



DELEGATED APPLICATIONS - ASSESSMENT SHEET

OFFICER CHECKLIST	
WEEK ONE (Date Valid)	13th January 2026
Check Neighbours	x
Check Consultations (including newts) / Press List	x
Check Description, Plans and Supporting Documents	x
Print and Display Site Notice (if required)	☐
WEEK TWO (+7)	20th January 2026
Visit Site or request site visit photos (in accordance with Site Visit Guidance Note)	x ☐
Draft HRA / AA if necessary. If the water statement is insufficient discuss with TL / PPO whether to discuss / accept amendments to the strategy.	☐
Instruct Legal if s106 required (with prior TL / PPO agreement)	☐
WEEK THREE (+14)	27th January 2026
If amendments are likely to be needed discuss with TL / PPO (N.B. Only minor amendments will be accepted in accordance with the Amendment Guidance). When requesting amendments give clear deadline (i.e. start of week 5).	☐
WEEK FOUR (+21)	3rd February 2026
If no amendments required, contact agent / applicant with update on progress.	x
Confirm whether delegated or committee decision (re: parish and neighbour representations)	x
WEEK FIVE (+28)	10th February 2026
14-day re-consultation letters to be sent on any amended plans	☐
Prepare draft report	☐
WEEK SIX (+35)	17th February 2026
Check 35-day Cllr call-in for Committee	x
If decision based on original plans, report to be drafted and submitted for sign off	x
WEEK SEVEN (+42)	24th February 2026
If decision based on amended plans, report to be drafted and submitted for sign off	☐
Reason for EOT	☐

APPLICATION NO./ADDRESS:

DC/25/2154

Wynyards , Salisbury Road, Horsham, West Sussex, RH13 0AL

DESCRIPTION:

Erection of a two storey front and rear extension, roof extension and rear garage extension. Cladding and render to external walls, and pool room.

RELEVANT PLANNING POLICIES

The National Planning Policy Framework (NPPF)

Horsham District Planning Framework (2015):

Policy 25 - Strategic Policy: The Natural Environment and Landscape Character

Policy 26 - Strategic Policy: Countryside Protection

Policy 28 - Replacement Dwellings and House Extensions in the Countryside

Policy 32 - Strategic Policy: The Quality of New Development

Policy 33 - Development Principles

Southwater Neighbourhood Development Plan 2018-2031

SNP14 – Adequate Provision of Car Parking

SNP16 – Design

Horsham District Local Plan (2023-40) (Regulation 19):

Policy 19: Development Quality

Policy 20: Development Principles

Policy 45: Replacement Dwellings and House Extensions in the Countryside

Parish Design Statement:**REPRESENTATIONS AND CONSULTATIONS RESPONSES**

Where consultation responses have been summarised, it should be noted that Officers have had consideration of the full comments received, which are available to view on the public file at www.horsham.gov.uk.

Consultations:

Southern Water: No objection

Parish Comments: Objection

This is an excessive development of the property, exceeding 50% (HDPF 28). The proposed first floor rear bedrooms will overlook neighbouring properties (SNP16.1). No additional parking provision (SNP14). The proposed materials are not in keeping with SNP16 and the Parish Design Statement.

Representations:

None received

HUMAN RIGHTS AND EQUALITY:

The application has been considered having regard to Article 1 of the First Protocol of the Human Rights Act 1998, which sets out a person's rights to the peaceful enjoyment of property and Article 8 of the same Act, which sets out their rights in respect to private and family life and for the home. Officers consider that the proposal would not be contrary to the provisions of the above Articles.

The application has also been considered in accordance with Horsham District Council's public sector equality duty, which seeks to prevent unlawful discrimination, to promote equality of opportunity and to foster good relations between people in a diverse community, in accordance with Section 149 of the Equality Act 2010. In this case, the proposal is not anticipated to have any potential impact from an equality perspective.

PLANNING ASSESSMENT:

The application has been assessed on the basis of a site visit and on the submitted details, together with the planning history of the site and adjoining properties, available images and photographs supplied by the agent. These details were considered sufficient to allow the application to be properly considered and determined.

Character and Appearance

Policy 28 of the HDPF relates to house extensions and outbuildings in the countryside, stating that extensions should not be disproportionate to the size of the existing dwelling, and should be in keeping with the scale and character of the existing dwelling. The policy also states that the cumulative impact of existing extensions will be taken into account.

Policies 32 and 33 of the HDPF seek to ensure that development promotes a high standard and quality of design in order to enhance and protect locally distinctive characters. The policies also seek to ensure that the scale, massing and appearance of development relates sympathetically with the built surroundings, landscape, open spaces and routes within and adjoining the site, including any impact on the skyline and important views.

Policy SNP16 of the Southwater Neighbourhood Plan states that all development must be of high quality design. This means facing buildings with locally sourced materials, or materials equivalent to those that would historically have been sourced locally wherever possible; encourage a variety of complementary vernaculars to encourage contextually appropriate design and diversity in our building stock; and making sure the design of new development actively responds to other properties in the vicinity.

The application seeks planning permission for the erection of a two storey front and rear extension, roof extension and rear garage extension. Cladding and render to external walls, and pool room.

The local area is characterised by large properties occupying reasonably sized plots. Many of the properties along Salisbury Road have been extended with numerous examples of front, side and rear extensions over both ground and first floors. The application site does not appear to have had much alteration since it was built, and it is considered that the property has scope to create a larger family dwelling commensurate with other properties in the road.

It is acknowledged that the proposed extensions would create a substantially enlarged dwelling on the site. The comments of the Parish Council, particularly in relation to the scale of the development and potential overlooking of neighbouring properties, have been carefully considered. It is however considered that the scale of the proposal, when considered cumulatively, would sit comfortably within the context of the existing curtilage and would adequately maintain separation between the host dwelling and the neighbouring properties.

It is recognised that the overall design approach involves a modern and contemporary form that would contrast the relatively uniform built characteristics of the immediate surrounds. It is however noted that the immediate and wider surroundings comprise an eclectic array of building designs and forms, where there is no uniform style or design. As such, and given this context, it is considered that there is scope to introduce a more contemporary design and form as proposed. The materials are considered to be appropriate for the design rationale, and given these characteristics, it is not considered that the proposal would result in such significant harm to the visual amenity of the area to justify a reason for refusal.

The proposed pool room would be located to the rear, southern corner of the garden. Owing to its modest height and scale, it is considered clearly subservient to the main dwelling and can be comfortably accommodated within the site. The structure would integrate appropriately with the existing property and the surrounding amenity space, appearing proportionate and well-sited within the curtilage.

The proposals in their entirety would be clearly subservient additions and are considered to be of a design, form and scale which is appropriate to the character and appearance of the existing dwelling, and which would not harm the character or appearance of the wider area. It is therefore considered that the visual impact of the proposal is acceptable and would accord with the above policies.

Impact on Neighbouring Amenity

Policy 33 of the HDPF states that permission will be granted for development that does not cause unacceptable harm to the amenity of the occupiers/users of nearby properties and land.

It is noted that the Parish Council have objected to the proposal on the grounds of overlooking to the neighbouring properties. It is however acknowledged that there is a mutual degree of overlooking experienced as existing, where the proposed additions are not considered to result in any further material adverse impact. In addition, whilst the two storey front extension would be positioned in close proximity to a side dormer window serving the neighbouring property to the east, this opens to a non-habitable room. Given the existing situation, it is not therefore considered that a reason for refusal on the grounds of overlooking or overbearing impact could be justified.

The proposed extension and new build pool room are considered to be of a scale and siting that would minimise impact on the amenities of the adjacent residential dwellings, and it is not therefore considered that the proposal would result in harm through loss of light or overbearing impact.

For these reasons, it is considered that the siting and layout of the proposed extension and the resulting relationship with adjoining properties would be sufficient to prevent any unacceptable harm to neighbouring amenity.

Impact on Parking Provision

Policy SNP14 of the NP states that where proposals would result in the creation of additional bedrooms it should also include increases in parking spaces within the curtilage of the dwelling to the same level as if it were a new dwelling, unless this is not practically possible.

The proposal would create an additional bedroom, increasing the property from a three-bed to a four-bed dwelling. West Sussex County Council's 'Guidance on Parking at New Developments' indicates that the number of spaces for a five-bedroom dwelling would be the same as a four-bedroom dwelling, at 2.7 spaces. While the existing site layout provides 2 on-site parking spaces (and a shortfall of 1 space) the proposal would not materially alter the level or nature of this shortfall. There is no evidence to suggest the existing arrangement results in a harmful level of displaced parking, with no indication that street parking adversely impacts on the highway network, highway safety or neighbouring amenity.

On this basis it is considered that any conflict with the above policy would not amount to a level of harm which would warrant a refusal of planning permission. The impacts of the proposal in respect of parking provision are therefore considered acceptable.

Water Neutrality

There is no clear or compelling evidence to suggest the nature and scale of the proposed development would result in a more intensive occupation of the dwelling necessitating an increased consumption of water that would result in a significant impact on the Arun Valley SAC, SPA and Ramsar sites, either alone or in combination with other plans and projects. The grant of planning permission would not therefore adversely affect the integrity of these sites or otherwise conflict with policy 31 of the HDPF, NPPF paragraph 193 and the Council's obligations under the Conservation of Habitats and Species Regulations 2017.

Biodiversity Net Gain

In accordance with the Biodiversity Gain Requirements (Exemptions) Regulations 2024, all householder applications are currently exempt from the statutory requirement to demonstrate a 10% net gain in biodiversity.

Conclusion

The proposal is considered to comply with relevant local and national planning policies and is therefore recommended for approval.

Recommendation: Application Permitted

Conditions:

- 2 **Standard Time Condition:** The development hereby permitted shall begin before the expiration of three years from the date of this permission.

Reason: To comply with Section 91 of the Town and Country Planning Act 1990.

- 3 **Regulatory Condition:** The materials to be used in the development hereby permitted shall strictly accord with those indicated on the plan references 567 PL07 REV P2 and 567 PL09 REV P1 received 23.12.2025.

Reason: To enable the Local Planning Authority to control the development in detail in the interests of visual amenity and in accordance with Policy 33 of the Horsham District Planning Framework (2015).

POSITIVE AND PROACTIVE STATEMENT

Statement pursuant to Article 35 of the Town and Country Planning (Development Management Procedure) (England) Order 2015. The Local Planning Authority has acted positively and proactively in determining this application by assessing the proposal against all material considerations, including planning policies and any representations that may have been received, in order to be able to, where possible, grant permission.

Plans list for: DC/25/2154

(The approved plans will form Condition 1 on the Decision Notice of all Permitted applications)

Plan Type	Description	Drawing Number	Received Date
Location plan	Location Plan	567 PL LOC REV P	13.01.2026
Elevation & Floor plan	Pool House: Existing	567 PL08 REV P	23.12.2025
Elevation plan	Elevations: Proposed	567 PL07 REV P2	23.12.2025
Floor plan	Floor Plans: Proposed	567 PL05 REV P	23.12.2025
Floor plan	Floor Plans: Existing	567 PL02 REV P	23.12.2025
Elevation & Floor plan	Pool House: Proposed	567 PL09 REV P1	23.12.2025
Roof plan	Floor Plans 2: Proposed	567 PL06 REV P	23.12.2025
Elevation plan	Elevations: Existing	567 PL04 REV P	23.12.2025
Roof plan	Floor Plans 2: Existing	567 PL03 REV P	23.12.2025
Location & Block plan	Location/Block Plan	567 PL01 REV P2	23.12.2025

DELEGATED

Case Officer sign/initial Marie Riggs Date: 26.02.2026

Authorising Officer sign/initial Tamara Dale Date: 09.03.2026