Horsham District Council

DELEGATED APPLICATIONS - ASSESSMENT SHEET

APPLICATION NO./ADDRESS:
DC/26/1158
32 Millfield, Southwater, Horsham, West Sussex, RH13 9HS

DESCRIPTION:
Demolition of existing garage and erection of a single storey side extension

RELEVANT PLANNING HISTORY:

SQ/24/95	Retention of front porch Site: 32 Millfield Southwater	Application 24.03.1995	Permitted	on
HR/92/81	Extension (From old Planning History)	Application 21.04.1981	Permitted	on
HR/24/77	Re-position fence (From old Planning History)	Application 23.05.1977	Permitted	on
HR/131/69	Retention of covered way between house & garage (From old Planning History)	Application 28.07.1969	Permitted	on

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
Policy 41 - Parking

Neighbourhood Plan:
Status – The Southwater Neighbourhood Plan was formally made on 23 June 2021.
SNP16 – Design
SNP19 – Parish Heritage Assets

Parish Design Statement:
Southwater Parish Design Statement 2011

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 25: Parking
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:

Parish Comments:
Southwater Parish Council: 'No objection. The application is for conversion of the garage into living space to include an office, utility room and bathroom. The garage currently has a flat roof, as does the other side of the house. The proposed changes are in keeping with neighbouring properties, therefore no objection despite the flat roof, as it is in keeping with the area.'

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, 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

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 SNP16 of the Southwater Neighbourhood Plan states that all development must be of high quality design, including facing buildings with locally sourced materials or material equivalent to those that would historically have been sourced locally wherever possible; encourage a variety of complementary vernaculars to encourage contextually appropriate design and diversity in building stock; and making sure the design of new development actively responds to other properties in the vicinity ensuring no unacceptable impacts on residential amenity occur.

32 Millfield is a detached two-storey dwelling located west and northwest of the highway which curves around the east and south of the property. The dwelling has a flat-roofed brick built single garage located adjacent to the north side elevation with a flat-roofed covered walkway between. Immediately to the rear of the garage is a flat-roofed shed. The dwelling has a dual pitched roof with a large flat-roofed dormer on the south facing roof slope. The existing dwelling is composed of brick facing, with white cladding to the front first floor elevation, and vertical tile hanging elements to the lower front elevation and to the roof dormer. White Upvc windows and doors.

There is off-street parking within the front driveway curtilage for 3 / 4 cars, and the application site is separated from the highway by a grass verge and public footpath. The site is within the Southwater BUAB, and the street character is residential with a mix of detached and semi-detached two-storey dwellings of varying form and materials. There is evidence of extensions to dwellings in the vicinity.

Planning permission is sought to remove the existing garage and covered walkway between and the shed and to replace with a single storey flat-roofed side extension of height 2.8 metres and extending to the rear of the dwelling by 3.25 metres approx. The front elevation of the proposed side extension would sit further back than the existing removed garage and would be flush with the main dwelling front elevation behind the front porch.

The extension is to be of brick construction to match the existing dwelling brick. White Upvc window to the front and rear, and a door to the rear south elevation into the garden. The extension is proposed to provide an office space within the front portion, with a utility room and bathroom in the rear half, with internal access from the dwelling. No north side elevation openings are proposed.

The proposal would be a clearly subservient addition and although would maintain flat roof features to the dwelling overall it 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.

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

Highways

Policy 40 of the HDPF supports proposals which provide safe and suitable access for all vehicles, pedestrians, cyclists, horse riders, public transport and the delivery of goods, whilst Policy 41 requires adequate parking facilities within developments. Chapter 9 of the National Planning Policy Framework sets out that 'development should only be refused on transport grounds if there would be an unacceptable impact on highway safety grounds, or the residual cumulative impacts on the road network would be severe'.

Policy SNP14.1(a) of the Southwater Neighbourhood Plan states that Residential development must include provision for adequate off-road parking spaces in accordance with the following criteria: a) Apart from one bedroom flats which shall have one allocated parking space, every dwelling will provide, for use associated with that dwelling, 2 parking spaces and one additional parking space for each additional bedroom over a total of three, with an upstairs study counting as a bedroom within its curtilage (or within the development). Policy SNP14.2 goes on to state that where a proposed development would result in the loss of a garage, the application will be refused unless the applicant can provide an alternative parking space elsewhere within the curtilage of the dwelling.

Officers note that the proposal would result in the loss of a garage serving the dwelling. However, it is noted that the front driveway accommodates space for at least three cars. The dwelling comprises 4-bedrooms, and according to SNP14.1(a) has a parking demand of 3x spaces. As such, the loss of the garage would not result in an increase level of on-street parking, and therefore accords with the Local and Neighbourhood Plan policies.

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, N6 of the NPPF (2026) 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 and finishes of all new external walls 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/26/1158
Schedule of plans/documents **approved**:

Plan Type	Description	Drawing Number	Received Date
Location plan		4331	30.06.2026
Floor plan	Existing and roof	(02)-001 REV A	30.06.2026
Location & Site plan		(01)-001 REV A	30.06.2026
Elevation plan	Existing	(03)-001 REV A	30.06.2026
Floor plan	Proposed and roof	(07)-001 REV C	30.06.2026
Elevation plan	Proposed	(08)-001 REV C	30.06.2026

DELEGATED

Case Officer sign/initial	Steve Astles	Date:	18.08.2026
Authorising Officer sign/initial	RHERMITAGE	Date:	24.08.2026