West Sussex County Council - Planning Consultation Response

To: Horsham District Council
FAO: Meg Bayliss
From: WSCC - Highways Authority
LPA Reference: DC/26/0491

Date: 15 October 2026

Location:
80 Station Road
Horsham
West Sussex
RH13 5EU
Proposal: Creation of a dropped kerb.

Date of Site Visit: N/A

Recommendation: More Information Required

Comments
The application form outlines that a 4.5m wide VCO will be provided. The plans provided show differing access widths, with the scale drawing demonstrating that it will measure 5.5m and the ai generated plan stating 4.5m. The Drop Kerb Plan appears to also not be to scale despite the reference at the top outlining 1:200. The Dropped kerb is shown as being wider than the property entrance within the Dropped Kerb Drawing, however at 4.5m this is a narrower width than the scale plan appears to show the driveway- which is outlined as being 5.85m.
The footway widths too appear to differ between the plans.

The applicant has not outlined within the application form how many parking spaces will be provided, although there is clearly space within the property frontage to potentially accommodate vehicles, it has not been shown whether the entire frontage would be laid to hardstanding to accommodate parking, or if landscaping exists/ is proposed.

The application form outlines that photographs have been submitted, however these do not appear within the planning portal.

Historic Aerial photography made available to WSCC appears to show that parking has been a practise in this location without the presence of a dropped kerb crossing, this act will over time cause damage to the kerbstones and footway, therefore a vehicular crossover would provide formalisation of this practise and reduce the potential for damage to the highway. The plans do however need to be accurate and provide the relevant information to establish if sufficient space would be available for the proposal.

Conclusion
Can the applicant please provide an accurate scale plan of the proposed VCO and demonstrate how many parking spaces will be accommodated within the frontage, this should also show any other areas of hard/soft landscaping or items positioned within the frontage which may restrict the available space.

As guidance, the applicant may wish to refer to the WSCC VCO Guidance- to ensure that their proposals adhere to the VCO license requirements. The applicant should also be aware that an average parking space size is considered to be 2.4m x 4.8m to accommodate an average size vehicle.

https://www.westsussex.gov.uk/media/20290/vco_guidance_notes.pdf

Once the above information has been provided, please re-consult.

Jodie Wilkes
West Sussex County Council – Planning Services (Highways)