



**Horsham  
District  
Council**

FAO: Parish/Neighbourhood Clerk

Our ref: DC/17/1555  
Your ref: 6270 Bankside House  
Email: [planning@horsham.gov.uk](mailto:planning@horsham.gov.uk)  
Direct Line: 01403 215382  
Please ask for: Robert Hermitage  
Date: 21st July 2017

Dear Sir/Madam,

**Variation of condition 1 to previously approved application DC/16/0599 (Erection of two storey rear extension to existing office building to provide 6no additional offices and a meeting room. Staff car park redevelopment to provide 12 additional spaces, including 2 accessible spaces, plus associated landscaping improvements). Proposed minor-material amendment to staff parking layout**

**Bankside House Henfield Road Small Dole Henfield**

The above application (Development Type: 014 - Minor Offices) was successfully validated on 18th July 2017.

Should you wish to make any comments on the application, please do so within 21 days of the date of this letter. Please refer to the reverse of this letter on how you can view the planning application online.

Details of the application can be viewed through our Public Access webpage at <https://public-access.horsham.gov.uk/public-access/> .

Yours faithfully

Dr Chris Lyons  
Director of Planning, Economic Development & Property

# PUBLIC ACCESS

## User Notes

*Public Access is best viewed using Internet Explorer version 7 and upwards.*

To access the Planning Applications system and locate the planning application you need to view, please follow these simple instructions:-

To get to the applications screen within Public Access on the HDC Internet site type in the address <https://public-access.horsham.gov.uk/public-access/> :

- You can save the Public Access page as a favourite to your PC for future access.

### 1. **Simple Search**

- To search for a Planning Application by its reference (e.g. DC/14/1234), type the reference number into the search field and click **Search**
- The details of the application should now appear, from here you can view the documents related to the application by clicking on the **Documents** tab and then clicking on the **View associated documents** link

### 2. **Advanced Search**

- To search for a Planning Application by using other information (e.g. Parish or Application Type), type the information into the desired field and click **Search**
- The details of the application should now appear, from here you can view the documents related to the application by clicking on the **Documents** tab and then clicking on the **View associated documents** link