Horsham District Council

DELEGATED APPLICATIONS - ASSESSMENT SHEET

OFFICER CHECKLIST	
WEEK ONE (Date Valid)	**24th March 2025**
Check Neighbours	03/04/2025
Check Consultations (including newts) / Press List	03/04/2025
Check Description, Plans and Supporting Documents	03/04/2025
Print and Display Site Notice (if required)	N/A
WEEK TWO (+7)	**31st March 2025**
Visit Site or request site visit photos (in accordance with Site Visit Guidance Note)	03/04/2025
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)	**7th 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)	**14th April 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)	**Delegated**
WEEK FIVE (+28)	**21st April 2025**
14-day re-consultation letters to be sent on any amended plans	N/A
Prepare draft report	16/04/2025
WEEK SIX (+35)	**28th April 2025**
Check 35-day Cllr call-in for Committee	N/A
If decision based on original plans, report to be drafted and submitted for sign off	16/04/2025
WEEK SEVEN (+42)	**5th May 2025**
If decision based on amended plans, report to be drafted and submitted for sign off	
Reason for EOT	

APPLICATION NO./ADDRESS:

DC/25/0267
2 Tributary Lane, Faygate, West Sussex, RH12 0BQ

DESCRIPTION:

Erection of a garden building.

RELEVANT PLANNING HISTORY:

None.

RELEVANT PLANNING POLICIES

The National Planning Policy Framework (NPPF)

Horsham District Planning Framework (2015):
Policy 31 - Green Infrastructure and Biodiversity
Policy 32 - Strategic Policy: The Quality of New Development

Colgate neighbourhood planning
Colgate has not been designated as a Neighbourhood Plan area.

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:

None received.

Representations:

2 representations have been received, objecting the application for the following reasons: -

- Appropriate gutters be in place to prevent rainwater overspilling onto the walkway.
- Building to be used as entertainment purposes and possible noise.
- Possible flooding from sloping roof design.
- Disposal of hardcore on site.

Southern Water:

No Objection.

Drainage:

Satisfied with the information provided but have the following comments. The proposals are for a small-scale non-residential garden room, located over an existing impermeable area. To reduce any potential offsite surface water flood risk from roof runoff directed to offsite public areas, such as an existing footpath or residents parking court located directly to the rear of the proposed garden room, require that any roof runoff is managed onsite. Therefore, would like to see the provision of an interception feature such as a raingarden, water butt or similar included in the design, so the water can be captured

and reused sustainably at source. This conforms with sustainability and flood risk objectives within Policy 38 of the Horsham District Planning Framework (2015). As the proposals do not include proposals for foul water drainage, this has not been considered in this response. If HDC is inclined to approve this application, we request the condition included below should be placed on the approval, should it be granted by the LPA.

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. A site visit was attended following objections from the application.

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.

2 Tributary Lane is an end of terrace property outside the built-up area boundary, albeit with a residential estate. The garden building, which is split into 2 rooms, is proposed for use as office space and garden storage.

The proposal would be a clearly subservient addition and would sit comfortably within the existing curtilage. The proposal would be subservient when viewed alongside other structures in the vicinity, including the car port building to the rear. Overall, the proposal 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.

Objections were raised in relation to the use of the garden room as potential noise impact within the neighbouring area. However, the building as proposed would not be unexpected within a residential area and it is not considered that this would result in unacceptable noise impact. It is however considered reasonable to impose a condition requiring that the building be used for incidental residential purposes only.

It is considered that the siting and layout of the proposed garden building 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.

Drainage

HDC Drainage were consulted as part of this application as concerns were raised about surface water run off from the proposed building. An informative is considered appropriate in order to advise the Applicant that any run-off be directed on-site.

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 proposed plans and application form.

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 2 Tributary Lane, Faygate, 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).

NOTE TO APPLICANT
The Applicant is advised that roof runoff from the building should be managed onsite and should be prevented from being directed offsite to public areas such as the existing footpath or residents parking court.

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/25/0267
(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
Floor plan	Proposed Floor Plan	NONE	24.02.2025
Elevation plan	North East Elevation	NONE	24.02.2025
Elevation plan	North West Elevation	NONE	24.02.2025
Elevation plan	Proposed South East Elevation	NONE	24.02.2025
Elevation plan	Proposed South West Elevation	NONE	24.02.2025
Roof plan	Proposed Roof Plan	NONE	24.02.2025
Block plan	Block Plan	NONE	24.03.2025
Location plan	Location Plan	NONE	21.03.2025
Elevation plan	South West Elevation & Fence	NONE	24.03.2025
Elevation plan	South East Elevation & Fence	NONE	24.03.2025

DELEGATED

Case Officer sign/initial Meg Bayliss Date: 12/05/2025

Authorising Officer sign/initial Tamara Dale Date: 19/05/2025