



DELEGATED APPLICATIONS - ASSESSMENT SHEET

APPLICATION NO./ADDRESS:

DC/26/0076

High Bisham , Springfield Lane, Colgate, West Sussex, RH12 4TA

DESCRIPTION:

Conversion of garage into habitable living space with alterations to fenestration.

RELEVANT PLANNING HISTORY:

None relevant to this application.

RELEVANT PLANNING POLICIES

The National Planning Policy Framework (NPPF)

Horsham District Planning Framework (2015):

Policy 28 - Replacement Dwellings and House Extensions in the Countryside

Policy 32 - Strategic Policy: The Quality of New Development

Policy 33 - Development Principles

Policy 41 - Parking

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

Policy 19: Development Quality

Policy 20: Development Principles

Policy 25: Parking

Policy 45: Replacement Dwellings and House Extensions in the Countryside

Policy 46: Ancillary Accommodation

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:

High Weald: Standing Advice issued.

Parish Comments:

No objection in principle to this application. However, there is no detail on the internal floor plan regarding layout, so it is unclear what the proposal consists of. Request that if the application is approved that a condition be applied that the use only be in conjunction with the main house and not to be for commercial use.

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 applicant. These details were considered sufficient to allow the application to be properly considered and determined.

Principle

Policy 28 of the HDPF relates to house extensions and outbuildings in the countryside, stating that ancillary accommodation and garaging must demonstrate that the need for additional space cannot be met from an existing dwelling or buildings suitable of conversion on the site, with new outbuildings sited to have regard to the dwelling they serve and be grouped with the house. The policy also states that the use of ancillary accommodation as a separate dwelling will not be supported.

The existing building is sited in close proximity to the main dwelling, and the nature of the accommodation would remain clearly subservient in form and function. There is no evidence to suggest the proposal would lead to the formation of a self-contained dwelling on the site, with no subdivision of the curtilage indicated on the submitted plans. As ancillary accommodation the principle of the garage conversion is considered acceptable.

Character and Appearance

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.

The proposal seeks planning permission for the conversion of an existing detached garage into habitable living space with alterations to fenestration. The footprint of the existing structure would not be enlarged. The metal garage roller door would be replaced with a single door, the remaining opening would be bricked up and finished in softwood natural cladding in the same style as the existing structure. Additionally, a double glazed window would be installed on the left side elevation.

The nature of the external alterations would not adversely impact on the character or appearance of the existing building or wider surrounding 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.

The siting of the building, nature of the external alteration and intended use would be sufficient to prevent any unacceptable harm to neighbouring amenity, in accordance with the above policy.

Parking

Policy 41 of the HDPF states that development which involves the loss of existing parking spaces will

only be allowed if suitable alternative provision has been secured elsewhere, or the need for the development overrides the loss of parking and where necessary measures are in place to mitigate against the impact.

The loss of an internal garage would not lead to any displaced parking to surrounding streets, with sufficient space elsewhere on the site to meet the needs of the dwelling.

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.

Biodiversity Net Gain

In accordance with the Biodiversity Gain Requirements (Exemptions) Regulations 2024, all householder applications are current 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 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).

- 4 **Regulatory Condition:** The accommodation hereby permitted shall be occupied solely for purposes ancillary to the occupation and enjoyment of High Bisham, Springfield Lane, Colgate (as identified on the approved plans). The accommodation shall not be used as a separate unit of accommodation or for any commercial purposes.

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 28 and 33 of the Horsham District Planning Framework (2015).

Biodiversity Net Gain Condition

Based on the information submitted in the planning application documents, the Planning Authority considers that this permission is exempt from biodiversity net gain, and as such does not require approval of a biodiversity gain plan before development is begun.

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/26/0076

(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
Elevation plan	Existing and Proposed Rear Elevations	NONE	28.05.2026
Elevation plan	Existing and Proposed Elevation Plans.	NONE	26.05.2026
Block plan		NONE	17.02.2026
Location plan		NONE	19.02.2026
Design & Access Statement		DAS-01	19.01.2026
Supporting Statement	Planning	PS -01	19.01.2026
Supporting Statement		LDC-01	19.01.2026
Floor plan	Existing and Proposed	NONE	28.05.2026
Elevation plan	Existing	NONE	31.03.2026
Elevation plan	Proposed	NONE	31.03.2026

DELEGATED

Case Officer sign/initial Halima Chowdhury Date: 28.05.2026

Authorising Officer sign/initial Guy Everest Date: 01.06.2026