

WEST SUSSEX COUNTY COUNCIL CONSULTATION

TO:	Horsham District Council FAO: Sam Nye
FROM:	WSCC – Highways Authority
DATE:	11 June 2026
LOCATION:	Gladstone House 19 Gladstone Road, Horsham, RH12 2NN
SUBJECT:	DC/26/0827 Prior Notification for change of use from offices to 2no, dwellinghouses.
DATE OF SITE VISIT:	n/a
RECOMMENDATION:	Advice

This application has been dealt with in accordance with the Development Control Scheme protocol for small scale proposals.

This proposal seeks prior approval for the change of use from offices to 2no. dwellinghouses. The site is located on Gladstone Road, an unclassified road subject to a speed restriction of 30 mph in this location.

Under the current General Permitted Development Order (GPDO), it is permitted development to change use from offices to residential subject first to prior approval being granted. As part of the prior approval process, there are a number of matters to be considered. This includes matters relating to highways and transport. However, the GDPO is quite clear as to what highways matter can be considered, namely whether the proposal is likely to result in a material increase or material change in the character of traffic in the vicinity of the site.

No traffic flow information has been provided with the current application; however, office uses tend to generate greater material movements than residential. Therefore, the LHA does not anticipate that material movements associated with the site will exceed that of the existing.

The site will retain two car parking spaces which are accessed via Nightingale Road. The WSCC Car Parking Demand Calculator indicates that a development of this size and location would require four car parking spaces. Therefore, any overspill vehicular parking would have to be accommodated on-street or within nearby paid-for provision.

There are comprehensive parking restrictions in place on the nearby roads that prohibit vehicles from parking in places that would be detrimental to highway safety. The LHA does not anticipate that the shortfall in parking would result in a highway safety concern or parking capacity issue in this location, but the LPA may wish to consider the potential amenity implications.

The site is situated in a sustainable location within walking/cycle distance of local services, amenities, and public transport links. Cycling is a viable option in the local area, and the LHA would request that secure cycle parking provision be implemented if there is space within the site to do so.

In summary, the prior approval is considered acceptable in highway terms.

Liz Corcoran
West Sussex County Council – Planning Services