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26 March 2026

Planning Department
Horsham District Council
Albery House
Springfield Road
Horsham
RH12 2GB

Dear Sir / Madam,

Planning (Listed Buildings and Conservation Areas) Act 1990
Applications for Retrospective Hr Planning and Listed Building Consent
Orange Tree Cottage, Rectory Lane, Pulborough RH20 2AD
Planning Portal Ref: PP-14807247

Pegasus Group has been instructed by the Domenic Carratu ('the Applicant') to submit a retrospective application for Householder Planning Permission and Listed Building Consent for the following proposals at Orange Tree Cottage, Rectory Lane, Pulborough RH20 2AD:

"Remedial structural works to the roof of the single-storey extension"

Accordingly, the following documentation has been submitted via the Planning Portal (ref. PP-14807247):

1. Planning Application Form, including Ownership Certificates;
2. CIL Form 1;
3. Architectural drawings, prepared by DWG Plans Sussex Ltd:
 - a. Site Location Plan;
 - b. Block Plan;
 - c. DWGPS00046-1 Cover Page (Rev -);
 - d. DWGPS00046-2 Existing Elevations (Rev -);
 - e. DWGPS00046-3 Proposed Elevations (Rev -);
 - f. DWGPS00046-4 Roof Plans (Rev -);
 - g. DWGPS00046-5 Roof Section (Rev -);
4. Planning Assessment (included within this letter);
5. Design and Access Statement (included within this letter); and
6. Built Heritage Statement (dated 24/03/2026), prepared by Pegasus Group.

The requisite application fee [REDACTED] will be submitted to the Council under separate cover.

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Site Description

The site comprises Orange Tree Cottage, a two-storey dwelling with single-storey additions, and its associated residential curtilage within the village of Pulborough.

The site backs directly onto Rectory Lane to the north. To its east is a residential property, to the south, a steep garden, and to the west a steep lane called Monkey Hill.

Orange Tree Cottage is a Grade II Listed Building located within the Pulborough Conservation Area. There are several Listed Buildings within the immediate surrounds of the Site.

The Local Plan Policies Map (2015) identifies the site as being located within the Built Up Area Boundary of Pulborough and a Bat Sustenance Zone under

According to the Environment Agency's Flood Map, the site lies wholly within Flood Zone 1 which indicates a 'low' probability of flooding and the site is not at risk of surface water flooding.

Proposed Development

Planning and Listed Building Consent is sought to regularise re-roofing works already undertaken to the single-storey, north-westerly extension to Orange Tree Cottage. The full schedule of works is as follows:

- Stripping existing clay and concrete tiles from roof;
- Replacement of rotten timber rafters and battens;
- Installation of insulation; and
- Laying of natural slates.

Planning History

A review of the online planning records held by Horsham District Council has revealed no relevant planning applications relating to Orange Tree Cottage.

Planning Policy

Section 38(6) of the Planning and Compulsory Purchase Act 2004 (as amended) requires planning applications to be determined in accordance with the Development Plan unless material considerations indicate otherwise. The Development Plan for Horsham District Council comprises Horsham District Planning Framework (adopted 2015). Other material considerations that are relevant to the application proposals include the National Planning Policy Framework (NPPF) (December 2024).

Horsham District Council formally submitted The Horsham District Local Plan 2023 – 2040 to the Planning Inspectorate for independent examination on 26th July 2024. As preparation of the

emerging Local Plan is at an advanced stage, its policies have been considered relevant to the determination of this application.

Sections 66(1) & 72(1) of the Planning (Listed Buildings and Conservation Areas) Act 1990 states special regard shall be had to the desirability of preserving the setting of any features of special architectural or historic interest of Listed Buildings as well as preserving or enhancing the character or appearance of a Conservation Area for applications for planning permission.

The key policies relevant to this application are outlined below.

Horsham District Planning Framework up to 2031 (adopted November 2015)

- Policy 25 – Strategic Policy: The Natural Environment and Landscape Character
- Policy 31 – Green Infrastructure and Biodiversity
- Policy 32 – Strategic Policy: The Quality of New Development
- Policy 33 – Development Principles
- Policy 34 – Cultural and Heritage Assets

Emerging Horsham District Local Plan 2023–2040

- Policy 17 – Green Infrastructure and Biodiversity
- Policy 19 – Development Quality
- Policy 20 – Development Principles
- Policy 21 – Heritage Assets and Managing Change within the Historic Environment

Planning Assessment

Policies 32 and 33 of the Horsham District Planning Framework (HDPF) (2015) and Policies 19 and 20 of the emerging Horsham District Local Plan (EHDLP) 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 proposed structural works to the roof would be a very modest change which has been designed to be in keeping with the main dwelling. No changes are proposed to the roof height or dimensions, ensuring the single storey extension will remain subordinate to the main dwelling. The proposed traditional slate and timber materials would suit the pitch of the roof and the character and appearance of the existing dwelling. Overall, the various alterations would respect the character of the host building.

For the above reasons, the proposal is considered to be of a design, form and scale which is appropriate to the character and appearance of the existing dwelling. The development 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.

It is also considered that proposed alterations to the roof would not result in any unacceptable harm to neighbouring amenity, by virtue of the use of traditional materials and retention of the existing roof dimensions.

The nature and scale of the proposed development would not 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.

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. The proposals will also have no impact on any hedgerows and so will have no impact on bat sustenance. As such, the proposal accords with Policy 31 of the adopted HDPF and Policy 17 of the emerging HDCP.

Heritage

A separate Built Heritage Statement is submitted with this application, which provides a full assessment of the acceptability of the scheme in relation to the impact on the relevant heritage assets (namely the Grade II Listed building). The Statement concludes that the works conserve the significance of the Grade II Listed Building, and the special character and appearance, and thus significance, of the Pulborough (Lower Street) Conservation Area in accordance with Sections 16(2), 66(1) and 72(1) of the Planning (Listed Buildings and Conservation Areas) Act 1990, Local Plan Policy 34 and Chapter 16 of the NPPF.

Design and Access Statement

Design

The proposals are for the reconstruction of the existing roof of the single-storey lean-to extension. The proposals have retained the same roof pitch and changed the material to slate to allow for better water flow. Further details of the proposals are provided within the submitted drawings and Heritage Statement.

Access

The access to the Site will not change.

Conclusion

The proposed development seeks remedial structural works to the roof of the single-storey extension which will wholly comply with local and national policy.



The proposed roof and remedial works have been carefully designed to be of a high-quality appearance which will respect the character and appearance of the host building and the surrounding area, taking into consideration the historical significance of the Grade II Listed Building. There will be no adverse impact on amenity by reason of the careful scale, siting, use and detailed design of the works.

I trust that the above and enclosed is sufficient for the registration of this application. If you require any further information, please do not hesitate to contact me or my colleague Fiona Campbell (Fiona.Campbell@pegasusgroup.co.uk).

Yours faithfully,

Pegasus Group

Claire Gayle

Director - Heritage

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