Horsham District Council

DELEGATED APPLICATIONS - ASSESSMENT SHEET

OFFICER CHECKLIST	
WEEK ONE (Date Valid)	**8th March 2025**
Check Neighbours	Y
Check Consultations (including newts) / Press List	Y
Check Description, Plans and Supporting Documents	Y
Print and Display Site Notice (if required)	N/A
WEEK TWO (+7)	**15th March 2025**
Visit Site or request site visit photos (in accordance with Site Visit Guidance Note)	Y
Draft HRA / AA if necessary. If the water statement is insufficient discuss with TL / PPO whether to discuss / accept amendments to the strategy.	N/A
Instruct Legal if s106 required (with prior TL / PPO agreement)	N/A
WEEK THREE (+14)	**22nd March 2025**
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).	Y
WEEK FOUR (+21)	**29th March 2025**
If no amendments required, contact agent / applicant with update on progress.	N/A
Confirm whether delegated or committee decision (re: parish and neighbour representations)	Y
WEEK FIVE (+28)	**5th April 2025**
14-day re-consultation letters to be sent on any amended plans	Y
Prepare draft report	Y
WEEK SIX (+35)	**12th April 2025**
Check 35-day Cllr call-in for Committee	Y
If decision based on original plans, report to be drafted and submitted for sign off	Y
WEEK SEVEN (+42)	**19th April 2025**
If decision based on amended plans, report to be drafted and submitted for sign off	Y
Reason for EOT	Y

APPLICATION NO./ADDRESS:

DC/25/0011
38 The Boulevard, Horsham, West Sussex, RH12 1EP

DESCRIPTION:

Erection of a single storey rear extension.

RELEVANT PLANNING HISTORY:

No relevant planning history

RELEVANT PLANNING POLICIES

The National Planning Policy Framework (NPPF)

Horsham District Planning Framework (2015):
Policy 31 - Green Infrastructure and Biodiversity
Policy 32 - Strategic Policy: The Quality of New Development
Policy 33 - Development Principles

Horsham Blueprint Business Neighbourhood Plan 2019-2036
Policy HB3- Character of Development
Policy HB4- Design of Development

Horsham District Local Plan (2023-40) (Regulation 19):
Policy 9: Water Neutrality
Policy 17: Green Infrastructure and Biodiversity
Policy 19: Development Quality
Policy 20: Development Principles

Horsham Town Design Statement

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:

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:

Horsham Denne Neighbourhood Council raised no objections to the initial proposal.

Objection has been raised for the amended proposal received by the Council on 22 April 2025 due to a raised height.

Representations:

Two letters of representation have been received from one address, objecting to this application for the following reasons:-

- Overshadowing and loss of light, the roof should be lowered and the proposed extension should be further set back from the site boundary
- Impacts to drainage
- Impacts to the foundations of the adjoining dwelling

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:

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.

Policies HB3 and HB4 of the HBBNP seeks to ensure that developments have high quality of design that respect the local character and integrate with surrounding built forms.

The proposal is for the erection of a single storey rear extension at the dwellinghouse on 38 The Boulevard, Horsham. The site is located within the Horsham built-up area boundary, and the proposed rear extension would be 3.6 metres wide and 3.3 metres deep.

The initial proposal included a fully flat-roofed, box-like extension which was considered out of place and not in keeping with the prevailing character of the host dwelling and the surrounding built environment. Amended plans have been submitted on 22 April 2025 with amendments to the roof design and height. With a dummy pitched roof, the maximum height of the proposed rear extension would now be approximately 3 metres, and the eaves would match the height of the existing single storey element at the rear elevation of the dwellinghouse.

It is noted that an objection has been raised by the Neighbourhood Council due to a slightly raised height in the amended proposals received on 22 April 2025. Despite a raised height, such amendment is considered to have less adverse impacts to the character of the dwellinghouse and the surrounding built environment, as the proposed eaves would now match the existing single-storey rear roof at the rear elevation of the dwellinghouse, and the dummy roof would be more sympathetic to the appearance of the existing dwellinghouse.

It is noted that as the application site is part of a recently built estate, this type of rear extension is among the first of its kind in the immediate surrounding built environment. The proposed development would sit in the centre of the existing rear elevation of the dwellinghouse. Despite a change from flat to a dummy pitched roof, due to its siting and layout, a box-like appearance would somewhat remain. However, taking into consideration its scale, the proposed extension would remain subservient to the host dwelling, and would not result in an unacceptable impact to the character and appearance of the dwellinghouse and the surrounding built form. External materials matching that of the host dwelling are proposed, and the dummy pitched roof would appear more in keeping with the character of the dwellinghouse than a fully flat roof.

On balance, the proposal is considered of a design, form and scale which would not result in adverse harm to the character and appearance of the existing dwelling and 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.

A letter of representation objecting to the initial proposal has been received, with concerns over loss of light and overshadowing. The application site fronts an open green space to the north, and a dwelling attached to the application dwelling to the south. A subsequent letter of representation from the same address has also been received after the submission of the amended proposal dated 22 April 2025, reiterating concerns over height.

While the proposal would result in an additional extension to the rear of the dwelling, it is considered that the proposal would be set sufficiently from the boundary and would project to an acceptable depth so that it would not result in a significant loss of light or overbearing impact on the amenity of the neighbouring properties.

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 193 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.

Flooding

Flood Zone 2 covers a small part of the northern boundary of the application site. The proposed extension would not be constructed within the Flood Zone, and it is considered that risks to flooding would not be increased as a result. The scale of the proposed extension is also not considered large, which would not result in unacceptable drainage or flood impacts to the adjoining dwelling.

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, approved plans and email correspondence dated 22 April 2025.

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).

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/25/0011
(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
Location & Block plan	Location Plan Block Plan	25205 Rev A	08.03.2025
Roof plan	Existing and Proposed Roof Plan	25204 Rev C	22.04.2025
Floor plan	Existing and Proposed Ground Floor Plan	25203 Rev C	22.04.2025
Elevation plan	Existing and Proposed Elevations 2/2	25202 Rev C	22.04.2025
Elevation plan	Existing and Proposed Elevations 1/2	25201 Rev C	22.04.2025

DELEGATED

Case Officer sign/initial Joshua Lee Date: 13.05.2025

Authorising Officer sign/initial Tamara Dale Date: 15.05.2025