Horsham District Council

DELEGATED APPLICATIONS - ASSESSMENT SHEET

APPLICATION NO./ADDRESS:
DC/25/0299
9 Shoubridge Way, Southwater, Horsham, West Sussex, RH13 9FP

DESCRIPTION:
Part conversion of garage into habitable living space.

RELEVANT PLANNING HISTORY:
None identified.

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
Policy 40 - Sustainable Transport
Policy 41 - Parking
Policy 42 – Inclusive Communities

Southwater Neighbourhood Development Plan (2019-2031):
SNP14 – Adequate Provision of Car Parking
SNP16 - Design

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
Policy 24: Sustainable Transport
Policy 25: Parking

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:
WSCC Highways: Comment: -

This application seeks part conversion of garage to habitable living space. The site is located on Shoubridge Way, an unadopted road – as such, these comments should be considered as advice only.

The proposals will result in the loss of the garage's use as a car parking space. Some space for storage will be retained, meaning cycle parking provision will not be lost. An existing driveway will be

retained with space for two existing off-street car parking spaces. However, the potential displacement of one car would have to be accommodated on-street. The LHA does not anticipate that this would lead to a highway safety concern, but the LPA may wish to consider the potential impact on on-street parking from an amenity point of view.

The LHA does not consider that this proposal would have an unacceptable impact on highway safety or result in 'severe' cumulative impacts on the operation of the highway network, therefore is not contrary to the National Planning Policy Framework (paragraph 116), and that there are no transport grounds to resist the proposal.

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:
Objection – lack of additional parking and contrary to SNP14.

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.

The application seeks to partially convert the garage into habitable living space, for use as a snug as the existing living room would be converted into a downstairs bedroom for an existing occupant, where a need has been established for provision at ground floor level. The remaining front section of the garage would be used for storage purposes. There would be no changes to the built footprint, with majority of the works occurring internally. The garage door would be retained on the front elevation, to maintain the existing character. At the rear, the door would be removed, and replaced with a window, which would match those on the existing rear elevation. The changes are considered to be minimal and have limited impact on the external appearance and built form of the dwellinghouse. 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 considered that the nature and siting of the proposed alterations and the resulting relationship with adjoining properties would be sufficient to prevent any unacceptable harm to neighbouring amenity.

Impact on Parking Provision

Policy 41 of the HDPF states that adequate parking and facilities must be provided within developments to meet the needs of anticipated users. Development which involves the loss of existing parking spaces will only be allowed if suitable alternative provision has been secured elsewhere or the need for the development overrides the loss of parking and where necessary measures are in place to mitigate against the impact.

SNP14 of the Southwater Neighbourhood Plan states that when proposed development would result in the loss of a garage, the application will be refused unless the applicant can provide an alternative parking space elsewhere within the curtilage of the dwelling.

The dwelling is a detached two-storey 4-bedroom property. The proposed conversion seeks to convert part of the attached garage into a snug, creating a bedroom downstairs for an existing occupant. The existing parking arrangement comprises one parking space contained within the existing garage, and two parking spaces in front of the garage, on a driveway. The site is located on Shoubridge Way, an unclassified road that is not subject of parking restrictions (double yellow and/or resident parking permits). There is also a large visitors lay-by close to the front of the site, for overspill parking with space for five cars.

The application site is subject of condition 8 of planning approval DC/15/2064 which states:

“No unit hereby approved shall be occupied until the parking/garage facilities for that unit as set out on drawing number: 00401K_MP02_01 REV P23 have been constructed and made available for use. Once brought into use the parking areas shall be maintained for the parking of vehicles in connection with the development only and shall not be used for any other purpose.

Reason: To ensure that adequate parking is available to serve the development in the interests of highway safety and the amenity of future occupants in accordance with Policy 32, Policy 33, Policy 40 & Policy 41 of the Horsham District Planning Framework.”

This condition emphasises the importance of retaining garages and parking areas for the parking of vehicles, with the reason outlining that the condition is in the interest of highway safety. The proposed partial conversion would reduce the garage to a size which would not be able to accommodate a car, resulting in the loss of one parking space.

Southwater falls into Parking Behaviour Zone 2 of the WSCC Parking Demand Calculator. The West Sussex County Council Guidance on Parking at New Developments (September 2020) states that expected levels of parking demand in residential development should be determined, where appropriate, taking account of location (parking behaviour zone), dwelling size (rooms), parking

provision (allocated or unallocated), and arrangements for control/enforcement (charges, etc.). Calculation of expected levels of parking demand should normally be based on local or comparable data taking account of forecast changes in demand for the local plan period.

Table 2 within the West Sussex County Council Guidance on Parking at New Developments (September 2020) indicates that a 4-bed dwelling within Parking Behaviour Zone 2 would be anticipated to provide 2.7 off-road parking spaces. The site currently benefits from 3 parking spaces, 1 within the garage and 2 on the driveway. The application proposes to remove the garage parking space, therefore resulting in a total of 2 spaces overall, a shortfall of one parking space.

There is considered to be no realistic scope to provide additional on-site parking to compensate for loss of the garage space. It is though noted that a lay-by for 5 vehicles is present within approximately 11 metres of the application site, and that any displaced need for parking could potentially be met by this provision, albeit that this was provided to accommodate the demand for visitor parking. The presence of parking being available within the layby could not therefore be relied upon to compensate for loss of the garage. The proposal does therefore create conflict with the above policies, with it further noted that the Local Highway Authority, noting that their comments are for advice purposes only as the highway is not adopted, has not suggested that the proposal would lead to a highway safety concern.

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 and Planning Balance

The application would result in a shortfall of one parking space on the site, which raises some conflict with the HDPF and SNP. There is though no evidence to suggest that this shortfall would, on this occasion, result in a harmful demand for displaced parking which would lead to highway safety concerns. In addition, it is noted that there is a particular and specific need for ground floor bedroom accommodation to improve the standard of accommodation / living for the current occupant of the dwelling, and this would be directly supported by Policy 42 of the HDPF. It is considered that the combination of the above considerations would outweigh the identified conflict regarding the loss of the garage parking space, such that approval is recommended.

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 and finishes of all new external walls of the development hereby permitted shall match in type, colour, and texture those of the existing building.

Reason: 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/25/0299

(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	DS/Shoubridgeway9/02 REV A	25.02.2025
Elevation plan	Existing and Proposed	DS/Shoubridgeway9/04	25.02.2025
Location plan		NONE	14.03.2025
Floor plan	Existing Ground	DS/Shoubridgeway9/01	25.02.2025

DELEGATED

Case Officer sign/initial Bethan Tinning Date: 29.04.2025

Authorising Officer sign/initial Guy Everest Date: 09.05.2025