Horsham District Council

DELEGATED APPLICATIONS - ASSESSMENT SHEET

OFFICER CHECKLIST	
WEEK ONE (Date Valid)	**7th February 2025**
Check Neighbours	x
Check Consultations (including newts) / Press List	x
Check Description, Plans and Supporting Documents	x
Print and Display Site Notice (if required)	n/a
WEEK TWO (+7)	**14th February 2025**
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)	**21st February 2025**
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)	28th February 2025
If no amendments required, contact agent / applicant with update on progress.	n/a
Confirm whether delegated or committee decision (re: parish and neighbour representations)	x
WEEK FIVE (+28)	7th March 2025
14-day re-consultation letters to be sent on any amended plans	n/a
Prepare draft report	n/a
WEEK SIX (+35)	14th March 2025
Check 35-day Cllr call-in for Committee	x
If decision based on original plans, report to be drafted and submitted for sign off	x
WEEK SEVEN (+42)	21st March 2025
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/25/0160
Three Ways , Park Street, Slinfold, West Sussex, RH13 0RU

DESCRIPTION:

Conversion of single garage into habitable living space, extension of double garage and porch, alterations to external fenestration and materials.

RELEVANT PLANNING POLICIES

The National Planning Policy Framework (NPPF)

Horsham District Planning Framework (2015):
Policy 32 - Strategic Policy: The Quality of New Development
Policy 33 - Development Principles
Neighbourhood Plan:
Slinfold Neighbourhood Plan 2014-2031
Policy 5: Development Principles

Horsham District Local Plan (2023-40) (Regulation 19):
Policy 19: Development Quality
Policy 20: Development Principles

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.

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 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.

Policy 5: Development Principles states development proposals which seek to respect the design, density and layout of the surrounding area as detailed in the Slinfold Parish Design Statement will be supported.

The application seeks planning permission for the conversion of single garage into habitable living space, extension of double garage and porch, alterations to external fenestration and materials. The application site is set back from the highway with existing mature boundary screening. It is considered that the extensions and alterations in their entirety would appear as coherent and sympathetic additions with sufficient separation retained around the extended building and site boundaries. The proposed form and design would reflect existing elements of the host dwelling and given the plot size and the appreciable boundary screening this is considered acceptable.

The proposal incorporates the addition of burnt/black timber cladding. Given the variation of materials in the wider area no objection is raised in principle to the further variation. A condition is however considered reasonable to ensure that the resultant appearance would not depart so greatly from the character and visual amenity along the street.

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

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 (Slab Level) Condition**: 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 doors of the approved building 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).

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/25/0160
(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
Section plan	Proposed Sections	AT - 063 - P15	03.02.2025
Section plan	Proposed Sections	AT - 063 - P16	03.02.2025
Location plan	Location Plan	AT - 063 - P01	03.02.2025
Site plan	Existing Site Plan	AT - 063 - P02	03.02.2025
Floor plan	Existing Ground Floor Plan	AT - 063 - P03	03.02.2025
Floor plan	Existing First Floor Plan	AT - 063 - P04	03.02.2025
Roof plan	Existing Roof Plan	AT - 063 - P05	03.02.2025
Elevation plan	Existing Elevations	AT - 063 - P06	03.02.2025
Elevation plan	Existing Elevations	AT - 063 - P07	03.02.2025
Section plan	Existing Sections	AT - 063 - P08	03.02.2025
Site plan	Proposed Site Plan	AT - 063 - P09	03.02.2025

Floor plan	Proposed Ground Floor Plan	AT - 063 - P10	03.02.2025
Floor plan	Proposed First Floor Plan	AT - 063 - P11	03.02.2025
Roof plan	Proposed Roof Plan	AT - 063 - P12	03.02.2025
Elevation plan	Proposed Elevations	AT - 063 - P13	03.02.2025
Elevation plan	Proposed Elevations	AT - 063 - P14	03.02.2025

DELEGATED

Case Officer sign/initial Marie Riggs Date: 03.04.2025

Authorising Officer sign/initial Tamara Dale Date: 03.04.2025