Horsham District Council

DELEGATED APPLICATIONS - ASSESSMENT SHEET

OFFICER CHECKLIST	
WEEK ONE (Date Valid)	**14th April 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)	x
WEEK TWO (+7)	**21st April 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)	**28th April 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)	**5th May 2025**
If no amendments required, contact agent / applicant with update on progress.	**x**
Confirm whether delegated or committee decision (re: parish and neighbour representations)	**x**
WEEK FIVE (+28)	**12th May 2025**
14-day re-consultation letters to be sent on any amended plans	**N/A**
Prepare draft report	**x**
WEEK SIX (+35)	**19th May 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)	**26th May 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/25/0468
Shire Cottage , Stane Street, Five Oaks, West Sussex, RH14 9AG

DESCRIPTION:

Demolition of existing outbuilding and associated slab and erection of replacement outbuilding and reinforced concrete slab sited in location of existing.

RELEVANT PLANNING HISTORY:

DC/25/0091	Demolition of existing outbuilding and associated slab. Erection of replacement outbuilding and reinforced concrete	Withdrawn Application on 18.03.2025

slab sited in location of existing. (Lawful Development Certificate - Proposed).

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 28 - Replacement Dwellings and House Extensions in the Countryside
Policy 32 - Strategic Policy: The Quality of New Development
Policy 33 - Development Principles
Policy 41 - Parking

The Billingshurst Parish Neighbourhood Plan 2019 - 2031
Policy Bill 2 – Housing design and character

Horsham District Local Plan (2023-40) (Regulation 19):
Policy 9: Water Neutrality
Policy 19: Development Quality
Policy 20: Development Principles
Policy 25: Parking
Policy 45: Replacement Dwellings and House Extensions in the Countryside
Policy 46: Ancillary Accommodation

Parish Design Statement:
Design Statement for the Parish of Billingshurst

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:

Billingshurst Parish Council: Comment

T*he committee resolved to a NEUTRAL response to this application, in that they saw no objection to the plan as submitted.*

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

Policy 28 of the HDPF relates to house extensions and outbuildings in the countryside, stating that ancillary accommodation and garaging must demonstrate that the need for additional space cannot be met from an existing dwelling or buildings suitable of conversion on the site, with new outbuildings sited to have regard to the dwelling they serve and be grouped with the house. The policy also states that the use of ancillary accommodation as a separate dwelling will not be supported.

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 Bill 2 of The Billingshurst Parish Neighbourhood Plan aims to maintain where practicable development should incorporate features appropriate to the scale and nature into the overall design of the development.

The proposal seeks planning permission for the demolition of existing outbuilding and associated slab and erection of replacement outbuilding and reinforced concrete slab sited in location of existing.

The existing detached garage is in disrepair. The proposed replacement outbuilding would be of similar scale, design and positioned within the same footprint as the former detached garage. It is recognised that the proposal would represent a more modern design than the utilitarian character of the existing, but given the context of the site, this is not considered to be harmful. It is however considered reasonable and necessary to impose a condition requiring that the building is occupier as incidental to the main dwelling.

It is considered that the development would be of a design, form and scale which is appropriate to the character and appearance of the existing dwelling. The proposal 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 proposal and the resulting relationship with adjacent properties would be sufficient to prevent any unacceptable harm to neighbouring amenity.

Highway impact

Policy 41 of the HDPF seeks to ensure that 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.

The proposal involves that demolition of existing detached garage which is in disrepair and beyond salvageable. While the proposal would result in the loss of an enclosed parking facility the application site has a front driveway used for parking vehicles. Therefore, it is viewed that there would be suitable alternative parking provision available on site in accordance with the above policy.

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 **Regulatory Condition**: The materials to be used in the development hereby permitted shall strictly accord with those indicated on the application form and approved plans.

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 accommodation hereby permitted shall be occupied solely for purposes incidental to the occupation and enjoyment of Shire Cottage, Stane Street (as identified on the approved plans) as a dwelling and shall not be used as a separate unit of accommodation.

Reason: The establishment of an additional independent unit of accommodation would give rise to an over-intensive use of the site and/or lead to an unsatisfactory relationship between independent units of living accommodation contrary to Policies 26 and 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/25/0468
(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
Elevation & Floor plan	Survey Drawing	24 / 019 / 1	25.03.2025
Elevation plan	Back Wall and Front Wall	6400	25.03.2025
Elevation plan	Right Wall and Left Wall	6400	25.03.2025
Floor plan	Proposed	6400	25.03.2025
Block plan		NONE	25.03.2025
Location plan		NONE	14.04.2025

DELEGATED

Case Officer sign/initial Halima Chowdhury Date: 28.05.2025

Authorising Officer sign/initial Tamara Dale Date: 09.06.2025