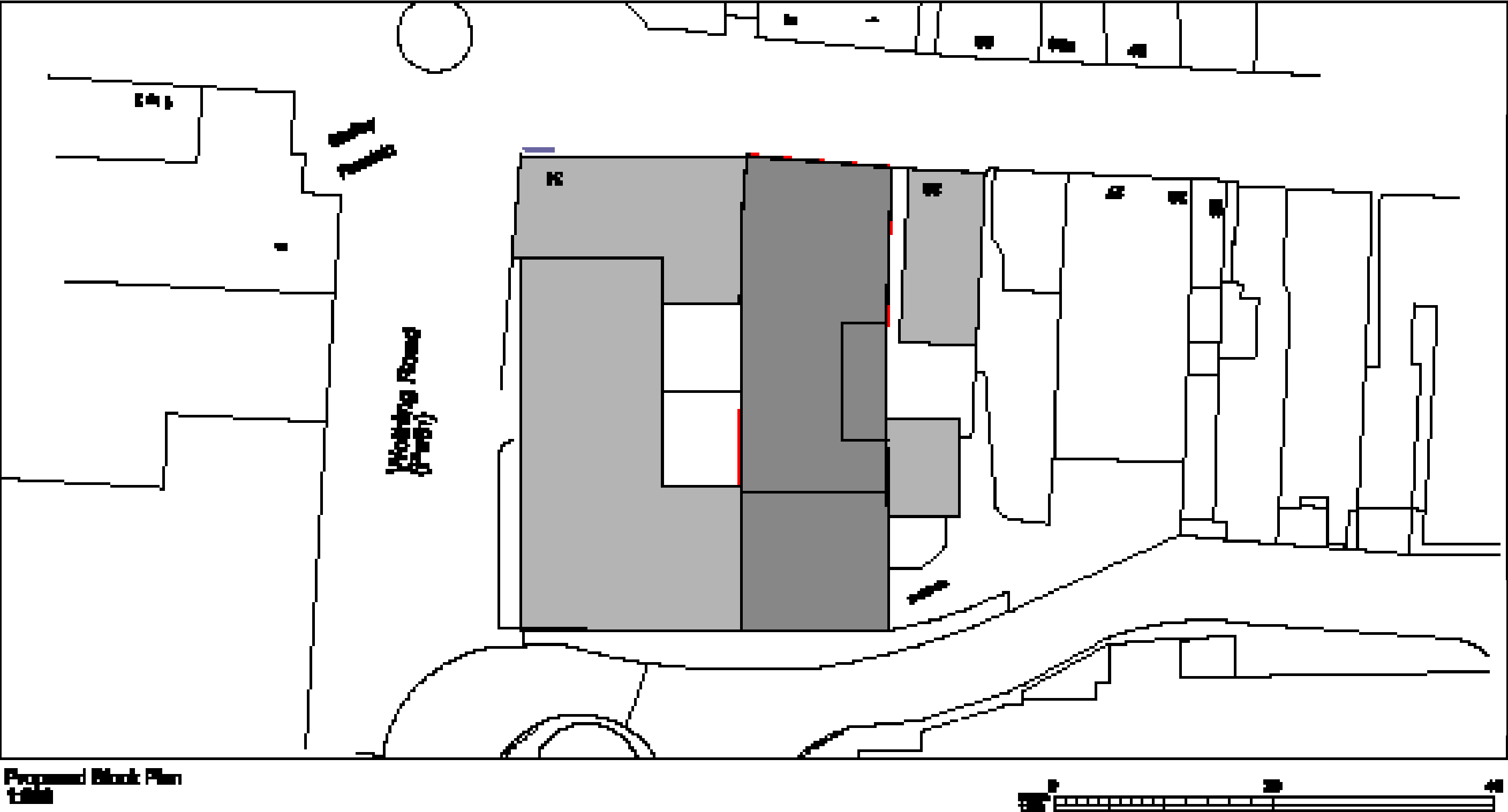


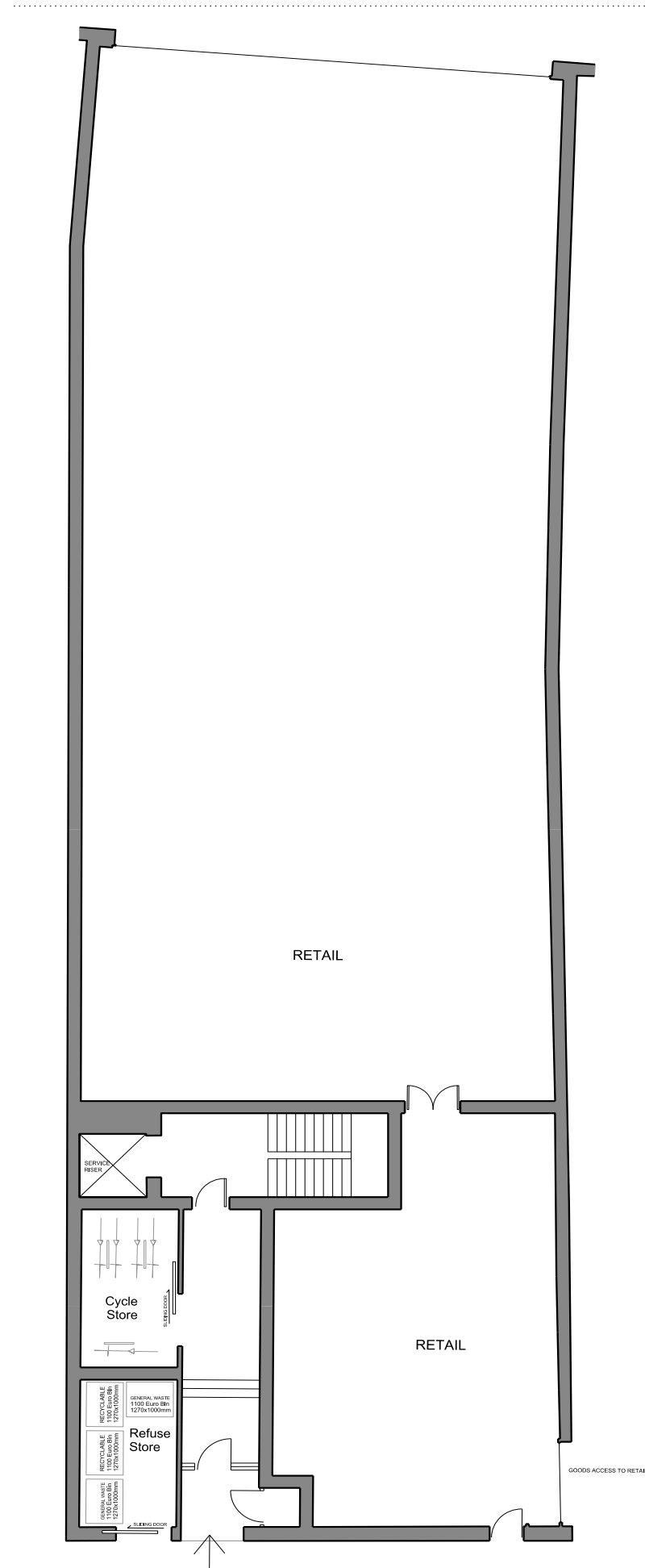
Existing Rear Elevation as Approved by the Application DC260146



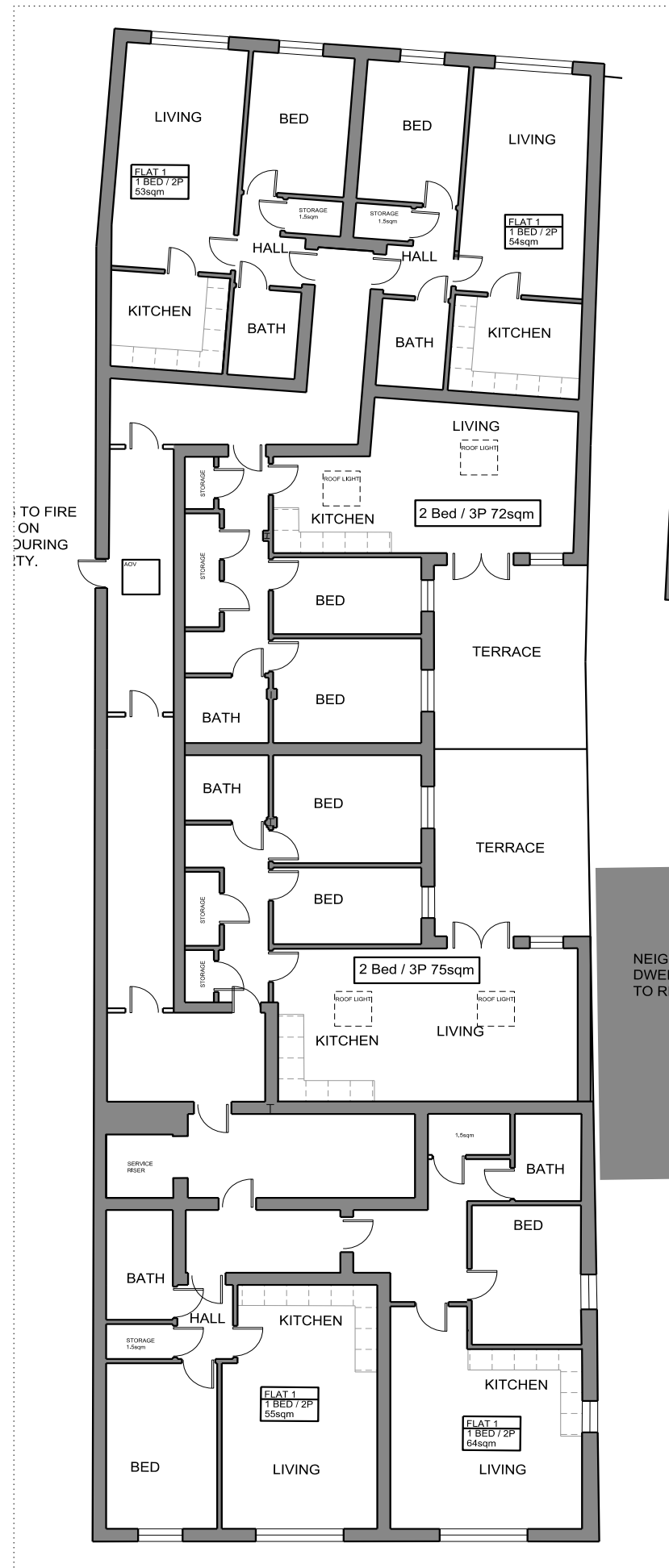
Existing Side Elevation as Approved by the Application DC260146

6.2 Proposed

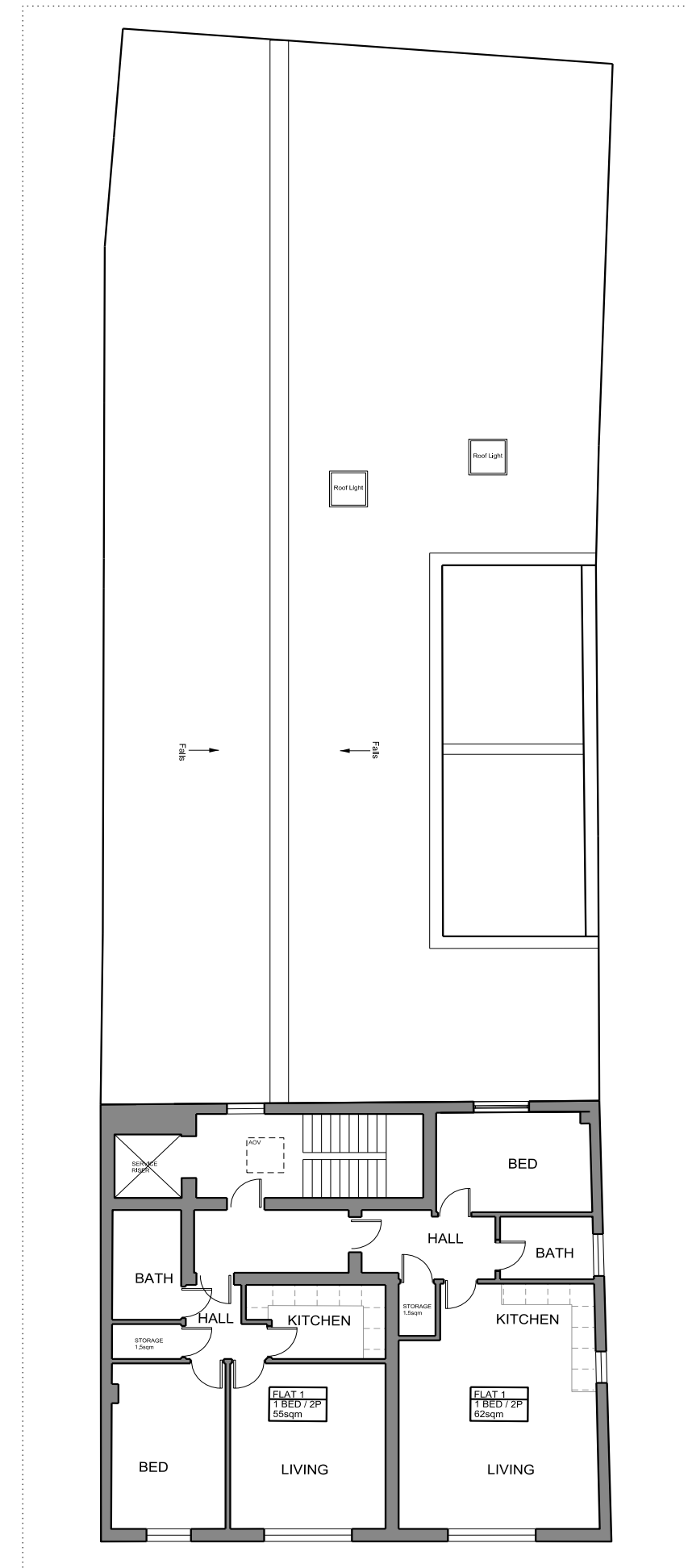




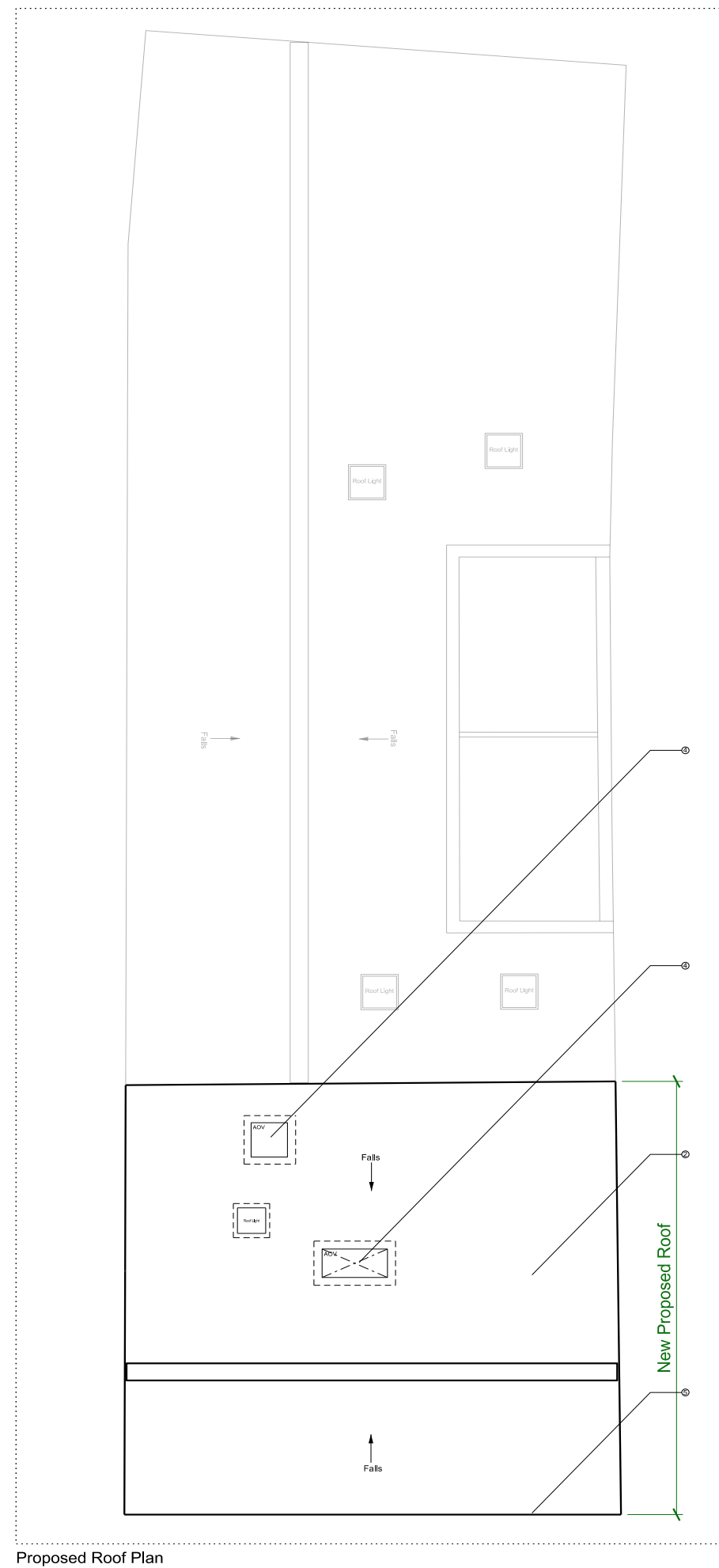
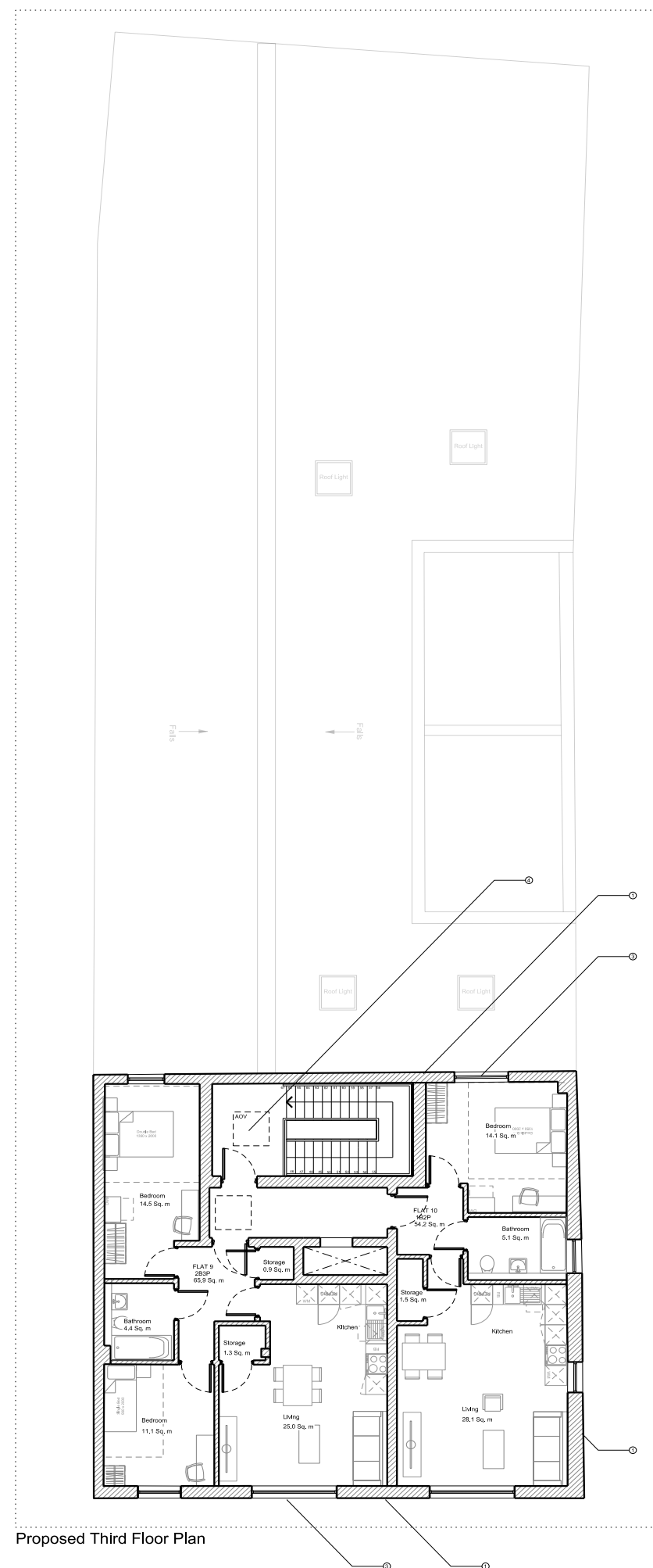
isting Ground Floor Plan as Approved by the Application DC260146

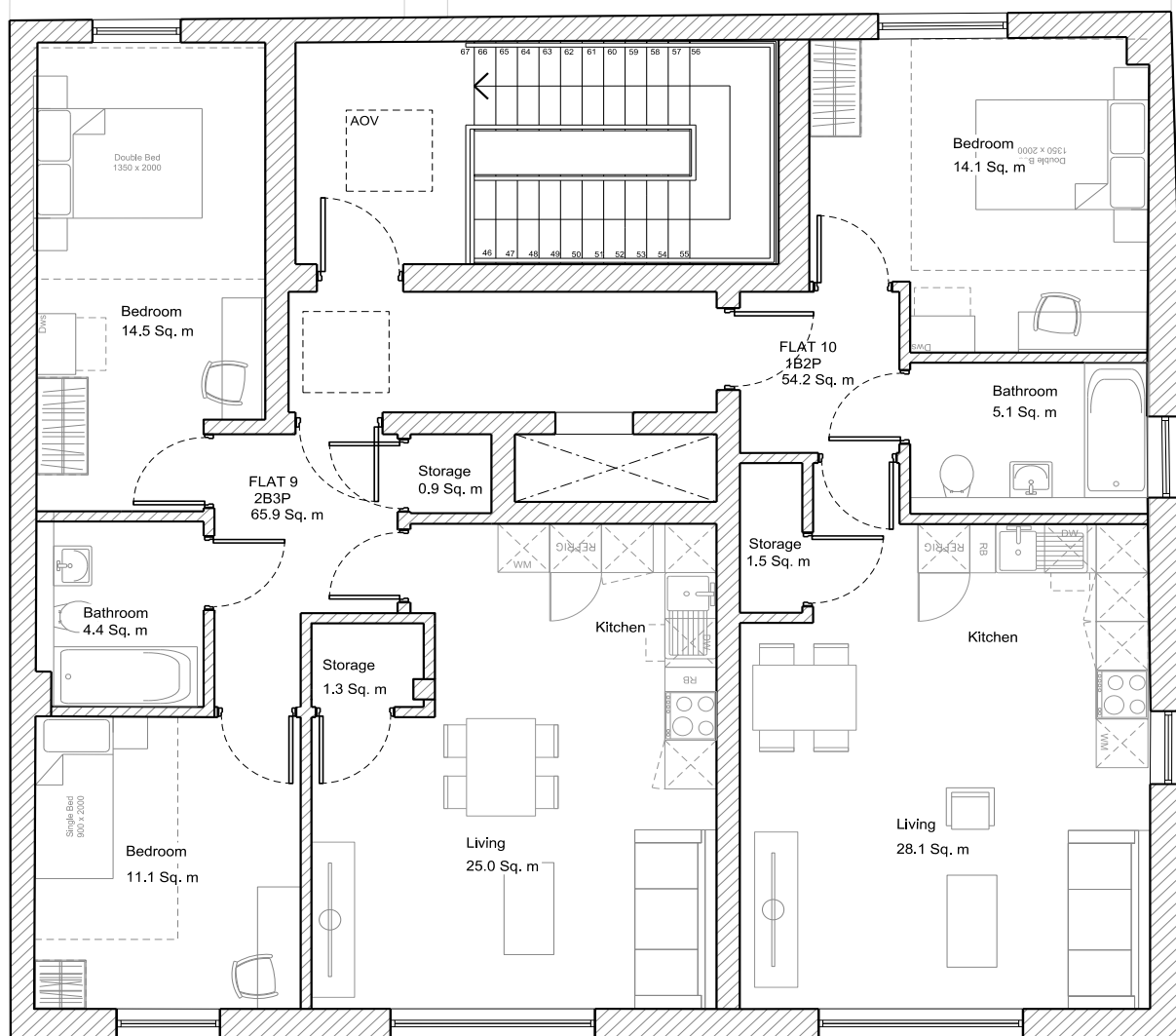


Existing First Floor Plan as Approved by the Application DC260146

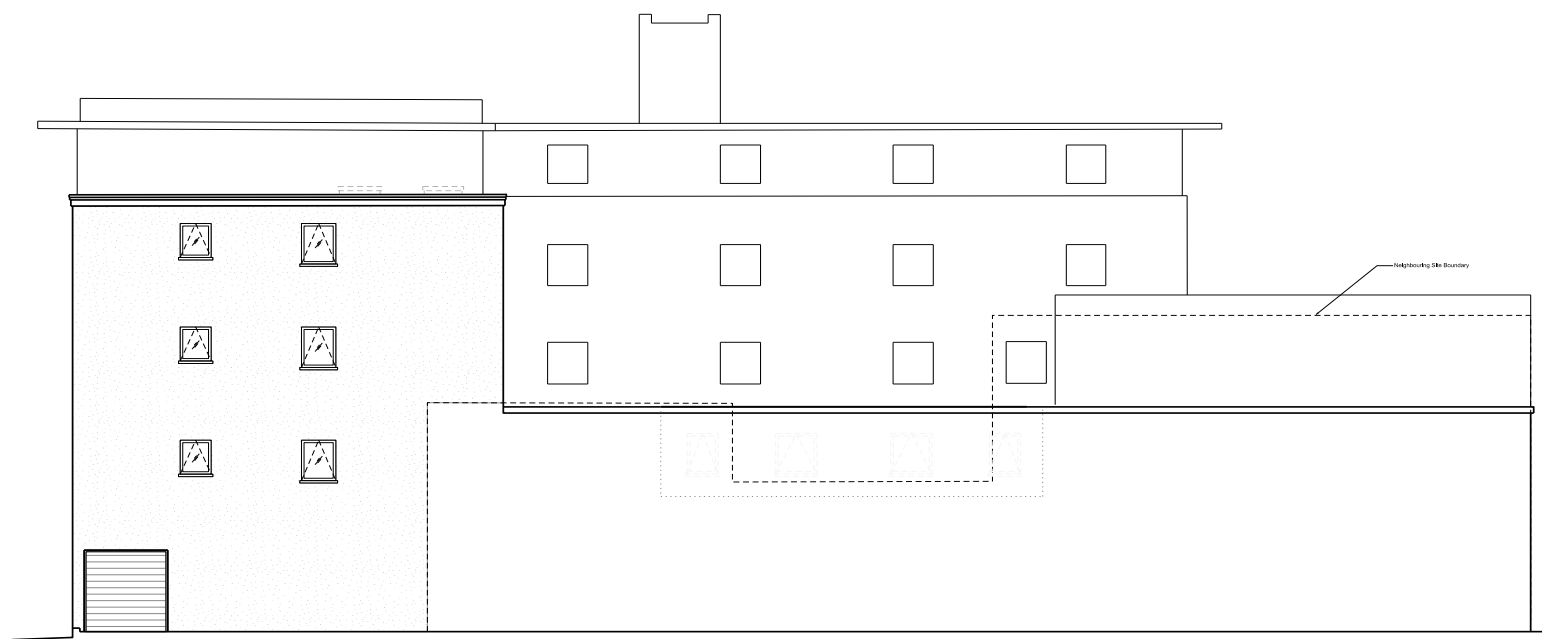


Existing Second Floor Plan as Approved by the Application DC260146





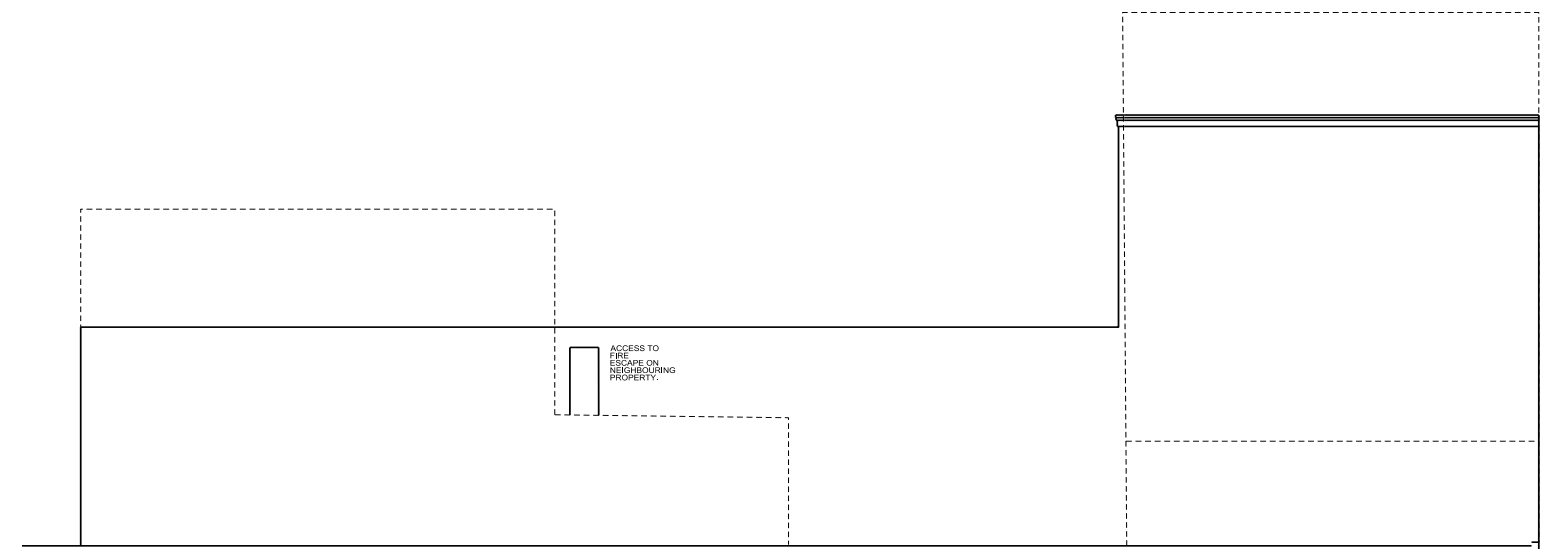
Proposed Third Floor Plan



30 West Street - Side (East) elevation



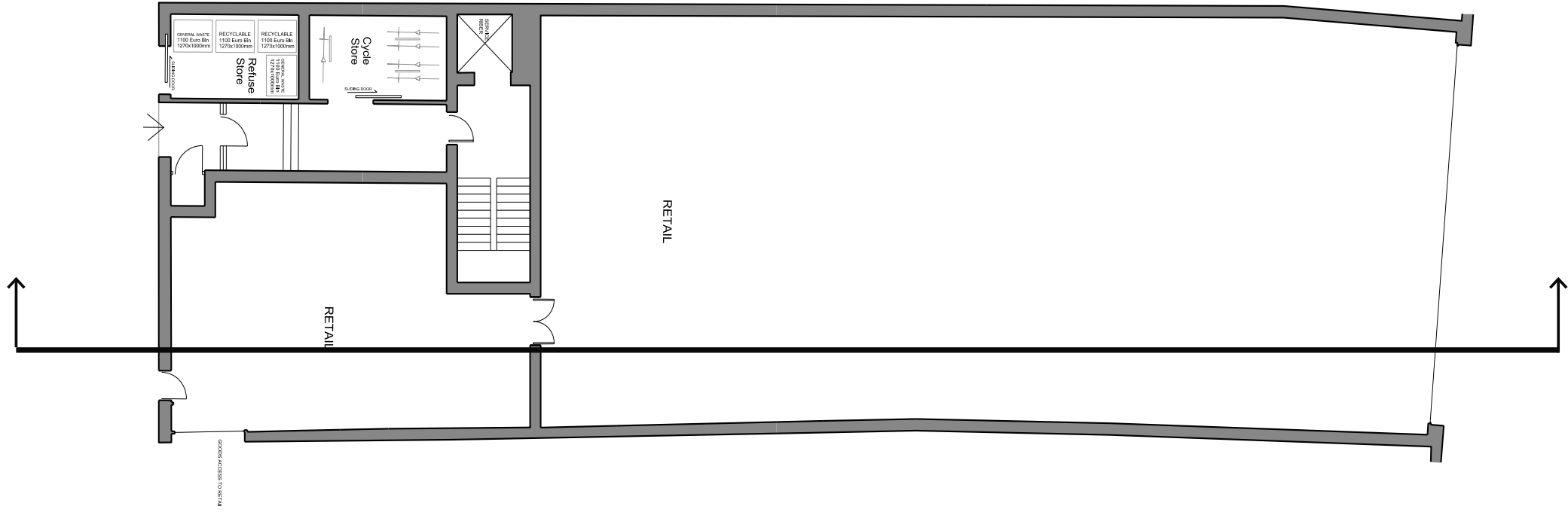
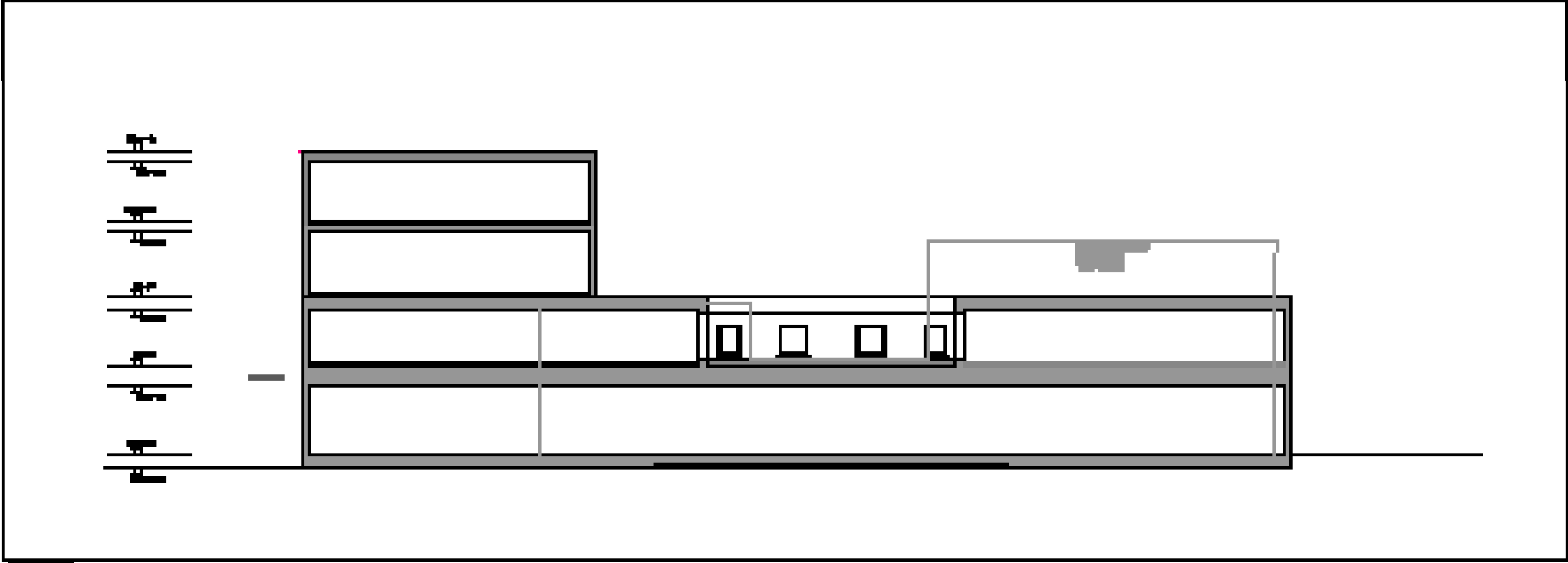
30 West Street - Front (North) elevation



30 West Street - Side (West) elevation



30 West Street - Rear (South) elevation



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