



DELEGATED APPLICATIONS - ASSESSMENT SHEET

APPLICATION NO./ADDRESS:

DC/26/0168

The Crown Hotel, Carfax, Horsham, West Sussex, RH12 1DW

DESCRIPTION:

Internal and external alterations. (Listed Building Consent).

RELEVANT PLANNING HISTORY:

DC/26/0077	Installation of replacement signs to the exterior of the building to include 1x pictorial projecting sign, 3x sets of individual house name letters, 2x door plaques, 2x menu cases, 7x brass lanterns, 8x floodlights, 2x amenity boards and 2x CCTV signs.	Application Permitted 06.05.2026
DC/26/0105	Installation of replacement signs to the exterior of the building to include 1x pictorial projecting sign, 3x sets of individual house name letters, 2x door plaques, 2x menu cases, 7x brass lanterns, 8x floodlights, 2x amenity boards and 2x CCTV signs. Repainting of the exterior. (Listed Building Consent).	Application Permitted 06.05.2026

RELEVANT PLANNING POLICIES

The National Planning Policy Framework (NPPF):

Horsham District Planning Framework (2015):

Policy 34- Cultural and Heritage Assets

Horsham Blueprint Business Neighbourhood Plan 2019-2036

Policy HB3: Character of development

Policy HB4: Design of development

Horsham District Local Plan (2023-40) (Regulation 19)

Policy 21: Heritage Assets and Managing Change within the Historic Environment

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 Conservation: No objection, conditions recommended

Neighbourhood Council:

Horsham Denne NC: 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

Paragraph 212 of the NPPF states that "when considering the impact of proposed development on the significance of a designated heritage asset, great weight should be given to the asset's conservation (and the more important the asset, the greater the weight should be)." Paragraph 213 continues to state that "any harm to, or loss of, the significance of a designated heritage asset (from its alterations or destruction, or for of development within its setting), should require clear and convincing justification."

The Crown Hotel is a Grade II listed building situated within the Horsham Town Centre Conservation Area and has a prominent position in a corner location near the centre of the historic marketplace.

Internally, the proposals include the enlargement of the existing main entrance lobby to improve circulation and accessibility. This will feature a new glass partition and a new set of doors designed to match the existing style, ensuring a cohesive appearance. The existing bar area will undergo a minor change with the addition of a new screen to better accommodate operational needs, carefully integrated with the current layout/ design. The toilet facilities will be refurbished with new tiled bar walk, timber floor outside the toilets and new floor tiles within the toilets. In addition, the removal of secondary glazing from existing windows is proposed.

It is considered that the works would not have any adverse impact on the special interest of the listed building, with further details secured during the application process and conditions recommended where necessary. The proposal would preserve the historic interest of the Grade II Listed Building, in accordance with development plan policies.

Recommendation: Application Permitted

Conditions:

- 1 **Standard Time Condition:** The works hereby permitted shall begin before the expiration of three years from the date of this consent.

Reason: To comply with Sections 18 (as amended) and 74 of the Planning (Listed Buildings and Conservation Areas) Act 1990.

- 2 **Pre-Commencement Condition:** No repairs or other alterations to windows shall commence until a schedule and annotated plan showing the full extent of repair and alteration work to the existing windows has been submitted to and approved in writing by the Local Planning Authority. The works must not be executed other than in complete accordance with the approved details.

Reason: As this matter is fundamental to ensure that the significance of the designated heritage asset, and the character, appearance and integrity of the building, is not prejudiced, thereby

preserving the special architectural or historic interest which it possesses, and to comply with Policy 34 of the Horsham District Planning Framework (2015).

- 3 **Regulatory Condition:** No new plumbing, pipes, soil stacks, flues, vents, ductwork or the like, shall be fixed to any external face of the building other than as shown on the drawings hereby approved.

Reason: To ensure that the significance of the designated heritage asset, and the character, appearance and integrity of the building, is not prejudiced, thereby preserving the special architectural or historic interest which it possesses, and to comply with Policy 34 of the Horsham District Planning Framework (2015).

- 4 **Regulatory Condition:** No new grilles, security alarms, lighting, cameras or other like items shall be fixed to any external face of the building other than as shown on the drawings hereby approved.

Reason: To ensure that the significance of the designated heritage asset, and the character, appearance and integrity of the building, is not prejudiced, thereby preserving the special architectural or historic interest which it possesses, and to comply with Policy 34 of the Horsham District Planning Framework (2015).

- 5 **Regulatory Condition:** All new partitions and screens shall be scribed around existing structural timber. No existing structural timbers will be cut, chased or otherwise altered.

Reason: To ensure that the significance of the designated heritage asset, and the character, appearance and integrity of the building, is not prejudiced, thereby preserving the special architectural or historic interest which it possesses, and to comply with Policy 34 of the Horsham District Planning Framework (2015).

Plans list for: DC/26/0168

(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 plan		NONE	30.01.2026
Design & Access Statement	and heritage	NONE	30.01.2026
Floor plan	Existing ground floor	25.030.002	30.01.2026
Floor plan	Proposed ground floor	25.030.202	30.01.2026
Block plan		25.030.202	12.02.2026
Elevation / Floor plans	Proposed Lobby	25.030.241	30.04.2026

DELEGATED

Case Officer sign/initial Steve Astles Date: 29.05.2026

Authorising Officer sign/initial Guy Everest Date: 29.05.2026