Horsham District Council

DELEGATED APPLICATIONS - ASSESSMENT SHEET

OFFICER CHECKLIST	
WEEK ONE (Date Valid)	**7th February 2025**
Check Neighbours	Y
Check Consultations (including newts) / Press List	Y
Check Description, Plans and Supporting Documents	Y
Print and Display Site Notice (if required)	N/A
WEEK TWO (+7)	**14th February 2025**
Visit Site or request site visit photos (in accordance with Site Visit Guidance Note)	Y
Draft HRA / AA if necessary. If the water statement is insufficient discuss with TL / PPO whether to discuss / accept amendments to the strategy.	N/A
Instruct Legal if s106 required (with prior TL / PPO agreement)	N/A
WEEK THREE (+14)	**21st February 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).	**N/A**
WEEK FOUR (+21)	**28th February 2025**
If no amendments required, contact agent / applicant with update on progress.	**Y**
Confirm whether delegated or committee decision (re: parish and neighbour representations)	**DEL**
WEEK FIVE (+28)	**7th March 2025**
14-day re-consultation letters to be sent on any amended plans	**N/A**
Prepare draft report	**Y**
WEEK SIX (+35)	**14th March 2025**
Check 35-day Cllr call-in for Committee	**Y**
If decision based on original plans, report to be drafted and submitted for sign off	**Y**
WEEK SEVEN (+42)	**21st March 2025**
If decision based on amended plans, report to be drafted and submitted for sign off	**N/A**
Reason for EOT	**N/A**

APPLICATION NO./ADDRESS:

DC/25/0189
Harptree , Lordings Lane, West Chiltington, West Sussex, RH20 2QU

DESCRIPTION:

Erection of a single storey infill extension and enlargement of dormers at the north elevation. Installation of new fenestration and roof lights.

RELEVANT PLANNING HISTORY:

DC/13/2284	Roof alteration including hip to gable alteration and the addition of 4 x roof dormers and the restyling of 2 x dormers	Application Permitted on 20.01.2014

WC/3/98	Replacement double garage Site: Harptree Lordings Lane West Chiltington	Application 16.02.1998	Permitted	on
WC/65/84	Erection of extension dwelling (From old Planning History)	Application 15.01.1985	Permitted	on
WC/33/78	Erection of residential dwelling (From old Planning History)	Application 09.11.1978	Refused	on
WC/21/57	Bungalow,garage & vehicular access (From old Planning History)	Application 03.07.1957	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

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

Neighbourhood Plan:
West Chiltington Parish Council has prepared West Chiltington Neighbourhood Development Plan. Consultation took place from 18 October to 6 December in accordance with Regulation 16 of the Neighbourhood Planning Regulations 2012 (as amended), and is currently in the process of being implemented.

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.

Southern Water: No Objection

Parish Comments:

West Chiltington Parish Council raises no objection to the proposal

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.

This application relates to the proposed erection of a single storey flat roof extension, enlargement of dormers to form one large dormer, and installation of new fenestration and roof lights at the dwellinghouse at Harptree, Lordings Lane, West Chiltington, West Sussex, RH20 2QU.

The application site is a large, secluded residential plot located within the built-up area boundary of West Chiltington. A driveway connects the private residential road of Lordings Lane approximately 65 metres away to the south of the application site. Lordings Lane links the public highway of Haglands Lane and Smock Alley. Dwellinghouses with large plots are located within the surrounding area to the east, south and west of the application site, and the northern site boundary borders the boundary of the West Chiltington built-up area, as well as mixed woodland with a Tree Preservation Order.

The dwellinghouse is a detached bungalow that has previously undergone extensions and loft conversions. A single storey flat roof extension with rooflights would be erected to accommodate an enlarged kitchen and the creation of an office. Such extension would link with the existing projection and would not extend beyond this.

The three existing rear dormers would be replaced by a large dormer to accommodate additional habitable space in the loft, as well as alterations to the internal layout. The proposed dormer would have a flat roof at the centre, with tiled pitched roof along the edges. Whilst this would result in a large dormer to the property, it is considered that it would be reasonably proportioned given the built character and form of the dwelling. Furthermore, given the relationship of the dwelling within the plot, it is not considered to result in wider visual impact.

Along with the single storey extension, the appearance of the elevation of the dwellinghouse would be altered. Parts of the eaves of the rear roof would also be removed to make way for the proposal.

Taking into consideration the siting of the dwellinghouse, and that only the northern elevation would be altered, this proposal is considered acceptable to the character of the existing dwelling and the surrounding area.

Matching materials would be used for the proposed development, with brickwork and white render for the proposed rear extension, and grey timber cladding for the proposed rear dormer. Roof tiles, windows and doors used in the proposal would also match existing.

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 dwellinghouse sits in a large residential plot with a high level of screening. The proposed works which are related to the northern elevation of the dwelling, does not front any residential properties. It is considered that the siting and layout of the proposed extension and dormer enlargement, and the resulting relationship with adjoining properties, would be sufficient to prevent any unacceptable harm to neighbouring amenity.

Impact on Trees

The proposal would be sufficiently distanced from the woodlands with a Tree Preservation Order to the north of the application site. No additional impacts to trees and TPOs would result.

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 **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).

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/25/0189
(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	Existing Site Plan	AT - 067 - P01	07.02.2025
Floor plan	Existing Ground Floor Plan	AT - 067 - P02	07.02.2025
Floor plan	Existing First Floor Plan	AT - 067 - P03	07.02.2025
Roof plan	Existing Roof Plan	AT - 067 - P04	07.02.2025
Elevation plan	Existing Elevations	AT - 067 - P05	07.02.2025
Elevation plan	Existing Elevations	AT - 067 - P06	07.02.2025
Section plan	Existing Sections	AT - 067 - P07	07.02.2025
Site plan	Proposed Site Plan	AT - 067 - P08	07.02.2025
Floor plan	Proposed Ground Floor Plan	AT - 067 - P09	07.02.2025
Floor plan	Proposed First Floor Plan	AT - 067 - P10	07.02.2025
Roof plan	Proposed Roof Plan	AT - 067 - P11	07.02.2025
Elevation plan	Proposed Elevations	AT - 067 - P12	07.02.2025
Elevation plan	Proposed Elevations	AT - 067 - P13	07.02.2025
Section plan	Proposed Sections	AT - 067 - P14	07.02.2025
Location plan	Location Plan	NONE	07.02.2025
Supporting Docs	Application Form	NONE	07.12.2025

DELEGATED

Case Officer sign/initial Joshua Lee Date: 03.04.2025

Authorising Officer sign/initial Tamara Dale Date: 03.04.2025