



DELEGATED APPLICATIONS - ASSESSMENT SHEET

OFFICER CHECKLIST	
WEEK ONE (Date Valid)	10th February 2026
Check Neighbours	☒
Check Consultations (including newts) / Press List	☒
Check Description, Plans and Supporting Documents	☒
Print and Display Site Notice (if required)	-
WEEK TWO (+7)	17th February 2026
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)	24th February 2026
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)	3rd March 2026
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)	10th March 2026
14-day re-consultation letters to be sent on any amended plans	-
Prepare draft report	☒
WEEK SIX (+35)	17th March 2026
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)	24th March 2026
If decision based on amended plans, report to be drafted and submitted for sign off	-
Reason for EOT	-

APPLICATION NO./ADDRESS:

DC/25/1995

3 Reeves Court , Littlehaven Lane, Horsham, West Sussex, RH12 4FH

DESCRIPTION:

Retrospective replacement of a shed to the rear of the property.

RELEVANT PLANNING HISTORY:

None

RELEVANT PLANNING POLICIES

The National Planning Policy Framework (NPPF)

Horsham District Planning Framework (2015):

Policy 32 - Strategic Policy: The Quality of New Development

Policy 33 - Development Principles

North Horsham neighbourhood planning

Voluntary withdrawal of designation: North Horsham Parish Council voluntarily withdrew their parish from the Neighbourhood Development Plan process on 30 July 2018.

Horsham District Local Plan (2023-40) (Regulation 19):

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:

Parish Comments:

No objection, provided that the only use is for storage and no commercial business is run from there.

Representations:

X1 representations have been received, objecting the application for the following reasons: -

- Possibility of the structure being used for commercial-type activities, generating frequent noise from power tools. Disturbance often occurred on weekends and late into the evening, affecting garden use and privacy.

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, available images and photographs supplied by the agent. A site visit was carried out following an objection to the application.

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.

The application site is located within a modern residential development accessed from Littlehaven Lane. Properties in Reeves Court benefit from enclosed rear garden spaces which are not visible from the public realm. The shed is situated within the private rear garden of No. 3, and due to boundary fencing and its position within the plot, the structure is largely screened from surrounding viewpoints, meaning it has minimal material impact on the character or appearance of the wider street scene.

The shed is modest in scale, similar to those within the surrounding area, and has been constructed with timber and painted blue to match the surrounding boundary fence. The roof is finished in felt, which is typical for small domestic outbuildings across the district. Overall, the appearance is consistent with what would normally be expected for a functional garden building serving a residential property. Although the roof is flat roof design, and neighbouring sheds are pitch roof, the overall height of the shed is no higher than those in neighbouring gardens and therefore deemed acceptable.

The proposal is 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 development 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 character of the build is domestic, subordinate to the host dwelling, and proportionate to the size of the rear garden. Outbuildings of a similar scale and form are commonly found within residential estates throughout Horsham District, and the shed does not introduce a form of development that appears incongruous or harmful to local character. It maintains an appropriate relationship with the existing property and the surrounding residential environment, remaining well-contained within the curtilage.

The physical structure of the shed is unlikely to result in any significant or unacceptable impact. At a height of 2.3 m and being positioned adjacent to existing boundary treatments, the shed does not create overshadowing, loss of light, overlooking, or an overbearing presence beyond what would be reasonably expected from a typical domestic outbuilding.

It is noted that concerns have been raised about potential commercial activities within the building. It is however considered that this could be controlled by way of a reasonably worded condition restricting the use of the building to incidental purposes only. Subject to such condition, it is not considered that the proposal would result in harm to neighbouring properties through unacceptable activity and noise.

It is considered that the siting and layout of the existing shed and the resulting relationship with neighbouring 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 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.

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 **Regulatory Condition:** The outbuilding hereby permitted shall be used solely for purposes incidental to the enjoyment of the dwellinghouse known as 3 Reeves Court, Littlehaven Lane, Horsham, RH12 4FH, and shall not be occupied as a separate unit of accommodation, nor used for any commercial, business, or industrial activity.

Reason: To ensure that the use of the outbuilding remains incidental to the residential use of the main property and to protect the amenities of neighbouring occupiers, in accordance with policies 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/25/1995

(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
Site plan	Site Landscape Plan Denoting Garden Areas	3605/WD-05 REV C01	10.02.2026
Location plan	Location Plan	NONE	03.12.2025
Elevation & Floor plan	Reeves Court Shed Application: Elevations	NONE	10.02.2026

DELEGATED

Case Officer sign/initial Meg Bayliss Date: 30/03/2026

Authorising Officer sign/initial Tamara Dale Date: 07.04.2026