

Planning Department

Horsham District Council
Albery House
Springfield Road
Horsham
West Sussex
RH12 2GB

11th May 2026

Dear Sir/Madam,

Planning Statement

Please accept this submission for the **discharge of pre-commencement Conditions 1 and 2** attached to the Prior Approval granted for the part change of use of the ground floor and change of use of the first and second floor retail space (Class E(a)) to 8 residential dwellings (Class C3).

This application is submitted in accordance with the requirements set out within the decision notice dated 25 March 2026.

Reference Number of approved development is DC/26/0146.

Conditions

1.Pre-Commencement Condition: *Prior to commencement of development, details of a scheme of sound insulation and construction, including mechanical ventilation sufficient to prevent overheating and maintain thermal comfort within the dwellings, shall be submitted to and approved in writing by the Local Planning Authority. The scheme shall ensure that the sound insulation of the party floors is 5dBA or better than normal Building Regulations, and shall also include details of post construction verification to be carried out. The development shall be carried out in strict accordance with the approved details and shall be retained thereafter.*

Reason: As this matter is fundamental in the interests of residential amenities by ensuring an acceptable noise level for the occupants of the development in accordance with Policy 33 of the Horsham District Planning Framework (2015).

Please find attached in this application a Noise Impact Assessment, prepared by Trace Surveys Ltd, for the discharging Pre-Commencement Condition 1.

2.Pre-Commencement Condition: *No development shall take place, including any works of demolition, until the following construction site set-up details have been submitted to, and approved in writing by, the Local Planning Authority.*

- (a) the location for the loading and unloading of plant and materials, site offices, parking and storage of plant and materials*
- (b) Details of the hours of works and other measures to mitigate the impact of construction on the amenity of the area and safety of the highway network; and*
- (c) Details regarding contractors' parking*

The approved details shall be adhered to throughout the construction period.

Reason: As this matter is fundamental in order to consider the potential impacts on the amenity of nearby occupiers during construction and in accordance with Policy 33 of the Horsham District Planning Framework (2015).

Please find attached in this application a Construction Management Plan, prepared by Apex Strategies for the discharging Pre-Commencement Condition 2.

Conclusion

We trust that the submitted documentation provides sufficient detail to enable the Local Planning Authority to discharge Conditions 1 and 2. Should any further information be required, we would be pleased to assist.

Yours sincerely,

Kevin Clarke
Director
Architect (RIBA &ARB)