Horsham District Council

DELEGATED APPLICATIONS - ASSESSMENT SHEET

OFFICER CHECKLIST	
WEEK ONE (Date Valid)	**12th July 2024**
Check Neighbours	☐
Check Consultations (including newts) / Press List	☐
Check Description, Plans and Supporting Documents	☐
Print and Display Site Notice (if required)	☐
WEEK TWO (+7)	**19th July 2024**
Visit Site or request site visit photos (in accordance with Site Visit Guidance Note)	☐
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)	**26th July 2024**
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)	**2nd August 2024**
If no amendments required, contact agent / applicant with update on progress.	☐
Confirm whether delegated or committee decision (re: parish and neighbour representations)	☐
WEEK FIVE (+28)	**9th August 2024**
14-day re-consultation letters to be sent on any amended plans	☐
Prepare draft report	☐
WEEK SIX (+35)	**16th August 2024**
Check 35-day Cllr call-in for Committee	☐
If decision based on original plans, report to be drafted and submitted for sign off	☐
WEEK SEVEN (+42)	**23rd August 2024**
If decision based on amended plans, report to be drafted and submitted for sign off	☐
Reason for EOT	☐

APPLICATION NO./ADDRESS:

DC/24/0468
Mill Cottage , Old Wickhurst Lane, Broadbridge Heath, West Sussex, RH12 3NA

DESCRIPTION:

Erection of a garage.

RELEVANT PLANNING HISTORY:

DC/12/0961	Single storey extension to front, 2 storey extension to side with a stand alone single storey side extension with linked corridor	Application Permitted on 03.08.2012

DC/21/1921	Conversion of loft with increased eaves and ridge height, erection of a two storey side extension and single storey glazed canopy to rear, with associated alterations.	Application Permitted on 11.11.2021

RELEVANT PLANNING HISTORY

None relevant

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 31- Green Infrastructure and Biodiversity
Policy 32- Strategic Policy: The Quality of New Development
Policy 33- Development Principles
Policy 34- Cultural and Heritage Assets
Policy 40- Sustainable Transport
Policy 41- Parking

Broadbridge Heath Neighbourhood Plan:
Broadbridge Heath has not been designated as a Neighbourhood Plan area.

Planning Advice Notes:
Facilitating Appropriate Development
Biodiversity and Green Infrastructure

REPRESENTATIONS AND CONSULTATIONS RESPONSES

Consultations:

Horsham District Council - Strategic Planning – Arboriculture Specialist:

Horsham District Council's Arboriculture Officer initially commented:

"Around 1 to 2m north of the development proposal at the site, is a mature oak which appears to be in good health, it has a pleasant broad spreading form. The tree can be seen from the designated PROW to the south and west, as such, it makes a meaningful and valuable contribution to the verdant landscape of the locality and the character and appearance of the area. Concerns are raised with how the new garage would be built, in terms of development with the RPA of retained trees, and with the location under the tree's canopy in terms of future resident pressure to heavily prune or remove".

Arboriculture were satisfied with additional information received and recommended conditions to ensure so.

Natural England: Standing Advice:-

It cannot be concluded that existing abstraction within the Sussex North Water Supply Zone is not having an adverse effect on the integrity of the Arun Valley SAC/SPA/Ramsar sites. Developments within Sussex North must therefore must not add to this impact and one way of achieving this is to demonstrate water neutrality. The definition of water neutrality is the use of water in the supply area before the development is the same or lower after the development is in place.

To achieve this Natural England is working in partnership with all the relevant authorities to secure water neutrality collectively through a water neutrality strategy. Whilst the strategy is evolving, Natural England advises that decisions on planning applications should await its completion. However, if there

are applications which a planning authority deems critical to proceed in the absence of the strategy, then Natural England advises that any application needs to demonstrate water neutrality.

Parish Comments:

Broadbridge Heath Parish Council commented:

- Members would be interested in the methodology to protect the adjacent trees.
- Members were unable to locate the application form with the construction details.

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 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 32 and 33 of the HDPF seeks 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.

The proposal sees the existing workshop extended to the side and rear to form a garage with the workshop partially converted to form a storage area. The extension forms an L shape and is a sizable addition to the existing simple frame of the workshop. The height is also increased and sits at a height of 5.9m which has been revised down during the process of the application. Whilst taller than the original garage it is considered that the proposal is only increased slightly on from the original building. It would be considered the garage is now of a more substantial scale, however considering the plot size and surrounding context, it is considered the proposal would be acceptable.

The proposal would 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 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 Arboriculture

During the course of the application, though there were initial concerns with the developments impact on surrounding trees, additional information has been acquired and reviewed by Arboricultural Officers. This was considered satisfactory, and it is recommended to process to determination with conditions attached in order to secure limited impact on surrounding trees.

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 180 and the Council's obligations under the Conservation of Habitats and Species Regulations 2017.

Conclusion

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

Recommendation: Recommendation Pending

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 **Pre-Commencement Condition**: No development shall commence, including demolition pursuant to the permission granted, ground clearance, or bringing equipment, machinery or materials onto the site, until the following preliminaries have been completed in the sequence set out below:

- All trees on the site shown for retention on approved drawing number [ROOT PROTECTION AREA 0645-11], as well as those off-site whose root protection areas ingress into the site, shall be fully protected throughout all construction works by tree protective fencing affixed to the ground in full accordance with section 6 of BS 5837 'Trees in Relation to Design, Demolition and Construction - Recommendations' (2012).
- Once installed, the fencing shall be maintained during the course of the development works and until all machinery and surplus materials have been removed from the site.
- Areas so fenced off shall be treated as zones of prohibited access, and shall not be used for the storage of materials, equipment or machinery in any circumstances. No mixing of cement, concrete, or use of other materials or substances shall take place within any tree protective zone, or close enough to such a zone that seepage or displacement of those materials and substances could cause them to enter a zone.
- Any trees or hedges on the site which die or become damaged during the construction process shall be replaced with trees or hedging plants of a type, size and in positions agreed by the Local Planning Authority.

Reason: As this matter is fundamental to ensure the successful and satisfactory protection of important trees and hedgerows on the site in accordance with Policy 33 of the Horsham District Planning Framework (2015).

4 **Pre-Commencement Condition**: No development shall commence, including demolition pursuant to the permission granted, ground clearance, or bringing equipment, machinery or materials onto the site, until an Arboricultural Method Statement detailing all trees/hedgerows on site and adjacent to the site to be retained during construction works, and measures to provide for their protection throughout all construction works, has been submitted to and approved in writing by the Local Planning Authority. The development shall be implemented and thereafter carried out at all times strictly in accordance with the agreed details.

Any trees or hedges on the site which die or become damaged during the construction process shall be replaced with trees or hedging plants of a type, size and in positions agreed by the Local Planning Authority.

Reason: As this matter is fundamental to ensure the successful and satisfactory protection of important trees and hedgerows on the site in accordance with Policy 33 of the Horsham District Planning Framework (2015).

5 **Pre-Commencement Condition**: No development shall commence, including ground clearance, or bringing equipment, machinery or materials onto the site, until details have been submitted to and approved in writing by the Local Planning Authority of the proposed engineered above ground foundation to be supported on screw piles above existing ground levels to be used for the development.

Reason: As this matter is fundamental to ensure the successful and satisfactory protection of important trees and hedgerows on the site in accordance with Policy 33 of the Horsham District Planning Framework (2015).

6 **Regulatory Condition**: The garage building hereby permitted shall be used solely for purposes incidental to the occupation and enjoyment of Mill Cottage (as identified on the approved plans) and shall not be used as a separate unit of accommodation or commercial use.

Reason: The establishment of an additional independent unit of accommodation would give rise to an over-intensive use of the site and lead to an unsatisfactory relationship between independent units of living accommodation contrary to Policies 32 and 33 of the Horsham District Planning Framework (2015).

7 **Regulatory Condition**: The development hereby permitted shall be constructed in accordance with the Flood Risk Assessment, received on 17.09.2024 and shall be constructed so that the garage floor is constructed 400mm above the existing ground level. The floor level as constructed shall be retained as such thereafter.

Reason: As this matter is fundamental to prevent the increased risk of flooding, to improve and protect water quality, improve habitat and amenity, and ensure future maintenance in accordance Policies 35 and 38 of the Horsham District Planning Framework (2015).

8 **Regulatory Condition**: The materials and finishes of all new external walls, windows and roofs of the development hereby permitted shall match in type, colour and texture those of the existing building.

Reason: 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/24/0468
(The approved plans will form Condition 1 on the Decision Notice of all Permitted applications)

Schedule of plans/documents **approved**:

Plan Type	Description	Drawing Number	Received Date
Details plan		0645 11	06.11.2024
Block plan		NONE	12.07.2024
Elevation plan	Elevations as Proposed	0645-06 Rev B	14.01.2025
Supporting Statement	Flood Risk Assessment	NONE	17.09.2024
Elevation plan	Workshop Elevations as Existing	0645-03	26.03.2024
Floor plan	Ground Floor Plan as Proposed	0645-04	26.03.2024
Floor plan	Workshop Plan as Existing	0645-01	26.03.2024
Roof plan	Roof Plan as Proposed	0645-05	26.03.2024
Location plan		NONE	08.07.2024
Roof plan	Roof Plan as Existing	0645-02	26.03.2024

DELEGATED

Case Officer sign/initial JBurrowes Date: 14/01/2025

Authorising Officer sign/initial TDale Date: 21/01/2025