



DELEGATED APPLICATIONS - ASSESSMENT SHEET

OFFICER CHECKLIST	
WEEK ONE (Date Valid)	18th May 2026
Check Neighbours	☒
Check Consultations (including newts) / Press List	☒
Check Description, Plans and Supporting Documents	☒
Print and Display Site Notice (if required)	☒
WEEK TWO (+7)	25th May 2026
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)	1st June 2026
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)	8th June 2026
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)	15th June 2026
14-day re-consultation letters to be sent on any amended plans	☐
Prepare draft report	☒
WEEK SIX (+35)	22nd June 2026
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)	29th June 2026
If decision based on amended plans, report to be drafted and submitted for sign off	☐
Reason for EOT	☐

APPLICATION NO./ADDRESS:

DC/26/0802
Rowanhurst, Cox Green, Rudgwick, Horsham, West Sussex, RH12 3DD

DESCRIPTION:

Erection of a detached front garage.

RELEVANT PLANNING HISTORY:

DC/20/1689	Demolition of existing detached garage and outbuilding. Erection of double storey detached dwelling and 2No. detached garages on existing garden land. Creation of new vehicular access.	Application Permitted on 20.11.2020
DC/21/2211	Demolition of existing dwelling and garage and erection of a	Application Permitted

	replacement detached dwelling with new vehicular access, attached garage and associated car parking.	on 18.03.2022
DC/23/0340	Variation of Condition 3 of previously approved application DC/21/2211 (Demolition of existing dwelling and garage and erection of a replacement detached dwelling with new vehicular access, attached garage and associated car parking) to allow for amendment to the wording of the condition relating to the Bat Licence from pre-commencement to pre-demolition.	Application Permitted on 21.04.2023
DC/24/0625	Variation of condition 1 of previously approved application DC/23/0340 to allow for: front and rear skylight changed to dormer windows; amendments to driveway entrance; addition of timber pergola, 2 no. external outbuildings, open lean to, relocation of consented back door to side of house and minor fenestration alterations.	Application Permitted on 19.07.2024
DC/24/1778	Variation of condition 13 of previously approved application DC/24/0625 (Variation of condition 1 of previously approved application DC/23/0340 to allow for: front and rear skylight changed to dormer windows; amendments to driveway entrance; addition of timber pergola, 2 no. external outbuildings, open lean to, relocation of consented back door to side of house and minor fenestration alterations) to alter the proposed materials.	Application Permitted on 02.05.2025
DISC/23/0053	Approval of details reserved by condition 5 to approved application DC/21/2211.	Application Permitted on 06.04.2023
DISC/24/0082	Application for Approval of Details Reserved by Condition 4 to approved application DC/23/0340	Application Permitted on 14.06.2024

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

Policy 40 - Sustainable Transport

Policy 41 - Parking

Rudgwick Neighbourhood Development Plan

Policy 6: Materials

Policy 7: Architectural style

Policy 8: Development height

Policy 9: Street Scene

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

Policy 46: Ancillary Accommodation

Rudgwick Parish Design Statement

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 Arboricultural Team: No comments received

The vegetation present as a buffer to the road does not contain any individual trees of merit. Nonetheless, if minded to approve, it is recommended that control of the retention/replacement of the roadside hedge planting by condition is retained, to maintain a verdant appearance to the street scene.

Parish Comments: Objection

- The rural street scene has suffered urbanisation as a result of the development and it is important that overdevelopment and further street scene degradation are avoided, to accord with RNP Policy 1.
- The proposal would go against the pre-application advice issued by the council, in which advice was sought for the erection of a garage to the frontage at St Albans. The proposal would introduce the harm that the planning officer outlined and with which the Parish concurs.
- The WSCC guidelines make no requirement to provide extra garaging for developments as long as there are the proscribed number of parking spaces per property.
- With an integral garage and parking spaces already in place there is no need to overdevelop the site and overburden the street scene further by the addition of another structure on the front of the Rowanhurst plot.
- The fact that 2 other houses nearby have sought and gained approval for a detached garage in front of their properties should not have any bearing on Rowanhurst, which has other factors affecting such development. Each property planning application is surely judged individually with its own material considerations taken into account.
- There have been significant concerns raised as to whether biodiversity and landscaping schemes have been complied with, regarding the whole site consisting of the 3 new dwellings. An immediate site visit should be undertaken by a suitably qualified ecologist in order to ensure conditions have been complied with.
- RPC believes that there should be no determination of this application whilst there are outstanding issues awaiting investigation and clarification.

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:

Rowanhurst is a sizeable detached two storey dwellinghouse, situated within the Built-up Area Boundary of Rudgwick. The property was erected under planning permission DC/21/2211 and as such, is not statutory or locally listed and the site is not within a Conversation Area. This application seeks consent for the erection of a detached front garage.

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 6 of the RNP requires development to utilise materials that reflect the prevailing building styles of the parish. In particular, brick should be the primary building material, complemented where appropriate by tile hanging or, in Rudgwick, barn-style cladding or clapboard. Brickwork should match existing frontages, and roofs should be finished in traditional handmade or modern roof tiles. Policy 7 states new development proposals should be designed with reference to the surrounding architecture, paying particular attention to features of the local vernacular and locally characteristics. Policy 8 states irrespective of their location, the scale and massing of new developments should respect the character and appearance of the surrounding built and natural environment.

The proposed detached garage will be sited forward of the principal elevation, in the southwest corner of the site, replacing an existing gravel parking area. The proposed building with a rectangular footprint and a hipped roof, will measure approximately 7.3m in width, 6.8m in depth, have an eaves height of 2.4m and an overall ridge height of 4.55m. The external walls would be finished in horizontal oak featheredge cladding, with vertical timber boarding to the bay doors. A single pedestrian door is proposed within one side elevation, while two rooflights are set within the roof slopes. The roof would be finished in clay tiles. The internal dimensions of the garage conform with the minimum internal dimensions for a garage as specified with West Sussex County Council's '*Guidance on Parking at New Developments*', 6m x 3m, ensuring it is capable of accommodating a modern-sized vehicle.

The objection by Rudgwick Parish Council and accompanying comments are noted. As part of these comments, the Parish have quoted Pre-application advice in relation to the neighbouring new dwelling, located immediately to the west, where the Officer raises concerns in respect of the garage being sited forward of the principal elevation, requesting the garage be positioned in line with the proposed dwelling and set back from the highway. The officer's advice was issued in May 2019, predating the permission and construction of the detached forward garage at Pilgrims Rest. It would not be reasonable or proportionate for the Council to refuse the application on these grounds, where no other harm is identified, and the Council could not realistically defend a refusal at appeal. The principle of detached garages forward of the principal elevations of dwellings in the locality is an established part of the street scene, including Pilgrims Rest, April Rise and Little Broome (now converted), with further attached garages forward of the principal elevation also present. These were witnessed during the officer's site visit. As such, the introduction of a garage within the application site would not be considered to appear out of character, with the modest size of the outbuilding not considered to result in harm to the visual amenity of the street scene.

The garage will be comfortably sited within the property's sizeable front garden and with this in mind, it would not be reasonable to argue that proposal would constitute overdevelopment of the site. Furthermore, given its single storey nature and proposed materials, it would be a clearly subservient addition, within an established residential area, in which the development will be partly screened by the hedging on the western boundary. The comments by the Council's HDC Arboricultural Team are noted, in which they request a condition to ensure the retention/replacement of the roadside hedging, to maintain a verdant appearance to the street scene. In this case, the plans indicate that the existing planting and hedging to the front boundary would be retained.

In conclusion, the proposed development 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.

In this case, the proposed outbuilding is single storey in scale, and its siting and design would ensure an acceptable relationship with neighbouring properties. As such, it is not considered that the proposal would result in any unacceptable harm to the amenity of neighbouring occupiers.

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.

Other Matters

Rudgwick Parish Council have raised a number of concerns relating to the biodiversity mitigation and landscaping schemes, having not been complied with. These concerns are noted and have been referred to the Council's Planning Compliance Team for their attention, however, these concerns do not prejudice the outcome of this application and as such, the application can be determined.

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 'Proposed Materials' Plan, Page 2 of 4 Rev 1.2, received 18.05.2026.

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 garage hereby permitted shall be used only as a private domestic garage for the parking of vehicles incidental to the use of the property, Rowanhurst, as dwelling and for no other purposes.

Reason: To ensure adequate off-street provision of parking in the interests of amenity and highway safety, and in accordance with Policy 40 of the Horsham District Planning Framework (2015).

NOTE TO APPLICANT

Biodiversity Net Gain Condition

Paragraph 13 of Schedule 7A to the Town and Country Planning Act 1990 states that planning permission is deemed to have been granted subject to the "biodiversity gain condition" which means development granted by this notice must not begin unless:

- (a) a Biodiversity Gain Plan has been submitted to the planning authority, and
- (b) the planning authority has approved the plan.

Under Regulations 4, 5, 7 & 8 of the Biodiversity Gain Requirements (Exemptions) Regulations 2024 the statutory biodiversity gain condition required by Schedule 7A to the Town and Country Planning Act 1990 (as amended) does not apply in relation to planning permission for development which:

1. does not impact an onsite priority habitat (a habitat specified in a list published under section 41 of the Natural Environment and Rural Communities Act 2006); and impacts less than 25 square metres of onsite habitat that has biodiversity value greater than zero and less than 5 metres in length of onsite linear habitat (a hedgerow habitat or watercourse habitat identified for the purposes of the biodiversity metric);
2. is the subject of a householder application within the meaning of article 2(1) of the Town and Country Planning (Development Management Procedure) (England) Order 2015;
3. is undertaken solely or mainly for the purpose of fulfilling, in whole or in part, the biodiversity gain planning condition which applies in relation to another development (In determining whether a development is undertaken solely or mainly for this purpose, no account is to be taken of any facility for the public to access or to use the site for educational or recreational purposes, if that access or use is permitted without the payment of a fee);
4. consists of no more than 9 dwellings, is carried out on a site which has an area no larger than 0.5 hectares, and consists exclusively of dwellings which are self-build or custom housebuilding ("Self-build or custom housebuilding" has the same meaning as in section 1(A1) of the Self-build and Custom Housebuilding Act 2015 (as amended)).

In addition, the Biodiversity Gain Plan Condition does not apply to applications for major development made before 12 February 2024, or non-major development made before 2 April 2024.

Based on the information submitted in the planning application documents, the Planning Authority considers that this permission is exempt from biodiversity net gain, and as such does not require approval of a biodiversity gain plan before development is begun.

Statutory exemptions and transitional arrangements

There are statutory exemptions and transitional arrangements which mean that the biodiversity gain condition does not always apply. These can be found at Paragraph: 003 Reference ID: 74-003-20240214 of the Planning Practice Guidance, which can be found at <https://www.gov.uk/guidance/biodiversity-net-gain>.

Irreplaceable habitat

If the onsite habitat includes irreplaceable habitat (within the meaning of the Biodiversity Gain Requirements (Irreplaceable Habitat) Regulations 2024) there are additional requirements for the content and approval of Biodiversity Gain Plans.

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/26/0802

(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
Location & Block plan	Location & Block Plan	1.01	18.05.2026
Site plan	Site Plan	2.02 REVISION G	18.05.2026
Elevation plan		Page 1 of 4 REVISION 1.2	18.05.2026
Materials		Page 2 of 4 REVISION 1.2	18.05.2026
Roof plan		Page 3 of 4 REVISION 1.2	18.05.2026
Plans		Page 4 of 4 REVISION 1.2	18.05.2026

DELEGATED

Case Officer sign/initial Sam Nye Date: 07/07/2026

Authorising Officer sign/initial Tamara Dale Date: 13/07/2026