



Planning and Design & Access Statement

**PROPOSAL:
CONVERSION AND ROOF
ADAPTION OF OUTBUILDING
TO ONE-BED ANNEXE
(RETROSPECTIVE)**

**SITE:
OWL BEECH GRANARY
HOME FARM
HORSHAM
W SUSSEX RH13 6PH**

**APPLICANT:
MR J CHARLESWORTH**

The Proposal

Retrospective consent is sought for the conversion of an outbuilding within the curtilage of Owl Beech Granary to a one-bed self-contained annexe.

The subject building has a small rectangular footprint and, as originally constructed, comprised a brick building with gabled roof. A first floor was contained within the roof space.

Reproduced below in **Figure 1** are the elevations of the building prior to conversion.



Figure 1 – Elevations of original outbuilding

Originally, the building was constructed as a bakehouse used in association with the adjoining granary. It has now, for many years, been used for purposes ancillary to the dwelling within whose garden it sits.

Starting in May 2020 the building was extended and converted to form a self-contained annexe. The building was reroofed and a roof overhang created on the east side elevation. A gable pitch was retained and slate tiles from the original building were salvaged. The gable ends are weather boarded, and an external timber balcony structure was constructed on the south elevation. New fenestration was constructed in the gable ends and two roof lights added to the east roof slope. The conversion work was completed in May 2022.

Internally, the ground floor area of 30m² comprised a small shower room and kitchenette with communal living space. An internal staircase gives access to a first floor bedroom which enjoys balcony access off one end.

Reproduced below in **Figure 2** are the elevations of the building as converted and extended.



Figure 2 – Elevations of the building as converted and extended

Location Of Site

Owl Beech Granary is a traditional agricultural building that was converted to residential use a little over 30 years ago. It was formerly part of the Home Farm complex, a holding located just to the east of the settlement of Horsham.

It is approached via a private track running north off Hammerpond Road.

It lies in a rural position on the edge of the High Weald Area of Outstanding Beauty. This Area is characterised by small fields of pasture interspersed amongst larger blocks of woodland.

Owl Beech Granary sits within a comfortable domestic curtilage which lies principally to the south and west of the dwelling. Its south and west boundaries are formed by tree and hedge screening. Beyond these boundaries, further to the south and west, lie fields. To the north of the property, is a significant block of woodland.

Below in **Figure 3** is an aerial photograph of the site which places it in its context.



Figure 3 – Aerial photograph placing the application site in its context

The block plan produced overleaf in **Figure 4** shows the position of the subject building in relation to the host dwelling. It further identifies, outlined in red, the extent of the lawful domestic curtilage of Owl Beech Granary. This curtilage was confirmed as lawful under application ref. DC/25/1084.

Reference to **Figure 4** demonstrates that the application building is located squarely within the residential curtilage of the host dwelling. It is surrounded by garden and has no separate access or curtilage of its own. It therefore has an intimate relationship with the host dwelling.



Figure 4 – Block plan showing the relationship between the subject building and the host dwelling

Relevant Development Plan Policy

The adopted Local Plan comprises the Horsham District Planning Framework 2015.

Relevant policies comprise the following:

Policy 26 – Countryside Protection

Policy 28 – Replacement Dwellings and House Extensions in the Countryside

Policy 30 – Protected Landscapes

Policy 33 – Development Principles

These are reproduced in full overleaf.

Policy 26

Strategic Policy: Countryside Protection

Outside built-up area boundaries, the rural character and undeveloped nature of the countryside will be protected against inappropriate development. Any proposal must be essential to its countryside location, and in addition meet one of the following criteria:

- 1. Support the needs of agriculture or forestry;**
- 2. Enable the extraction of minerals or the disposal of waste;**
- 3. Provide for quiet informal recreational use; or**
- 4. Enable the sustainable development of rural areas.**

In addition, proposals must be of a scale appropriate to its countryside character and location. Development will be considered acceptable where it does not lead, either individually or cumulatively, to a significant increase in the overall level of activity in the countryside, and protects, and/or conserves, and/or enhances, the key features and characteristics of the landscape character area in which it is located, including;

- 1. The development pattern of the area, its historical and ecological qualities, tranquillity and sensitivity to change;**
- 2. The pattern of woodlands, fields, hedgerows, trees, waterbodies and other features; and**
- 3. The landform of the area.**

Policy 28

Replacement Dwellings and House Extensions in the Countryside

Outside the defined built-up areas, house extensions, replacement dwellings and ancillary accommodation will be supported if the development can be accommodated appropriately within the curtilage of the existing dwelling. In addition:

1. Replacement dwellings will only be supported on a one for one basis and if it can be demonstrated that the property is not derelict.
2. Replacement dwellings should not be disproportionate to the size of the existing dwelling whilst extensions should also, and in addition, be in keeping with the scale and character of the existing dwelling. The cumulative impact of existing extensions will be taken into account.
3. Ancillary accommodation and garaging will be required to meet with all other appropriate policies, particularly design principles, and demonstrate that the need for additional space cannot be met from an existing dwelling or buildings suitable of conversion on the site. The size of any new outbuilding should have regard to the dwelling they serve and should be grouped with the house. The use of ancillary accommodation as a separate dwelling will not be supported, and
4. Garages and any new outbuildings should have regard to the dwelling they serve and should be grouped with the house. The use of ancillary accommodation as a separate dwelling will not be supported.
5. Subsequent extensions to converted agricultural buildings which detract from the original form and character will be resisted.

Policy 30

Protected Landscapes

- 1. The natural beauty and public enjoyment of the High Weald AONB and the adjoining South Downs National Park will be conserved and enhanced and opportunities for the understanding and enjoyment of their special qualities will be promoted. Development proposals will be supported in or close to protected landscapes where it can be demonstrated that there will be no adverse impacts to the natural beauty and public enjoyment of these landscapes as well as any relevant cross boundary linkages.**
- 2. Proposals should have regard to any management plans for these areas and must demonstrate:**
 - a. How the key landscape features or components of natural beauty will be conserved and enhanced. This includes maintaining local distinctiveness, sense of place and setting of the protected landscapes, and if necessary providing mitigation or compensation measures.**
 - b. How the public enjoyment of these landscapes will be retained.**
 - c. How the proposal supports the economy of the protected landscape and will contribute to the social wellbeing of the population who live and work in these areas.**
- 3. In the case of major development proposals in or adjoining protected areas, applicants will also be required to demonstrate why the proposal is in the public interest and what alternatives to the scheme have been considered.**

Policy 33

Development Principles

In order to conserve and enhance the natural and built environment developments shall be required to:

1. Make efficient use of land, and prioritise the use of previously developed land and buildings whilst respecting any constraints that exist;
2. Ensure that it is designed to avoid unacceptable harm to the amenity of occupiers/users of nearby property and land, for example through overlooking or noise, whilst having regard to the sensitivities of surrounding development;
3. Ensure that the scale, massing and appearance of the development is of a high standard of design and layout and where relevant 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;
4. Are locally distinctive in character, respect the character of the surrounding area (including its overall setting, townscape features, views and green corridors) and, where available and applicable, take account of the recommendations/policies of the relevant Design Statements and Character Assessments;
5. Use high standards of building materials, finishes and landscaping; and includes the provision of street furniture and public art where appropriate;
6. Presume in favour of the retention of existing important landscape and natural features, for example trees, hedges, banks and watercourses. Development must relate sympathetically to the local landscape and justify and mitigate against any losses that may occur through the development; and,
7. Ensure buildings and spaces are orientated to gain maximum benefit from sunlight and passive solar energy, unless this conflicts with the character of the surrounding townscape, landscape or topography where it is of good quality.

Proposals will also need to take the following into account where relevant:

8. Incorporate where appropriate convenient, safe and visually attractive areas for the parking of vehicles and cycles, and the storage of bins/recycling facilities without dominating the development or its surroundings;
9. Incorporate measures to reduce any actual or perceived opportunities for crime or antisocial behaviour on the site and in the surrounding area; and create visually attractive frontages where adjoining streets and public spaces, including appropriate windows and doors to assist in the informal surveillance of public areas by occupants of the site;
10. Contribute to the removal of physical barriers; and,
11. Make a clear distinction between the public and private spaces within the site.

Evaluation

Up until November 2025 the application building had periodically been used as holiday let accommodation. However, since that time, it has exclusively been used as annexe accommodation to the main house. It is the annexe use for which planning consent is here sought.

The following factors support an annexe use:

1. This is predominantly a conversion of a small historic outbuilding located within the lawful domestic curtilage of Owl Beech Granary. The modest ancillary scale of the building, and its intimate relationship with the main house, make it appropriate for use as annexe accommodation.

Policy 28 of the HDPF 2015 specifically encourages the provision of annexe accommodation through the conversion of a suitable existing building on the site. Further, it requires that the size of any outbuilding should have regard to the dwelling they serve. That is to say, it should have a subsidiary scale.

This proposal meets this Policy requirement.

2. A Condition restricting use to ancillary annexe accommodation can be applied in the full knowledge that independent occupation would be difficult in the future. This is because the building sits in the middle of the established garden curtilage and has no separate access or separate amenity space.

The scale, traditional design and siting of the original building made it a wholly appropriate structure for conversion to annexe use.

3. In design terms, the scheme fully accords with Policy 33 of the HDPF 2015. The Policy prioritises the re-use of existing buildings. It seeks to ensure the scale, massing and appearance is of a high standard of design and layout.

Here, the conversion scheme is believed to have been sensitively handled. The new roof repeats the original gabled form and has not substantially altered the scale of the building. Original roofing materials have been re-used and the use of weather boarding to the gable ends emphasises the rural vernacular form of the annexe.

As converted, it remains a modestly scaled, traditional, rural building which sufficiently retains the character of the original. It continues to have a limited floor area and provides for a small one-bedroomed unit of accommodation, a size which fulfils its annexe function.

Other points in Policy 33 met by this proposal include use of high quality and appropriate building materials and retention of the distinctive character of the original building.

4. In landscape terms, the development has no harmful impact on the character and appearance of the surrounding landscape, this forming part of the High Weald AONB.

The building does not sit in an open countryside setting but is firmly sited within the domestic curtilage to Owl Beech Granary.

The conversion scheme has not excessively increased the massing and bulk of the building. It is therefore not seen as a more prominent structure within the surrounding landscape. It remains an unobtrusive feature, well screened from view outside of the site by established boundary planting on the south and west boundaries and by woodland to the north.

The remit of Policy 30 of HDPF 2015 is consequently met by this proposal. It conserves the natural beauty of the AONB.

5. The development does not harm amenities of any neighbouring property. It is not located close to any neighbouring house or building and does not overlook or overshadow any neighbour.

There is no overlooking arising from the small balcony on the south gable end. This only looks out onto the garden of the host property and does not overlook any adjoining neighbouring residential property.

Consequently, that section of Policy 33 concerning protection of the amenity of neighbouring properties is met.

6. Use as annexe accommodation would not imply any substantive increase in use of the private access drive leading to the site. There is not considered to be therefore any highway objection to the proposal, given the modest levels of traffic implied by an annexe use.
7. Given that this is a retrospective application, the application does not engage the Biodiversity Net Gain regulations.

In any event, less than 25m² of hard surfacing was created as a result of the conversion, meaning that the proposal would have been de minimis anyway.

Conclusions

This is a policy-compliant proposal that fully meets the relevant Policies in the HDPF 2015 highlighted in this Statement.

It involves the conversion and adaption of a small traditional building located within the domestic curtilage of Owl Beech Granary to a one-bed annexe.

This is a wholly appropriate use of a building of this form, located in this position.

In design terms, the scheme has been sensitively handled. Whilst a new roof has been constructed, it has the same form and materials as the original.

A good quality, modest building designed in the rural vernacular has resulted.

Amenities of neighbouring properties would not be harmed by this proposal. No overlooking or overshadowing arises.

Additional traffic levels implied by an annexe use are limited. No nuisance to neighbouring properties through use of the private access road would arise from an annexe use.