DELEGATED APPLICATIONS - ASSESSMENT SHEET

APPLICATION NO./ADDRESS:
DC/25/1919
Springfield, Spring Gardens, Washington, West Sussex, RH20 3BS

DESCRIPTION:
Conversion of existing carport and garage to create an enlarged annexe, including roof and fenestration alterations.

RELEVANT PLANNING HISTORY:

AS/32/94	Erection of 1 agricultural dwelling (approval of reserved matters)	Application 22.12.1994	Permitted on
AS/7/91	2 industrial buildings, 1 single storey dwelling, erection of agr. dwelling, erection of agricultural storage building (outline)	Application 18.11.1992	Permitted on

RELEVANT PLANNING POLICIES
The National Planning Policy Framework (NPPF)

Horsham District Planning Framework (2015):
Policy 28 - Replacement Dwellings and House Extensions in the Countryside
Policy 32 - Strategic Policy: The Quality of New Development
Policy 33 - Development Principles
Policy 41 - Parking

Ashington Neighbourhood Plan 2019 - 2031
Policy ASH3: Parking Provision

Horsham District Local Plan (2023-40) (Regulation 19):
Policy 9: Water Neutrality
Policy 19: Development Quality
Policy 20: Development Principles
Policy 25: Parking
Policy 45: Replacement Dwellings and House Extensions in the Countryside
Policy 46: Ancillary Accommodation

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:

HDC Planning Compliance: Comments received.
Parish Comments:
Ashington Parish Council: No Objection

Comments: Whilst no objections are raised, it is requested that should HDC be minded to approve the application, the annexe must be tied to the associated property and not become a sperate independent residence.

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.

Principle of the Development

Springfield, Springfield Gardens is a detached chalet bungalow, situated outside the built-up area boundary and therefore for planning purposes, within the countryside. The dwelling is neither statutory or locally listed and the site is not within a conservation area. The proposal seeks planning permission for the conversion of existing carport and garage to create an enlarged annexe, including roof and fenestration alterations.

Planning permission for both the agricultural dwelling and the garage was granted under the outline application AS/7/91 and the reserved matters application AS/32/94. No elevations or layout drawings for the garage were submitted with these applications, although the agent confirmed that the annexe was included within the original consents. As no further planning permissions can be found for the part conversion of the garage to an annexe, and Google Earth imagery indicates the garage has remained unchanged since at least 2001, it is reasonable to conclude that this account is correct.

The existing building currently comprises a W/C, shower room, store and garage on the ground floor and a kitchenette, bedroom and seating area in the habitable loft space. The proposals do not seek an intensification of this arrangement or use, improving the facilities whilst retaining one bedroom, kitchen, kitchenette, but an increase to two W/Cs.

Character and Appearance

Policy 28 of the HDPF relates to house extensions and outbuildings in the countryside, stating that ancillary accommodation and garaging must demonstrate that the need for additional space cannot be met from an existing dwelling or buildings suitable of conversion on the site, with new outbuildings sited to have regard to the dwelling they serve and be grouped with the house. The policy also states that the use of ancillary accommodation as a separate dwelling will not be supported.

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.

The proposal seeks planning permission for the conversion of the existing carport and garage to create an enlarged annexe, including roof and fenestration alterations. The existing building measures approximately 5.6metres to the ridge line and has a width of 6.4 metres and depth of 9.4metres, with the proposals not seeking to alter these measurements. The external roof alterations will consist of a minor hip to gable roof extension and installation of three rooflights, with the fenestration changes consisting of the replacement doors and windows and infill of the open car port on the front elevation. The proposed materials will match that of the existing building, ensuring conformity. The building is comfortably accommodated within the large curtilage of Springfield and so would not result in a dominant form or siting. The building is set back from and is set back from the street scene and is well screened by substantial vegetation on the property's northern and eastern boundaries.

The proposal would be a clearly subservient addition and 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.

It is noted no letters of representation objecting to the scheme have been received. Due to the location of the three rooflights and the building's relationship with the neighbouring properties, the closest which is located approximately 121 metres to the east of the site, the additions are not expected to cause any additional impacts on amenity above and beyond which are already present.

It is considered that the siting and layout of the proposed alterations and the resulting relationship with adjoining properties would be sufficient to prevent any unacceptable harm to neighbouring amenity.

Highways Impact

Policy 41 of the HDPF states development must provide adequate parking to meet the needs of anticipated users. Development which involves the loss of existing parking spaces will only be allowed if suitable alterative provision is available elsewhere.

The existing garage on the site will be converted as part of this proposed scheme, with no remaining garaging facilities available. Whilst the annexe will be enlarged as part of the scheme, there will be no intensification of the use and so the proposals would not give rise to an increased parking demand. Despite this, the property still benefits from substantial off-street parking, allowing for the parking of a large number of vehicles. As such, it is therefore considered that the development would accord with the above policies.

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 approved plans and application form.

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).

4 **Regulatory Condition**: The development hereby permitted shall be occupied solely for purposes ancillary to the enjoyment of the dwelling, Springfield, (as identified on the approved plans) and shall not be used for business or commercial purposes or as a separate unit of residential accommodation.

Reason: The establishment of a business or an additional independent unit of accommodation would give rise to an over-intensive use of the site and lead to an unsatisfactory relationship between independent units of living accommodation, contrary to Policies 28 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/25/1919

Schedule of plans/documents **approved**:

Plan Type	Description	Drawing Number	Received Date
Block plan	Proposed Block Plan	2025.479.04	21.11.2025
Elevation & Floor plan	Proposed Layouts and Elevations	2025.479.02	21.11.2025
Elevation & Floor plan	Existing layouts and elevations	2025.479.01	21.11.2025
Location plan	Existing Location Plan	2025.479.03	21.11.2025

DELEGATED

Case Officer sign/initial	Sam Nye	Date:	13/01/2026
Authorising Officer sign/initial	RHERMITAGE	Date:	16.01.2026