Horsham District Council

DELEGATED APPLICATIONS - ASSESSMENT SHEET

OFFICER CHECKLIST	
WEEK ONE (Date Valid)	**20th March 2025**
Check Neighbours	03/04/2025
Check Consultations (including newts) / Press List	03/04/2025
Check Description, Plans and Supporting Documents	03/04/2025
Print and Display Site Notice (if required)	N/A
WEEK TWO (+7)	**27th March 2025**
Visit Site or request site visit photos (in accordance with Site Visit Guidance Note)	
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)	**3rd April 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).	**n/a**
WEEK FOUR (+21)	**10th April 2025**
If no amendments required, contact agent / applicant with update on progress.	
Confirm whether delegated or committee decision (re: parish and neighbour representations)	**Delegated**
WEEK FIVE (+28)	**17th April 2025**
14-day re-consultation letters to be sent on any amended plans	
Prepare draft report	
WEEK SIX (+35)	**24th April 2025**
Check 35-day Cllr call-in for Committee	N/A
If decision based on original plans, report to be drafted and submitted for sign off	
WEEK SEVEN (+42)	**1st May 2025**
If decision based on amended plans, report to be drafted and submitted for sign off	
Reason for EOT	N/A

APPLICATION NO./ADDRESS:

DC/25/0438
25 Kempshott Road, Horsham, West Sussex, RH12 2EX

DESCRIPTION:

Demolition of existing conservatory and erection of a two storey side extension and a part single/part two storey rear extension.

RELEVANT PLANNING HISTORY:

DC/24/1275	Demolition of existing conservatory and store, erection of a two storey side extension and a part single/part two storey	Application Permitted on 16.10.2024

rear extension.

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 Forum is a designated body of the Unparished Area of Horsham Town. The Forum comprises of representatives from Denne Neighbourhood Council, Forest Neighbourhood Council and Trafalgar Neighbourhood Council. The Horsham Blueprint Business Neighbourhood Forum's Neighbourhood Plan area has been designated.

Relevant policies:
Policy HB3: Character of Development
Policy HB4: Design of Development

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

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:

None received.

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. A site visit was carried out to assess the potential impact of the rear extension on the neighbouring property. These details were considered sufficient to allow the application to be properly considered and determined.

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.

Policy HB3 of the Horsham Blueprint Business Neighbourhood Plan states that development is expected to preserve and enhance the Character Area in which it is located. The design of new development should take account of local context and reflect the character and vernacular of the area, using architectural variety in form and materials, in order to avoid building design that is inappropriate to the Plan area. Policy HB4 continues that development is expected to demonstrate a high quality of design, which responds and integrate well with its surroundings.

25 Kempshott Road is a semi-detached dwelling in the built-up boundary of Horsham. The proposal would remove the existing conservatory, small rear bathroom, and side lean-to and erect replacement two storey side and part two storey rear extensions, with internal alterations.

The rear extension would extend in line with the existing side elevations, with the first floor element set back from the eastern boundary. The proposal would incorporate a dual pitched roof over the two storey element, with a mono-pitched roof to the single storey extension. The proposal is considered to reflect the built characteristics and features of the host dwelling, and would sit as a subservient addition within the context of the host dwelling.

The proposed side extension would sit behind the front projection of the dwelling and would incorporate a pitched roof set down from the main ridgeline. The proposal would include materials and detailing to match the existing dwelling, and is considered to reflect the built character and features of the host dwelling. The proposed addition would sit comfortably within the street scene and would not be considered to result in harm to the visual amenities of the street scene.

In totality, the proposal would be a clearly subservient addition and is considered to be of a design, form and scale which is appropriate to the character and appearance of the existing dwelling, and which would not harm the character or appearance of 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.

The proposed two storey side extension would include a glazed window on the first floor serving a bathroom, with the ground floor window serving a pantry which would also be glazed. This would limit overlooking and loss of privacy to the nearby residential properties.

The proposed part two storey part single storey rear extension has been designed to address potential conflict with the adjoining residential property, with the first floor element set back from the boundary to limit harm to the upper floor window.

For these reasons, it is considered that the siting and layout of the proposed extensions and the resulting relationship with adjoining properties would be sufficient to prevent any unacceptable harm to neighbouring amenity.

Parking

The proposed side extension is slightly set back from the principal elevation, where the existing lean-to currently ends, and would provide parking for 1 car on the drive. It is not anticipated that the proposal would result in adverse harm to the function and safety of the public highway.

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 **Pre-Occupation Condition**: No part of the development hereby permitted shall be occupied until the window(s) on the west elevation as shown on plan reference PL/623/02B have been fitted with obscured glazing. No part of those windows that are less than 1.7 metres above the floor of the room in which it is installed shall be capable of being opened. Once installed the obscured glazing and non-openable parts of those windows shall be retained permanently thereafter.

Reason: To protect the privacy of adjacent occupiers in accordance with Policy 33 of the Horsham District Planning Framework (2015).

4 **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).

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/25/0438
(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
Block plan	Block Plans	PL/623/07B	20.03.2025
Elevation plan	Existing Elevations	PL/623/01	20.03.2025
Floor plan	Existing Floor Plans	PL/623/03	20.03.2025
Elevation plan	Proposed Elevations	PL/623/02B	20.03.2025
Floor plan	Proposed Floor Plans	PL/623/04B	20.03.2025
Location plan		PL/623/06	20.03.2025

DELEGATED

Case Officer sign/initial Meg Bayliss Date: 08/05/2025

Authorising Officer sign/initial Tamara Dale Date: 14.05.2025