

From: Jodie Wilkes <Jodie.Wilkes@westsussex.gov.uk>
Sent: 27 August 2026 16:26:51 UTC+01:00
To: "Nicola.Pettifer" <Nicola.Pettifer@horsham.gov.uk>; "Alice.Johnson" <Alice.Johnson@horsham.gov.uk>
Cc: "Alison Meeus" <alison.meeus@westsussex.gov.uk>
Subject: Discharge of conditions DISC/26/0235 and DISC/26/0234 - Birchfield Nursery, Kidders Lane



Good afternoon, Nicola/ Alice

I hope that you are both well.

Alison Meeus and I have had a lengthy conversation this morning regarding two current discharge of condition applications at the above site,

- **DISC/26/0235** - Application for Approval of Details Reserved by Condition 3 (landscaping), 4 (soft landscaping), 5 (Fire Hydrant) and 6 (Parking and Turning) to approved application **DC/26/0398 COU from nursery to mixed use garden centre** (*Alison Meeus*)
- **DISC/26/0234** - Application for Approval of Details Reserved by Condition 3 (Drainage), 7 (Car Parking) and 8 (Parking, Turning and Access) to approved application **DC/25/1828 for a coffee shop** (*dealt with by myself*).

It has been noted that the parking plans submitted, differ between both applications. The plans as submitted demonstrate disabled parking bays in differing locations and overall differing layout and quantities.

Within her response under **DC/26/0398** Alison had requested additional information relating to the parking provisions, both existing and proposed, including for the nursery and coffee shop. Furthermore, staff parking was also requested due to the potential for 47 additional jobs within the site. It does not appear that this information was provided at the time.

Although it is appreciated that the DCOND applications cover separate parts of the site, having a single definitive plan submitted for both would allow a more accurate and robust assessment to be made across all Class E and B8 uses and would prevent the approval of conflicting layouts.

There have been a number of recent applications within Birchfield Nursery/Jack Dunkleys and therefore it would be appropriate to have a definitive plan to clarify exactly what provision is proposed for the approved uses. We have attempted to conduct an in-house assessment of the parking demand within the site; however, it is not clear how much floor space is assigned to each approved use overall.

As a reminder to the applicant, the relevant WSCC standards for parking are as follows

- B8 Storage and Distribution = 1 space per 100sqm
- Class E-commercial = 1 space per 14sqm

- B2 General Industrial =1 Space per 40sqm
- F = Would be a site-specific assessment/justification

Please ensure that all existing and proposed uses across the site are accounted for within the parking assessment and parking layout plan.

I note that application DC/26/0048, which follows a Prior Notification approval and has been under consideration since January, proposes flexible commercial uses within Classes B2, B8, E and F. These uses are separate from the proposed coffee shop and mixed-use garden centre and are therefore likely to generate their own parking demand.

To enable a full assessment of parking provision across the site, please submit a site-wide parking plan showing all parking spaces associated with existing and proposed uses. It would be helpful if parking spaces were annotated, labelled, or colour-coded to clearly identify which spaces serve each use. This will assist in demonstrating that sufficient parking is available to accommodate the cumulative demand generated by all activities on the site.

If you have any questions, please feel free to contact myself or Alison for further information.

Kind regards

Jodie Wilkes

Please note that I work every other Friday –
This coming Friday I will be out of office.

Jodie Wilkes | Planning Technician | Information Management | Planning Services

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