Horsham District Council

DELEGATED APPLICATIONS - ASSESSMENT SHEET

OFFICER CHECKLIST	
WEEK ONE (Date Valid)	**8th September 2025**
Check Neighbours	☐
Check Consultations (including newts) / Press List	☐
Check Description, Plans and Supporting Documents	☐
Print and Display Site Notice (if required)	☐
WEEK TWO (+7)	**15th September 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.	☐
Instruct Legal if s106 required (with prior TL / PPO agreement)	☐
WEEK THREE (+14)	**22nd September 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).	☐
WEEK FOUR (+21)	**29th September 2025**
If no amendments required, contact agent / applicant with update on progress.	☐
Confirm whether delegated or committee decision (re: parish and neighbour representations)	☐
WEEK FIVE (+28)	**6th October 2025**
14-day re-consultation letters to be sent on any amended plans	☐
Prepare draft report	☐
WEEK SIX (+35)	**13th October 2025**
Check 35-day Cllr call-in for Committee	☐
If decision based on original plans, report to be drafted and submitted for sign off	☐
WEEK SEVEN (+42)	**20th October 2025**
If decision based on amended plans, report to be drafted and submitted for sign off	☐
Reason for EOT	☐

APPLICATION NO./ADDRESS:

DC/25/1182
West Winds , Brighton Road, Woodmancote, West Sussex, BN5 9ST

DESCRIPTION:

Erection of two storey extensions and remodelling of existing detached dwelling.

RELEVANT PLANNING HISTORY:

DC/19/0476 Erection of a two storey rear and side extension Application Permitted on 07.06.2019

DISC/19/0326	Approval of details reserved by conditions 3, 4 and 7 on DC/16/2279	Application 31.12.2019	Permitted on
DC/16/2279	Demolition of existing dwelling and erection of new dwelling	Application 30.01.2017	Permitted on
DC/16/0494	Erection of a two storey rear and side extension	Application 28.04.2016	Permitted on
DC/13/0694	Proposed two storey rear and side extension to existing dwelling	Application 11.06.2013	Permitted on

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 31 - Green Infrastructure and Biodiversity
Policy 32 - Strategic Policy: The Quality of New Development
Policy 33 - Development Principles
Policy 34 - Cultural and Heritage Assets
Policy 40 - Sustainable Transport
Policy 41 - Parking

Woodmancote Parish Neighbourhood Plan (WPNP) 2016 - 2031:
Policy 3 – Design

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
Policy 21: Heritage Assets and Managing Change within the Historic Environment
Policy 24: Sustainable Transport
Policy 25: Parking
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:

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:

2 representations have been received supporting the application

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:

This application is for the erection of two storey extensions and remodelling of existing detached dwelling at West Winds, Brighton Road, Woodmancote. West Winds is a mock-Edwardian style property set on generous grounds. The property is well screened from the A281 (Brighton Road) by vegetation with two gates that lead to a driveway/turning area. Though the property does have several neighbouring properties, the area is outside the built up area and is therefore considered to be within the countryside in policy contexts.

The site has a fair planning history which is detailed above. These applications saw permission for large extensions to the original dwelling and applications to demolish the existing and create a replacement dwelling. The planning statement details that this submission “focus[es] on utilising the existing structure and creating a design that fulfils the brief and utilised the existing space more efficiently” as costs rendered the previous application unviable due to COVID-19 and circumstances arising from this.

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

Policy 28 of the HDPF relates to house extensions and outbuildings in the countryside, stating that extensions should not be disproportionate to the size of the existing dwelling, and should be in keeping with the scale and character of the existing dwelling. The policy also states that the cumulative impact of existing extensions will be taken into account.

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 3 of the WPNP also concerns the design language of the building. This policy aims to ensure the scale and appearance of developments are in-keeping to the surrounding buildings, plot sizes and aesthetic of the area.

The proposal sees a large remodelling of the dwelling, changing its appearance from mock-Edwardian to a decisively contemporary dwelling. The dwelling will feature materials including horizontal timber cladding to both ground first floor elevations, stone to the ground and render to the first floor elevations. The dwelling features full height and gable end windows to the rear elevation with flat roof ground floor elements to complement the contemporary aesthetic. The dwelling remodelling also allows a reconfiguration to *neaten* its layout to a more conventional shape (barring the outward projecting W/C on the side elevation) with a 'squarer' shape. The remodelling facilitates an increase in footprint and stature of the dwelling, being enlarged considerably from its original footprint. The increase in stature is considered achievable with the plot size being able to accommodate this, as well as being well separated from neighbouring properties. Therefore, whilst the resulting dwelling would differ in design and character from the existing dwelling, it is considered to result in an acceptable quality of design.

Though the design would be a departure from the existing character of the dwelling and would be polarising when compared next to the annexe which sit to the east of the dwelling, it is not considered that such contrast would result in significant material visual harm to justify a reason for refusal.

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 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 proposal does decrease the gap between the main dwelling to the annexe quite considerably from a 3m gap to 0.8m gap at its closest. Given that the building is an annexe to the main dwelling, it is not considered the decrease in gap would result in a significant adverse amenity impact given that the annexe is with the curtilage of the existing main dwelling. In addition, due to the locational context of the main dwelling, there would be considered a limited impact on the wider neighbouring amenity.

It is considered that the siting and layout of the proposed extension and the resulting relationship with adjoining properties would be sufficient to prevent any unacceptable harm to neighbouring amenity.

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 **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).

NOTE TO APPLICANT
Biodiversity Net Gain Condition

Paragraph 13 of Schedule 7A to the Town and Country Planning Act 1990 states that planning permission is deemed to have been granted subject to the "biodiversity gain condition" which means development granted by this notice must not begin unless:

(a) a Biodiversity Gain Plan has been submitted to the planning authority, and
(b) the planning authority has approved the plan.

Under Regulations 4, 5, 7 & 8 of the Biodiversity Gain Requirements (Exemptions) Regulations 2024 the statutory biodiversity gain condition required by Schedule 7A to the Town and Country Planning Act 1990 (as amended) does not apply in relation to planning permission for development which:

1. does not impact an onsite priority habitat (a habitat specified in a list published under section 41 of the Natural Environment and Rural Communities Act 2006); and
impacts less than 25 square metres of onsite habitat that has biodiversity value greater than zero and less than 5 metres in length of onsite linear habitat (a hedgerow habitat or watercourse habitat identified for the purposes of the biodiversity metric);

2. is the subject of a householder application within the meaning of article 2(1) of the Town and Country Planning (Development Management Procedure) (England) Order 2015;

3. is undertaken solely or mainly for the purpose of fulfilling, in whole or in part, the biodiversity gain planning condition which applies in relation to another development (In determining whether a development is undertaken solely or mainly for this purpose, no account is to be taken of any facility for the public to access or to use the site for educational or recreational purposes, if that access or use is permitted without the payment of a fee);

4. consists of no more than 9 dwellings, is carried out on a site which has an area no larger than 0.5 hectares, and consists exclusively of dwellings which are self-build or custom housebuilding ("Self-build or custom housebuilding" has the same meaning as in section 1(A1) of the Self-build and Custom Housebuilding Act 2015 (as amended)).

In addition, the Biodiversity Gain Plan Condition does not apply to applications for major development made before 12 February 2024, or non-major development made before 2 April 2024.

Based on the information submitted in the planning application documents, the Planning Authority considers that this permission is exempt from biodiversity net gain, and as such does not require approval of a biodiversity gain plan before development is begun.

Statutory exemptions and transitional arrangements
There are statutory exemptions and transitional arrangements which mean that the biodiversity gain condition does not always apply. These can be found at Paragraph: 003 Reference ID: 74-003-20240214 of the Planning Practice Guidance, which can be found at https://www.gov.uk/guidance/biodiversity-net-gain.

Irreplaceable habitat
If the onsite habitat includes irreplaceable habitat (within the meaning of the Biodiversity Gain Requirements (Irreplaceable Habitat) Regulations 2024) there are additional requirements for the content and approval of Biodiversity Gain Plans.

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/25/1182
(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
Elevation plan	Proposed Drawings - Elevations	Douglas.25.PL.EL02	12.11.2025
Elevation plan	Proposed Drawings - Elevations	Douglas.25.PL.EL01	18.07.2025
Floor plan	Proposed Drawings - GA Floor Plans	Douglas.25.PL.GA02	12.11.2025
Floor plan	Proposed Drawings - GA Floor Plans	Douglas.25.PL.GA01	12.11.2025
Elevation plan	Proposed Drawings - Elevations	Douglas.25.PL.EL01	12.11.2025
Location plan	Survey Drawings - Location Plan	Souglas.25.LP.01	18.07.2025
Site plan	Survey Drawings - Typographical Site Plan	Douglas.25.SV.TS01	18.07.2025
Elevation plan	Survey Drawings - Existing Plans & Elevations	Douglas.25.SV.GA02	12.11.2025
Floor plan	Survey Drawings - GA Existing Floor Plans	Douglas.25.SV.GA01	12.11.2025
Site plan	Proposed Drawings - Site Plan	Douglas.25.PL.SP01	18.07.2025

DELEGATED

Case Officer sign/initial JBurrowes Date: 12/11/2025

Authorising Officer sign/initial TDale Date: 20/11/2025