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**HORSHAM DISTRICT  
LOCAL DEVELOPMENT FRAMEWORK**

**HORSHAM DISTRICT  
LOCAL DEVELOPMENT FRAMEWORK  
TO 2018**

**General Development  
Control Policies  
Development Plan Document**

**December 2007**

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# Horsham District Local Development Framework

## General Development Control Policies (2007)

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## General Development Control Policies (2007)

### CHAPTER 1: INTRODUCTION

#### The Local Development Framework

- 1.1 This document sets out the development control policies against which planning applications for the use of land and buildings will be assessed within Horsham District. This is one of the documents that make up the Local Development Framework for Horsham District and which governs the long-term spatial planning of our area.
- 1.2 Under the Government's new planning system, instead of producing a single document called a Local Plan the Council is required to prepare a number of Local Development Documents. These documents set out different aspects of the Council's policies for meeting the community's economic, environmental and social needs where this has an impact on the use of land within the District. The Local Development Framework (LDF) is a 'folder' of these documents.
- 1.3 The Core Strategy is the overarching document in the LDF. It sets out the long-term vision and spatial objectives for the District and includes the strategic policies needed to deliver the vision. It also indicates broad locations for delivering the housing and other strategic development requirements in accordance with the overall philosophy. In addition to the Core Strategy, the Site Specific Allocations of Land document defines the built-up area boundaries for the more sustainable settlements in the District and allocates land for future development. These documents are available to view at a number of locations and on the Council's website [www.horsham.gov.uk/strategic\\_planning](http://www.horsham.gov.uk/strategic_planning).

#### General Development Control Policies

- 1.4 The general development control policies have been prepared to reflect the vision and spatial objectives of the Core Strategy and are set out in the same topic order so that the links between the two documents can be clearly identified.
- 1.5 The policies do not, for the most part, include cross reference to other policies. This is because **all the policies are inter-dependent of one another and should be read together alongside the policies of the Core Strategy**. In addition the Site Specific Allocations of Land document should be referred to when proposals for development are being considered on, or adjacent to, allocated areas of land.



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- 1.6 **For proposals on sites where no specific policy applies, applications will be considered on their merits and against the spatial objectives set out in the Core Strategy.**
- 1.7 For each topic area, this document includes the relevant spatial objective from the Core Strategy, various policies and a justification/explanation of the policy approach. The explanatory text makes reference, where appropriate to other guidance, strategies and organisations that may provide further advice. Such references are correct at the time of printing but are subject to change. If you require further advice or clarification, please contact the Strategic and Community Planning Department.
- 1.8 In some cases there may be a need for further policy interpretation. If considered necessary, this will be prepared separately, in consultation with interested parties. Further advice on how you can be involved in the preparation of any of the documents that make up the Local Development Framework can be found in the Council's Statement of Community Involvement (SCI).

### The Proposals Map

- 1.9 The Proposals Map has been updated to reflect the content of this document alongside the other Development Plan Documents that have been prepared as part of the LDF. The map shows the built-up area boundaries; town and village centre boundaries; shopping frontages; employment protection zones and other location specific policies.

### Community Involvement

- 1.10 The Issues and Options Preliminary Consultation document was the culmination of the first stage in preparing the planning strategy and vision for Horsham District. It was published in June 2004 and was itself prepared in the light of responses made on earlier District-wide consultation (October 2002) on key issues that related to the future planning of Horsham District and the outcome of a number of topic based focus groups.
- 1.11 The Issues and Options Preliminary Consultation document was published for a six week period of public consultation during Summer 2004. A newsletter was delivered to every household in the District inviting residents to attend public exhibitions across the District and to comment on the content of the documents. Statutory organisations, Parish/Neighbourhood Councils, amenity societies, landowners, developers and businesses were also among those consulted. Over



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800 responses were received which amounted to around 2,000 individual comments. The comments received were used to inform the preparation of the Core Strategy, Sites Specific Allocations of Land and General Development Control Policies documents.

- 1.12 In February 2005 the Council prepared the 'Preferred Options' Core Strategy and Site Specific Allocations of Land documents for public debate. The response to the consultation on the 'Preferred Options' documents was extensive and resulted in many detailed responses, which assisted in the preparation of the Preferred Options General Development Control policies.
- 1.13 Following the Issues and Options Preliminary Consultation and public participation on the Core Strategy and Site Specific Allocations of Land documents there were also ongoing discussions with a number of departments within the Council. These discussions chiefly involved the Development Department, Housing and Leisure Services sections, who assisted in the formulation of policies. In addition, key stakeholders and interested parties were consulted during Summer 2005 on initial draft development control policy approaches. The majority of the consultees responded with detailed comments, which directly influenced the content of the Preferred Options document.
- 1.14 The Preferred Options General Development Control Policies document was agreed by the Council for public comment during a 6 week period starting in November 2005. Over 300 representations were made, some of which were very detailed in nature. They covered many issues and directly influenced the content of the 'submission' document. A report containing the Council's response to the representations received was prepared and made available for information. In addition further consultation took place on an informal basis with key stakeholders and Members of the Council which assisted us in revising the policy approaches taken. In a limited number of cases this consultation process involved changes to policies, including new policies, where issues or approaches had evolved, including changes in Government guidance.
- 1.15 Having taken into account all the information gathered and the representations received, the Council decided how it intended to proceed and, therefore, the content of the 'Submission' General Development Control Policies Document, in accordance with the submitted Core Strategy. The 'submission' document was published on 1st September 2006 and was the subject of a 6 week period for representation in September/October 2006. The duly made representations received during this period, as well as those relating to the subsequent alternative policy boundaries consultation in November/December 2006, were considered by an Inspector as part





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of the independent Examination of the document, including during Examination Hearings held in September 2007. The Inspector produced a Report with recommendations which were binding on the Council. We have incorporated the changes required by the Inspector and have proceeded to the General Development Control Policies Document, along with the Proposals Map, as formal development plan documents which now form part of the Local Development Framework for the District.

### Next Steps

- 1.16 The Council will review the Core Strategy by 2010, by which time the South East Plan will be published in its final version. To ensure that this document is consistent with these two Plans, the Council will undertake an early review of the General Development Control Policies as part of, or as soon as possible after the adoption of the Core Strategy Review, and this will be programmed into the Local Development Scheme.



## General Development Control Policies (2007)



## CHAPTER 2: CONTEXT FOR THIS DOCUMENT

### The Core Strategy

- 2.1 The Core Strategy adopts the vision of the Horsham District Community Strategy prepared by the Horsham District Community Partnership. This is then translated into spatial objectives for the District, covering key issues such as the need to balance the protection of our countryside and urban areas whilst accommodating the levels of new development that are required and meeting the needs of those who live, work and visit the District. The spatial objectives form the basis of the set of core policies contained within the Core Strategy.
- 2.2 The Core Strategy has been prepared to take into account the most up-to-date national planning guidance; to be in general conformity with the requirements of the current Regional Planning Guidance for the South East; and has been heavily influenced by the adopted West Sussex Structure Plan 2001-2016. The General Development Control Policies must, in turn, be in conformity with the Core Strategy, as the over-arching document in the Local Development Framework for this District.
- 2.3 This document has not sought to repeat or summarise the content of the Core Strategy. However, it is important to be familiar with its content in order to understand the overall vision for the District and the context in which the development control policies have been written. The policies within this General Development Control document are derived from the spatial objectives set out in the Core Strategy and expand further on how we intend to ensure that this vision for the District is delivered.

### The Site Specific Allocations of Land Document

- 2.4 The Site Specific Allocations of Land document has been prepared in accordance with the Core Strategy and in particular defines the built-up area boundaries for the more sustainable settlements in the District. This document also allocates land in accordance with the development strategy set out in the Core Strategy. It identifies previously developed land that can accommodate residential development; smaller scale greenfield sites for new homes; land for employment use, community facilities and open space; and a small number of sites for other uses.



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- 2.5 The policies in the Site Specific Allocations of Land document set out the critical development requirements for each site together with any broad design and landscape requirements; however, any application for the development of these sites will also have to refer to the relevant criteria set out in the General Development Control Policies document.

### Sustainability Appraisal / Strategic Environmental Assessment

- 2.6 In order to ensure that the policies and proposals of the General Development Control Policies document contribute to the aims of sustainable development, a Sustainability Appraisal (SA) incorporating the requirements of Strategic Environmental Assessment (SEA) has been undertaken.
- 2.7 The process of SA/SEA was stated at the outset of preparation of the General Development Control Policies document and has involved the following stages:
- Scoping Report - this was published with the Issues and Options consultation document and set out baseline information about the District, with sustainability issues affecting the area. The report set out the likely options for not only the General Development Control Policies but also the Core Strategy and Site Specific Allocations of Land.
  - Interim Report - this document was published with the Preferred Options General Development Control Policies and provided an initial assessment of options and policies. The comments made on the document fed into the final assessment of policies, and resulted, where necessary, in recommendations being made and implemented to improve the sustainability of this Development Plan Document.
  - Final SA / SEA Report - this has been published alongside this General Development Control Policies Submission document and has, where necessary, updated the assessment of policies to take into account any changes made as a result of the consultation on the Preferred Options document. It sets out how the General Development Control Policies document has been appraised and influenced by the sustainability objectives and process. It also indicates where any mitigation measures have, or will be, made through policy formulation and implementation.

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### National Planning Guidance

- 2.8 Under the new planning system, local planning authorities are not expected to repeat National Planning Policy Statements or Guidance in their local development documents but instead address the particular issues that are relevant to this District. Policies should not seek to cover every eventuality and as a result the number of policies is considerably smaller than that contained within former local plans. Reference has been made to the most relevant national or even local guidance as appropriate to guide applicants. Further information on national planning guidance can be found on the Planning Portal website [www.planningportal.gov.uk](http://www.planningportal.gov.uk).





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### CHAPTER 3: GENERAL DEVELOPMENT CONTROL POLICIES

#### Landscape and Townscape Character

##### STATEMENT 1

"To protect and enhance the diverse character and local distinctiveness of the District."

"To integrate the need for protection of the natural, built and historic environment (including the natural resources) of the District with the need to allow the continued evolution of both the countryside and the character and environment of settlements."

#### Background

- 3.1 The Core Strategy Policy CP1 sets out the importance of retaining the character of Horsham District. This includes conserving and enhancing the character of the landscape, biodiversity as well as maintaining the existing pattern of settlements. The following policies add further detail as to how the Council believes that the character of the District should be maintained in relation to planning and development proposals. This includes further detail on landscape character and settlement coalescence as well as policies on designated landscapes, biodiversity, trees and woodland.
- 3.2 The policies particularly support the following sustainability objectives:
- To conserve and enhance landscape and townscape character of the District.
  - To conserve and enhance the biodiversity of the District.
  - To conserve and enhance the historical and cultural environment of the District.
- 3.3 The following policies should be read in conjunction with Core Strategy Policy CP1: Landscape and Townscape Character.



## General Development Control Policies (2007)

### POLICY DC 1

#### COUNTRYSIDE PROTECTION AND ENHANCEMENT

**Outside built-up area boundaries, development will not be permitted unless it is considered essential to its countryside location and in addition meets one of the following criteria:**

- a. **supports the needs of agriculture or forestry;**
- b. **enables the extraction of minerals or the disposal of waste;**
- c. **provides for quiet informal recreational use; or,**
- d. **ensures the sustainable development of rural areas.**

**Any development permitted must be of a scale appropriate to its countryside location and must not lead, either individually or cumulatively, to a significant increase in the overall level of activity in the countryside.**

- 3.4 The Council is seeking to maintain and enhance the natural beauty and amenity of the District's countryside for its own sake. Development has the potential to harm the beauty and character of rural areas, and this Council will seek to resist development in rural areas unless the development is essential to the rural location.
- 3.5 Whilst it is recognised that the natural and undeveloped nature of rural areas must be protected, it is acknowledged that there may be certain circumstances where development is necessary to ensure the continued sustainable development of rural areas. Such development might include that which is required to sustain the countryside as a place of varied and productive social and economic activity, such as subsidised housing, business uses, community facilities and service or leisure, cultural and tourism facilities. Other policies set out in this document cover the circumstances under which development may be permitted in the countryside and applicants should in particular refer to policies DC23 – DC30. Where development is essential it must not lead to a significant increase in the overall level of activity in the countryside and therefore, accessibility to transport other than the private car will be of particular relevance in meeting sustainability objectives.
- 3.6 Where it is considered that there are overriding reasons to permit development outside built-up areas (including where necessary for the provision of water supplies) appropriate mitigation and enhancement will be secured, as set out in other policies in this document.





## General Development Control Policies (2007)

### POLICY DC 2

#### LANDSCAPE CHARACTER

**Development will be permitted where it protects and/or conserves and/or enhances the key characteristics of the landscape character area in which it is located, including:**

- a. **the development pattern of the area, its historical and ecological qualities, tranquillity and sensitivity to change;**
- b. **the pattern of woodlands, fields, hedgerows, trees, waterbodies and other features; and,**
- c. **the topography of the area.**

- 3.7 Horsham District is a large area with a diverse range of characteristics from the wooded landscape in the north, to the more open rolling downland of the south of the District. It is considered important that the unique characteristics of the area are retained and where practicable enhanced. 32 separate landscape character areas have been identified within the District and these are shown on the Proposals Map. It will be necessary to ensure that development proposals take into account the key characteristics of the landscape character areas, (which includes historic character, biodiversity, soils, and tranquillity) and in addition to the requirements set out in the policy above, applicants should refer to the additional detail and guidance in the Horsham District Council Landscape Character Assessment. It is intended that this work will be incorporated within a Supplementary Planning Document in due course. Applicants are also advised to consult Planning Policy Statement 7: Sustainable Development in Rural Areas, as well as other relevant landscape character assessments including those for West Sussex and the South Downs for further information on issues relating to development in the countryside.





## General Development Control Policies (2007)

### POLICY DC 3

#### SETTLEMENT COALESCENCE

Within Horsham District development will be permitted if it individually, or cumulatively does not result in the actual or perceived coalescence of settlements, including through:

- a. visual intrusion which reduces the openness and 'break' between settlements; and,
- b. a significant increase of activity which has an urbanising effect on the area.

In addition, within areas designated as a Strategic Gap or immediately abutting the boundaries of a Strategic Gap, development will not be permitted unless it:

- i. makes a positive contribution to protecting, conserving or enhancing the landscape and amenity of the Gap; or,
- ii. provides opportunities for quiet informal recreation.

- 3.8 The towns and villages within the District each exhibit a distinct character and range of intrinsic qualities which are based on the cumulative effect of the settlements' historic built form or layout and their wider setting, landscape and locally important features, including the character of individual buildings and in some cases adjoining gardens which may create green corridors. It is important that proposed development respects this character and does not adversely impact on this combination of natural and man-made features.
- 3.9 Much of the pressure for development is around the edges of settlements, or for smaller scale 'sub-urban' developments such as lighting schemes, porches and extensions. These types of proposals have the potential to lead to the coalescence of villages and towns and it is considered that the Council should seek to resist such proposals outside the development areas identified in the Core Strategy and Site Specific Allocations of Land. Other developments in rural areas such as barn conversions and telecommunication installations also have the potential to urbanise the countryside. Applicants should therefore refer to PPG8: Telecommunications and Policy DC24: Conversion of Agricultural and Rural Buildings for Industrial, Business or Residential Uses, for further details on these issues.



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- 3.10 The landscape between settlements throughout the District should have an overall lack of development and urbanising features, and provide a visual break and sense of openness between settlements. This includes preserving the network of trees and hedgerows which make up the green corridors which are important for both the landscape and nature conservation. This is particularly important for the two Strategic Gaps in the District. These are the Horsham/Southwater and Horsham/Crawley Strategic Gaps, which are shown on the Proposals Map.
- 3.11 The designation of Strategic Gaps protects these areas which are especially sensitive to development and Policy DC3: Settlement Coalescence, proposes that development in such areas should be required to make a positive contribution to the amenity of the Gap.
- 3.12 In defining the boundaries of the Strategic Gaps it is recognised that in certain sensitive locations development on land abutting but outside of the Gap, could contribute to settlement coalescence that may undermine the objectives of this policy. In such cases, proposals for development that immediately abuts the boundary of the Gap, but is not in accordance with this policy, would not be permitted.

### POLICY DC 4

#### AREAS OF OUTSTANDING NATURAL BEAUTY (AONBs)

**Planning Permission will not be granted for proposals in or near to the Sussex Downs or High Weald AONBs that would adversely affect the character, quality, views, distinctiveness or threaten public enjoyment of these landscapes.**

**Where exceptionally development is necessary, landscape enhancements, mitigation or compensation measures must be provided.**

- 3.13 The Sussex Downs and High Weald AONBs (as shown on the Proposals Map) are designated for their national importance in terms of landscape quality. The main aim of their designation is to conserve and enhance the natural beauty of the landscape. At the current time, the Government is considering the designation of the South Downs as a National Park. No formal decision has yet been made, but it is anticipated that such a designation will lead to changed administrative arrangements for the area. Applicants should be mindful of this and



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are advised to check the designation of the Sussex Downs. Further information regarding the progress of the proposed South Downs National Park is available from Defra.

- 3.14 It is essential that the AONBs landscapes are conserved and enhanced. Development, particularly if it is at a large scale, has the potential to harm these areas and lead to damage to the landscape. It is however acknowledged that both the High Weald and Sussex Downs AONBs are 'living' landscapes which need to be able to adapt and change to cope with the pressures that they face and to meet the needs of people who live there. There may be cases therefore where development, particularly at a more local level, that helps maintain the economic or social well-being of the areas is necessary.

### POLICY DC 5

#### BIODIVERSITY AND GEOLOGY

**Development will not be permitted unless, where relevant, it includes measures to protect, conserve or enhance the biodiversity of the District.**

**In addition, within areas shown on the Proposals Map that are designated as being of importance for biodiversity or geology, development will not be permitted where there would be a direct or indirect adverse effect on the site unless it can be clearly demonstrated that;**

- i. **the reason for the development clearly outweighs the need to protect the value of the site; and,**
- ii. **that mitigation and compensation measures are provided.**

- 3.15 Horsham District contains a wide variety of life. This includes individual species and the habitats that support them, from rivers, woodlands and chalk downland to gardens in urban areas. This biodiversity is an integral part of the District's character and also contributes to the high quality of life in the area. Within the District, some areas have been designated as being of particular importance for biodiversity or geology. These sites are shown on the Proposals Map. They include the internationally important Special Protection Area at Amberley Wildbrooks, nationally important Sites of Special Scientific Interest, and more local sites such as Sites of Nature Conservation Importance. In addition to these protected sites, the District is home to several



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species which are protected by law, including bats, barn owls and great crested newts. Applicants should refer to the Wildlife and Countryside Act (1981) for further information on this matter.

- 3.16 Development has the potential to harm biodiversity directly or indirectly. Direct effects include land take, whilst indirect effects include downstream pollution of a watercourse, or severance of a wildlife corridor, preventing species moving between different habitats. Development also has the potential to help habitats and species, for example through enhancing or extending habitats, habitat creation schemes, and designing buildings to contain features such as nest boxes that provide a home for wildlife.
- 3.17 The Council will seek to ensure that development does not cause a net loss of biodiversity, and will in particular resist proposals that will harm protected sites and species. Where there are proposals that would affect a protected site the level of designation (i.e. international, national) will be taken into account when determining the proposal. In order to determine a planning application the Council will expect to be provided with sufficient information to assess the effects of development on protected sites, species and biodiversity or geology together with any proposed prevention, mitigation, or compensation measures.
- 3.18 All development proposals should seek to enhance biodiversity through a range of measures, including enhancements for protected species either on or off the site, buffer strips around protected sites and vulnerable (e.g. aquatic) habitats, maintenance, reinstatement and enhancement of wildlife corridors. When considering biodiversity enhancements, applicants should pay attention for the potential to enhance the priority habitats and species identified in the Sussex and Horsham Biodiversity Action Plans. Applicants should also be mindful of the guidance set out in PPS9: Biodiversity and Geological Conservation and its supporting guide to good practice and PPS7: Sustainable Development in Rural Areas. Information on habitats and species that have been recorded in the District is available from the Sussex Biodiversity Record Centre.





## General Development Control Policies (2007)

### POLICY DC 6

#### WOODLAND AND TREES

Felling of protected trees will only be permitted in exceptional circumstances, and, where unavoidable, replacement planting with suitable species will be required.

Applications for surgery to protected trees where the proposals are contrary to best arboricultural practice, and/or would detract from the amenity value of the trees in question will be refused.

- 3.19 Trees and woodland make an important contribution to the character of the District. As well as their biodiversity value, they contribute to the wider landscape and townscape, providing amenity, scenic, recreation, biodiversity and historical value. The Council will seek to ensure the continued protection of woodlands and trees, and will take this into account when considering development proposals.
- 3.20 Ancient woodland is a particularly important form of woodland. These areas have been continuously wooded since at least 1600 AD. They have evolved over the centuries to form a rich wildlife habitat and are irreplaceable in terms of their biodiversity, landscape and historical value. This Council will therefore resist development on or near to such sites where demonstrable harm to ancient woodlands would be caused. The ancient woodlands are shown on the Proposals Map.
- 3.21 Individual trees can also be important contributors to the character of the District, and many are protected by Tree Preservation Orders. Applicants wishing to undertake work to protected trees are advised to consult the Government guide 'Protected Trees – A Guide to Tree Preservation Orders'. Where applications are submitted for works to trees, the Council will consider health and practical problems (such as structural damage to property) relating to the trees. Where replacement planting is required, issues such as landscape and biodiversity will be taken into account. Replanting with native species will be encouraged to ensure that ecological networks remain functional and to prevent the isolation of trees and woodlands in the landscape.



## General Development Control Policies (2007)

### Environmental Quality

#### STATEMENT 2

"To integrate the need for protection of the natural, built and historic environment (including the natural resources) of the District, with the need to allow the continued evolution of both the countryside and the character and environment of settlements."

#### Background

- 3.22 The Core Strategy Policy CP2, sets out the importance of maintaining the high environmental quality of the District. The following policies add a further level of detail on how the Council believes the high environmental standard in the District should be maintained in relation to planning and development proposals. This includes the protection of resources, minimising pollution, prevention of flooding and the provision of renewable energy supplies.
- 3.23 The policies particularly support the following sustainability objectives:
- To maintain a high quality environment in terms of air, soil and water quality.
  - To reduce the risk of flooding.
  - To ensure that rates of energy and water consumption are as efficient as possible.
  - To seek to reduce the emission of greenhouse gases, in particular by encouraging the provision and use of renewable energy.
- 3.24 Development has the potential to harm the environment in a variety of ways, including the emission of pollutants to the air, controlled waters and soils. The Council will consider the possible polluting effects of a development proposal on aspects such as amenity and surrounding land-uses. These considerations are complemented by legislation outside the planning process, such as the Pollution Prevention and Control Regulations, 2000.
- 3.25 Development proposals which have the potential to result in pollution of the environment, including at the demolition or construction phase, will need to consider mitigation measures to help minimise any potential risk and/or harm. Where necessary, the Council will use planning conditions to help limit the impact of pollution.



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- 3.26 Where a proposed development site is known or expected to be affected by contamination, applicants are reminded that in accordance with S.57 of the Environment Act they will need to provide a full assessment of the contamination and the proposed remediation work necessary before any development is permitted. In accordance with PPS23: Planning and Pollution Control, a desk study and preliminary risk assessment should be produced prior to any brownfield site obtaining planning permission. The Council will also pay particular consideration to the effects of noise, including developments and sites sensitive to noise, such as housing or care homes, rural areas, wildlife sites and historic areas. Applicants are advised to consult Planning Policy Statement 23: Planning and Pollution Control, Planning Policy Guidance 24: Planning and Noise as well as having regard to any relevant environmental legislation as appropriate, and should, where necessary, submit technical reports to Environmental Health.
- 3.27 The following policies should be read in conjunction with Core Strategy Policy CP2: Environmental Quality.

### POLICY DC 7

#### FLOODING

**Development will not be permitted where it would:**

- a. **in accordance with the sequential test set out in Government guidance, be at risk from flooding;**
- b. **not incorporate appropriate mitigation measures to help limit any increase in the risk of flooding in adjacent or downstream areas; and,**
- c. **not comply with the tests and recommendations set out in the Horsham District Strategic Flood Risk Assessments.**

- 3.28 Flooding is a natural process and can happen at any time in a wide variety of locations. Flooding can come from rivers and the sea, directly from rainfall on the ground surface and from rising groundwater, overwhelmed sewers and drainage systems. Annex C of PPS25: Development and Flood Risk details the various forms of flooding.
- 3.29 Development on floodplains increases the number of people, properties and infrastructure at risk from flooding. In addition, development both on and off floodplains, can heighten the risk of





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flooding elsewhere by increasing the amount of hard surfacing. This reduces the rate that water can soak into the soil, and the water instead flows as surface water 'run-off'. This water then reaches rivers more quickly, causing them to exceed their storage capacity, or the run-off can cause more localised "flash flooding".

- 3.30 In future, the risk of flooding is likely to increase as a result of climate change. It is predicted that there will be more intense rainfall, which could lead to more frequent major flood events happening, or occurring in areas that do not flood at the moment.
- 3.31 Together with the Environment Agency, this Council has produced Strategic Flood Risk Assessments (SFRAs) for the Mole Catchment area and the Adur and Arun Catchment area within the District. The SFRAs will seek to ensure that development does not occur in areas at risk of flooding and give guidance on how this can be achieved. The SFRAs include maps which indicate the areas of land at risk from flooding. In addition, the Council will therefore require a flood risk assessment in conjunction with development proposals, when the relevant SFRA indicates this is necessary. The assessment will need to identify the extent of the floodplains on all watercourses within or adjacent to the development site, and must have regard to climate change. Applicants are advised to consult the relevant SFRA, Planning Policy Statement 25: Development and Flood Risk and its companion guide and other relevant environmental legislation for further information.
- 3.32 To ensure that development does not increase the risk of flooding, developers should incorporate measures such as sustainable urban drainage systems (SUDS). These increase the amount of water that is able to enter the ground rather than being lost as run off. It can include designing natural areas which can accommodate floodwater as well as being of benefit to biodiversity. Further information and guidance on SUDS can be found in the "Interim Code of Practice for Sustainable Drainage Systems" by the National SUDS working group, and is available from the Environment Agency.
- 3.33 In addition to placing pressure on the supply of water, development also has the potential to increase pressure on surface water drainage, foul sewerage systems and wastewater treatment works. Where appropriate it is proposed that contributions will be required towards the improvement or enhancement of this infrastructure. Applicants are advised to consult the Environment Agency, and Southern Water/Thames Water and Environmental Health Officers as appropriate for more information and advice on this issue.



## General Development Control Policies (2007)

### POLICY DC 8

#### RENEWABLE ENERGY AND CLIMATE CHANGE

- a. **Planning permission will only be granted for proposals which ensure that:**
  - i. **measures are incorporated that reduce the impact on climate change; and,**
  - ii. **wherever possible and certainly for any development of 10 or more dwellings and other forms of major development, sufficient on-site renewable energy equipment or other design measures are provided to achieve at least a 10% reduction in the scheme's predicted carbon dioxide emissions.**
- b. **The Council will permit schemes for renewable energy (e.g. solar, biomass and energy crops, landfill gas and hydroelectricity) where they do not have a significant adverse effect on landscape character, wildlife, areas of historical significance or amenity value.**

3.34 "Greenhouse gases" such as carbon dioxide and methane trap the sun's heat in the earth's atmosphere. Human activity, such as the burning of gas and coal, has increased the level of these gases in the air, meaning that more energy from the sun is trapped in the atmosphere. This is leading to changes in the world's climate, and is likely to alter the environment of this District. Within Horsham District potential effects of climate change include increased drought and flooding episodes, both of which would affect people, wildlife and the economy.

3.35 It is thought that a certain amount of climate change is now inevitable, and developers will therefore need to design development to take the impacts of climate change (such as increased flooding) into account. In addition, development should also seek to minimise further emissions of greenhouse gases both during the construction and operational phases of development (see criteria in a. of the Policy). This can be achieved in a number of ways, including using sustainable construction techniques (more information on this will be made available in a Supplementary Planning Document), designing development to maximise solar gain, using high levels of insulation, and provision of efficient heating systems. Applicants should also refer to policies DC9: Development Principles and CP2: Environmental Quality for more information on these issues.



## General Development Control Policies (2007)

- 3.36 One method of reducing the emission of greenhouse gases is to use renewable sources of energy. It is possible to incorporate many renewable energy technologies within developments, and in order to meet the Government's targets for reducing carbon dioxide emissions, this Council is therefore requiring larger developments to provide sufficient on-site renewable and low-carbon energy sources or other design measures so as to achieve at least a 10% reduction in the scheme's predicted carbon dioxide emissions over and above that required by the currently applicable building regulations. Whilst the requirement to achieve this reduction in the scheme's predicted carbon dioxide emissions is placed on larger developments, the Council will strongly encourage such provisions from all proposals for residential development. This requirement can be met in a number of different ways, including small scale wind energy, solar panels and combined heat and power supplies. More information on this issue is currently available from the Department of Trade and Industry and further details will be made available in a Supplementary Planning Document.
- 3.37 In addition to on-site provision of renewable energy, there may also be proposals for larger scale renewable energy installations, such as wind farms or biomass energy plants. These schemes have the potential to impact on a range of issues, including the landscape, wildlife and amenity. The Council will take these factors into account when considering any proposals for renewable energy schemes. Applicants for such schemes are advised to consult Planning Policy Statement 22: Renewable Energy.



## Improving The Quality of New Development

### STATEMENT 3

“To ensure that new development in the District is of high quality.”

### Background

- 3.38 The Core Strategy Policy CP3 sets out the importance of high quality design in order to raise standards and as a key element in sustainable development. Within this District the importance of local distinctiveness must also be recognised and the role that the examination of an area's character should have in preparing a development proposal, be it in a Conservation Area or a site within a more typical residential setting.
- 3.39 The following policies set out at a local level the key aspects of design that are felt to be important to Horsham District but they can be supplemented by the advice and guidance contained within a number of publications relating to design, the conservation of buildings and the importance of town/landscapes prepared by groups and organisations including Central Government and a number of charitable organisations. Applicants should be aware of the requirement for a Design and Access Statement to be submitted with many applications. Government Circular 01/06 - Guidance on changes to the development control system, sets out the requirements of such statements, saying that they should explain the design principles and concepts that have informed the development and how access issues have been dealt with. Further information can be obtained from the Development Department at Horsham District Council. In addition the West Sussex Design Commission has prepared on behalf of all the planning authorities in West Sussex a set of Design Principles for the County (March 2007) which once complete will provide further guidance in support of the policies within this chapter. Further information can be found on [www.westsussexdesign.org.uk](http://www.westsussexdesign.org.uk), the Design Commission website.
- 3.40 The policies particularly support the following sustainability objectives:
- To make the most efficient use of land by prioritising brownfield land for development.
  - To reduce crime and the fear of crime.
  - To conserve and enhance landscape and townscape character of the District.
  - To conserve and enhance the historical and cultural environment of the District.





## General Development Control Policies (2007)

- 3.41 The following policies should be read in conjunction with Core Strategy Policy CP3: Improving the Quality of New Development.

### **POLICY DC 9**

#### **DEVELOPMENT PRINCIPLES**

Planning permission will be granted for developments which:

- a. make efficient use of land whilst respecting any constraints that exist;
- b. do not cause unacceptable harm to the amenity of occupiers/users of nearby property and land, for example through overlooking or noise, whilst having regard to the sensitivities of surrounding development;
- c. ensure that the scale, massing and appearance of the development is of a high standard of design and layout and where relevant relates sympathetically with the built surroundings, open spaces and routes within and adjoining the site, including any impact on the skyline and important views;
- d. are locally distinctive in character, respect the character of the surrounding area (including its overall setting, townscape features, views and green corridors) and, where available and applicable, take account of the recommendations/policies of the relevant Design Statements and Character Assessments;
- e. use high standards of building materials, finishes and landscaping; and includes the provision of street furniture and public art where appropriate;
- f. presume in favour of the retention of existing important landscaping and natural features, for example trees, hedges, banks and watercourses. Development must relate sympathetically to the local landscape and justify and mitigate against any losses that may occur through the development; and,
- g. ensure buildings and spaces are orientated to gain maximum benefit from sunlight and passive solar energy, unless this conflicts with the character of the surrounding townscape, landscape or topography where it is of good quality.



## General Development Control Policies (2007)

### CHAPTER 3: GENERAL DEVELOPMENT CONTROL POLICIES

**Proposals will also need to take the following into account where relevant:**

- h. incorporate where appropriate convenient, safe and visually attractive areas for the parking of vehicles and cycles, and the storage of bins/recycling facilities without dominating the development or its surroundings;**
- i. incorporate measures to reduce any actual or perceived opportunities for crime or antisocial behaviour on the site and in the surrounding area; and create visually attractive frontages where adjoining streets and public spaces, including appropriate windows and doors to assist in the informal surveillance of public areas by occupants of the site;**
- j. contribute to the removal of physical barriers; and,**
- k. make a clear distinction between the public and private spaces within the site.**

**Applicants must consider the relevance of all the criteria within this policy to their proposal, no matter how large or small, and may be asked to justify why they do not consider a specific element relevant to their application.**

- 3.42 The Council will support and encourage mixed use developments or those that contribute to a mix of uses in the locality where it does not conflict with other objectives. In addition, in aiming to achieve more sustainable forms of development the Council will encourage buildings and spaces that are capable of change to suit new demands over time and will seek more sustainable buildings and construction techniques. It is acknowledged that this may result in new forms of development. Applicants should also consider Core Strategy Policy CP2: Environmental Quality which seeks to ensure that development minimises energy and resource consumption and incorporates sustainable construction technologies.
- 3.43 Not all elements of this policy will always be appropriate for each development; however applicants must consider the relevance of all the criteria to their proposal, no matter how large or small, and may be asked to justify why they do not consider a specific element is relevant to their application.
- 3.44 All development should, in-line with part 'c' of the policy, relate sympathetically to the built surroundings, this includes extensions which should not overpower the original building.



## General Development Control Policies (2007)

- 3.45 Part 'd' of the policy refers to Design Statements and Character Assessments, this includes for example, Village/Parish Design Statements, Horsham Town Neighbourhood Appraisal and the Horsham District Landscape Character Assessment. Many villages and Parishes within the District have Village/Parish Design Statements. These statements, written by the relevant community, describe the distinctive character of villages and surrounding countryside and set out design guidelines. It is proposed that where appropriate, these will be adopted as Council policy and will be important in determining applications. Within Horsham town a Neighbourhood Appraisal has been undertaken which considers issues of design in the town including identifying areas of important character outside of the Conservation Areas. Other statements / assessments may be prepared from time to time and applicants should contact the Council for further information.
- 3.46 The positive contribution that existing landscaping and natural features can provide a development are often overlooked and there is a tendency to wish to clear a site before construction starts. However the Council will seek to ensure the retention of such features as they can lead to a high quality design that relates well to its surroundings. Within phased developments, the Council will also seek to ensure that each phase in terms of landscaping and design is as far as possible 'stand alone'. This will help to ensure that should later phases not be completed this does not lead to a poor form of development. This could be controlled through conditions relating to each phase.
- 3.47 The removal of physical barriers is sought as part of this policy. This could for example include the need to consider the impact of an existing road or poor access or site accessibility. This will mostly relate to larger developments but may affect other key sites.
- 3.48 In more sustainable locations and in order to make the best and most efficient use of land, this Council will seek to reduce the level of parking incorporated in a development, provided that there are no adverse impacts on parking in adjoining streets. Applicants are advised to contact West Sussex County Council Highways Department for further information. In addition other sources of information which may be useful to applicants can be found within 'By Design' (produced by the DTLR and CABE) and 'Safer Places: the planning system and crime prevention' (Office of the Deputy Prime Minister - ODPM). They should also refer to the Horsham District Council Landscape Character Assessment. Development in relation to landscaping should comply with the relevant British Standards as set out by the British Standards Institute. For further information please contact the Horsham District Council Landscape Architect.





## General Development Control Policies (2007)

- 3.49 Alongside other relevant policy requirements applicants must in particular incorporate the relevant requirements of Policy DC40: Transport & Access in terms of access and transport requirements.

### POLICY DC 10

#### ARCHAEOLOGICAL SITES AND ANCIENT MONUMENTS

Planning permission will not be granted for proposals that would cause unacceptable harm to important archaeological sites or their settings. Where there is evidence that archaeological remains may exist on a site, the Council will require applicants to submit an archaeological assessment prior to the determination of a planning application.

If, in exceptional circumstances, permission is granted on such sites, preservation in situ of important archaeological remains will be sought.

If preservation of archaeological remains by record is agreed to be appropriate, the applicant will be required to arrange and fund the excavation, investigation, recording, reporting and publication of findings to an acceptable professional standard. Where practicable, measures should be taken to raise awareness of any archaeological work during the construction phase.

- 3.50 The desirability of protecting an archaeological site and its setting will be a material consideration in determining a planning application. When required, an archaeological assessment should provide information on the character and quality of such remains, and the anticipated impact upon them of the proposals; this may result in the need to carry out field evaluations as well as a desk-based assessment.
- 3.51 Opportunities should be taken to promote the educational and amenity value of archaeological sites and ancient monuments although there may be occasions where this is not realistic due to the location of the site or related safety issues.



## General Development Control Policies (2007)

- 3.52 West Sussex County Council maintains the Historic Environment Record, an inventory of archaeological sites and monuments within the County. They are also shown on the Proposals Map. The County Archaeologist (contact via West Sussex County Council) will be able to advise on the presence of any known archaeological deposits within the area of any development proposals, what archaeological reports may need to be submitted with any planning application and works required throughout the implementation of any planning application.
- 3.53 Applicants should be aware that it may be necessary to undertake an ecological investigation and implement suitable mitigation before any archaeological investigations begin. Applicants are also advised to refer to Policies DC2: Landscape Character and DC5: Biodiversity and Geology.

### POLICY DC 11

#### HISTORIC PARKS AND GARDENS

**Planning permission will not be granted for proposals that would cause unacceptable harm to historic parks or gardens, their settings, or public views into, out of, or within them. Applicants should submit an historic landscape assessment prior to the determination of the application.**

- 3.54 Historic parks and gardens complement the historic buildings and landscapes of the District and are an important feature of this area. Historic Parks and Gardens are identified in the English Heritage Register of Parks and Gardens of Special Historic Interest; for Horsham they list Knepp Castle, Leonardslee, Little Thakeham, Parham, Sedgwick and Warnham Park. In addition the Sussex Gardens Trust has identified historic parks and gardens of local importance, these are Chestham Park, Henfield; Chesworth House, Horsham; Coolhurst, Colgate; Denne Park, Horsham; St Leonards Park, Colgate and Wiston House, Wiston. Although these currently fall below the threshold for inclusion in the English Heritage register they are of importance locally and as such their character should be protected from harmful development. Therefore, any application affecting a Historic Park or Garden listed by either English Heritage or the Sussex Gardens Trust will require an Historic Landscape Assessment.



## General Development Control Policies (2007)

- 3.55 Applications should seek to protect and enhance the park / garden and its setting and should be accompanied by an assessment of the impact of any proposal on the character and quality of the site and include appropriate conservation and enhancement measures. As these parks and gardens are often historic in nature there may also be a need for an assessment of any archaeological features, applicants are therefore referred to Policy DC10: Archaeological Sites and Ancient Monuments. Further information is available from the Garden History Society, the Sussex Gardens Trust or the Landscape Officers at both Horsham District Council and West Sussex County Council.

### POLICY DC 12

#### CONSERVATION AREAS

**Within a Conservation Area, development (including expansion or intensification) will not be permitted unless the proposal:**

- a. is of a design and / or scale that, preserves or enhances the special character or appearance of the area and is compatible with neighbouring buildings and spaces;
- b. uses building materials, finishes and building techniques, including those for features such as walls, railings, gates and hard surfacing, that are appropriate to the local context;
- c. retains historically significant boundaries, important open spaces and other elements of the area's established pattern of development, character and historic value, including gardens, roadside banks and verges;
- d. retains and restores, where relevant, traditional features such as shop fronts, walls, railings, paved surfaces and street furniture, and improves the condition of structures worthy of retention;
- e. does not harm important views into, out of or within the area;
- f. protects trees, hedgerows and other significant landscape features and incorporates landscaping appropriate to the special character and appearance of the Conservation Area; and,
- g. results, where relevant, in the removal of unsympathetic features and the restoration or reinstatement of missing features.



## General Development Control Policies (2007)

**Within Conservation Areas permission for development involving demolition will only be granted if it can be demonstrated that:**

- 1. the structure to be demolished makes no material contributions to the special character or appearance of the area; or,**
- 2. it can be demonstrated that the structure is wholly beyond repair or incapable of beneficial use.**

**The Council will only be minded to grant consent for the demolition of a building in a Conservation Area once permission has been granted for redevelopment of the site.**

**Permission will not be granted for development outside but near to a Conservation Area if it detracts from that Area's character.**

- 3.56 There are many Conservation Areas within Horsham District, often comprising village and town centres and many rural hamlets. They reflect some of the varying architectural and historic styles found across the District and incorporate traditional design and more contemporary design in places. They are highly valued by people. In many cases it is not just the most visible frontages of buildings that are important but also the rear elevations, the spaces between buildings, larger areas of open space, trees and proximity to, and views of the countryside beyond.
- 3.57 The Council will continue with a programme of Conservation Area Appraisals, to be set out in the Local Development Scheme. These appraisals will assess the existing boundaries, character and important features of the area and set out policies for their protection and enhancement. In some cases there may be a need to consider new Conservation Areas. Applicants within or adjacent to Conservation Areas are advised to consult Planning Policy Guidance Note 15: Planning and the Historic Environment as well as the relevant Conservation Area Appraisal.
- 3.58 Development within Conservation Areas will not be permitted unless the character of that area is preserved and, where possible, enhanced. As a result outline permission will not normally be granted as the effect of a proposal needs to be fully assessed.
- 3.59 It is expected that most developments should use traditional materials; however, there may be a few exceptions where a good quality substitute might be acceptable, which may include elevations and hard surfacing hidden from view.





## General Development Control Policies (2007)

- 3.60 Exceptionally the change of use of a building within a Conservation Area may be permitted which in other circumstances might be resisted. This is subject to the Council being satisfied that the proposed use is the only practical means of preserving or enhancing the building. Permission will not normally be granted for the extension of such buildings or for the expansion of uses beyond the capacity of the building. Where appropriate the Council will require the restoration or reinstatement of missing features such as boundary walls, original doors and window designs and the use of original materials for example on roofs.

### POLICY DC 13

#### LISTED BUILDINGS

**Development affecting a Listed Building or its setting will not be permitted unless the proposal:**

- a. **has no adverse effect on the special architectural or historic character and appearance of the building or its setting;**
- b. **uses building materials, finishes and building techniques, including those for features such as walls, railings, gates and hard surfacing, that respect the Listed Building and its setting;**
- c. **incorporates landscaping, where appropriate, having regard to the character and appearance of the Listed Building;**
- d. **is of appropriate scale and design;**
- e. **results, where relevant, in the removal of unsympathetic features and the restoration or reinstatement of missing features; and,**
- f. **would ensure the continued preservation and use of the building.**

**Proposals involving the total or partial demolition of a Listed Building will not be granted unless it can be demonstrated that;**

1. **its condition makes it uneconomical to repair, renovate, or adapt to any reasonable use; or,**
2. **in the case of partial demolition it would improve the character and appearance of the building or protect features of interest and importance.**

- 3.61 There are over 1800 listed buildings in Horsham District and these are shown on the Proposals Map. This is a valuable asset that adds to the character and identity of the District.



## General Development Control Policies (2007)

- 3.62 The character of a Listed Building can be affected by relatively small changes and as a result the Council will expect proposed materials and detailing to match those of the original building. Where matching materials are not available, other traditional materials which are typical of the locality may be used, provided that these do not adversely affect the character and appearance of the interior or exterior of the building.
- 3.63 Applicants are reminded that Listed Building Consent is required for any dish or telecommunication aerial that affects the character or appearance of a Listed Building or its setting. Listed Building Consent will not be granted unless they are restricted to non-visible parts of buildings. In addition applications for features on buildings (e.g. flues) that have not traditionally been incorporated are generally not considered suitable.
- 3.64 Any consent given for alterations to a Listed Building may contain a condition which specifies that the work can not be undertaken until the appearance, plan and features of the affected part of the building have been recorded by a suitably qualified person. The condition may also specify that specific features are salvaged or re-used in any redevelopment of the site.
- 3.65 Any permission granted for total or partial demolition will contain a condition which specifies that the work can not be undertaken until the appearance, plan and features of that building have been recorded by a suitably qualified person. The condition may also require specific features to be salvaged or re-used in any redevelopment of the site.
- 3.66 By virtue of the age, design and materials used within Listed Buildings applicants should be aware that there may be a need to undertake an ecological investigation (particularly in relation to roosting bats) before work commences. Applicants are also referred to Policy DC5: Biodiversity and Geology.
- 3.67 The upkeep and preservation of such buildings is important and applicants are advised to consult PPG15: Planning and the Historic Environment and English Heritage for further guidance. In addition applicants are advised to consult the information provided on the Horsham District Council web site regarding Listed Buildings before making an application.
- 3.68 In exceptional circumstances in order to keep Listed Buildings in use and thereby secure their upkeep, exceptions to existing policy may be made, for example allowing alternative uses. In some circumstances, planning permission may be granted for development that is contrary to normal policy in order to provide funds to enable a



## General Development Control Policies (2007)

Listed Building or its setting to be restored. Further guidance on enabling development is contained within the English Heritage booklet 'Enabling Development and the Conservation of Heritage Assets', available from their website [www.english-heritage.org.uk](http://www.english-heritage.org.uk).

### POLICY DC 14

#### SHOP FRONTS AND ADVERTISEMENTS

**New shop fronts or advertisements will be permitted where they respect the character of the buildings or location of which they form a part, including use of appropriate materials, colours and illumination. Advertisements should be of appropriate size and siting and should not impair highway safety.**

**Within Conservation Areas or on Listed Buildings there will be a presumption in favour of the retention and restoration of original or traditional shop fronts/advertisements. Traditionally painted fascia and hanging signs with muted colours will be sought and in some cases discreet externally illuminated signs may be acceptable.**

**The cumulative impact of advertisements on the character and appearance of the surrounding townscape and landscape will be considered as part of any such application.**

- 3.69 In order to assess the relationship of the shop front to the building the Council will require details of the elevation of the whole building frontage. Shop fronts and fascias should in the main reflect traditional styles; where it extends across more than one original frontage, the new shop front should reflect the dimensions of the original units. Features such as box fascias in bright colours and untreated aluminium surrounds do not reflect the more traditional character of many shopping areas in the District and should be avoided. Applications must also consider the criteria set out in Policy DC9: Development Principles.
- 3.70 Many Conservation Areas in the District include shops; the frontages of many of these shops are intrinsic to the character and architectural interest of that area. As such it is important to preserve these important features; however, should a replacement be approved it must fulfil the Conservation Area design criteria set out in Policy DC12: Conservation Areas, or for Listed Buildings the criteria set out in Policy DC13: Listed Buildings. The Council will wish to see the use of traditional materials of suitable colours or high quality substitutes if





## General Development Control Policies (2007)

appropriate. In some cases discreet illumination may be acceptable. Applicants should consult the Horsham District Council Design Guidance No 2: Shop Fronts.

- 3.71 Applications for advertisement consent will be assessed against the Town and Country Planning (Control of Advertisements) Regulations and the more local criteria set out in the above policy.

### **POLICY DC 15**

#### **HEATH COMMON AND WEST CHILTINGTON CHARACTER AREAS**

**Within the Heath Common policy area planning permission will only be granted for proposals that retain the unique character of the area, presently created by predominately low density development set in woodlands and commons.**

**Within the West Chiltington Common policy area planning permission will only be granted for proposals that retain the unique semi-rural character, presently created by low density development set in large plots.**

- 3.72 As indicated in Planning Policy Statement 3: Housing using land efficiently is a key consideration in planning for housing; however, more intensive development is not always appropriate, including where the distinctive features that define the character of a particular local area have been identified. This is the case in Heath Common and West Chiltington Common where their low density character is vulnerable to change as infill and re-development pressures increase; if this is done inappropriately it would have a significant detrimental effect on the characteristics of these area. Applicants should also refer to the relevant Village Design Statement.
- 3.73 Applications in other significant areas of low density development must respect the character of these areas, in line with the requirements of Policy DC9: Development Principles, where the townscape is of good quality and intrinsic to the overriding quality of the area to which it relates. This does not necessarily mean low density development, but will require the imaginative design and layout of schemes.



## General Development Control Policies (2007)

### Housing Provision

#### STATEMENT 4

"To enable the provision of a sufficient number of dwellings to meet the requirements of regional planning policy to 2018, including that specified by the West Sussex Structure Plan 2001-2016."

"To meet the diverse needs of the communities and businesses of the District."

#### Background

- 3.74 The following policies concentrate on a set of needs and issues specific to this District beyond the more general housing policies contained within the Core Strategy and Site Specific Allocations of Land DPDs. The following section therefore includes a Park Homes policy which, may in a limited set of circumstances, provide a small number of more affordable homes and a policy requiring developments to incorporate many smaller homes due to decreasing household size and the affordability of property.
- 3.75 It is considered that the policies relating to park homes and 'small dwellings' particularly support the sustainability objective that seeks to ensure that everyone has access to a good quality affordable home that meets their needs. The policy regarding the change of use of residential dwellings particularly contributes to the objective of ensuring that everyone has access to the health, education, leisure and recreation facilities they require.
- 3.76 The policies particularly support the following sustainability objective:
- To ensure that everyone has access to good quality affordable home that meets their needs.
- 3.77 The following policies should be read in conjunction with Core Strategy Policy CP4: Housing Provision, CP12: Meeting Housing Needs and CP8: Small Scale 'Greenfield' Sites.



## General Development Control Policies (2007)

### POLICY DC 16

#### PARK HOMES/RESIDENTIAL CARAVANS

Permission will be granted for park homes/residential caravans if:

- a. the development is small in scale and respects the landscape character of the area;
- b. the development is well related to an existing built-up area; and,
- c. a need for the development can be justified in terms of the local District-wide housing need that would be met and the proposal has, where possible, been prepared in partnership with the local community.

As these homes are intended to meet a local need, there will be a requirement for them to be marketed in the first instance for a reasonable period of time to residents of Horsham District and upon any re-sale.

Permission will not subsequently be granted for permanent residential development on the site or use as holiday accommodation. Conversion of existing holiday accommodation will have to meet the above criteria and continuous use of the site must not cause unacceptable harm to the amenity of occupiers / users of nearby property and land, or damage to the environment.

The proposal must comply with all other relevant policies particularly those relating to character and design.

- 3.78 The Council considers that park homes/residential caravans have a role to play in providing a form of low cost housing in the District, therefore small scale schemes may be permitted if they fulfil the above criteria. In particular, as they are likely to be attractive to local residents, such schemes need, where possible, to be prepared in partnership with the local community, and should assist in meeting an identified need for such accommodation in the District. As these developments are intended to meet a local need for such accommodation it will be expected, through use of a legal agreement, that the homes will be marketed in the first instance to residents of Horsham District. This marketing will need to take place for a reasonable period of time which will in part depend on the housing market conditions of that time but can generally be taken to mean 6 months.



## General Development Control Policies (2007)

- 3.79 It is accepted that there are limited opportunities for such development within built-up areas but equally the Council will not support applications in isolated rural locations. Schemes will be favoured that are well related to an existing built-up area so that residents can make use of the services and facilities that are available including access to public transport or non-car modes of travel.
- 3.80 Due to their rural location, schemes must have particular regard for the landscape setting; applications in or adjacent to an AONB, Conservation Areas or other sensitive locations are unlikely to be acceptable. This policy covers extension to and intensification of such parks.

### POLICY DC 17

#### REDEVELOPMENT / CHANGE OF USE OF DWELLINGS TO NON-RESIDENTIAL USE

**The redevelopment / change of use of homes to non-residential use will be permitted if:**

- a. **the accommodation is not self-contained and there is no opportunity to provide such containment; or,**
- b. **there are community benefits or an identified need that can be secured through the redevelopment / change of use, and no reasonable alternatives are available.**

- 3.81 This Council wishes to ensure that the core housing policy and the strict controls on residential developments are not undermined by the redevelopment / change of a dwelling to a non-residential use. However, there may be limited occasions when the benefits of the loss of a dwelling may override this core objective. Examples may include medical uses, child care provision, tourist accommodation and community uses; where they are suitably located, there is a proven need, and the proposal does not conflict with the other policies contained within this Plan.



## General Development Control Policies (2007)

### POLICY DC 18

#### SMALLER HOMES / HOUSING MIX

For developments of 5 homes or more, planning permission will be granted in appropriate locations provided that the housing mix and type meets the identified need for smaller homes (1 and 2 bed properties). Subject to the need to consider the character of the area and the existing mix of housing in the locality, the percentage of smaller homes should generally be taken to mean at least 64%; within which a range of 1 and 2 bed dwelling types should be provided. The results of future Strategic Housing Market Assessments may cause the percentage and dwelling types guidelines to be altered.

All proposals will be expected to make efficient use of land (over 50 dwellings per hectare for town and village centres, in some cases); however, development must also respect the local character into which it is placed.

- 3.82 This policy aims to fulfil two objectives. The first objective of the policy is to ensure that new housing fulfils the needs of the population; in the case of Horsham District there is a clear need for smaller homes particularly for the young, the elderly and single person households. The Housing Supply / Demand Analysis undertaken in 2003 provides details of the size, type and tenure of the dwelling stock and an analysis of supply and demand in Horsham District. In summary the report shows that there is a shortfall in 1-bed properties in most of the District and a significant demand for 2-bed houses and bungalows in much of the District. There is a surplus of 3 and 4-bed properties in many areas. Furthermore, the survey also showed that 64% of new forming households are looking to buy 1 or 2-bed homes, which represent only 33% of the housing stock. However, the Council will undertake a Strategic Housing Market Assessment to update the 2003 Analysis survey, and this may result in a variation of the percentage of smaller homes and the dwelling type range.
- 3.83 The guideline percentage of smaller homes required within a development has been specified at 64%, although this will vary between locations. Developments should include a mixture of house types, particularly terraced homes and flats, which fulfil the requirements of many people and make efficient use of land. The West of Crawley allocation of 2500 dwellings will need to satisfy Crawley Borough Council's dwelling mix requirements, as identified





## General Development Control Policies (2007)

in the West and North West of Crawley Joint Area Action Plan document and not mirror the existing housing stock of the rural parishes of Rusper and Colgate.

- 3.84 The second objective of the policy is to ensure that any new housing development makes the most efficient use of land through higher density developments. All development will, however, still have to respect the character of the area, this should not necessarily preclude the development of small homes in an area dominated by more substantial properties, as it is often a matter which can be overcome through the design of a scheme. Development that provides high quality living conditions for new residents, whilst ensuring new development is not to the detriment of existing or neighbouring residents will also be favoured.
- 3.85 Information on the size and type of 'affordable' housing units that may be required from a development should be obtained from the Housing Services Department as these requirements may differ from those required for general market housing. A housing mix SPD further detailing the required mix and type of dwelling may be produced to provide further clarification.



## General Development Control Policies (2007)

### Employment Provision

#### STATEMENT 5

"To provide for business and employment development needs, particularly for existing local businesses."

### Background

- 3.86 The Core Strategy is based on the need to sustain and enhance the District's economic performance. The Council's Economic Development Strategy 2005-2008 recognises that it is important to the District's economy to retain the companies already in the District. These objectives are dependent, in part, on protecting and enhancing existing employment/commercial land and sites. It is considered appropriate to seek to enhance and protect the District's most sustainable and valued 'industrial' estates through their identification as Employment Protection Zones (EPZs) and the application of appropriate policies within these areas, particularly in terms of a sequential approach towards any redevelopment proposals.
- 3.87 In order to meet future demand and the requirement for additional floorspace set out in Core Strategy Policy CP10, it is considered appropriate to set out the criteria against which proposals for new commercial development will be assessed. The policy encourages continued economic development in a way which is compatible with stated environmental objectives by supporting new commercial development within the built-up area boundaries. It is considered more appropriate to include the provision for commercial development outside the built-up area boundaries under the Rural Strategy section of this document and proposals for such provision will be assessed against the relevant policies as set out in that section.
- 3.88 The policies particularly support the following sustainability objectives:
- To maintain the high and stable economy of the District.
  - To make the most efficient use of land by prioritising brownfield land for development.
  - To reduce car journeys and promote alternative methods of transport.
- 3.89 The following policies should be read in conjunction with Core Strategy Policies CP10: Employment Provision and CP11: Employment Sites and Premises.



## General Development Control Policies (2007)

### CHAPTER 3: GENERAL DEVELOPMENT CONTROL POLICIES

#### POLICY DC 19

##### EMPLOYMENT SITE / LAND PROTECTION

Proposals which would result in the loss of commercial sites and premises to non employment uses within the defined Employment Protection Zones will not be permitted unless:

- a. The Council is satisfied through evidence (marketing information and feasibility and viability studies) submitted with the planning application that the sequential approach has been applied towards the redevelopment of the site. The sequential approach being; employment based redevelopment; mixed-use or other employment creating use redevelopment, and finally, alternative non-employment use based redevelopment.
- b. The Council is satisfied the commercial unit(s) are no longer viable as a consequence of the unit(s) having been marketed at a reasonable price or rent for at least 18 months prior to the application submission at each stage of the sequential approach.
- c. In terms of a proposal for the change of use of commercial unit(s) already within a mixed-use scheme, the Council is satisfied the unit has been marketed at a reasonable price or at a reasonable rent for at least 18 months prior to the submission of the proposal.

Redevelopment of commercial land within the built-up area boundary, but outside of the EPZs will be permitted in the following circumstances:

1. The Council is satisfied that the commercial unit(s) are no longer needed and/or viable for employment use. Evidence showing that the unit(s) have been marketed at the current market value for at least 12 months prior to the application submission should accompany any such application.
2. Adequate access exists or can be achieved to serve the proposed development.
3. The proposal would result in significant environmental improvements, enhancements to the character of the area and improved relationship with nearby residential occupiers.

In the case of company relocation from an EPZ or other commercial premises within built-up areas, the Council is satisfied that the proposal constitutes the relocation of badly sited uses; that relocation can be achieved at existing commercial land allocations



## General Development Control Policies (2007)

or from the existing stock of commercial premises; or in a suitable new location and that an acceptable future use of the vacated site can be secured. The sequential approach must be applied for redevelopment of land and premises vacated within the EPZs. Subsequent redevelopment proposals for commercial development will be assessed against policy DC 20.

### CHAPTER 3: GENERAL DEVELOPMENT CONTROL POLICIES

- 3.90 The identified EPZs balance the need to ensure the protection of valued employment/commercial sites against inappropriately protecting sites which are no longer economically viable, and could be suitable for redevelopment. It is considered that the application of the sequential approach for the redevelopment of protected employment zones set out in this Policy will help to ensure, as far is economically possible, the protection of such areas. Proposals for the redevelopment of protected employment zones will also be considered in the context of the provisions of Policy DC20: New Employment Development. Controlling the redevelopment of employment land and sites within the built up area boundaries, but outside the EPZ will also help to ensure the protection of the most sustainable commercial land, sites and premises whilst recognising the potential for an alternative use on sites which are no longer needed or viable.



## General Development Control Policies (2007)

### POLICY DC 20

#### NEW EMPLOYMENT DEVELOPMENT

**New commercial and business development within the built up area boundaries of settlements will be permitted in the following circumstances:**

- a. **Site Expansion:** In allowing the expansion, the Council is satisfied that the requirements of the firm cannot be met within the existing premises, through acceptable on-site expansion or intensification and that relocation to existing commercial allocations or elsewhere in the existing stock of commercial premises is not preferable.
- b. **For new build, extensions and expansions the proposal should, where appropriate, be accompanied by an agreed Green Travel Plan.**
- c. **Small Units:** To help maintain an adequate supply of small units, proposals for the erection of two or more small units (700 sq.m or less) will be considered favourably, provided that the Council is satisfied that there is a need for such units in the locality. Permission will be subject to a condition requiring subsequent proposals for the amalgamation of the units to be submitted to the Local Planning Authority.

**In the case of company relocation, proposals must comply with the criteria for relocation as set out in Policy DC 19.**

- 3.91 The Council will ensure that there is flexibility in accommodating business needs in terms of commercial floorspace. It is likely that a number of local companies within the District will need to expand or relocate over the coming years and the District is seeking to maintain the presence of these companies, as well as potentially relocating any badly sited uses. This policy also allows for the development of small businesses and premises, which increasingly play an important part in a local and sustainable economy. Applicants are advised to consult with the Council prior to submission of such applications and are also advised to refer to the Employment Land Review study undertaken in 2005.



## General Development Control Policies (2007)



### Infrastructure Requirements

#### STATEMENT 6

"To meet the diverse needs of the communities and businesses"

### Telecommunications

- 3.92 The Council's approach is to guide the siting, design and appearance of telecommunication development to ensure the protection of the environment and amenity of urban and rural areas, particularly within designated areas. Further explanation and clarification regarding telecommunication development, the surrounding issues and the process of determining planning applications and prior approvals can be found within Planning Policy Guidance Note 8: Telecommunications, the Code of Best Practice on Mobile Phone Network Development, Office of the Deputy Prime Minister, 2002, and Local Development Framework policies such as CP13 and DC9. In addition, the Council will continue to respond to, and engage in, operators rollout plan discussions based on the operator's plans and information as it is considered the discussion can be a valuable element of pre-application negotiations.



## Protection and Enhancement of Community Facilities and Services

### STATEMENT 7

“To meet the diverse needs of the communities and businesses of the District.”

“To promote and enhance community leisure and recreation facilities, and to assist the development of appropriate tourism and cultural facilities.”

### Background

- 3.93 The Core Strategy Policy CP14 sets out the Council's position regarding the protection and enhancement of community facilities and services.
- 3.94 Policy CP14 is supplemented by advice and guidance contained within a number of Government publications relating to open space, sport and recreation facilities. Nevertheless, it is considered necessary to articulate this advice at a local level to provide further, more detailed guidance, as to what is felt to be appropriate in Horsham District. The Horsham District Council PPG17 Assessment of Open Space, Sport and Recreation, is an important document that must be read with this policy regarding current levels and assessment of need of open space, sport and recreation in the District.
- 3.95 The policies particularly support the following sustainability objectives:
- To ensure that everyone has access to the health, education, leisure and recreation facilities they require.
  - To conserve and enhance landscape and townscape character of the District.
  - To maintain and enhance the vitality of village centres.
- 3.96 The following policies should be read in conjunction with Core Strategy Policy CP14: Protection and Enhancement of Community Facilities and Services.



## General Development Control Policies (2007)

### POLICY DC 21

#### PROTECTION OF EXISTING OPEN SPACE, SPORT AND RECREATION FACILITIES

**Development that would result in the loss of existing sport, recreational or amenity open space will only be permitted if:**

- a. **the space is identified as being of low quality and low value and the criteria described within the Horsham District Council PPG17 Assessment are met; or,**
- b. **significantly enhanced facilities can be achieved through the redevelopment of an appropriate portion of the whole space.**

- 3.97 The Council has undertaken an Assessment of Open Space, Sport and Recreation in accordance with the guidance set out in PPG17: Planning for Open Space, Sport and Recreation. The Horsham District Council PPG17 Assessment, which is available from the Council and on the Council website, identifies that the first priority should be to enhance existing provision for the benefit of the local community. The Assessment identifies the quality and value of existing facilities. Where sites have been identified as 'low quality and low value', which contribute little in terms of their present main intended use, these could be considered as being surplus to requirement in those areas where there is more than enough of the main type of provision they represent. In these cases PPG17 makes clear that the first priority is to assess whether the space is capable of being used for another form of green space where there is an identified deficiency in the area. If there is no deficiency, or the site cannot be adapted to meet a deficiency, then it may be acceptable to redevelop it for another purpose. The Council will also encourage the improvement of those sites that have been identified as being of low quality but of high value to the community.
- 3.98 There may also be instances where the opportunity arises to significantly enhance the facilities of a recreational or amenity space by the redevelopment of an appropriate proportion of the whole open space. Such proposals will be considered on a site by site basis and are expected to be limited in area. There are a number of these sites within the District which could potentially be appropriate for this type of enhancement. The Assessment recommends that the Council should resist the loss of community grass or other sports pitches and this will be taken into account when assessing any development proposals.



## General Development Control Policies (2007)

- 3.99 In addition to the requirements as set out in the policy above, applicants should refer to the Horsham District Council PPG17 Assessment for further information on open space, sport and recreation facilities within the District as well as referring to the Local Development Scheme for details of any future Supplementary Planning Documents on this issue. Applicants must incorporate into proposals the relevant requirements of Policy DC40 in terms of access and transport.

### POLICY DC 22

#### NEW OPEN SPACE, SPORTS AND RECREATION

**New open space, sport and recreation facilities will be permitted in the following circumstances:**

- a. **The lack of provision for built sports or recreation facilities has been identified in the Horsham District Council PPG17 Assessment.**
- b. **The proposed enhancement of existing facilities.**
- c. **The proposal is part of a development requiring provision for open space, sports and/or recreation facilities.**

**The provision of open space, sport and recreation facilities will be required as a consequence of new development. Applicants should refer to the Horsham District Council PPG17 Assessment for the provision standards and quality of open space, sport and recreation facilities within the District.**

- 3.100 The Planning Obligations SPD sets out the circumstances in which new open space, sport and recreation facilities will be required on or off site. The PPG17 Assessment identifies areas lacking in ready access to existing facilities or open space and highlights some priorities for new provision. There is specific reference to the need for further provision in the form of an artificial turf pitch in the southern half the District and in developing additional youth activity areas across the whole of the District, with the potential to link these areas to additional floodlit multi use games area. There is a further priority for new provision of suitably designed neighbourhood play areas in those areas where access is poor.
- 3.101 The Council encourages the provision of facilities that have a beneficial affect on health and well being, and will consider additional information to the PPG17 Assessment on changing needs with regard



## General Development Control Policies (2007)

to types of new beneficial facilities that may be identified. Some specialist facilities may be considered suitable to provide a wider than local need. Detailed work will need to be submitted to the Council at the earliest opportunity with regard to any proposal to meet regional or national needs.

- 3.102 Where there are limited or no opportunities for the provision of new facilities, the Council will seek to enhance the nearest possible provision.
- 3.103 The Council is seeking to secure a complete Riverside Walk around Horsham Town, incorporating cycle facilities wherever appropriate, and in association with the provision of public open space. The need for both the provision of new sections, as well as enhancement of existing sections of the Riverside Walk, will be encouraged by the Council during this plan period.
- 3.104 Applicants must incorporate into proposals the relevant requirements of Policy DC40 in terms of access and transport and developments should consider, where relevant, Policy DC35 regarding new development outside the defined town and village centre.





## General Development Control Policies (2007)

### Rural Strategy

#### STATEMENT 8

“To provide for business and employment development needs, particularly for existing local businesses.”

“To meet the diverse needs of the communities and businesses of the District.”

### Background

- 3.105 The Core Strategy Policy CP15 sets out the rural strategy for the District, in order to deliver economic, social and environmental benefits for communities. It sets out that appropriate development in smaller towns and villages will be considered positively if it meets these policy objectives. It is important that any development does not harm the rural character of the area, but results in substantial environmental improvement.
- 3.106 The following policies are an essential part of planning for this District but they can be supplemented by the advice and guidance contained within Government publications. Although there is advice and guidance contained within a number of Government publications relating to rural strategy, PPS7: Sustainable Development in Rural Areas being of particular importance, it is felt that this still needs to be articulated at a local level to provide further more detailed guidance as to what is felt to be appropriate in Horsham District.
- 3.107 The policies particularly support the following sustainability objective:
- To seek to enhance areas where there are inequalities in the economy, particularly the rural economy.
- 3.108 The following development control policies should be read in conjunction with Core Strategy Policy CP15: Rural Strategy.

## General Development Control Policies (2007)



### POLICY DC 23

#### SUSTAINABLE FARM DIVERSIFICATION

**Proposals for new rural enterprises within established agricultural holdings will be permitted if:**

- a. **they form part of a comprehensive farm diversification scheme;**
- b. **appropriately located existing buildings are re-used where possible;**
- c. **new and replacement development is in scale with the surroundings and well related to any existing buildings on the site; and,**
- d. **the diversification scheme would not harm the countryside's rural character, landscape, historical landscape features and wildlife by the nature and level of activity (or by other effects such as noise or pollution).**

**Proposals must be accompanied by a comprehensive farm diversification plan, which establishes how it will assist in retaining the viability of the farm and its agricultural enterprise, and how it links with any other short or long term business plans for the farm.**

- 3.109 The agricultural economy in the District is changing, as increasingly farmers are seeking to diversify in order to remain in farming. The Horsham District Community Strategy identifies support for the rural economy by changing attitudes to locally produced goods and continuing to work with the farming community. Accordingly the Council is seeking to encourage farm diversification schemes that are planned on a comprehensive basis to retain a viable agricultural unit by seeking additional incomes from other sources which still relate to the countryside. In order to protect the quality and distinctiveness of the local landscape, this Council wishes to prevent uncoordinated development in rural areas and the gradual stripping of assets from farms without regard for the viability of the holding. The proposal, including its design and layout, should not create the opportunity for inappropriate further development. This applies to farms on the fringes of settlements within the District as well as more isolated rural agricultural holdings. Applicants must also have regard to the policies regarding conversion and replacement rural buildings. Suitable sustainable business proposals could include tourism, small scale farm shops, conversion of buildings for employment and other uses related to an activity that would normally be found in countryside areas. Applicants should consider all other relevant policies in this



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plan, particularly the relevant requirements of the Landscape and Townscape Character, Environmental Quality, and Managing Travel Demand and Widening Choice of Transport Policies and some proposals may require a Green Travel Plan to be submitted.

### POLICY DC 24

#### CONVERSION OF AGRICULTURAL AND RURAL BUILDINGS FOR INDUSTRIAL, BUSINESS or RESIDENTIAL USES

Outside the defined built-up areas, conversion of agricultural, forestry or rural buildings for business, commercial or residential development will be permitted where;

- a. the building is suitably located in that it is not in an isolated position in relation to infrastructure, amenities and services;
- b. the building is of suitable scale for the level of activity proposed, and of suitable construction which is not so derelict as to require substantial reconstruction, and for proposals for residential use, is of traditional construction and/or architectural/historic interest;
- c. the buildings are proved to have been in use for a period of 10 years or more;
- d. the proposed use will maintain or enhance the architectural character of the buildings and the character of their settings; and,
- e. the proposed use can be accommodated in the existing buildings and car parking requirements can be accommodated satisfactorily within the immediate surrounds of the buildings.

Proposals for the conversion of buildings to business and commercial uses will be considered favourably over residential in the first instance. The loss of either existing commercial or agricultural uses to residential is dependent on an examination of the sustainability and suitability of the location and whether the building would best preserved through the conversion to residential.

- 3.110 The countryside is viewed as a good location for some businesses, partly due to the pleasant environment and the availability of relatively cheaper premises in comparison with built-up areas. The Horsham District Community Strategy identifies the need to provide low cost, small starter business units to allow home-based and lone businesses to expand if necessary. The District is also coming under particular pressure for employment based development in the countryside as



## General Development Control Policies (2007)

a consequence of containing a significant proportion of large agricultural buildings and other rural buildings that are potentially suitable for conversion to commercial use, coupled with the high rental values to be found within the built-up area. The location in the countryside of industrial or business use is an important factor, isolated buildings may be considered inappropriate, even if the building is considered suitable for conversion.

- 3.111 Over time, the stock of rural buildings which are suitable for residential conversion has fallen, however, the opportunity will still arise where some unconverted buildings come forward. Conversion proposals are likely to be more acceptable if they respect local building styles and materials. Applicants should consider all other relevant policies in this plan particularly those relating to Policy DC9: Development Principles and Policy DC18: Smaller Homes/Housing Mix.
- 3.112 Applicants should consider all other relevant policies in this plan, particularly the relevant requirements of the Landscape and Townscape Character, Environmental Quality, and Managing Travel Demand and Widening Choice of Transport Policies and some proposals may require a Green Travel Plan to be submitted. Applicants should be aware that it may be necessary to undertake an ecological investigation (particularly for roosting bats and nesting birds) and implement suitable mitigation before alterations or demolition works begin.



## General Development Control Policies (2007)

### POLICY DC 25

#### RURAL ECONOMIC DEVELOPMENT AND THE EXPANSION OF EXISTING RURAL COMMERCIAL SITES / INTENSIFICATION OF USES

- a. **Proposals for development which delivers economic benefits to the rural area, and extension of existing commercial sites outside the defined built-up areas will be permitted where it relates to the needs of the rural local economy and in the case of company relocation the Council is also satisfied that the proposal constitutes the relocation of a currently badly sited use(s).**
- b. **Proposals for the expansion of existing commercial buildings/ intensification of uses outside the defined built-up areas will be permitted where:**
  - i. **the proposal meets criteria a) above for new commercial development and extension of existing commercial sites outside defined built-up areas;**
  - ii. **is limited to the expansion and/or adaptation plans which are essential to the operation of the established business;**
  - iii. **is of suitable scale for the level of activity proposed;**
  - iv. **can be accommodated satisfactorily within the existing employment site boundary; and,**
  - v. **the car parking requirements can be accommodated satisfactorily within the immediate surrounds of the buildings.**

- 3.113 Appropriate development which sustains the rural area as a place of varied and productive economic activity is capable of being supported in principle in accordance with the defined objectives for the countryside. Opportunities for new commercial development are likely to be limited. There are, however, a number of well-established industrial estates or single employment uses in the District's rural areas, where some important local companies are located. Companies are often seeking to expand and/or adapt their operations within the estate or site and this can be more appropriate than the company seeking alternative premises outside of the District, in order to retain the economic and social benefits which can arise from companies located in rural areas. In these circumstances, it will be necessary to demonstrate the relationship to the needs of the local economy. It





## General Development Control Policies (2007)

will be beneficial for applications for the expansion of operations to be supported by a business plan, depending on the scale of the development proposed. In the case of badly sited uses, the relocation will be predominantly secured through a legal agreement with the freeholder of the site. Rural commercial development may occur where a suitable alternative location cannot be identified from the existing commercial allocations or existing stock of commercial premises, firstly from that within a built-up area boundary.

- 3.114 Applicants are advised to consult with the Council prior to submission of such applications and are also advised to refer to the Employment Land Review study undertaken in 2005. Applicants should also incorporate into proposals the relevant requirements of the Landscape and Townscape Character, Environmental Quality, and Managing Travel Demand and Widening Choice of Transport Policies and some proposals may require a Green Travel Plan to be submitted.
- 3.115 Applicants for commercial development, site expansion and unit extension proposals within the built-up area boundary should refer to Policy DC20: New Employment Development.

### **POLICY DC 26**

#### **REPLACEMENT BUILDINGS FOR COMMERCIAL USES IN THE COUNTRYSIDE**

**Proposals for the replacement of buildings for business and commercial purposes will be permitted if:**

- a. the need for the replacement building can be demonstrated and the proposal is compatible with a countryside location;
- b. it can be demonstrated that existing buildings can not be reused;
- c. the building is suitably located in that it is not in an isolated position in relation to infrastructure, amenities and services;
- d. the existing building and immediate extent of hard standing / parking areas are visually intrusive and substantial improvement in the landscaping and surroundings will result from a replacement building;
- e. the proposal would not result in an unacceptable increase in the amount of floorspace or in the scale/ height of the building in the location; and,
- f. there is no significant increase in the level of activity as a result of the proposal.



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- 3.116 In some cases for the purposes of business or employment use replacement buildings can be more appropriate than the continued use of existing buildings. There are a number of sites in the rural areas of the District which are visually intrusive and where redevelopment could significantly enhance the local environment. Landscaping and planting should be used to aid in the reduction of impact on the countryside of development.
- 3.117 Applicants should consider all other relevant policies in this plan, particularly Policy DC9: Development Principles.

### **POLICY DC 27**

#### **ESSENTIAL RURAL WORKERS DWELLINGS**

**Outside the defined built-up areas new housing for rural workers will be permitted in accordance with national planning policy (PPS7), which would include that in connection with the breeding and care of horses on a commercial basis.**

**The occupation of the dwelling will be tied by a condition to the established business use. Such conditions will only be removed when it can be proven that the dwellings are no longer required for essential rural workers and the property has been appropriately marketed for at least 18 months.**

- 3.118 The need for such development will be considered in detail when determining the application. Viability will be tested in accordance with the functional and financial tests set out in Planning Policy Statement 7 Annex A.

## General Development Control Policies (2007)



### POLICY DC 28

#### HOUSE EXTENSIONS, REPLACEMENT DWELLINGS AND ANCILLARY ACCOMMODATION

Outside the defined built-up areas house extensions, replacement dwellings and ancillary accommodation will be permitted if the development can be accommodated appropriately within the curtilage of the existing dwelling. In addition:

- a. applications for replacement dwellings will only be permitted on a one for one basis and it can be demonstrated that the property is not derelict;
- b. applications for replacement dwellings should not be disproportionate to the size of the existing dwelling whilst extensions should also, and in addition, be in sympathy with and subservient to the scale and character of the existing dwelling; and,
- c. applications for ancillary accommodation will be permitted when they accord with all other appropriate policies and the need for additional space cannot be met from an existing dwelling or buildings suitable of conversion on the site. The use of ancillary accommodation as a separate dwelling will not be permitted.

- 3.119 Whilst new development in the countryside is not encouraged the Council accepts that, in the case of existing dwellings, it is appropriate to allow for their extension and replacement. However, the impact of such development on the rural character of the District is a material consideration and as such it is normally only appropriate to replace buildings which are not derelict or have not been abandoned. The aim is to ensure that any replacement dwelling does not constitute a new dwelling in the countryside and therefore 'not derelict' means that the existing building is structurally sound and not in need of substantial reconstruction. An exception to this may be where a dwelling has been destroyed by fire. All development must protect and reflect the rural and landscape character of the area as set out in other relevant policies in this plan.



## General Development Control Policies (2007)

### CHAPTER 3: GENERAL DEVELOPMENT CONTROL POLICIES

#### POLICY DC 29

##### EQUESTRIAN DEVELOPMENT

Planning permission will be granted for equestrian related development if:

- a. it can be demonstrated that the re-use of existing buildings on site for any related equestrian use is not appropriate before new or replacement buildings are considered;
- b. the proposal is appropriate in scale and level of activity, and in keeping with its location and surroundings; and,
- c. does not result in sporadic development leading to an intensification of buildings in the countryside, particularly in an urban fringe location.

Permission will not normally be granted for the conversion or change of use of existing equestrian establishments to a non-equestrian use.

- 3.120 Equestrian development includes all forms of horse related activities including the erection of stables through to racing stables, sand schools and all-weather gallops as well as ancillary dwellings.
- 3.121 Due to the nature of equestrian related development, adequate provision should be made for the storage and disposal of manure, with appropriate screening measures and the retention of existing trees and hedgerows.
- 3.122 Farm diversification is encouraged in order to boost the rural economy, however a comprehensive plan, with a supporting business plan detailing the need for the development shall be considered more favourably than piecemeal development. This is so, as not to over intensify development within the countryside and which relates to the existing surroundings.
- 3.123 Residential accommodation required for animal welfare, must be of appropriate scale and suitably located in order to meet this functional need. The occupancy of the dwelling shall be restricted by use of planning conditions. Isolated dwellings in the countryside require special justification for planning permission to be granted and will be tested against Policy DC27: Essential Rural Workers Dwellings.

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- 3.124 If a dwelling is applied for in relation to a commercial equestrian use, the conversion or re-use of existing buildings in or near the site is preferred. Any occupational dwelling development should be in accordance with Planning Policy Statement 7 Annex A. Applicants should consider all other relevant policies in this plan particularly the Landscape and Townscape Character and Environmental Quality Policies.





## Inclusive Communities

### STATEMENT 9

"To meet the diverse needs of the communities and businesses of the District".

### Background

- 3.125 The Core Strategy seeks to focus attention on the creation of sustainable communities that contribute towards meeting the needs of all sections of the community and help to encourage social cohesion. This section includes detailed policies intended to meet housing needs identified as important to our community, including an exceptions housing policy, which is important due to the rural nature of the District and a policy which considers the provision of suitable retirement housing for an ageing community and care homes for a variety of needs. There are a range of accommodation types available and each has a different set of requirements as set out in the policy below.
- 3.126 Continuing care retirement communities are a new concept that seek to provide care for the growing elderly population from independent living through to full nursing care. The developments provide most of the facilities and services required by the residents as well as opening these facilities to residents of the local areas. It is therefore felt that these developments do not necessarily have to be in built-up areas but proposals will need to be fully justified as set out in the policy.
- 3.127 There is also a need to consider the needs of the Gypsies and Travellers and Travelling Showpeople within the District. Although further work needs to be undertaken before any established need for site provision for Gypsies and Travellers can be identified, it is considered appropriate to set out realistic criteria based policies against which any application for such development can be assessed.
- 3.128 The policies particularly support the following sustainability objective:
- To ensure that everyone has access to good quality affordable home that meets their needs.
- 3.129 The following policies should be read in conjunction with Core Strategy Policy CP16: Inclusive Communities and, in the case of retirement housing, CP12: Meeting Housing Needs.



## General Development Control Policies (2007)

### POLICY DC 30

#### EXCEPTIONS HOUSING SCHEMES

In exceptional circumstances limited amounts of land may be released, in addition to the provision of Core Strategy Policy CP4, for the development of homes solely for affordable housing on land which would not otherwise be released for general market housing, provided that:

- a. there is an identified local need for such homes and no suitable alternatives exist within the locality to meet that need;
- b. the development would solely meet the needs of a particular parish (or that parish plus its immediately adjoining parishes within Horsham District) and that the needs identified comprise housing for:
  - i. existing residents of the parish in unsuitable accommodation or needing separate accommodation in the area (excluding existing owner occupiers);
  - ii. people whose work provides important services and who need to live in the parish;
  - iii. people who may no longer be resident in the parish but have longstanding links with the local community; and,
  - iv. people with the offer of a job in the parish who cannot take up the offer because of a lack of affordable housing;
- c. the development would provide subsidised housing in perpetuity which will normally be managed by a Registered Social Landlord that is registered with the Housing Corporation;
- d. the development includes no private housing for sale or rent on the open market; and,
- e. the development is well related to an existing built-up area.

The proposal should also comply with all other relevant policies, particularly those relating to character and design.

- 3.130 The Core Strategy sets out the provision made for new housing development in Horsham District, this has been further examined and sites have been allocated for residential development within the Site Specific Allocations of Land Development Plan Document. However, it is acknowledged that there will continue to be a shortage of affordable housing which cannot be met through the allocations and as a result it is felt that an 'exception housing' policy is required. This



## General Development Control Policies (2007)

### CHAPTER 3: GENERAL DEVELOPMENT CONTROL POLICIES

policy enables permission to be granted for affordable housing on small sites, often greenfield and adjacent to more rural villages, that would not otherwise be released.

- 3.131 The Council will use the results of Parish Plans and then more detailed housing needs assessments of individual communities to identify the level of need that exists. These studies and the identification of appropriate sites will be carried out in partnership with the community involved. Sites should be well-related to existing built-up areas and within easy reach of some services and facilities. The provision of such housing schemes in detached isolated locations will not normally be considered appropriate.
- 3.132 It is expected that exceptions schemes will be managed by Registered Social Landlords; however, should an alternative organisation propose a scheme it will be required to meet all the criteria set out above and we will also need to be satisfied that appropriate mechanisms are in place to ensure that the housing not only remains affordable in perpetuity, but that the standards of management and maintenance are acceptable and that the necessary funding can be secured.



## General Development Control Policies (2007)

### POLICY DC 31

#### NEW / EXTENSIONS TO RETIREMENT HOUSING AND CARE HOME SCHEMES

- a. Retirement housing will be permitted within defined built-up areas only if it:
  - i. is accessible by foot or public transport to local shops, services, community facilities and the wider public transport network; and,
  - ii. includes appropriate amenity space and suitable car parking.
- b. Larger scale 'continuing care retirement communities' will be permitted in appropriate locations within defined built-up areas where they can be justified in terms of the need being met, and:
  - i. provide accommodation for a full range of needs, including care provision separate from the self-contained accommodation;
  - ii. include 'affordable' provision to meet identified local needs and appropriate services and facilities, including transport, to meet the needs of residents/staff and which contribute to the wider community;
  - iii. incorporate a scale of buildings which is appropriate to the local urban context; and,
  - iv. provide for substantial environmental improvement and the wider enhancement of the local environment.
- c. Care and nursing homes will be permitted in order to meet the care needs of the elderly or other groups in need of specific specialist / medical care provided that:
  - i. the development incorporates appropriate staff accommodation and / or is the subject of an agreed Green Travel Plan; and,
  - ii. the need for the form and type of development in its particular location is fully justified as being essential to the identified care provision.

Any proposal for retirement housing / communities or care homes should also comply with all other relevant policies, particularly those relating to countryside protection / Strategic Gaps, character, design and, where relevant, affordable housing.



## General Development Control Policies (2007)

### CHAPTER 3: GENERAL DEVELOPMENT CONTROL POLICIES

- 3.133 The number of elderly living in the District is expected to continue to rise, therefore there will be a continuing need to provide a range of appropriate accommodation in suitable locations. There is also a need to consider the requirements of people with other specialist care requirements, who are not necessarily elderly. As a District we wish to be able to support applications for a variety of accommodation provided that they meet the criteria set out in the policy.
- 3.134 Residents of retirement housing schemes are often still very mobile but may not have access to a car; therefore, we expect applicants to consider their needs and be in locations that are within easy reach of services and facilities.
- 3.135 Continuing care retirement communities are a new concept that seek to provide care for the growing elderly population from independent living and sheltered housing through to full nursing care. The developments are more 'self-contained' and therefore must provide most of the facilities and services required by the residents as well as opening these facilities to residents of the local areas. These developments should be in the built-up areas.
- 3.136 Residents of care / nursing homes are normally provided with full residential care and as a result it is not essential for such homes to be located close to shops and other facilities. In addition rural locations can benefit some residents and the single storey accommodation that is often required by such premises may mean that there are occasions when they could be located in the countryside or be an appropriate use for a large rural building / house or a rural brownfield site; however, the use of such a site will need to be fully justified. It is acknowledged that this may not be the most sustainable option, but this could be mitigated by the provision of staff accommodation within a development and the adoption of Green Travel Plans that also consider the needs of visitors.



## General Development Control Policies (2007)



### POLICY DC 32

#### GYPSIES AND TRAVELLERS

Proposals for sites for caravans for Gypsies and Travellers will be granted planning permission provided that:

- a. the Council is satisfied that a need for site provision exists locally and is clearly demonstrated and that the proposal represents an adequate way of meeting this established need; and,
- b. the identified local need cannot be met at any alternative suitable existing sites within or outside existing settlements.

If the need cannot be met at any alternative suitable sites as set out above, the following criteria will apply:

1. the site must be reasonably located for schools, shops and other local services and community facilities;
2. a satisfactory means of access can be provided and the existing highway network is adequate to serve the site; and,
3. the proposed site accommodates adequate space for parking and turning of vehicles and provides easy access for service and emergency vehicles.

Occupation of a site will be restricted to Gypsies and Travellers and may be limited to a temporary period and/or for the benefit of named occupiers.

Applicants must also comply with other relevant policies, particularly those relating to landscape character and design.

- 3.137 Circular 01/06 Planning for Gypsy and Traveller Caravan Sites outlines the Government's planning policy regarding Gypsy and Traveller site provision. The Circular recommends that Local Planning Authorities must identify locations suitable for site provision.
- 3.138 The Council is undertaking further work on the Gypsy and Traveller sites need assessment and has committed itself to producing a separate development plan document which will identify suitable sites once the full extent of the need has been established. In the interim period and in conformity with Government planning guidance, the Council has set out a criteria based policy against which proposals for Gypsy and Traveller sites can be considered. Applications submitted in the interim period will be assessed against the criteria



## General Development Control Policies (2007)

### CHAPTER 3: GENERAL DEVELOPMENT CONTROL POLICIES

set out in the policy and the Council will determine the need for additional pitches (as stated in criteria 1 and 2 of Policy DC32: Gypsies and Travellers) by having regard to the findings of the County-wide Gypsy and Traveller Accommodation Assessment. Planning permission granted in the interim period may also be limited to a temporary period and/or for the benefit of named occupier(s).

- 3.139 Following adoption of the Gypsy, Traveller and Travelling Showpeople Sites Development Plan Document, it is anticipated that the specific Gypsy and Traveller sites policy will be removed from the General Development Control Policies DPD and protection from inappropriate development will come from the remaining General Development Control Policies and from criteria based policies within the Gypsy, Traveller and Travelling Showpeople Sites DPD.



## General Development Control Policies (2007)

### POLICY DC 33

#### TRAVELLING SHOWPEOPLE

Proposals for sites for caravans for Travelling Showpeople will be granted planning permission provided that:

- a. the Council is satisfied that a need for site provision exists and is clearly demonstrated and that the proposal represents an adequate way of meeting this established need; and
- b. the identified need cannot be met at any alternative existing sites either within or outside existing settlements.

If the need cannot be met at any alternative suitable sites as set out above, the following criteria will apply.

1. the site must be reasonably located for schools, shops and other local services and community facilities;
2. the site can accommodate comfortably both residential development and space for the storage, vital maintenance and testing of equipment;
3. a satisfactory means of access can be provided and the existing highway network is adequate to serve the site; and,
4. the proposed site accommodates adequate space for parking and turning of vehicles and provides easy access for service and emergency vehicles.

Occupation of a site will be restricted to Travelling Showpeople and may be limited to a temporary period and/or named occupier(s). The Council will impose conditions limiting the proportion which may be covered by equipment or the hours during which equipment may be tested as appropriate.

Applicants must also comply with other relevant policies, particularly those relating to landscape character and design.

- 3.140 Government advice about planning considerations relating to Travelling Showpeople is contained in Circular 04/2007. The Circular recommends that Local Planning Authorities should make a realistic assessment of the amount of accommodation required, and where a local need has been demonstrated, plans should make specific proposals for sites. Applications submitted in the interim period will be assessed against the criteria set out in the policy and the Council will determine the need for additional sites on a case-by-case basis.



## General Development Control Policies (2007)

### CHAPTER 3: GENERAL DEVELOPMENT CONTROL POLICIES

- 3.141 In conformity with Government guidance the Council has set out a criteria based policy against which proposals for Travelling Showpeople sites can be considered. Planning permission may be granted for such proposals if the Council is satisfied that a need for such sites exists in a particular location.
- 3.142 Following adoption of the Gypsy, Traveller and Travelling Showpeople Sites Development Plan Document, it is anticipated that the specific Travelling Showpeople sites policy will be removed from the General Development Control Policies DPD and protection from in appropriate development will come from the remaining General Development Control Policies and from criteria based policies within the Gypsy, Traveller and Travelling Showpeople Sites DPD.

## General Development Control Policies (2007)



### Vitality and Viability of Existing Centres

#### STATEMENT 10

"To enhance the vitality and viability of Horsham town centre and the centres of the smaller towns and villages in the District."

#### Background

- 3.143 Core Strategy Policy CP17: Vitality and Viability of Existing Centres sets out the Council's strategy for the town and village centres within the District. The policy recognises that the centres perform a valuable role in meeting the needs of local communities and visitors and states that their role as a focus for activities is fundamental to the achievement of sustainable development.
- 3.144 Similarly, Planning Policy Statement 6 (PPS6): Planning for Town Centres sets out the Government's key objectives for town and village centres and promotes their vitality and viability by focusing development for town centre uses in the existing centres. The Statement requires Local Planning Authorities to identify, not only primary and, if applicable, secondary retail frontages, but also the primary shopping area(s) and a town or village centre boundary for each centre within their area.
- 3.145 Core Strategy Policy CP14: Protection and Enhancement of Community Facilities and Services states that it is important to protect community facilities and services that play an important role in the social infrastructure of the area. It goes on to say that, for proposals for alternative use of sites and premises, it will be necessary to demonstrate that continued use as a community facility or service is no longer feasible. Certain community facilities and services may fall within the A-class use of the Use Classes Order 2005 and Policy CP14 is therefore relevant to this section of the General Development Control Policies document.
- 3.146 The Development Control policies contained within this document seek to build on the key objectives and principles of Core Strategy Policies CP14, CP17 and PPS6. The policies focus on retail frontages, primary shopping areas and town and village centre boundaries as defined in the policy statement and seek to guide new development to areas that are within or well connected to the existing centres. This approach will secure the vitality and viability of all existing centres in the District and will encourage a wide range of services in a good environment, accessible to all. The policies provide flexibility for new





## General Development Control Policies (2007)

### CHAPTER 3: GENERAL DEVELOPMENT CONTROL POLICIES

retail development whilst allowing for stringent control of the change of use of units within the defined centres. However, this policy approach also recognises the benefits the other A-class uses can bring to the town and village centres should an A1-use (Shops) no longer be a viable option. Consequently, the policy allows for flexibility between change of use between the different A-class uses outside the Defined Retail Frontages. This approach will assist in maintaining the vitality and viability of a wider area and will contribute to enhancing the health of the main shopping area as a whole as other A-class uses are either traditional town centre uses or closely associated with our modern town and village centres. The defined retail frontages, main shopping areas and town and village centre boundaries referred to in the policies below are identified on the Proposals Map which accompanies this document.

- 3.147 The policies particularly support the following sustainability objective:
- To maintain and enhance the vitality and viability of Horsham Town and village centres.
- 3.148 The policies set out below should be read in conjunction with Core Strategy Policies CP14: Protection and Enhancement of Community Facilities and Services and CP17: Vitality and Viability of Existing Centres.



## General Development Control Policies (2007)

### POLICY DC 34

#### NEW RETAIL DEVELOPMENT WITHIN THE DEFINED TOWN AND VILLAGE CENTRES

Town and Village Centre Boundaries, Primary Shopping Areas and Retail Frontages have been identified in Horsham Town and in the District's larger centres (Billingshurst, Henfield, Pulborough, Southwater, Steyning and Storrington).

Proposed retail development will be permitted within the defined Town and Village Centres provided that:

- a. the proposal does not exceed 2,500 square metres gross (proposals exceeding 2,500 square metres gross will be considered against Policy DC 35, criteria a,c,d,e and f);
- b. it relates and connects well to the defined Frontage(s) and Primary Shopping Area(s) of the centre;
- c. the proposal will complement the vitality and viability of the centre; its function and role at the local level and its position in the wider network of centres; and,
- d. the proposal will improve the shopping range, quality and function of the Primary Shopping Area and the retail centre as a whole.

Proposals within the town and village boundaries must be accompanied by a Green Travel Plan.

- 3.149 The Council considers that it is fundamental that, within the defined Town and Village Centres and the Retail Frontages within them, retail needs are met and that the vitality and viability of the centres is not undermined. On this basis, Policy DC34: New Retail Development within the Defined Town and Village Centres seeks to maintain and enhance the vitality and viability of the centres by permitting appropriate new retail proposals whilst resisting any proposals which may potentially undermine their vitality and viability, either because of their nature, size or their location. The policy also seeks to ensure that wherever possible, proposals improve the shopping range, quality and function of the shopping area.



## General Development Control Policies (2007)

### POLICY DC 35

#### NEW RETAIL AND LEISURE DEVELOPMENT OUTSIDE THE DEFINED TOWN AND VILLAGE CENTRES

Proposals for new retail development, including retail warehouses, superstores, extensions to existing retail units, recreation, leisure and entertainment uses outside the defined town and village centres will be permitted only when the relevant criteria in PPS6 are met, particularly when:

- a. a clear qualitative and primarily quantitative need exists and can be demonstrated;
- b. the sequential approach to site selection has been applied, including application of flexible formats to enable the possibility of locating closer to the established centre;
- c. the proposed development will be accessible by a variety of modes of transport, walking and cycling. Proposals must be accompanied by an agreed Green Travel Plan;
- d. the proposal will not significantly undermine the vitality and viability of the nearest centre, its function and role at the local level and its position in the wider network of centres;
- e. adequate parking arrangements can be provided in connection with the proposal; and,
- f. the range of goods and products sold at the proposed retail development is appropriate for its location and will not undermine the vitality and viability of the District's centres.

In order to meet these objectives if planning permission is granted for retail development in an edge-of-centre or out-of-centre location, the range sold at the development may be restricted either through planning conditions or legal agreement.

Proposals for retail areas attached to petrol filling stations and garages (whether within or outside the defined town and village centres) will be permitted only where they would not affect seriously the vitality and viability of existing local shopping facilities. Where appropriate, permission will be subject to a condition or legal agreement restricting the amount of retail sales area which is dedicated to the sale of non-garage related goods.

Extensions to existing village and neighbourhood shops outside any defined Town and Village Centre will be assessed against Policy DC 37.



## General Development Control Policies (2007)

- 3.150 For the purposes of this policy, recreation, leisure and entertainment include cinemas, theatres, restaurants, public houses, bars, cafes and nightclubs. Applications for other sports/recreation and community facilities will be assessed against Core Strategy Policy CP14: Protection and Enhancement of Community Services and Facilities and Policy DC21: Protection of Existing Open Space, Sport and Recreation Facilities.
- 3.151 Further guidance on the sequential approach and the application of flexible formats is available in Planning Policy Statement 6: Planning for Town Centres.
- 3.152 The Council considers that an integral part of protecting the vitality and viability of the District's retail centres, and in accordance with all retail planning policy and guidance, is rigidly controlling the proposals for retail development outside the Town and Village Centres as defined on the Proposals Map. This approach supports the key objectives and principles of both the Core Strategy Policy CP17: and Government guidance contained in PPS6.
- 3.153 Proposals for new retail development that are larger than 1000 sqm gross must be accompanied by an agreed Green Travel Plan which demonstrates how travel in ways other than in private cars will be encouraged.



## General Development Control Policies (2007)

### POLICY DC 36

#### CHANGE OF USE WITHIN DEFINED TOWN AND VILLAGE CENTRES

Proposals for change of use from A1 (Shops) to other A-class uses at ground floor level within the defined Town and Village Centre Boundaries will be permitted provided that:

- a. The proposal will not result in more than 2 out of 10 units within the Primary Retail Frontages or 4 out of 10 units within the Secondary Retail Frontages being in non-retail use (or the proportional equivalent where there are less than 10 adjoining units in a defined retail frontage);
- b. the proposal will not result in more than 2 permitted non-retail uses operating adjacent to each other in the defined Primary Retail Frontages or result in more than 3 permitted non-retail uses operating adjacent to each other within the defined Secondary Retail Frontages;
- c. the proposal will not result in the loss of local amenity particularly in terms of noise, litter, smell, parking and traffic creation and trading hours; and,
- d. for applications where an A3, A4 or A5 use is proposed, the application is accompanied by a statement giving full details of means of control of emission of fumes, storage and disposal of refuse and means of insulation.

Proposals for the change of use from units with a permitted A-class use to residential at ground floor level within the defined Retail Frontages will be considered against criteria a, b and c above and will not be permitted unless:

1. In terms of change of use of an A1 unit to residential, the Council is satisfied that the retail unit is no longer viable as a consequence of the unit having been marketed at a reasonable price for 18 months for units, within a defined Primary Frontage, and 12 months for units in a defined Secondary Frontage elsewhere and within the defined Town or Village Boundary, prior to the application submission date.
2. In terms of change of use of a unit in another A class use other than A1 to residential, the Council is satisfied that the unit has been marketed at a reasonable price for 18 months for units within a defined Primary or Secondary Frontage or 12 months elsewhere within the defined Town or Village Centre Boundary, prior to the application submission date.





## General Development Control Policies (2007)

- 3.154 The Council considers the stringent control of proposals for change of use from A1 (Shops) to either A2 (Financial and Professional Services), A3 (Restaurants and Cafes), A4 (Drinking Establishments), A5 (Hot Food Takeaway) or residential is essential both within the Primary and Secondary Defined Retail Frontages (as shown on the Proposals Map). It is considered that the over provision or the dominance of service uses or residential development within the Defined Retail Frontages will have a detrimental impact on the vitality and viability of the Town and Village Centres. As a consequence this policy seeks to control proposals for change of use with the objective of protecting the existing vitality and viability of the District's Town and Village Centres. At the same time the Council acknowledges the valuable role service uses can play in contributing to a retail centre's vitality and viability. Consequently, this policy recognises the positive contribution service uses can have on the District's retail centres if appropriately controlled and located. In addition, Policy DC36: Change of Use within Defined Town and Village Centres seeks to ensure that any proposals for change of use from A1 (Shops) to alternative uses do not result in the loss of local amenity and accord with the requirements of the Licensing Act 2003.
- 3.155 It is considered that proposals for change of use from A1 (Shops) to residential at ground floor level should be strictly controlled as residential use at ground floor level represents a "dead" frontage and on this basis this policy sets out a vigorous criteria against which to assess proposals.



## General Development Control Policies (2007)

### POLICY DC 37

#### NEIGHBOURHOOD AND VILLAGE SHOPS

Proposals for small scale retail development or extensions to existing village shops and retail units in the neighbourhood centres will be permitted provided that:

- a. The proposal will not significantly undermine the vitality and viability of the nearest defined Retail Frontage;
- b. the proposed retail development does not exceed 200 sqm gross (if the proposal does exceed 200 sqm gross the proposal will be considered against Policy DC 35); and,
- c. the proposal will not result in the loss of local amenity particularly in terms of noise, litter, smell, parking and traffic creation and trading hours.

Proposals for change of use will only be permitted provided that the proposal satisfies criterion c above and the relevant criterion outlined below:

1. In terms of change of use of an A1 (Shops) unit to residential, the Council is satisfied the retail unit is no longer viable as a consequence of the unit having been marketed at a reasonable price for 18 months prior to the application submission.
2. In terms of change of use of an A1 (Shops) unit to an alternative A-class use, the Council is satisfied the retail unit is no longer viable as a consequence of the unit having been marketed at a reasonable price for 12 months prior to the application submission.
3. For applications where an A3, A4 or A5 use is proposed, the application is accompanied by a statement giving full details of means of control of emission of fumes, storage and disposal of refuse and means of insulation.
4. In terms of a proposal for change use of a unit in A2 (Financial and Professional Services) or A3 (Restaurants and Cafes), A4 (Drinking Establishments) or A5 (Hot Food Takeaways) use to residential, the Council is satisfied the unit has been marketed at a reasonable price for 18 months prior to the application submission.

- 3.156 The Council considers that neighbourhood and village shops play a crucial role in meeting the “everyday” retail needs of the District’s population. On this basis the Council, in the context of Policy DC37:



## General Development Control Policies (2007)

Neighbourhood and Village Shops, will consider proposals for further neighbourhood and village shops or extensions to existing units on their planning and retail merits. In terms of change of use from A1 (Shops) to either A2 (Financial and Professional Services), A3 (Restaurants and Cafes), A4 (Drinking Establishments), A5 (Hot Food Takeaway) or residential the Council considers that it is essential that viable neighbourhood and villages shops are as far as reasonably possible protected to ensure the “everyday” retail needs of the local population continue to be met. The policy also recognises the importance of protecting, as far as is possible, other existing services and other local amenities. However, the Council cannot prevent the closure of neighbourhood and village shops and other local amenities which are no longer economically viable.

### **POLICY DC 38**

#### **FARM SHOPS AND GARDEN CENTRES IN RURAL AREAS**

**Proposals for Farm Shops and Garden Centres will be permitted only when:**

- a. **the proposal is small scale and appropriate to its location; and,**
- b. **existing buildings are used where possible.**

**In terms of proposals for farm shops and garden centres, the development is related, ancillary and appropriate to the operation of the farm unit or farming/nursery enterprise.**

**New buildings relating to farm shops will be acceptable only where they are justified to meet an agricultural need.**

**Where appropriate, permission will be subject to conditions or legal agreements restricting the goods sold to those associated to the farm shop/nursery and appropriate to a rural location.**

- 3.157 The Government, in PPS6 and PPS7, provides guidance on development in rural areas. It is recognised that certain development such as farm shops can meet a demand for local produce in a sustainable way and can contribute to the rural economy. The above policy ensures that this is not on the expense of other rural policies and that the development does not adversely affect easily accessible convenience shopping available to the local community.



## General Development Control Policies (2007)

### Tourism Development

#### STATEMENT 11

“To promote and enhance community leisure and recreation facilities, and to assist the development of appropriate tourism and cultural facilities.”

“To enhance the vitality and viability of Horsham town centre and the centres of the smaller towns and villages in the District.”

#### Background

- 3.158 The Core Strategy Policy CP18 encourages measures which promote tourism, including recreation-based rural diversification, and enhance local cultural facilities.
- 3.159 Policy CP18 is supplemented by advice and guidance contained within a number of Government publications relating to tourism. Nevertheless, it is considered necessary to articulate this advice at a local level to provide further, more detailed guidance, as to what is felt to be appropriate in Horsham District. The significance of tourism and the key areas of local concern are set out in the Horsham District Tourism Strategy and Action Plan for 2005-2015. It is recognised that there is still a strong need to protect and enhance the District's landscape but also to support existing tourist facilities as well as encourage the provision of new appropriate tourist facilities in the District.
- 3.160 The policies particularly support the following sustainability objectives:
- To seek to enhance areas where there are inequalities in the economy, particularly the rural economy.
  - To maintain and enhance the vitality of village centres.
  - To maintain and enhance the vitality of Horsham town centre.
- 3.161 The following policy should be read in conjunction with Core Strategy Policy CP18: Tourism and Cultural Facilities.



## General Development Control Policies (2007)

### POLICY DC 39

#### TOURISM

**The extension and improvement of existing built facilities and the provision of small scale new facilities will be approved if the proposal:**

- a. **is appropriate in scale and level of activity, and in keeping with its location and surroundings; or,**
- b. **is a sympathetic conversion or appropriate extension of a suitable building.**

**Any proposals must be accompanied by a statement setting out the context for the development or change of use; establishing how the proposal will contribute towards the economic potential of the District; and explaining the need for the facility and justification for the size, location and design of the facility.**

**The loss of hotels and tourist accommodation will be covered by the policy set out in Core Strategy Policy CP 14.**

- 3.162 Tourist attractions and facilities include a wide range of destinations, including museums, visitor centres, as well as accommodation including hotels, guest houses, and other serviced accommodation.
- 3.163 The tourist industry is important to the economic success of the District, safeguarding existing services and facilities, generating new jobs, and contributing towards the rural economy, as set out in the Tourism Strategy and Action Plan mentioned above. It is also recognised in Local and Regional Strategies that tourism development must be sensitive to the environment in which it is located and not reduce the attractiveness of the countryside, or negatively affect the amenity of local residents.
- 3.164 Proposals for large-scale tourism developments or for any tourism development in less accessible areas must be accompanied by an agreed Green Travel Plan. The preferred location for such accommodation is within Horsham town, however the Council will also be monitoring any implication of a South Downs National Park (if adopted) on the need for tourist facilities in the southern part of the District.





## General Development Control Policies (2007)

### CHAPTER 3: GENERAL DEVELOPMENT CONTROL POLICIES

- 3.165 Applicants should consider all other relevant policies in this plan particularly the relevant requirements of the Landscape and Townscape Character, Environmental Quality, and Managing Travel Demand and Widening Choice of Transport Policies.



## General Development Control Policies (2007)

### Managing Travel Demand and Widening Choice of Transport

#### STATEMENT 12

"To reduce the expected growth in car based travel by seeking to provide choice in modes of transport wherever possible."

- 3.166 The Core Strategy seeks to focus attention on more sustainable forms of transport and to pursue policies to manage demand. It is acknowledged that Horsham is a rural District and that the use of the car is a necessary part of many people lives; however, where possible we will aim to widen the choice of transport available through ensuring that development is, where possible, in sustainable locations and that measures are in place to enhance the choice in non-car based transport. Policies have also been included in this document where there is an identified need to protect or enhance certain elements of the transport infrastructure.
- 3.167 The policies particularly support the following sustainability objectives:
- To reduce car journeys and promote alternative methods of transport.
  - To seek to reduce the emission of greenhouse gases, in particular by encouraging the provision and use of renewable energy.
- 3.168 The following policies should be read in conjunction with Core Strategy Policy CP19: Managing Travel Demand and Widening the Choice of Transport and Core Strategy Policy CP13: Infrastructure Requirements.



## General Development Control Policies (2007)

### POLICY DC 40

#### TRANSPORT & ACCESS

Development will be permitted if:

- a. it provides a safe and adequate means of access;
- b. it is appropriate in scale to the transport infrastructure, including public transport;
- c. it is integrated with the wider network of routes including public rights of way and cycle paths where appropriate;
- d. it makes adequate provision for all users, including for car and other vehicle parking, giving priority to people with mobility difficulties, pedestrians, cyclists and equestrians;
- e. it includes, where appropriate, provision for public transport either within the scheme or through contributions; and,
- f. the proposal is accompanied by an agreed Green Travel Plan where it is necessary to minimise a potentially significant impact of the development on the wider area or as a result of needing to address an existing local traffic problem.

- 3.169 Development should be of a scale that is appropriate to its location and has access to a range of modes of transport. This may however, still result in the need for improvements in the transport infrastructure including contributions towards public transport. In cases where the development is small scale or has a localised impact we will seek contributions towards community transport initiatives. Larger development proposals will require a Transport Impact Assessment.
- 3.170 In accordance with the policy, developments should consider the needs of people with disabilities, pedestrians, cyclists and equestrians first. This will in appropriate cases result in the need for traffic calming measures, lower speed limits, or the consideration of 'Home Zones'. Horse riding is an important activity in this District and therefore relevant proposals particularly in rural areas must be aware of their needs and incorporate measures where possible to ensure that riders are not endangered.
- 3.171 The Council wishes to encourage travel by means other than the private car, this means that all development proposals should consider the need to incorporate for example;
  - secure cycle parking
  - taxi ranks



## General Development Control Policies (2007)

- a layout to enable easy access for buses
- provision of covered waiting facilities

- 3.172 Non-residential development proposals that have significant transport implications, and other non-residential development proposals where there are existing traffic problems will be expected to be accompanied by an agreed Green Travel Plan which should demonstrate how travel in ways other than in private cars will be encouraged. Travel Plans should have measurable outputs, related to targets or aims in the West Sussex Local Transport Plan, and provide monitoring and enforcement arrangements. A Green Travel Plan could also help address a particular local traffic problem associated with a planning application, which might otherwise have to be refused on local traffic grounds. The weight to be accorded to a Green Travel Plan will be influenced by the extent to which it affects the acceptability of the proposal and how far it can be enforced. Planning conditions or obligations may be appropriate means of securing the provision of some or all of a Green Travel Plan, including a requirement for the production of an annual monitoring and progress report. The requirement relating to Green Travel Plans set out in DC40: Transport & Access is supported by national guidance currently set out in PPG13: Transport.
- 3.173 Applicants are advised to consult with West Sussex County Council Transport and Highways Department about the facilities that may be required and the current parking standards. The application of the parking standards in relation to Total Access Demand is specified within the Planning Obligations SPD. In some limited locations, particularly Horsham Town Centre development may, in exceptional circumstances, be permitted with no parking provision provided that a commuted payment is made by the developer towards improving provision for public transport, walking and cycling.
- 3.174 Applicants must be aware of the need for good design and the importance of local characteristics / distinctiveness in proposing a development, this includes the provision of transport infrastructure.



## General Development Control Policies (2007)

### POLICY DC 41

#### PROTECTION OF CAR PARKS

**Planning permission will not be granted for development on existing car parks which involves the loss of spaces unless suitable alternative provision has been secured or the need for the development overrides the loss of parking and where necessary measures are in place to mitigate against the impact.**

- 3.175 Should the loss of a car park be permitted the applicant will, if necessary, be expected to put in place measures to reduce any impact, for example through the provision of alternative suitable car parking or improvements in public transport / walking or cycling provision.

### POLICY DC 42

#### AIRPORT RELATED PARKING

**Planning permission will not be granted for off-airport parking facilities related to Gatwick Airport unless a need can be demonstrated and all realistic alternatives have been examined.**

- 3.176 Car parking provision for Gatwick Airport is monitored annually by the adjoining Councils to ensure that the principle of securing increased use of sustainable modes of transport to the airport is not undermined by excessive parking provision. Should permission be sought, applicants will be required to fully justify the proposal including a transport impact assessment. They will also particularly need to consider the landscape and townscape character policies and those relating to environmental quality.





## General Development Control Policies (2007)

### CHAPTER 4: MONITORING AND IMPLEMENTATION FRAMEWORK

#### CHAPTER 4: MONITORING AND IMPLEMENTATION FRAMEWORK

- 4.1 This document sets out the suite of policies which contain the criteria against which planning applications for the development and use of land and buildings will be considered. These policies are intended to ensure that development accords with the spatial vision and objectives set out within the Core Strategy.
- 4.2 It is important to keep these development control policies up to date and to monitor their effectiveness. This monitoring will be undertaken in two principal ways:
- Through the indicators which have been developed to provide a consistent basis for monitoring the performance of the Core Strategy against the spatial objectives and for the specific proposals of the Site Specific Allocations of Land document. These indicators have been chosen to provide a guide to overall progress and to establish the basis for identifying where the spatial strategy needs to be strengthened, maintained or changed in some way. The operation of the development control policies will be instrumental in addressing many of these indicators and the extent to which the 'control' measures indicated are contributing, or otherwise, to the position identified.
  - Through the evaluation of decisions on planning applications, including particularly planning appeals, and the extent to which the development control policies have been supported. The table of indicators and targets set out below is designed to allow this monitoring to take place by providing a framework for the monitoring of the development control policies by policy. It is not considered necessary to provide an indicator for every policy.
- 4.3 An Annual Monitoring Report (AMR) will be prepared to indicate the extent to which the various policy targets set out in the Core Strategy and the Site Specific Allocations of Land Development Plan Documents are being met by 2018. As part of this process the role and function of these development control policies will also be examined in order to assess whether any adjustment is required.
- 4.4 This document is accompanied by a Sustainability Appraisal Final Report, considering the social, environmental and economic effects of the operation of the policies set out, particularly in terms of measuring the contribution towards achieving sustainable development.



## General Development Control Policies (2007)

### CHAPTER 4: MONITORING AND IMPLEMENTATION FRAMEWORK

#### General Development Control Policies : Monitoring - Key Indicators

Development Control Policy	Indicator/Proposed Action	Targets to be achieved by 2018	Responsible Authority	References/Comments
1 Countryside protection and enhancement	Types and percentage of relevant applications granted permission outside the BUABs	Maintain or reduce current rates/limit forms of development	District Council	Data not currently available so requires initial period of monitoring from planning applications/GIS
2 Landscape character	Condition of the 32 landscape character areas, as indicated in Landscape Character Assessment	Maintain or improve from current levels (good, declining or poor)	District Council/County Council	Requires a review of the Landscape Character Assessment
3 Settlement coalescence	Type and percentages of applications granted permission for new development in two Strategic Gaps	Maintain or reduce current rates/limit forms of development	District Council	Data not currently available so requires initial period of monitoring from planning applications

## General Development Control Policies (2007)



### CHAPTER 4: MONITORING AND IMPLEMENTATION FRAMEWORK

Development Control Policy	Indicator/Proposed Action	Targets to be achieved by 2018	Responsible Authority	References/Comments
4 AONB	Type and percentages of planning applications granted permission for new development in the two Areas of Outstanding Natural Beauty	Maintain or reduce/ limit forms of development	South Downs Joint Committee/High Weald JAC/District Council	Requires initial period of monitoring using data from Sussex Biodiversity Record Centre
5 Biodiversity and geology	Number of applications incorporating biodiversity enhancement features	Increasing number of schemes/change in areas contributing to biodiversity importance	Private Sector/District Council	Not monitored at present
	Number of schemes permitted which impact on significant habitats, legally protected species and areas of nature conservation such as SNCIs or ancient woodland	Reduce to minimise impacts	Private Sector/District Council	Requires co-ordinated approach and depends on data from Sussex Biodiversity Record Centre. Impact on species not monitored to date



## General Development Control Policies (2007)

### CHAPTER 4: MONITORING AND IMPLEMENTATION FRAMEWORK

Development Control Policy	Indicator/Proposed Action	Targets to be achieved by 2018	Responsible Authority	References/Comments
6 Woodland and trees	Number of schemes permitted which impact on significant habitats and areas of woodland conservation	Reduce to minimise impacts	Private Sector/District Council	Requires co-ordinated approach and depends on data from SBRC. Impact on species not monitored to date
7 Flooding	Number of development proposals which include flood risk assessment	Increasing levels by planning permission stage	District Council/ Environment Agency, Private Sector	Will depend on local circumstances. Not monitored to date
	Number of permissions granted against the advice of the Environment Agency	Zero	District Council/ Environment Agency, Private Sector	
8 Renewable energy and climate change	Number of developments incorporating renewable energy components; using reclaimed materials in construction; and water/energy efficient measures	Increasing numbers of developments by 2018	Private Sector/Housing Associations, District Council	Requires co-ordinated approach and clear monitoring basis

## General Development Control Policies (2007)



Development Control Policy	Indicator/Proposed Action	Targets to be achieved by 2018	Responsible Authority	References/Comments
9 Development Principles				
10 Archaeological sites and ancient monuments				
11 Historic parks and gardens				
12 Conservation areas	Number of applications incorporating Conservation Area or historic landscape enhancements	No specific target but increase proportion where development involved in these locations	Private Sector/District Council	Target difficult to set but enhancement is key objective
13 Listed buildings				
14 Shop fronts and advertisements				

### CHAPTER 4: MONITORING AND IMPLEMENTATION FRAMEWORK





## General Development Control Policies (2007)

### CHAPTER 4: MONITORING AND IMPLEMENTATION FRAMEWORK

Development Control Policy	Indicator/Proposed Action	Targets to be achieved by 2018	Responsible Authority	References/Comments
15 Heath Common and West Chiltington Character Areas	Number of relevant permissions granted within policy area	Reduce to minimise impacts	District Council	Data not currently available so requires initial period of monitoring from planning applications/GIS. Relevant permissions are those for new residential development.
16 Park homes/ Residential caravans				
17 Redevelopment/ change of use of dwellings to non-residential use				
18 Smaller homes/housing mix				

## General Development Control Policies (2007)



Development Control Policy	Indicator/Proposed Action	Targets to be achieved by 2018	Responsible Authority	References/Comments
19 Employment site/land protection	Amount of employment land lost from Employment Protection Zones	Maintain or reduce current rates/limit non-employment forms of development	District Council	Monitored as DCLG Core Output indicator 1e (i)
	Amount of employment land lost to residential development	Maintain or reduce current rates/limit loss of employment land	District Council	Monitored as DCLG Core Output indicator 1f
20 New employment development	Amount of land developed for employment/land supply by type (B1,B2,B8), including in two strategic locations	210,000 sq m by 2018	Private sector/businesses, Crawley Borough Council (Re west/north-west of Crawley)	Joint Area Action Plan and Supplementary Planning Document. Monitored as DCLG Core Output indicator 1a
21 Protection of existing open space, sport and recreation facilities	Number of schemes resulting in improved community facilities or Open space	Net gain in community facilities by 2018	District Council	Requires clear definition and monitoring process
	Total amount of eligible open space managed to 'green flag' award standards	Maintain or increase total amount	District Council	Monitored as DCLG Core Output indicator 4c

## CHAPTER 4: MONITORING AND IMPLEMENTATION FRAMEWORK



# General Development Control Policies (2007)

## CHAPTER 4: MONITORING AND IMPLEMENTATION FRAMEWORK

Development Control Policy	Indicator/Proposed Action	Targets to be achieved by 2018	Responsible Authority	References/Comments
22 New open space, sport and recreation	Number of schemes with S106 planning obligations and total contributions collected for sport, recreation open space /community improvements	All relevant permitted schemes to contribute to sport, recreation open space and community facilities	District Council, County Council	Need to monitor any problems of service delivery in development areas
23 Sustainable farm diversification	Number and type of rural diversification schemes permitted	Increase number and range of schemes by 2018	District Council	Needs parameters to be established for appropriate schemes
24 Conversion of agricultural and rural buildings for industrial, business and residential uses				

## General Development Control Policies (2007)



Development Control Policy	Indicator/Proposed Action	Targets to be achieved by 2018	Responsible Authority	References/Comments
25 Rural economic development and the expansion of existing rural commercial sites/ intensification of uses				
26 Replacement buildings for commercial use in the countryside				
27 Essential rural workers dwellings				
28 House extensions, replacement dwellings and ancillary accommodation				
29 Equestrian accommodation				

### CHAPTER 4: MONITORING AND IMPLEMENTATION FRAMEWORK



## General Development Control Policies (2007)

### CHAPTER 4: MONITORING AND IMPLEMENTATION FRAMEWORK

Development Control Policy	Indicator/Proposed Action	Targets to be achieved by 2018	Responsible Authority	References/Comments
30 Exceptions housing schemes	Number of exception housing schemes / dwelling permitted		District Council	No specific target as the policy covers exceptional circumstances
31 New/ extensions to retirement housing and care home schemes	Number of retirement dwellings / care homes permitted	Maintain or increase present levels	District Council	Not monitored at present
32 Gypsies and travellers	Number of permitted pitches for Gypsies and travellers	Increase number to meet levels of need	District Council / WSCC	Level of need to be determined by the studies undertaken for the Gypsies, Travellers and Travelling Showpeople DPD.
33 Travelling show people	Number of permitted pitches for Travelling show people	Increase number to meet levels of need	District Council / WSCC	Level of need to be determined by the studies undertaken for the Gypsies, Travellers and Travelling Showpeople DPD.



## General Development Control Policies (2007)



Development Control Policy	Indicator/Proposed Action	Targets to be achieved by 2018	Responsible Authority	References/Comments
34 New retail development within the defined town and village centres	Amount of new retail, office and leisure floorspace created Horsham town/village centres	Maintain or increase present levels, although depends on range of factors	Private Sector, District Council	Data presently monitored as DCLG Core Output indicator 4b.
35 New retail and leisure development outside the defined town and village centres	Amount of new retail permitted outside the defined town and village centres	Reduce or maintain present levels	Private Sector, District Council	Data is available due to monitoring of DCLG Core Output indicator 4a and b.
36 Change of use within defined town and village centres	Number of retail units converted to other uses	No loss of retail units in defined frontages	District Council	Not presently monitored
37 Neighbourhood and village shops				
38 Farm shops and garden centres in rural areas				

### CHAPTER 4: MONITORING AND IMPLEMENTATION FRAMEWORK



# General Development Control Policies (2007)

## CHAPTER 4: MONITORING AND IMPLEMENTATION FRAMEWORK

Development Control Policy	Indicator/Proposed Action	Targets to be achieved by 2018	Responsible Authority	References/Comments
39 Tourism	Number of hotel beds permitted within the district	Increase number of hotel beds by 2018	Private sector, District Council	Not presently monitored
40 Transport and Access	Proportion of new residential units completed within 30 minutes public transport of key services	Increase present levels	District Council / WSCC / Private sector	Monitored as DCLG Core Output indicator 3b
	Proportion of non-residential development within use classes A, B and D complying with adopted parking standards	Increase present levels to 100%	District Council / WSCC / Private sector	Monitored as DCLG Core Output indicator 3a
41 Protection of car parks				
42 Airport related parking	Number of permissions granted for off-airport parking	Reduce or maintain present levels	District Council / Private sector	Not presently monitored
	Number of unauthorised vehicles parked within the District	Reduce current levels to zero	District Council / Private sector	Presently monitored annually in May and September



## General Development Control Policies (2007)

### CHAPTER 5: CONCLUSIONS AND NEXT STEPS

- 5.1 This document is a key component of the full 'portfolio' of documents which comprise the Local Development Framework. The Core Strategy 2007 development plan document represents the Council's agreed vision, spatial objectives, policies and monitoring and implementation framework for the District. All other development plan documents, including the General Development Control policies, must conform with the Core Strategy. We have therefore adopted this General Development Control Policies document to support the implementation of the Core Strategy through applying the necessary controls and criteria for determining planning applications. The Council will utilise these development control policies and keep them under review by monitoring their effectiveness.
- 5.2 For further information on the Local Development Framework process, or if you have any queries on this document, contact a member of the Strategic and Community Planning Department at this Council on (01403) 215398.





## General Development Control Policies (2007)

### GLOSSARY

#### **Affordable Housing**

Housing provided with a subsidy to enable the sale price or rent to be substantially lower than the prevailing market prices or rents in the locality, and where mechanisms exist to ensure that the housing remains affordable for those who cannot afford to access market housing. The subsidy will be provided from the public and/or private sector.

#### **Amenity**

A positive element or elements that contribute to the overall character or enjoyment of an area. For example, open land, trees, historic buildings and the inter-relationship between them, or less tangible factors such as tranquillity.

#### **Ancillary use**

A subsidiary or secondary use or operation closely associated with the main use of a building or piece of land.

#### **Annual Monitoring Report (AMR)**

Produced by the Council annually to review the progress made against milestones set out within the Local Development Scheme and the performance of planning policies. The monitoring period runs from 1st April to 31st March.

#### **Aquifer**

Underground rock layers that hold water, which are often an important source of water for public water supply, agriculture and industry.

#### **Arboriculture**

Arboriculture is the management of trees where amenity is the prime objective.

#### **Archaeological Assessment**

A study of the extent and quality of any archaeological remains that may exist within a site. The study and resulting report(s) must be performed by a suitably qualified professional and will be examined by the West Sussex County Archaeologist, from whom advice on the form and nature of the assessment may be sought.

#### **Area Action Plan**

(See *Joint Area Action Plan*.)

#### **Area of Outstanding Natural Beauty (AONB)**

A statutory landscape designation, which recognises that a particular landscape is of national importance. The primary purpose of the designation is to conserve and enhance natural beauty of the landscape.





### **Biodiversity**

The whole variety of life on earth. It includes all species of plants and animals, their genetic variation and the ecosystems of which they are a part.

### **BREEAM / Eco-Home standard**

Standards laid down for the design and building of businesses and homes to be more sustainable, including wildlife friendly design, use of recycled materials, and energy, heating and water conservation methods.

### **Brownfield**

Previously developed land (PDL). In the sequential approach this is preferable to Greenfield land. Previously-developed land is that which is or was occupied by a permanent structure (excluding agricultural or forestry buildings), and associated fixed surface infrastructure. The definition covers the curtilage of the development. Previously-developed land may occur in both built-up and rural settings. A precise definition is included in Planning Policy Guidance Note 3 'Housing' (or Planning Policy Statement 3 'Housing' once adopted).

### **Built-up area boundaries**

These identify the areas in the District of primarily built form, rather than countryside. They identify areas within which development of brownfield land may normally be appropriate, including infilling, redevelopment and conversions in accordance with Government guidance in PPG3 'Housing'. They do not include a presumption for the development of greenfield land such as playing fields and other open space, as indicated in PPG 17 'Planning for Open Space, Sport and Recreation'. Identified built-up area boundaries do not necessarily include all existing developed areas.

### **Carbon neutral**

Offsetting or compensating for carbon emissions (for example from burning fossil fuels) by schemes such as planting trees to absorb carbon or through careful use of design to promote energy efficiency and to avoid carbon emissions.

### **Changes of Use**

Legal uses of property are defined as use classes. A change of use within the same use class under the 'Use Classes Order' does not need planning permission, but a change to a different use class usually does.

### **Community facilities**

Facilities available for use by the community. Examples include village halls, doctors' surgeries, pubs, churches and children play areas.



## General Development Control Policies (2007)

### **The Core Strategy**

The Core Strategy sets out the key elements of the planning framework for the area. It is comprised of a spatial vision and strategic objectives for the area; a spatial strategy; core policies; and a monitoring and implementation framework with clear objectives for achieving delivery. Once adopted, all other Development Plan Documents must be in conformity with it.

### **Curtilage**

The area occupied by a property and land closely associated with that building. E.g. in terms of a house and garden, the garden normally forms the curtilage of the property.

### **Defined Retail Frontage**

(See *Retail Frontage*)

### **Derelict**

A building so damaged by neglect that it is incapable of beneficial use without rebuilding.

### **Ecological (or Ecology)**

The interactions and relationships between plants, animals and their environment.

### **Employment Protection Zones**

Commercial land/ premises within the built-up area boundaries of settlements, to be protected from alternative use redevelopment proposals.

### **Enabling Development**

A development that would normally be rejected as contrary to established policy, but which may be permitted because the public benefits would demonstrably outweigh the harm to other material interests.

### **Farm diversification**

The introduction of non-agricultural enterprises (such as bed and breakfast) to support an existing farm business.

### **Green corridor**

An area of natural or semi-natural habitat providing easy access for species of plants and animals to move from place to place. They often link areas of high wildlife value such as woodland.



### **Green Travel Plan**

A framework developed by businesses and organisations for changing travel habits in order to provide an environment which encourages more sustainable travel patterns and less dependence on single occupancy private car use. For example, an employer may use the plan to introduce car sharing schemes or secure cycle parking facilities. Travel Plans must have measurable outcomes and should be related to targets in the West Sussex Local Transport Plan.

### **Greenhouse gases**

Gases including water vapour, carbon dioxide, methane and nitrous oxide. Some human activities are increasing the amount of these gases, in the earth's atmosphere, and is resulting climate change.

### **Greywater recycling**

Water conservation techniques involving the collection, storage, treatment and redistribution of water from sources such as bathing, laundry washing, and household cleaning.

### **Habitat**

The natural home or environment of a plant or animal.

### **High Weald Joint Advisory Committee**

This organisation has been set up to manage the High Weald AONB.

### **Historic Landscape Assessment**

A study made of the impact of any proposal within or adjacent to an historic park or garden on the character and quality of the site. The report should include appropriate conservation and enhancement measures.

### **Home zone**

A street or group of streets designed primarily to meet the interests of pedestrians and cyclists rather than motorists, opening up the street for social use.

### **Horsham District Community Strategy**

Produced by the Horsham Community Partnership (see Local Strategic Partnership), the Community Strategy outlines the needs and priorities of the community, and which also shapes the activities of the organisations within the partnerships to fulfil those needs and priorities.

### **Horsham District Biodiversity Action Plan**

A strategy prepared for the District aimed at conserving and enhancing biodiversity.



## General Development Control Policies (2007)

### **Horsham Town Neighbourhood Appraisal (HTNA)**

The HTNA is a form of 'Parish' Plan, including action plans and character assessments for the unparished part of Horsham Town, undertaken by the three Neighbourhood Councils (Denne, Forest and Trafalgar).

### **Independent Examination**

Public discussion of selected issues raised by the Submission Local Development Framework Documents. The examination takes place before an independent panel appointed by the Secretary of State reporting to the Council, the final report being binding on the Council. For Development Plan Documents an examination is held even if there are no representations.

### **Infrastructure**

Basic services such as roads, electricity, sewerage, water, education and health facilities.

### **International Commission on Non-Ionizing Radiation Protection (ICNIRP)**

A body of independent scientific experts covering Epidemiology, Biology, Dosimetry and Optical Radiation. This expertise is brought to bear on addressing the important issues of possible adverse effects on human health of exposure to non-ionising radiation. Non-ionising radiation is radiation with without enough energy to penetrate cells or to change the structure of atoms. Examples include microwaves and radio waves.

### **Joint Area Action Plan (JAAP)**

Area Action Plans are used to provide the planning framework for areas where significant change or conservation is needed. A key feature of Area Action Plans will be the focus on implementation. They will deliver the planned 'growth' areas and resolve conflicting objectives in the areas subject to the major development pressures. Where more than one local authority is involved in the creation of an Area Action Plan due to a 'cross-boundary' strategic development it can become a jointly created plan.

### **Landscape Character Assessment**

An assessment to identify different landscape areas which have a distinct character based on a recognisable pattern of elements, including combinations of geology, landform, soils, vegetation, land use and human settlement.

### **Land take**

The total area of land needed for any given building or development.



### **Local Development Framework**

The Local Development Framework is not a statutory term, however it sets out, in the form of a 'portfolio/ folder', the Local Development Documents which collectively deliver the spatial planning strategy for the local planning authority's area. The Local Development Framework will be comprised of Local Development Documents, and Supplementary Planning Documents. The Local Development Framework will also include the Statement of Community Involvement, the Local Development Scheme and the Annual Monitoring Report.

### **Local Strategic Partnership**

A group of public, private, voluntary and community organisations and individuals that is responsible for preparing the Community Strategy. Called the Horsham District Community Partnership in this District.

### **Market Town Action Plans**

These follow on from a 'healthcheck' which identifies the town's weakness, strengths, opportunities and any threats. The action plan identifies a vision for the market town and lists specific projects including funding and phasing of these projects. In Horsham District the towns that have a market town action plan in place are Billingshurst, Pulborough, Steyning, Storrington. Henfield is in the process of preparing one.

### **Masterplan**

A type of planning brief outlining the preferred use of land and the overall approach to the layout in order to provide detailed guidance for subsequent planning applications.

### **Material consideration**

A matter that should be taken into account in deciding a planning application or on an appeal against a planning decision.

### **Mitigation measures**

These are measures requested / carried out in order to limit the damage by a particular development/ activity.

### **Multi-court**

A hard-surfaced enclosed ball games court which can be used for a variety of sports.





## General Development Control Policies (2007)

### **Parish Plan**

A parish plan is a statement of how the local community sees itself developing over the next few years. They should reflect the views of all sections of the community, identify character and features which local people feel are important, identify local problems and opportunities and will say how the residents want the community to develop. An action plan is usually prepared following this. A number of parishes in the District have produced or are producing Parish Plans/Action Plans.

### **Park and ride**

Facilities which seek to reduce urban congestion by encouraging motorists to leave their vehicles at a car park on the edge of towns and travel into the centre by public transport, usually buses direct from the parking area.

### **Park Home**

A mobile home which cannot normally be towed by a motor vehicle and which is carried, often in sections on a lorry before being assembled on a permanent or semi-permanent basis in its location.

### **Passive solar energy**

Energy provided by a simple architectural design to capture and store the sun's heat. Examples include a garden greenhouse, or a south-facing window in a dwelling.

### **Planning Condition**

Limitation or requirement attached to a planning permission by the planning authority when it is granted. Conditions can cover a wide range of aspects about the development permitted and the processes that must be followed to carry out the development. In general however, they are intended to make the development more acceptable.

### **Planning Obligation**

A legally binding agreement between the local planning authority and persons with an interest in a piece of land. Planning obligations are used to secure funds or works for significant and essential elements of a scheme to make it acceptable in planning terms. Planning obligations will have been set out in an agreement often known as a 'Section 106 Agreement' and may be used to prescribe the nature of development, to compensate for loss or damaged created by development or to mitigate a development's impact on surrounding built and natural environment. Circular 5/2005 sets out the national policy that regulates these agreements.

### **Planning Policy Guidance Notes (PPG)/ Planning Policy Statements (PPS)**

Central Government produce Planning Policy Guidance Notes, to be replaced by Planning Policy Statements which direct planning in the country.



### **Preferred Options**

This stage of preparing documents takes into account the communities comments, having regard to them in the preparation of the final Development Plan Document. The intention is to provide sufficient information to ensure that people can understand the implications of the Preferred Options. The aim of the formal public participation on the Preferred Options stage is to give people the opportunity to comment on how the local planning authority is approaching the preparation of the particular Development Plan Document and to ensure that the Council it is aware of all possible options before it prepares the final 'submission' Development Plan Document which is the next stage in the process.

### **Primary Retail Frontage**

(See *Retail Frontage*.)

### **Protected species**

Plant and animal species afforded protection under certain Government Acts and Regulations.

### **Regional Planning Guidance (RPG)/ Regional Spatial Strategies (RPS)**

Central Government produces Regional Planning Guidance Notes, to be replaced by Regional Spatial Strategies (in the case of Horsham, The South East Plan) which direct planning in the Regions. Current Regional Planning Guidance for the South East (RPG9) covers the period up to 2016 setting the framework for the longer term future.

### **Retail Frontage**

A street frontage containing retail shops and services. Primary Retail Frontage is found in the town/village centre and includes a high proportion of retail uses. Secondary Retail Frontage contains a greater diversity of uses and may be found outside of the town centre.

### **Retail hierarchy**

An ordering of the town and village centres of an area into a hierarchy so as to distinguish between major, minor and local or neighbourhood retail centres.

### **Riverine / Aquatic Environment**

The natural environment found within or beside a river or waterbody.

### **Secondary Retail Frontage**

(See *Retail Frontage*.)

### **Self-contained**

Accommodation that has all the normal domestic facilities of a home including bedrooms, lounge room, dining room, kitchen, bathroom, toilet and laundry within one building.



## General Development Control Policies (2007)

### Sequential Approach

A planning principle that seeks to identify, allocate or develop certain types or locations of land before others. For example, brownfield sites before greenfield sites, or town centre retail sites before out-of-centre sites. In terms of employment a sequential approach would favour an employment use over mixed use and mixed use over non-employment uses.

### Spatial Strategy / Visions

A broad overview of how spatial planning objectives can be achieved within the development plan. Spatial planning goes beyond traditional land use planning to bring together and integrate policies for the development and use of land with other policies and programmes which influence the nature of places and how they function. This will include policies which can impact on land use, for example, by influencing the demands on or needs for development, but which are not capable of being delivered solely or mainly through the granting of planning permission and may be delivered through other means.

### Strategic Gap

Area of largely open undeveloped land between settlements which helps to maintain the separate identity and amenity of major settlements and prevent them merging together. The two Strategic Gaps in the District (Horsham – Crawley and Horsham - Southwater) are listed in the Structure Plan and meet the criteria set out by The South East Plan. The boundaries are defined in the Local Development Framework.

### Strategic Locations

Broad locations for major mixed-use development, including housing, identified within the West Sussex Structure Plan 2001 -2016. The precise locations and boundaries, mix of uses, and phasing of development to be identified in the relevant local plan i.e. in this District the Horsham District Local Development Framework.

### Strategic Road Network (SRN)

A road network designated in the West Sussex Structure Plan, comprising of the M23 motorway, the trunk roads, and some other class A roads of more than local importance. These are the main routes which are best able to cater for trips starting or ending outside West Sussex.



### **Structure Plan**

Sets out West Sussex County Council's general strategy, policies and main proposals for land use and transport over a period of about 15 years. Consists of a statutory written statement (the policies) and key diagram together with non-statutory explanatory memorandum. Under the new planning system, structure plans will no longer be prepared and strategic planning will take place through the preparation of statutory regional spatial strategies (in the case of Horsham, The South East Plan) which will replace regional planning guidance.

### **Supplementary Planning Documents**

Where prepared under the new planning system, Supplementary Planning Documents will be included in the Local Development Framework and will form part of the planning framework for the area. Supplementary planning documents may cover a range of issues, both topic and site specific, which may expand policy or provide further detail to policies in a Development Plan Document.

### **South Downs Advisory Committee**

This organisation has been set up to manage the Sussex Downs AONB.

### **Sustainable Development**

A development that is 'sustainable' must be consistent with the principles of sustainable development. In broad terms this means development that meets the needs of the present without compromising the ability of future generations to meet their own needs. The Government has set out five guiding principles for sustainable development in its strategy "*Securing the future - UK Government strategy for sustainable development*". The five guiding principles, to be achieved simultaneously, are: Living within environmental limits; Ensuring a strong healthy and just society; Achieving a sustainable economy; Promoting good governance; and Using sound science responsibly.

### **Sustainability Appraisal / Strategic Environmental Assessment**

The Planning and Compulsory Purchase Act 2004 requires Local Development Documents to be prepared with a view to contributing to the achievement of sustainable development. Sustainability Appraisal is a systematic appraisal process. The purpose of sustainability appraisal is to appraise the social, environmental and economic effects of the strategies and policies in a Local Development Document from the outset of the preparation process. This will ensure that decisions are made that accord with sustainable development. In addition, European legislation requires that the environmental effects of certain plans are assessed, documented and where necessary adverse effects corrected. This process is commonly known as Strategic Environmental Assessment, and when carried out for LDF documents, is combined with the Sustainability Appraisal process.





## General Development Control Policies (2007)

### **Topography**

The physical features of an area, such as hills and valleys, taken collectively. The term applies especially to the relief and contours of the land.

### **Total Access Demand (TAD)**

A method devised by the County and District Councils in West Sussex to calculate planning obligation contributions for sustainable transport. TAD comprises two interrelated elements: a Sustainable Access contribution in respect of each occupant or employee without a parking space and an Infrastructure contribution per occupant or employee with a parking space. The differential between the two elements is designed to encourage the development of accessible sites and to discourage the over provision of car parking spaces so as to promote sustainable transport options. The TAD methodology and contribution levels are set out in the Council's Planning Obligations Supplementary Planning Document.

### **Transport node**

An interchange point where passengers may transfer from one type of transport to another, for example at a railway station or a park and ride.

### **Tree Preservation Order (TPO)**

A mechanism for securing the preservation of single or groups of trees of acknowledged amenity value which maybe under threat.

### **Urbanising**

Making a location more urban in character, for example through a combination of increased density of development, traffic flow and economic activity.

### **Village or Parish Design Statements (VDS)**

The VDS is written by the relevant local community and includes a thorough consultation and community involvement process. It describes the character of a village or parish including its countryside or landscape setting, the form of the settlement and the characteristics and details of the buildings and spaces within the village. The VDS in the form of design guidance helps to inform planners, developers and other interested parties about the important characteristics of the village, as determined by that community, and will influence new development. If adopted by the District Council as Supplementary Planning Guidance / Document it will become a material consideration in the determination of a planning application.





## General Development Control Policies (2007)

### **Vitality and Viability**

In terms of retailing, vitality is the capacity of a centre to grow or to develop its level of commercial activity. Viability is the capacity of a centre to achieve the commercial success necessary to sustain the existence of the centre.

### **Waterbody**

A distinct and significant volume of fresh water.

### **Water Course**

A channel through which a moving body of water will flow, above or below ground. They include rivers and streams as well as drainage ditches.

### **West Sussex Local Transport Plan (LTP)**

A ten year plan setting out key strategic transport objectives and outlining broad strategies that will be pursued to meet the objectives. The LTP must tie-in with the broader strategic planning framework set out in the South East Plan and in national policies.

### **Windfall site**

A site not specifically allocated for development in the Local Development Framework which unexpectedly becomes available for development during the lifetime of a plan.