Horsham District Council

# DELEGATED APPLICATIONS - ASSESSMENT SHEET

APPLICATION NO./ADDRESS:
DC/26/1577
Marden, Littleworth Lane, Partridge Green, West Sussex, RH13 8JF

DESCRIPTION:
Conversion of existing detached outbuilding into annexe.

RELEVANT PLANNING HISTORY:

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|---|---|---|
| DC/25/1247 | Erection of a single storey side extension with pitched roof and installation of timber recladding. | Application Permitted on 24.09.2025 |

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

**West Grinstead Parish Neighbourhood Plan 2019-2031**
Policy 1 – Local Gap

**Horsham District Local Plan (2023-40) (Regulation 19)**:
Policy 19: Development Principles
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:
None received

Parish Comments:
**West Grinstead Parish Council**: WGPC's recommendation is that HDC should give permission for this application, however the councillors would like to note their support of the neighbour's comments about the hedge and light pollution from this annex.

Representations:
1 no. representation has been received making the following comments about the application: -
- Would like to see a hedge planted along the south boundary to replace the old post & rail fence to reduce any light pollution.
- Restrictions to any external lighting.

- The building has been a nesting site for swallows in the past, would it be possible to make provisions for them if they choose to come back?
- Apart from that have no problems, with the exception of, if ever the building was attempted to be accessed from our land by vehicles this would not be permitted.

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**

The Horsham District Local Plan key policies have now been found sound by the Secretary of State and a limited number of further main modifications have been identified following the October 2026 Local Plan Hearing. The emerging Local Plan is a significant material consideration and as it progresses through the Local Plan process to adoption it will gain more weight. Therefore, Policy 19 of the emerging Horsham District Local Plan is relevant which aims to maintain a high-quality and inclusive design for all development in the District will be required based on a clear understanding of the local, physical, economic, environmental and policy context.

Additionally, Policy 45 of the emerging Horsham District Local Plan is relevant which states that outside of the defined built-up areas, house extensions, replacement dwellings and outbuildings will be supported if the development can be accommodated appropriately within the curtilage of the existing dwelling

The current 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 current 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 1 of the West Grinstead Parish Neighbourhood Plan states that development proposals between the settlements of Partridge Green, Jolesfield and Littleworth and land centred around Jolesfield Common, as identified on the Policies Map, will not be supported unless it can be demonstrated that:

1. They do not result in an unacceptable reduction in the openness and break between settlements;

2. Where appropriate they contribute to the conservation and enhancement of the landscape character; and
3. They safeguard the residential amenities of neighbouring properties.

This application seeks planning permission for the conversion of an existing detached outbuilding into annexe. The outbuilding is located within close proximity to the main dwelling. The proposed conversion would not enlarge the footprint of the existing outbuilding and the majority of the existing fenestrations would remain in situ. The only external alterations resulting from the proposed conversion would be the front elevation door being replaced with a window and the installation of an additional small narrow window on the northern side elevation. However, internally the proposed converted annexe would comprise of a lounge / games room, shower room and 1 no. bedroom.

There are concerns that the level of internal alterations proposed would make the structure easily capable of independent self-contained accommodation and this form of use would be against the pattern of development within the immediate area. The proposal would only be considered acceptable on the basis that the annexe is used by members of the family connected to the main dwelling, as this would enable shared use of facilities such as amenity areas, parking and mitigate against over-intense use of the site. The scale of the living accommodation is relatively modest. The proposal is judged acceptable in terms of amenity impacts but subject to a condition the outbuilding be used for ancillary purposes to the main dwelling and should not be subdivided from the main property at any point in the future.

The proposal is considered to be of a design, form and scale which is appropriate to the character and appearance of the existing dwelling and 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 19 of the emerging Horsham District Local Plan is relevant which seeks to provide and retain a good standard of amenity for existing and future occupants of the proposed site

The current 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.

Subject to the proposal being used for purposes ancillary to the enjoyment of the dwelling then it is considered that the siting and layout of the proposal and the resulting relationship with adjoining properties would be sufficient to prevent any unacceptable harm to neighbouring amenity.

**Other matters**

The concerns raised by a neighbour regarding the request for a hedgerow to be planted along the southern boundary is duly noted. However, it is considered there is sufficient separation distance between the proposed development and the concerned neighbour that this would not warrant a need from a new hedgerow to be planted for amenity purposed.

Additionally, given the size of the proposal a biodiversity enhancement would not be required for a development of this scale

**Biodiversity Net Gain**

In accordance with the Biodiversity Gain Requirements (Exemptions) Regulations 2024 as amended, this application is exempted from the statutory requirement to demonstrate a 10% net gain in biodiversity as the development is below 0.2 hectares.

**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 application form and approved plans.

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).

4 **Regulatory Condition**: No external lighting or floodlighting shall be installed other than with the permission of the Local Planning Authority by way of formal application.

Reason: In the interests of the amenities of the locality and in accordance with Policy 33 of the Horsham District Planning Framework (2015).

5 **Regulatory Condition**: The annexe hereby permitted, as shown on the approved plans, shall not be occupied at any time other than for purposes ancillary to the residential use of the dwelling known as Marden, Littleworth Lane, Partridge Green, West Sussex, RH13 8JF.

Reason: To ensure that the accommodation remains ancillary to the main dwelling and is not used as a separate independent residential unit, which would be contrary to Policies 3, 26 and 28 of the Horsham District Planning Framework (2015).

6 **Regulatory Condition**: Notwithstanding the provisions of the Town and Country Planning (General Permitted Development) Order 2015, Article 3, Schedule 2, Part 2, Class A no gates, walls or enclosures shall be erected, constructed or altered within the site known as Marden, Littleworth Lane, Partridge Green, West Sussex, RH13 8JF (including the annexe) unless permission under the provisions of the Town and Country Planning Act 1990 has first been sought and obtained in writing from the Local Planning Authority.

Reason: In order that the annexe approved remains ancillary to the main dwelling and that the development accords 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.

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**Plans list for: DC/26/1577**

Schedule of plans/documents **approved**:

| Plan Type | Description | Drawing Number | Received Date |
|---|---|---|---|
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|---|---|---|---|
| Location & Site plan | Including existing floor plans and elevations | 2026/180 1 OF 2 | 04.11.2026 |
| Elevation & Floor plan | Proposed | 2026/180 2 OF 2 | 04.11.2026 |
| Supporting Docs | Application Form. | NONE | 04.11.2026 |

**DELEGATED**

Case Officer sign/initial Halima Chowdhury Date: 23.11.2026

Authorising Officer sign/initial RHERMITAGE Date: 24.11.2026