Horsham District Council

DELEGATED APPLICATIONS - ASSESSMENT SHEET

OFFICER CHECKLIST	
WEEK ONE (Date Valid)	**29th July 2024**
Check Neighbours	☒
Check Consultations (including newts) / Press List	☒
Check Description, Plans and Supporting Documents	☒
Print and Display Site Notice (if required)	☐
WEEK TWO (+7)	**5th August 2024**
Visit Site or request site visit photos (in accordance with Site Visit Guidance Note)	☒
Draft HRA / AA if necessary. If the water statement is insufficient discuss with TL / PPO whether to discuss / accept amendments to the strategy.	☐
Instruct Legal if s106 required (with prior TL / PPO agreement)	☐
WEEK THREE (+14)	**12th August 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).	☐
WEEK FOUR (+21)	**19th August 2024**
If no amendments required, contact agent / applicant with update on progress.	☒
Confirm whether delegated or committee decision (re: parish and neighbour representations)	☒
WEEK FIVE (+28)	**26th August 2024**
14-day re-consultation letters to be sent on any amended plans	☐
Prepare draft report	☒
WEEK SIX (+35)	**2nd September 2024**
Check 35-day Cllr call-in for Committee	☐
If decision based on original plans, report to be drafted and submitted for sign off	☒
WEEK SEVEN (+42)	**9th September 2024**
If decision based on amended plans, report to be drafted and submitted for sign off	☐
Reason for EOT	☐

APPLICATION NO./ADDRESS:

DC/24/1011
7 Tilney Drive, Horsham, West Sussex, RH12 1PG

DESCRIPTION:

Conversion of the main loft with two dormers, three roof lights to the front elevation and three dormers to the rear elevation.

RELEVANT PLANNING HISTORY

None relevant

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 31- Green Infrastructure and Biodiversity
Policy 32- Strategic Policy: The Quality of New Development
Policy 33- Development Principles

Horsham Blueprint Business Neighbourhood Plan (HBBNO) 2019 – 2036:
HB3 – Character of development
HB4 – Design of development

Planning Advice Notes:
Facilitating Appropriate Development
Biodiversity and Green Infrastructure

REPRESENTATIONS AND CONSULTATIONS RESPONSES

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.

Parish Comments:

Denne Neighbourhood Council has raised no objections, on the terms that the proposed development does not contravene restrictive covenants.

Representations:

Four letters of representation have been received, from four different addresses, objecting to the proposed scheme:

- Loss of privacy
- Appearance would be out of character with the surrounding properties
- Location of dormer windows would allow sight into neighbouring properties
- Restrictive covenants
- Overlooking issues
- Noise/disturbance caused when the property is allegedly let through Airbnb

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

This application is for the conversion of the main loft, comprising the installation of two dormers and three roof lights to the front elevation and three dormers to the rear elevation, at 7 Tilney Drive, Horsham. The property is a modern sizeable detached dwelling, situated within the built-up area boundary, at the end of an unadopted highway.

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

Policy 32 and 33 of the HDPF seeks 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 HB3 and HB4 of the Horsham Blueprint Business Neighbourhood Plan covers the design and character of development within Horsham which is supported by the neighbourhood councils of Forest, Denne and Trafalgar. It advocates for high-quality design and construction that integrates with its surroundings whilst minimising impact on natural environments. It should reflect the character and architectural forms of the area in order to protect against inappropriate design.

The proposals would see the conversion of the main loft, comprising the installation of two dormers and three roof lights to the front elevation and three dormers to the rear elevation. A flat roof dormer is already present on the front elevation of the property, situated within the roof space of the existing garage, with two roof lights also present on the rear elevation. Whilst the conversion of the loft and addition of these dormers would occupy the majority of the roof slope, which would not be situated above the ridge line of the property, given the scale of the property, the proposals would be a subservient addition. Whilst the proposed dormers would consist of a flat roof, they would match the existing dormer, both through design and materials, matching that of the existing dwelling. Furthermore, the presence of flat roof dormers is established within the surrounding area, with numerous examples in close proximity.

It is also noted from comparing the plans, ‘Existing elevations 05.Rev A’ to ‘Proposed Elevations 010. Rev A’, that the proposals seek to extend the large window on the front elevation of the gable. This proposal is considered acceptable, using matching materials and not drastically altering the appearance of the existing dwellinghouse and in itself, a subservient addition.

With this in mind, the proposals 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.

Four letters of representation have been received, from four different households, objecting to the scheme and the nature of these objections are noted.

The addition of the dormers and roof lights to the front elevation, would not give risk to overlooking or privacy issues to the neighbouring properties on Tilney Drive. The property is the final dwelling on this private road, angled so that it mainly looks out on the adjacent amenity land and balancing ponds. The closest dwellings to the rear of 7 Tilney Drive, are 38 and 40 The Boulevard, with their rear elevations being situated at least 20 metres from the proposed dormers, a distance considered reasonable to prevent any unacceptable harm to neighbouring amenities. It is also noted 38 The Boulevard has a dormer located at a similar height to that proposed within this application. Given the height difference between the first-floor windows and these proposed dormers of this proposal, it is not considered that there would be a greater overlooking issue, than that of the existing situation.

Given the property is located within an established residential area, it is considered that the siting and layout of the proposed extension and the resulting relationship with adjoining properties would be sufficient to prevent any unacceptable harm to neighbouring amenities.

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.

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/24/1011
(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
Floor plan	Proposed Ground Floor Plan	07 Rev A	03.07.2024
Floor plan	Proposed First Floor Plan	08 Rev A	03.07.2024
Floor plan	Proposed Second Floor and Roof Plans	09 Rev A	03.07.2024
Elevation plan	Proposed Front and Rear Elevations	010 Rev A	03.07.2024
Elevation plan	Proposed Left and Right Side Elevations	011 Rev A	03.07.2024
Site plan	Site Plan	01 Rev C	03.07.2024
Block plan	Block Plans	02 Rev A	03.07.2024

DELEGATED

Case Officer sign/initial Sam Nye Date: 20/09/2024

Authorising Officer sign/initial Tamara Dale Date: 20/09/2024