Horsham District Council

DELEGATED APPLICATIONS - ASSESSMENT SHEET

OFFICER CHECKLIST	
WEEK ONE (Date Valid)	**15th October 2024**
Check Neighbours	x
Check Consultations (including newts) / Press List	x
Check Description, Plans and Supporting Documents	x
Print and Display Site Notice (if required)	x
WEEK TWO (+7)	**22nd October 2024**
Visit Site or request site visit photos (in accordance with Site Visit Guidance Note)	x
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)	**29th October 2024**
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)	**5th November 2024**
If no amendments required, contact agent / applicant with update on progress.	**N/A**
Confirm whether delegated or committee decision (re: parish and neighbour representations)	**N/A**
WEEK FIVE (+28)	**12th November 2024**
14-day re-consultation letters to be sent on any amended plans	**N/A**
Prepare draft report	**N/A**
WEEK SIX (+35)	**19th November 2024**
Check 35-day Cllr call-in for Committee	**N/A**
If decision based on original plans, report to be drafted and submitted for sign off	**N/A**
WEEK SEVEN (+42)	**26th November 2024**
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/24/1609
75 High Street, Steyning, West Sussex, BN44 3RE

DESCRIPTION:

Demolition of existing single storey rear extension, garage, and garden room. Erection of single storey rear extension and replacement garage and garden room (Householder)

RELEVANT PLANNING HISTORY:

DC/21/0381	Surgery to 1 x Silver Birch (Works to Trees in a Conservation Area).	Application Permitted on 29.03.2021

DC/21/2340	Fell x1 leylandii (Works to trees in Conservation Area)	Application Permitted on 11.11.2021
DC/24/1334	Removal of internal modern studwork walls. Roofing repairs, replacement of rooflight, damp and timber treatments and electrical rewiring (Listed Building Consent).	Application Permitted on 07.11.2024
DC/24/1610	Demolition of existing single storey rear extension, garage, and garden room. Erection of single storey rear extension and replacement garage and garden room (Listed Building Consent)	Pending consideration

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 33 - Development Principles
Policy 34 - Cultural and Heritage Assets

Steyning Neighbourhood Plan 2019 - 2031
Policy SNDP3 Contribution to character

Horsham District Local Plan (2023-40) (Regulation 19):
Policy 9: Water Neutrality
Policy 19: Development Quality
Policy 20: Development Principles
Policy 21: Heritage Assets and Managing Change within the Historic Environment

Parish Design Statement:
None

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.

Ecology

10.12.2024 - *Satisfied that there is sufficient ecological information available for determination of this application. We recommend that submission for approval and implementation of the details below should be a condition of any planning consent.*

18.11.2024 – *A single emergence / re-entry survey should be undertaken on buildings B1 and B2 in line with Bat Conservation Trust 4th Ed. Good Practice Guidelines (Collins ed., 2023) to determine the presence or likely absence of bats as well as to characterise any bat roosts that could be present. We highlight that the bat emergence survey results and details of any mitigation measures required must be provided prior to determination to inform the need for a bat licence from Natural England in accordance with Government Standing Advice.*

Southern Water - *From reviewing the submitted application, Southern Water has no objections to the proposed works proceeding.*

Conservation Officer – No Objection

No.75 is a handsome building illustrating an eighteenth century provincial classical style using local building materials of flint and brick. The proposals will not result in harm to the listed building. The rear extension is a modest addition and will not confuse an understanding of the historic special arrangement and the different use of these spaces.

The garden building and garage have no historic significance and their replacement is not contentious. The design of the new buildings is acceptable in this context and will not fail to preserve the character of the conservation area.

Arboricultural Officer – No Objection

The rear amenity area of the property has a number of domestic plantings including a mature birch tree of reduced form in the southernmost corner.

None of the trees present make a significant contribution to the character of the Conservation Area nor are they of a form/age/condition that warrants their consideration as potential constraints on property development.

Archaeological – No Objection

The site is within an Archaeological Notification Area but the proposed development involves like for like replacements on a similar footprint and so as archaeology remains are unlikely to be disturbed we have no archaeological concerns.

Parish Comments:

No Objection

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 taken during a site visit. 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 SNDP3 of the Steyning Neighbourhood Development Plan aims to maintain that development proposals which demonstrate how they will positively contribute towards Steyning's character will be supported. Furthermore, development proposals should respect the amenity of properties in their immediate locality, and respond positively and sensitively to the scale, mass, height, building materials and form of neighbouring properties

Policy 34 of the HDPF seeks to conserve and sustain the heritage assets that are within the district. It ensures that development within conservation areas is consistent with the special character of buildings and areas of which they are located within.

75 High Street is grade II Listed Building, with the list description stating: -

Two parallel ranges. Two storeys. Three windows. Faced with knapped flints with red brick dressings, quoins and stringcourse, on a rough flint base. Wooden eaves cornice. Tile roof. Glazing bars intact on first floor only. Doorway up seven steps with rectangular fanlight and flat hood on brackets. North-west wall stuccoed on ground floor and tile-hung above.

It is noted that No.75 is a handsome building illustrating an eighteenth century provincial classical style using local building materials of flint and brick. The proposals will not result in harm to the listed building. The rear extension is a modest addition and will not confuse an understanding of the historic special arrangement and the different use of these spaces.

The garden building and garage have no historic significance and their replacement is not contentious. The design of the new buildings is acceptable in this context and will not fail to preserve the character of the conservation area.

The Council's Conservation Officer has requested that roof details be provided prior to the commencement of work which would be secured via condition. Officers also have some concerns about the proposed material, and specifically the cladding to the garage. It is therefore considered reasonable to impose a condition requiring the submission of a schedule of materials and finishes.

The proposed developments would be small additions and are considered to be of a design, form and scale which are 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.

Due to the varying ground level, with the application site positioned on a lower ground, it is considered that the siting and layout of the proposal and the resulting relationship with adjoining properties would be sufficient to prevent any unacceptable harm to neighbouring amenity.

Trees

It is noted that the rear amenity area of the property has a number of domestic plantings including a mature birch tree of reduced form in the southernmost corner.

None of the trees present make a significant contribution to the character of the Conservation Area nor are they of a form/age/condition that warrants their consideration as potential constraints on property development. Following consultation with the Council's Arboricultural Officer there are no arboricultural concerns identified.

Archaeological

The application site falls within an Archaeological Notification Area DWS8580 Steyning Historic Core and associated Early Medieval and Medieval Occupation. The development proposals do not involve extensive ground disturbance and are located within existing development footprints making it unlikely that significant archaeological remains will be present. Therefore, it is considered that the proposal would not raise any archaeological concerns.

Ecology

Following consultation with the Council's Ecologist it is considered that there is sufficient ecological information available for determination of this application. The mitigation measures identified in the Bat Emergence Activity Survey Report (Phlorum Limited, October 2024) and Preliminary Ecological Appraisal (Phlorum Limited, October 2024) would be secured by a condition by requesting the full implementation of these measures. This is necessary to conserve and enhance protected and Priority species particularly those recorded in the locality. Furthermore, the reasonable biodiversity enhancement measures would need to be outlined within a Biodiversity Enhancement Layout and would be secured by a condition. Also, it is recommended the implementation of a Precautionary Method Statement for mobile protected species which would be secured by a condition as well.

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 **Pre-Commencement Condition**: Prior to the commencement of works, a Precautionary Method Statement for mobile protected species shall be submitted to and approved in writing by the local planning authority. This will contain precautionary mitigation measures and/or works to reduce potential impacts to mobile protected species, including Hedgehog, reptiles and Common Toad, during the construction phase. The measures and/works shall be carried out strictly in accordance with the approved details and shall be retained in that manner thereafter.

Reason: To conserve protected and Priority species and allow the LPA to discharge its duties under the Conservation of Habitats and Species Regulations 2017 (as amended), the Wildlife & Countryside Act 1981 (as amended) and s40 of the NERC Act 2006 (as amended).

4 **Pre-Commencement (Slab Level) Condition**: Prior to works above slab level a Biodiversity Enhancement Layout, providing the finalised details and locations of the enhancement measures contained within the Ecological Impact Assessment Version 5 (South Downs Ecology, August 2024) relating, shall be submitted to and approved in writing by the local planning authority.

The enhancement measures shall be implemented in accordance with the approved details prior to occupation and all features shall be retained in that manner thereafter.

Reason: To enhance Protected and Priority Species and allow the LPA to discharge its duties under the s40 of the NERC Act 2006 (as amended).

5 **Pre-Commencement (Slab Level) Condition**: Notwithstanding the details submitted, no development above ground floor slab level of any part of the development hereby permitted shall take place until a schedule of materials and finishes and colours to be used for external walls, windows and roofs of the approved building(s) has been submitted to and approved by the Local Planning Authority in writing and all materials used in the construction of the development hereby permitted shall conform to those approved.

Reason: As this matter is fundamental to enable the Local Planning Authority to control the development in detail in the interests of amenity by endeavouring to achieve a building of visual quality in accordance with Policy 33 of the Horsham District Planning Framework (2015).

6 **Pre-Commencement (Relevant Works) Condition**: No relevant works shall commence until the following details have been submitted to and approved in writing by the Local Planning Authority. The works must not be executed other than in complete accordance with these approved details:

Drawings to a scale not smaller than 1:5 fully describing:

- Roof details including sections through:
    - eaves
    - verges
    - junction with parapets

Reason: As this matter is fundamental to ensure that the significance of the designated heritage asset, and the character, appearance and integrity of the building, is not prejudiced, thereby preserving the special architectural or historic interest which it possesses, and to comply with Policy 34 of the Horsham District Planning Framework (2015).

7 **Regulatory Condition**: All mitigation and enhancement measures and/or works shall be carried out in accordance with the details contained in the Bat Emergence Activity Survey Report (Phlorum Limited, October 2024) and Preliminary Ecological Appraisal (Phlorum Limited, October 2024), as already submitted with the planning application and agreed in principle with the local planning authority prior to determination. This includes the Non-licensed Precautionary Method Statement in Section 4 of the Bat Emergence Activity Survey Report (Phlorum Limited, October 2024), which avoids impacts on European Protected Species. This will include the appointment of an appropriately competent person e.g. an ecological clerk of works (ECoW) to

provide on-site ecological expertise during construction. The appointed person shall undertake all activities, and works shall be carried out, in accordance with the approved details.

Reason: To conserve and enhance protected and Priority species and allow the LPA to discharge its duties under the Conservation of Habitats and Species Regulations 2017 (as amended), the Wildlife & Countryside Act 1981 as amended and s40 of the NERC Act 2006 (as amended) and Policy 31 of the Horsham Development Framework.

8 **Regulatory Condition**: The garden room and garage hereby permitted shall be occupied solely for purposes incidental to the occupation and enjoyment of 75 High Street, Steyning as a dwelling and shall not be used as a separate unit of accommodation.

Reason: The establishment of an additional independent unit of accommodation would give rise to an over-intensive use of the site and/or lead to an unsatisfactory relationship between independent units of living accommodation contrary to Policies 26 and 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/24/1609
(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	Elevations	010	15.10.2024
Section plan	Section	011	15.10.2024
Location plan		NONE	15.10.2024
Site plan	Site Plan of Existing and Block Plan	2991/1	15.10.2024
Site plan	Proposed Site Plan	2991/2	15.10.2024
Floor plan	Proposed First Floor + Roof Plan and Proposed Ground Floor Plan	2991/3	15.10.2024
Elevation plan	Proposed Elevations	2991/4	15.10.2024
Elevation & Floor plan	Garden Room	2991/5	15.10.2024
Elevation & Floor plan	Replacement Garage	2991/6	15.10.2024
Supporting Statement	Preliminary Ecological Appraisal by Phlorum dated October 2024	13271 V1	15.10.2024
Details plan	Topographical Survey P1/3	001	15.10.2024
Details plan	Topographical Survey P2/3	002	15.10.2024
Details plan	Topographical Survey P3/3	003	15.10.2024
Floor plan	Basement Floor Plan	004	15.10.2024
Floor plan	Ground Floor Plan	005	15.10.2024

Elevation plan	Elevations	009	15.10.2024
Floor plan	First Floor Plan	006	15.10.2024
Floor plan	Loft Plan	007	15.10.2024
Elevation plan	Elevations	008	15.10.2024
Supporting Statement	Bat Emergence Activity Survey Report by Phlorum dated October 2024	13271 V1	26.11.2024

DELEGATED

Case Officer sign/initial Halima Chowdhury Date: 16.12.2024

Authorising Officer sign/initial Tamara Dale Date: 31.12.2024