



Horsham District Council

Application for a Non-Material Amendment Following a Grant of Planning Permission

Town and Country Planning Act 1990 (as amended)

Publication of applications on planning authority websites

Please note that the information provided on this application form and in supporting documents may be published on the Authority's website. If you require any further clarification, please contact the Authority's planning department.

Site Location

Disclaimer: We can only make recommendations based on the answers given in the questions.

If you cannot provide a postcode, the description of site location must be completed. Please provide the most accurate site description you can, to help locate the site - for example "field to the North of the Post Office".

Number

Suffix

Property Name

Address Line 1

Address Line 2

Address Line 3

Town/city

Postcode

Description of site location must be completed if postcode is not known:

Easting (x)	Northing (y)
520766	137214

Description

Land South of East Street, Rusper, West Sussex

Applicant Details

Name/Company

Title

Mr.

First name

J.

Surname

Sage

Company Name

Mansion Acquisitions Limited

Address

Address line 1

c/o Agent

Address line 2

Address line 3

c/o Agent

Town/City

County

Country

c/o Agent

Postcode

Are you an agent acting on behalf of the applicant?

☒ Yes

☐ No

Applicant Contact Details

Primary number

Secondary number

Fax number

Email address

Agent Details

Name/Company

Title

First name

Surname

Company Name

Address

Address line 1

Address line 2

Address line 3

Town/City

County

Country

Postcode

BN43 5QA

Contact Details

Primary number

***** REDACTED *****

Secondary number

***** REDACTED *****

Fax number

Email address

***** REDACTED *****

Eligibility

Does the applicant have an interest in the part of the land to which this amendment relates?

☒ Yes

☐ No

If the applicant is not the sole owner, has notification under Article 10 of the Town and Country Planning (Development Management Procedure) (England) Order 2015 (as amended) been given?

☒ Yes

☐ No

☐ Not applicable

Please add details of all persons notified

Name of person notified:

***** REDACTED *****

House name:

Number:

Suffix:

Address line 1:

County Hall

Address Line 2:

West Street

Town/City:

Chichester

Postcode:

PO19 1RQ

Date notice served:

26/03/2026

Description of Your Proposal

Please provide the description of the approved development as shown on the decision letter

Erection of 6 No. 3-bed dwellings (including 1 No. retirement property), creation of an access drive and landscaping works (Resubmission of DC/20/2454)

Reference number

DC/21/2172

Date of decision

10/07/2024

What was the original application type?

Full planning permission

For the purpose of calculating fees, which of the following best describes the original development type?

- ☐ **Householder development:** Development to an existing dwelling-house or development within its curtilage
- ☒ **Other:** Anything not covered by the above category

Non-Material Amendment(s) Sought

Please describe the non-material amendment(s) you are seeking to make

Remove the following text from the description of the approved development:
'... (including 1 No. retirement property)...

Please state why you wish to make this amendment

Please refer to the accompanying Planning Statement / covering letter.

Are you intending to substitute amended plans or drawings?

☐ Yes

☒ No

Site Visit

Can the site be seen from a public road, public footpath, bridleway or other public land?

☒ Yes

☐ No

If the planning authority needs to make an appointment to carry out a site visit, whom should they contact?

☒ The agent

☐ The applicant

☐ Other person

Pre-application Advice

Has assistance or prior advice been sought from the local authority about this application?

☒ Yes

☐ No

Planning Portal Reference: PP-14811309

If Yes, please complete the following information about the advice you were given (this will help the authority to deal with this application more efficiently):

Officer name:

Title

***** REDACTED *****

First Name

***** REDACTED *****

Surname

***** REDACTED *****

Reference

Date (must be pre-application submission)

26/02/2026

Details of the pre-application advice received

The proposed revision has been discussed with the HDC Planning Officer (Tamara Dale) who advised that given that the provision of a retirement property is not dealt with in the S106 agreement or controlled via a planning condition relating to permission DC/21/2172, and it is therefore just mentioned in the permission description, she considers that an NMA application submission is the correct procedure to amend the description (i.e. to remove the reference to '1 No. retirement property').

Ms. Dale further explained that she considered this approach is appropriate given that HDC's grant of planning permission did not rely upon the provision of the retirement dwelling, and it was not referenced in the officer report as justification for granting planning permission.

Authority Employee/Member

With respect to the Authority, is the applicant and/or agent one of the following:

- (a) a member of staff
- (b) an elected member
- (c) related to a member of staff
- (d) related to an elected member

It is an important principle of decision-making that the process is open and transparent.

For the purposes of this question, "related to" means related, by birth or otherwise, closely enough that a fair-minded and informed observer, having considered the facts, would conclude that there was bias on the part of the decision-maker in the Local Planning Authority.

Do any of the above statements apply?

- ☐ Yes
- ☒ No

Declaration

I/We hereby apply for Non-Material Amendment as described in the questions answered, details provided, and the accompanying plans/drawings and additional information.
I/We confirm that, to the best of my/our knowledge, any facts stated are true and accurate and any opinions given are the genuine opinions of the person(s) giving them.
I/We also accept that, in accordance with the Planning Portal's terms and conditions:
- Once submitted, this information will be made available to the Local Planning Authority and, once validated by them, be published as part of a public register and on the authority's website;
- Our system will automatically generate and send you emails in regard to the submission of this application.

☒ I / We agree to the outlined declaration

Signed

Tim Rodway

Date

26/03/2026