



DELEGATED APPLICATIONS - ASSESSMENT SHEET

APPLICATION NO./ADDRESS:

DISC/26/0136

Platts Corner Petrol Filling Station, Newbridge Road, Billingshurst, West Sussex, RH14 9HY

DESCRIPTION:

Application for Approval of Details Reserved by Condition 11 (Marketing Report) and 15 (Air Quality Mitigations) to approved application DC/26/0211

RELEVANT PLANNING HISTORY:

DC/26/0211	Variation of conditions 3 (CEMP), 12 (Noise Management), 17 (footpath link) and 23 (hours of operation), and removal of conditions 18 (rainwater harvesting) and 32 (offsetting scheme) of DC/24/1571 (Variation of Condition 23 of previously approved application DC/25/0386 (Variation of Condition 1 and Removal of Condition 18 of previously approved application DC/24/1989 (Variation of condition 1 and 17 of previously approved application reference DC/22/0518 (Outline Application for redevelopment of the site to provide flexible employment space (Use Classes E(g)(ii) and (iii), B2 and B8) totalling 4,627sqm, ancillary parking and circulation space with all matters reserved except access and layout))	Application Permitted on 02.04.2026
DC/24/1571	Variation of Condition 23 of previously approved application DC/25/0386 (Variation of Condition 1 and Removal of Condition 18 of previously approved application DC/24/1989 (Variation of condition 1 and 17 of previously approved application reference DC/22/0518 (Outline Application for redevelopment of the site to provide flexible employment space (Use Classes E(g)(ii) and (iii), B2 and B8) totalling 4,627sqm, ancillary parking and circulation space with all matters reserved except access and layout)) in relation to amending the operational hours.	Application Permitted 20.06.2025
DC/25/0386	Variation of Conditions 1 and 18 of previously approved application DC/24/1989 (Variation of condition 1 and 17 of previously approved application reference DC/22/0518 (Outline Application for redevelopment of the site to provide flexible employment space (Use Classes E(g)(ii) and (iii), B2 and B8) totalling 4,627sqm, ancillary parking and circulation space with all matters reserved except access and layout) regarding revised masterplan and reference to the proposed footpath and Discharge Details in relation to Conditions 5, 6 part ii, 7, 8, 9, 12, 15 and 20) to amend the Water Neutrality scheme.	Application Permitted 09.05.2025
DC/24/1989	Variation of condition 1 and 17 of previously approved application reference DC/22/0518 (Outline Application for redevelopment of the site to provide flexible employment space (Use Classes E(g)(ii) and (iii), B2 and B8) totalling 4,627sqm, ancillary parking and circulation space with all matters reserved except access and layout) regarding revised masterplan and reference to the proposed footpath and Discharge Details in relation to Conditions 5, 6 part ii, 7, 8, 9, 12, 15 and 20.	Application Permitted on 12.02.2025
DC/25/0342	Variation of Condition 1, and 18, of previously approved application DC/24/1571 (Variation of Condition 23 of previously approved application DC/25/0386 (Variation of Condition 1 and Removal of Condition 18 of previously approved application DC/24/1989 (Variation of condition 1 and 17 of previously approved application reference DC/22/0518 (Outline Application for redevelopment of the site to provide flexible employment space (Use Classes E(g)(ii) and (iii), B2 and B8) totalling 4,627sqm, ancillary parking and circulation space with all matters reserved except access and layout)) Relating to water neutrality.	Application Permitted on 18.07.2025
DC/22/0518	Outline Application for redevelopment of the site to provide flexible	Application

employment space (Use Classes E(g)(ii) and (iii), B2 and B8) totalling 4,627sqm, ancillary parking and circulation space with all matters reserved except access and layout	Permitted on 07.10.2022
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PLANNING ASSESSMENT

Planning Application DC/26/0211 was granted consent on 02/04/2026. This permission was for the following:

Variation of conditions 3 (CEMP), 12 (Noise Management), 17 (footpath link) and 23 (hours of operation), and removal of conditions 18 (rainwater harvesting) and 32 (offsetting scheme) of DC/24/1571 (Variation of Condition 23 of previously approved application DC/25/0386 (Variation of Condition 1 and Removal of Condition 18 of previously approved application DC/24/1989 (Variation of condition 1 and 17 of previously approved application reference DC/22/0518 (Outline Application for redevelopment of the site to provide flexible employment space (Use Classes E(g)(ii) and (iii), B2 and B8) totalling 4,627sqm, ancillary parking and circulation space with all matters reserved except access and layout))

Consent is sought to discharge the details reserved by conditions 11 and 15.

Condition 11:

Pre-Occupation Condition: Prior to the first occupation or use of the development hereby permitted, a Marketing Report shall have been submitted to and approved in writing by the Local Planning Authority. The Marketing Report shall set out how the occupation of the units hereby approved have been marketed to existing or new businesses based within the Horsham District (local businesses). The minimum marketing period shall be as follows:

- i. An initial period of 6 months from the date of grant of Planning Permission. During this period, no sales or letting shall be agreed with businesses other than local businesses.*
- ii. A subsequent period of 6 months (up to a period of 12 months from the grant of Planning Permission). During the subsequent period, no more than 50% of the unoccupied units shall be marketed for occupation to businesses based outside the Horsham District*

Reason: To ensure the development promotes local economic growth in accordance with Policy 7 of the Horsham District Planning Framework (2015).

The submitted Marketing Report sets out that the site / units have been marketed locally from October 10th 2024, generating 4 enquiries (from 2,274 contacts). Subsequent e-mail campaigns sent to the same number of local contacts, have yielded 12 enquiries.

Direct mailers were then sent out to operators in the Gilmans, Daux Road, Greylands and Billingshurst Business Park estates within the same period (Oct 2024 - May 2026), generating 4 enquiries.

Sponsorship was also provided at the Billingshurst Local Cricket Club and Football Club at match days.

The applicant therefore states that 'reasonable and proactive steps have been taken to market the business units within the Horsham district'.

Officers have reviewed the submitted Marketing Report and find that it provides a good level of evidence to support marketing activity of the site, with local business within the Horsham area, and local businesses in Billingshurst, having been targeted by way of e-mail campaigns, direct mail drops and local sponsorship / community exposure. Officers understand that no units are currently occupied and that the units are in the final stages of internal fit out (as per June 2026).

However, the report fails to demonstrate compliance with the specific requirements of part (ii) the condition. In particular:

- There is no clear evidence of a defined initial 6-month period during which marketing was restricted solely to local businesses;

- No confirmation is provided that lettings were not agreed with non-local businesses during that period;
- The report does not demonstrate how, during the subsequent 6-month period, no more than 50% of the unoccupied units were marketed to non-local businesses;
- There is no audit trail or breakdown of units, occupiers, or marketing allocation to verify compliance.

Further to this, the applicant provided additional details on 17th July to address the outstanding information, which has been duly assessed by the Council's Economic Development Team. The additional information is considered to present the Council's Economic Development team with sufficient detail so as to satisfy the requirements of the condition.

The requirements of the condition have therefore now been satisfied.

Condition 15:

Pre-Occupation Condition: Prior to the first occupation or use of the development hereby permitted, an Air Quality Mitigation Scheme shall be submitted to and approved in writing by the Local Planning Authority. The Air Quality Mitigation Scheme shall detail the measures to achieve a minimum environmental damage cost value of £25,435.73 and include (but not be limited to) the measures detailed in the Mitigation Section of the ACCON UK Air Quality Assessment v2 (18th December 2024). The approved scheme shall be installed prior to first occupation of the development and shall thereafter remain as such.

Reason: To mitigate the impact of the development on air quality within the District and to sustain compliance with and contribute towards EU limit values or national objectives for pollutants in accordance with Policies 24 & 41 of the Horsham District Planning Framework (2015).

Officers note that the applicant provides incorrect wording in relation to Condition 15, as it referred to a planning condition relating to DC/22/0518, and not in relation to DC/26/0211. Accordingly, it is also noted that the damage cost cited by the applicant, at £6,569.18, differs from that set out in the condition.

The applicant proposes to off-set the damage mitigation cost by way of on-site EV charging points, comprised of 16 x mixed double and single spaces, at a cost of £14,400.

An updated AQ mitigation strategy has been submitted (dated 18th June, 2026), which now sets out that 16 parking spaces across the Phase 2 site will include active EV charging points, with a further 12 including 'passive' ducting for future upgrading.

The Council's AQ Officer has reviewed the submitted details and requests the following:

- 1) A cost breakdown would be welcomed to support this, including the cost per unit and confirmation of the number of active and passive spaces that exceed the minimum requirement (Additional EV charging implementation costed at £33,600). The agent has provided costings for the EV units (excluding the ducting) is £33.6k for Supply & Install.
- 2) It should be demonstrated that the proposed cycle storage provision exceeds the WSCC 2020 standards in order for it to be considered as additional mitigation within the assessment (Cycle shelters and parking costed at £19,200)
- 3) As a baseline level of planting is already expected to meet policy requirements, clarification is also sought on the extent to which the proposed tree planting represents provision above this baseline, and whether this is proportionately reflected within the cost calculations. While additional vegetation can provide wider environmental benefits, its direct contribution to pollutant removal is limited; therefore, only a proportionate element of any additional planting costs should be attributed to air quality damage cost mitigation (High volume additional trees to absorb dust and other pollutants costed at £310,300).

In respect of Point 1) the submitted plans show a total of 7 x double EV charge points and 2 x single EV charge points across the site (total parking across the site is 58 spaces). Part S of the Building

Regulations expects 1 EV charge point for new non-residential buildings with over 10 parking spaces. Future ducting is to be provided to 20% of all other spaces (12 spaces on site). In this regard, the proposal is found to have provided over and above the Part S expectations in terms of active charge points

In respect of Point 2), there are no apparent additional cycle stores over and above the details presented at reserved matters stage under DC/24/080 and therefore this element and attributes cost would be considered to be 'policy-compliant'.

In respect of Point 3) there are no apparent new / additional landscape components over and above the landscape scheme which was consented under the reserved matters application DC/24/0805. Therefore, there is no additionality evident to contribute a viable contribution above and beyond the landscape mitigations offered as part of the reserved matters details.

Given the provision of the costings on the additional EV charge points to be installed across this part of the site (over and above the Part S compliance) exceeds the calculated development damage cost, the requirements of the condition have now been satisfied.

Recommendation: Application Permitted

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: DISC/26/0136

(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
Supporting Docs	Covering Letter condition 11	NONE	24.04.2026
Supporting Docs	Technical note of Discharge of condition 15	NONE	24.04.2026
Supporting Docs	Marketing Report	NONE	24.04.2026
Supporting Docs	Marketing Report: Local Business Occupation Strategy	V1	17.07.2026
Supporting Docs	e-mail on cost of EV chargers		01.07.2026

DELEGATED

Case Officer sign/initial Nicola Pettifer Date: 11.08.2026

Authorising Officer sign/initial J Hawkes Date: 11.08.2026

