

HORLEY TOWN COUNCIL

Planning and Development Committee

A virtual meeting of the above-named Committee will be held
on Tuesday, 10 November 2020 at 7.30 pm

**The meeting will be preceded with a virtual private briefing by
Mike Humphrey, Horley Chamber of Commerce, on the proposed Horley Commercial Hub**

Following Government advice, essential meetings of Horley Town Council will be held virtually during the Covid-19 crisis and not in the Council Chamber. All papers will be published on our website and social media channels as normal. Members of the public may join the meeting remotely by requesting a Zoom link (by email to: town.clerk@horleytown.com) by no later than one hour before the start of the meeting.

A G E N D A

1. Virtual Meeting (Committee Chairman)

To resolve that in view of the Covid-19 crisis, the meeting of the Planning Committee on 10 November 2020 is to be held virtually.

2. Apologies and Reasons for Absence

3. Disclosable Pecuniary Interests and Non-Pecuniary Interests

To receive from members any Declarations of Interest in relation to any items included on the Agenda for this Meeting.

4. Public Forum

Members of the public are invited to put questions or draw relevant matters to the Council's attention. Each member of the public is allowed to speak once only and for a maximum of five minutes in respect of a business item on the agenda and shall not speak for more than five minutes at the discretion of the Chairman. If it appears that the number of speakers is likely to unreasonably delay the disposal of business items on the agenda, the Chairman may direct that a member of the public submits a question or comment in writing which shall be answered in due course. At the end of the Public Forum, members of the public will have their video feed turned off and microphone muted by the meeting facilitator. They may however remain to see and hear the meeting but may no longer take part unless invited to do so at the discretion of the Chair.

5. Approval of Minutes

Planning & Development Committee held on 13 October 2020.

6. Planning Updates

Planning & Development Committee held on 13 October 2020.

7. Determined Planning Applications

To consider the list of applications determined for the period 9 October – 5 November 2020.

8. Registered Planning Applications

To consider the list of applications registered for the period 9 October – 5 November 2020.

9. Planning Appeals

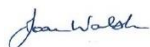
- i) To consider any Planning Appeals received.
- ii) To consider any Planning Appeals determined.

10. Ongoing Planning Matters

To receive an update on any matters.

11. **Town Centre Regeneration**
To receive an update on any matters.
12. **Highways Matters**
 - i) **Horley Pavement Audit Committee (HPAC)** - To note any updates.
 - ii) **[DfT Consultation: Managing Parking on Pavements](#) (deadline for responses: 22 November 2020)** – To consider this Council’s response.
 - iii) To receive an update on any other matters.
13. **Airport Matters**
 - i) **GATCOM: Key Messages from Meeting held on 15 October 2020** - To note information received.
 - ii) **ICCAN Online Survey: Future of Aviation Noise Management (Closing Date: 18 December 2020)** – To note information received.
 - iii) **GATCOM: Weekly Newsletters & Updates** - To note information received.
 - iv) To receive an update on any other matters.
14. **MHCLG Planning System Reform Consultations**
 - i) **[MHCLG Consultation 2: Planning for the future](#)** - the planning white paper (**NALC deadline for responses: 15 October 2020**) – To ratify this Council’s response.
 - ii) To receive an update on any other matters relevant to these consultations.
15. **Proposed Horley Commercial Hub** - To receive an update on the private briefing by Mike Humphrey, Chairman of Horley Chamber of Commerce, held earlier in the evening.
16. **RBBC: ‘Delivering Change’ Horley Town Centre Refurbishment Projects** – To receive an update.
17. **RBBC Consultation: Horley Conservation Area Appraisals (Church Road and Massetts Road)** - To note information received.
18. **Horley Strategic Business Park Supplementary Planning Document (SPD)** – To receive an update on the second RBBC visioning workshop, held on 9 November 2020.
19. **Letters Received.**
20. **Diary Dates.**
21. **Items for Future Consideration.**
22. **Press Release** - To agree items for inclusion.

Date of next meeting: 8 December 2020



Signed: Town Clerk

Dated: 5 November 2020

**List of Planning Applications
Registered by Reigate & Banstead Borough Council**

During the period 9 October – 5 November

To see plans please CTRL+click on the application number to follow the link

01. RBBC Letter Dated: 09/10/20	Application No: 20/02107/HHOLD
LOCATION:	7 Chestnut Road Horley Surrey RH6 8PF
DESCRIPTION:	Proposed conversion of loft to habitable space to include rear dormer and 2 no. roof windows to the north elevation, part two storey/part single storey rear extension and new doors/windows to the east elevation.
<i>Cons Expiry Date: 30/10/20; Determination Deadline 25/11/20;</i>	
HORLEY TOWN COUNCIL COMMENTS (for approval by Planning Sub-Committee prior to deadline and ratification at meeting, 10/11/20)	No objections

02. RBBC Letter Dated: 13/10/20	Application No: 20/01883/F
LOCATION:	22 Lumley Road Horley Surrey RH6 7JL
DESCRIPTION:	Proposed single storey rear extension
<i>Cons Expiry Date: 03/11/20; Determination Deadline: 27/11/20;</i>	
HORLEY TOWN COUNCIL COMMENTS (for approval by Planning Sub-Committee prior to deadline and ratification at meeting, 10/11/20)	No objections

03. RBBC Letter Dated: 14/10/20	Application No: 20/02017/S73
LOCATION:	Saxley Court 121 - 129 Victoria Road Horley Surrey RH6 7AS
DESCRIPTION:	Part demolition of existing building, conversion of upper floors of existing building to residential with additional floor, connected 5 storey new build residential building. To provide total 43 apartments. Variation of Conditions 1, 5 and 14 of 14/00317/F - Conditions 1, 5 and 14 will need to be changed to reflect the requirement for the site access to remain as existing (ie one vehicular access only) - Condition 1 - Relates to the development being carried out in accordance with the approved plans. The approved plans will need to be changed to reflect the application for variation as shown on the revised drawings. Condition 5 - Relates to a requirement for the proposed two new vehicular accesses to be constructed in accordance with the approved plans. This now no longer applies as we intend to use the existing vehicular access. Condition 14 – Relates to details of the vertical clearance at both access points to the site. This needs to be varied as there is now only one access point (as existing). Variation of Conditions 5, 6, and 8 of permission 14/02653/S73. For the refurbishment block to be fully functional we are proposing temporary measures to overcome cycling and parking provision, whilst the new block is being built and completed. Change wording from 'prior to occupation' to 'prior to completion' to enable the 15 apartments to be occupied with

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	temporary provisions for cycle and vehicle parking as listed below : Condition 5 - Any residents with vehicles and/or deliveries can utilise Victoria Road car park temporarily. Condition 6 - Any residents/ visitors with vehicles can utilise Victoria Road car park temporarily. Condition 8 - The Ground floor cycle hoops have been installed enabling 4 cycle spaces as the attached photo. The First, Second and Third Floor apartments have 5 lockable storage areas on each floor as per the attached floor plans and photo. These enable a minimum of 15 cycle spaces and maximum of 30 spaces.
Cons Expiry Date: 04/11/20; Determination Deadline: 30/12/20;	
History	<p><u>14/00317/F</u> – Part demolition of existing building, conversion of upper floors of existing building to residential with additional floor, connected 5 storey new build residential building. To provide total 43 apartments. Additional documents received 09/06/14</p> <p><u>14/02653/S73</u> – Part demolition of existing building, conversion of upper floors of existing building to residential with additional floor, connected 5 storey new build residential building. To provide total 43 apartments. Variation of Conditions 1, 5 and 14 of 14/00317/F - Conditions 1, 5 and 14 will need to be changed to reflect the requirement for the site access to remain as existing (ie one vehicular access only) - Condition 1 - Relates to the development being carried out in accordance with the approved plans. The approved plans will need to be changed to reflect the application for variation as shown on the revised drawings. Condition 5 - Relates to a requirement for the proposed two new vehicular accesses to be constructed in accordance with the approved plans. This now no longer applies as we intend to use the existing vehicular access .Condition 14 - Relates to details of the vertical clearance at both access points to the site. This needs to be varied as there is now only one access point (as existing) As amended by letter dated 15/01/2015</p>
Status	<u>14/00317/F</u> – Approved with Conditions <u>14/02653/S73</u> – Approved with Conditions
Comments	<u>14/00317/F</u> – No objections <u>14/02653/S73</u> – No objections
HORLEY TOWN COUNCIL COMMENTS (for approval by Planning Sub-Committee prior to deadline and ratification at meeting, 10/11/20)	No objections

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04. RBBC Letter Dated: 16/10/20	Application No: 20/02099/F
LOCATION:	The Yard The Close Horley Surrey RH6 9EB
DESCRIPTION:	Proposed workshop building following demolition of existing nonagricultural buildings.
Cons Expiry Date: 06/11/20; Determination Deadline: 08/12/20;	
HORLEY TOWN COUNCIL COMMENTS (for approval by Planning Sub-Committee prior to deadline and ratification at meeting, 10/11/20)	No objections

05. RBBC Letter Dated: 16/10/20	Application No: 20/02062/F
LOCATION:	47 Lumley Road Horley Surrey RH6 7JF
DESCRIPTION:	Change of use of existing building from B8 (storage) to C3 (residential) to provide three residential units, plus associated works of alterations and construction.
Cons Expiry Date: 06/11/20; Determination Deadline: 04/12/20;	
History	19/00758/PAP3P – Change of use from B8 (storage) to residential (Use Class C3) to provide two residential dwellings. As amended on 01/05/2019 and on 09/05/2019 & 20/05/2019. 20/00788/F – Change of use of existing building from B8 (storage) to C3 (residential) to provide three residential units, plus associated works of alterations and construction.
Status	19/00758/PAP3P – Prior Approval Not Required 20/00788/F – Refused
Comments	19/00758/PAP3P – n/a 20/00788/F – The Town Council OBJECTS on the following grounds: i) overdevelopment; ii) out-of-character with surrounding properties; iii) poor amenities to proposed property; iv) adverse impact on neighbour amenities; and v) concerns about site access off a busy road which suffers from congestion with on-street parking.
HORLEY TOWN COUNCIL COMMENTS (for approval by Planning Sub-Committee prior to deadline and ratification at meeting, 10/11/20)	The Town Council OBJECTS on the following grounds: i) overdevelopment; ii) out-of-character with surrounding properties; iii) poor amenities to proposed property; iv) adverse impact on neighbour amenities; and v) concerns about site access off a busy road which suffers from congestion with on-street parking.

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06. RBBC Letter Dated: 20/10/19	Application No: <u>20/01609/HHOLD</u>
LOCATION:	147 Balcombe Road Horley Surrey RH6 9BX
DESCRIPTION:	Erection of rear conservatory
<i>Cons Expiry Date: 10/11/20; Determination Deadline: 10/12/20;</i>	
HORLEY TOWN COUNCIL COMMENTS (for approval by Planning Sub-Committee prior to deadline and ratification at meeting, 10/11/20)	No objections

07. RBBC Letter Dated: 22/10/20	Application No: <u>20/02240/HHOLD</u>
LOCATION:	41 Wolverton Gardens Horley Surrey RH6 7LZ
DESCRIPTION:	Proposed outbuilding
<i>Cons Expiry Date: 12/11/20; Determination Deadline: 10/12/20;</i>	
HORLEY TOWN COUNCIL COMMENTS (10/11/20)	

08. RBBC Letter Dated: 23/10/20	Application No: <u>20/01978/HHOLD</u>
LOCATION:	114 Balcombe Road Horley Surrey RH6 9BW
DESCRIPTION:	Proposed single storey side and rear extensions, garage conversion, reconstruction of front porch.
<i>Cons Expiry Date: 13/11/20; Determination Deadline: 10/12/20;</i>	
History	<u>20/00476/HHOLD</u> – Single storey rear extensions and a two storey side extension with interior layout rationalisation. As amended on 29/05/2020.
Status	Approved with Conditions
Comments	No objections
HORLEY TOWN COUNCIL COMMENTS (10/11/20)	

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09. RBBC Letter Dated: 23/10/20	Application No: 20/02034/F
LOCATION:	Cumberland Guest House 39 Brighton Road Horley Surrey RH6 7HH
DESCRIPTION:	Conversion of guest house and coach house to create eight self contained flats for occupation by residents in need of a limited element of care (use class C3). Single storey extensions to front and rear elevations of main building and extension to the coach house.
<i>Cons Expiry Date: 13/11/20; Determination Deadline: 07/12/20;</i>	
History	19/01438/F – Conversion of guest house and outbuilding to create 8 self contained flats for occupation by residents in need of a limited element of care (use class C3). Single storey extensions to front and rear elevations of guest house and dormers to outbuilding.
Status	Withdrawn by Applicant
Comments	No objections, however the Council wishes to express concerns about the limited number of parking spaces available for residents and visitors, given the location.
HORLEY TOWN COUNCIL COMMENTS (10/11/20)	

10. RBBC Letter Dated: 26/10/20	Application No: 20/02295/HHOLD
LOCATION:	27 Queens Road Horley Surrey RH6 7AH
DESCRIPTION:	Proposed rear dormer to form rooms in the roof.
<i>Cons Expiry Date: 16/11/20; Determination Deadline: 15/12/20;</i>	
History	20/01795/CLP – Rear dormer
Status	Withdrawn by Applicant
Comments	No objections
HORLEY TOWN COUNCIL COMMENTS (10/11/20)	

11. RBBC Letter Dated: 26/10/20	Application No: 20/00414/F
LOCATION:	14-16 Massetts Road Horley Surrey RH6 7DE
DESCRIPTION:	Remodel and extend first floor, new second floor extension and associated external works providing eight self-contained residential units. As amended on 19/10/2020.
<i>Cons Expiry Date: 16/11/20; Determination Deadline: 23/04/20;</i>	
HORLEY TOWN COUNCIL COMMENTS (10/11/20)	

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12. RBBC Letter Dated: 27/10/20	Application No: 20/02184/S73
LOCATION:	Ringwood 85 Parkhurst Road Horley Surrey RH6 8EX
DESCRIPTION:	Proposed detached bungalow. Variation of condition 1 of permission 20/00690/F amendment to approved plans, increase in depth and amendments to fenestration.
<i>Cons Expiry Date: 17/11/20; Determination Deadline: 03/12/20;</i>	
HORLEY TOWN COUNCIL COMMENTS (10/11/20)	

13. RBBC Letter Dated: 28/10/20	Application No: 20/02182/HHOLD
LOCATION:	30 Crescent Way Horley Surrey RH6 7LL
DESCRIPTION:	Removed the rear shed, new single side and rear extension with a new flat roof with a lantern at the rear and new pitch roof with skylight on the side
<i>Cons Expiry Date: 18/11/20; Determination Deadline: 16/12/20;</i>	
HORLEY TOWN COUNCIL COMMENTS (10/11/20)	

14. RBBC Letter Dated: 02/10/20	Application No: 20/02220/HHOLD
LOCATION:	100 Lumley Road Horley Surrey RH6 7JJ
DESCRIPTION:	Rear extension. Part two story and part single story.
<i>Cons Expiry Date: 23/11/20; Determination Deadline: 09/12/20;</i>	
History	19/02610/CLP – Proposed rear dormer.
Status	Permitted Development
Comments	n/a
HORLEY TOWN COUNCIL COMMENTS (10/11/20)	

15. RBBC Letter Dated: 03/11/20	Application No: 20/02204/ADV
LOCATION:	Unit 5 North Gatwick Gateway Cross Oak Lane Horley RH6 8PP
DESCRIPTION:	2 x non-illuminated wordmark signs on the north and west elevation of the property and non-illuminated directional signs across the site.
<i>Cons Expiry Date: 24/11/20; Determination Deadline: 17/12/20;</i>	
HORLEY TOWN COUNCIL COMMENTS (10/11/20)	

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Tree Works (Non-Felling)

A. RBBC Letter Dated: 12/10/20	Application No: 20/02066/TPO
LOCATION:	50 Meadow Way Horley Surrey RH6 9JA
DESCRIPTION:	Oak (T1) - To lift and reduce mature Oak tree overhanging the garage to give 2.0m clearance from garage roof. Oak (T2) - To reduce overhanging branches by 1.0m of semi mature Oak tree located in the front so that it doesn't overhang the driveway.
HORLEY TOWN COUNCIL COMMENTS (Planning Officer delegation):	No objections, subject to no adverse comments from the Tree Officer.

B. RBBC Letter Dated: 03/11/20	Application No: 20/02227/TPO
LOCATION:	7 West Meads Horley Surrey RH6 9AF
DESCRIPTION:	T1 , Oak , reduce lowest limbs by 4m , prune back the limbs above by 1m-2m to maintain a natural shape
HORLEY TOWN COUNCIL COMMENTS (Planning Officer delegation):	No objections, subject to no adverse comments from the Tree Officer.

C. RBBC Letter Dated: 04/11/20	Application No: 20/02136/TPO
LOCATION:	6 Wellington Way Horley Surrey RH6 8JH
DESCRIPTION:	T1-Oak Tree located in rear garden, part of 'group or area or woodland'. Reduction required for upkeep and to allow more light. Proposed works: Reduce lateral branches by 2m.
HORLEY TOWN COUNCIL COMMENTS (Planning Officer delegation):	No objections, subject to no adverse comments from the Tree Officer.

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The following applications are for information only
Applications validated week beginning 12 October
<p><u>20/02232/CAN</u> – Wayside Court 12 Russells Crescent Horley Surrey RH6 7DN T1-T5 : Large Oak Trees on the rear boundary - Reduce lateral branches by 3 meters, dead wood and crown lift to 5 meters. T6 : Large Lime Tree - Reduce height by 3 meters and reduce side branches by 2 meters. Crown lift to 5 meters. T1 : Small Lime Trees on the front boundary - Pollard back to original pollard points.</p> <p><u>20/02196/CLP</u> – 1 Plaistow Cottages 46 Lee Street Horley Surrey RH6 8EQ Proposed 'L' shaped dormer roof extension and minor fenestration alterations at ground floor.</p> <p><u>04/02120/DET5J</u> – Horley North West Development Meath Green Lane Horley Surrey Submission of Method of Construction Statement details pursuant to Condition 5 of permission 04/02120/OUT. Comprehensive mixed use development to comprise housing (approx 1510 dwellings), neighbourhood centre, primary school, recreation and open space uses, plus associated infrastructure and access roads linking the development to A23 and A217.</p> <p><u>04/02120/DET16O</u> – Horley North West Development Meath Green Lane Horley Surrey Submission of arboricultural protection supervision details pursuant to Condition 16 of 04/02120/OUT. Comprehensive mixed use development to comprise housing (approx 1510 dwellings), neighbourhood centre, primary school, recreation and open space uses, plus associated infrastructure and access roads linking the development to A23 and A217.</p> <p><u>04/02120/DET17O</u> – Horley North West Development Meath Green Lane Horley Surrey Submission of TPP,AIA and AMS details pursuant to Condition 17 of 04/02120/OUT. Comprehensive mixed use development to comprise housing (approx 1510 dwellings), neighbourhood centre, primary school, recreation and open space uses, plus associated infrastructure and access roads linking the development to A23 and A217.</p> <p><u>20/02215/PAP3C</u> – Serendipity Coffee Company 23 High Street Horley Surrey RH6 7BH Change of use from retail to restaurant.</p> <p><u>04/02120/RM4ADET18</u> – Horley North West Development Meath Green Lane Horley Surrey Submission of surface water drainage scheme details pursuant to Condition 18 of permission 04/02120/RM4A. Reserved Matters application for Phase 4 of development at North West Horley (appearance, landscaping, layout and scale) pursuant to 04/02120/OUT for the erection of 107 dwellings and associated parking, levels, lighting, drainage and ancillary works.</p>
Applications validated week beginning 19 October
<p><u>20/02282/CAN</u> – Bay Trees 22 Russells Crescent Horley Surrey RH6 7DN Removal of Leylandii Tree - Holly Tree - Portuguese Laurel Tree - Ash Stump - Rhododendron Bush.</p> <p><u>04/02120/RM4A/NMAMD2</u> – Horley North West Development Meath Green Lane Horley Surrey Non-material amendment to 04/02120/RM4A : Reserved Matters Application for Phase 4 of development at North West Horley (appearance, landscaping, layout and scale) pursuant to 04/02120/OUT for the erection of 107 dwellings.</p> <p><u>20/02279/PAP3O</u> – First And Second Floors Victoria House Consort Way Horley Surrey RH6 7AF Change of Use of offices (Class B1a) to form 22 apartments.</p>

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<u>20/02199/PDE</u> – Oakdene 8 The Drive Horley Surrey RH6 7NG Proposed single-storey rear extension. Maximum height 2.95m, height at eaves 2.95m and extending 4.00m beyond the rear wall.
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Applications validated week beginning 26 October

None

Applications validated week beginning 02 November
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None
