

Delegated Decision

Sign off Sheet

Ref. No:	DM/25/1009	Case Officer:	Catherine Cardin
Application Type:	Householder Application		
Proposal:	Loft conversion with rear dormer.		
Site:	27 Ivy Close, Copthorne, Crawley, West Sussex, RH10 3FT, , ,		
Validation Date	15 Apr 2025	Overall Expiry Date:	13 May 2025
Pre-Commencement Conditions Required:		Pre-Com Conditions Date Agreed:	
Recommendation:	Permission	Recommendation Date:	2 Jun 2025
Target Date:	10 Jun 2025	Recommending Officer Signature:	<i>Catherine Cardin</i>

Date Legal Agreement Completed: (if applicable)		No of Representations:	0
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Signed and Agreed By:	<i>Stephen Ashdown</i>	Date:	4 Jun 2025
Comments:			

MID SUSSEX DISTRICT COUNCIL

DM/25/1009

**27 Ivy Close, Copthorne, Crawley, West Sussex, RH10 3FT, ,
Loft conversion with rear dormer.
Michael Cuthill**

SUMMARY OF REPRESENTATIONS

None received.

SUMMARY OF CONSULTEES

None received.

PARISH COUNCIL OBSERVATIONS

Defer to officer.

INTRODUCTION

Planning permission is sought for a loft conversion with rear dormer.

RELEVANT PLANNING HISTORY

WP/007/81- Construction of dwelling for residential use. Permission.

14/04662/OUT- Demolition of existing buildings associated with Holly Farm and the Hollywood Holiday Camp site and redevelopment of the site so as to accommodate 45 dwellings together with associated new access road, car parking, landscaping and open space. Permission.

DM/16/0650- Reserved Matters application for the approval of the appearance, layout, scale and landscaping of the proposed development of the land at Holly Farm and Hollywood Holiday Camps site. Permission.

SITE AND SURROUNDINGS

27 Ivy Close is a terraced two-storey dwelling of red brick construction with white uPVC windows and a plain tile roof. The property benefits from a garden to the rear.

The application property is located within the built-up area boundary of Copthorne and lies within a modern housing estate. The area is characterised by properties which are a similar age and design. Neighbouring properties are located to the east, west and south. There is an open play area to the front of the property. Highway is located to the north beyond the play area.

APPLICATION DETAILS

The application seeks to convert the loft and install a dormer to the rear.

The proposed dormer would measure some 1.4 metres in width and some 2.8 metres in depth. This would have a gabled roof with a height to the ridge of some 1.9 metres. The dormer would be finished in materials to match the existing.

It is also proposed to install a roof light on the front roof slope and a rooflight on the rear roof slope. The roof lights would match the existing.

LEGAL FRAMEWORK AND LIST OF POLICIES

Planning legislation holds that the determination of a planning application shall be made in accordance with the Development Plan unless material considerations indicate otherwise.

Using this as the starting point the development plan for this part of Mid Sussex consists of the District Plan, Site Allocation Development Plan Document (DPD) and Copthorne Neighbourhood Plan.

National policy (which is contained in the National Planning Policy Framework and National Planning Policy Guidance) does not form part of the development plan, but is an important material consideration.

Mid Sussex District Plan

The District Plan was adopted at Full Council on 28th March 2018.

Relevant policies:

DP26 - Character and Design

Site Allocations DPD

The SADPD was adopted on 29th June 2022. It allocates sufficient housing and employment land to meet identified needs to 2031.

There are no relevant policies.

Neighbourhood Plan

Copthorne Neighbourhood Plan made in 2021.

Relevant policies:

CNP1: General Development Requirements

CNP12 CA5: Post War Copthorne

Other Material Considerations

Mid Sussex District Plan 2021 - 2039 - Submission Draft (Regulation 19)

The District Council is reviewing and updating the District Plan. Upon adoption, the new District Plan 2021 - 2039 will replace the current District Plan 2014-2031 and its policies will have full weight. In accordance with the NPPF, Local Planning Authorities may give weight to relevant policies of the emerging plan according to the stage of preparation; the extent to which there are unresolved objections to the relevant policies; and the degree of consistency of the relevant policies in the emerging plan to the NPPF. The draft District Plan 2021-2039 (Regulation 19) is currently at Examination and the stage 1 hearings were concluded on the 31st October 2024. There are unresolved objections to some of the Policies in the draft District Plan and as such, only minimal weight can be given to the Plan and this planning application has been assessed against the policies of the adopted District Plan.

Relevant policies:

DPS2 - Sustainable Design and Construction

DPB1 - Character and Design

Mid Sussex Design Guide Supplementary Planning Document (SPD)

The Council has adopted a 'Mid Sussex Design Guide' SPD that aims to help deliver high quality development across the district that responds appropriately to its context and is inclusive and sustainable. The Design Guide was adopted by Council on 4th November 2020 as an SPD for use in the

consideration and determination of planning applications. The SPD is a material consideration in the determination of planning applications.

National Planning Policy Framework (NPPF) (December 2024)

ASSESSMENT

It is considered that the main issues that need to be considered in the determination of this application are as follows;

- Design and Character
- Neighbouring Amenities
- Biodiversity Net Gain

Design and Character

Policy DP26 of the Mid Sussex District Plan relates to design and character and states:

"All development and surrounding spaces, including alterations and extensions to existing buildings and replacement dwellings, will be well designed and reflect the distinctive character of the towns and villages while being sensitive to the countryside. All applicants will be required to demonstrate that development:

- o is of high quality design and layout and includes appropriate landscaping and greenspace;*
- o contributes positively to, and clearly defines, public and private realms and should normally be designed with active building frontages facing streets and public open spaces to animate and provide natural surveillance;*
- o creates a sense of place while addressing the character and scale of the surrounding buildings and landscape;*
- o protects open spaces, trees and gardens that contribute to the character of the area;*
- o protects valued townscapes and the separate identity and character of towns and villages;*
- o does not cause significant harm to the amenities of existing nearby residents and future occupants of new dwellings, including taking account of the impact on privacy, outlook, daylight and sunlight, and noise, air and light pollution (see Policy DP27);*
- o creates a pedestrian-friendly layout that is safe, well connected, legible and accessible;*
- o incorporates well integrated parking that does not dominate the street environment, particularly where high density housing is proposed;*
- o positively addresses sustainability considerations in the layout and the building design;*
- o take the opportunity to encourage community interaction by creating layouts with a strong neighbourhood focus/centre; larger (300+ unit) schemes will also normally be expected to incorporate a mixed use element;*
- o optimises the potential of the site to accommodate development."*

Policy CNP1 of the Neighbourhood Plan states (in part):

'CNP1.1 Proposals will be supported where they sustain or reinforce the positive aspects that make up the individual character and distinctiveness of each Character Area, as defined on the Policies Map, in which they sit.

CNP1.6 Extensions to existing buildings will be supported provided they adhere to other policies in the development plan and:

- a) Are no higher than the existing building.*
- b) Do not conflict with traditional boundary treatment of an area.*
- c) Use materials which are compatible with materials of existing/surrounding buildings.'*

Policy CNP12 of the Neighbourhood Plan states:

'CNP12.1 As appropriate to their scale and nature development proposals within the defined Character Area 5 - The Post War Copthorne Character area (as shown on the Policies Map) should deliver high quality development which takes account of their immediate locality. In particular development proposals should sustain and where practicable reinforce the positive aspects of the character area and respond positively to the identified sensitivity to change matters included in sections 4.10 and 4.11 of the Copthorne Heritage and Character Assessment (May 2019)

Principle DG52 of the Mid Sussex Design Guide SPD provides guidance on loft conversions and roof extensions and states that:

"Roof extensions and dormer windows that alter the existing ridge of the roof or significantly alter the roof profile of a building will not normally be acceptable, particularly on the front roof slope, and where there is a strong established roofline. Where a clear rhythm of fenestration is established, the position and proportion of dormer windows should respond to existing windows and / or doors."

The application site relates to an established residential area of Copthorne. Properties in the area are of a similar age and design and remain relatively unaltered.

Planning permission is sought for a loft conversion and a rear dormer. The proposed dormer would be of a scale and size which would not dominate the host dwelling. As the proposal includes materials to match the existing, it is considered that the development would provide a consistent finish. It is therefore considered that there would not be a harmful impact on the character of the existing building or a harmful impact to the character of the area.

The proposal is therefore considered to comply with Policy DP26 of the District Plan, policies CNP1 and CNP12 of the Copthorne Neighbourhood Plan and the relevant principles of the Mid Sussex Design Guide SPD.

Neighbouring Amenities

Policy DP26 in part seeks to ensure that development:

"does not cause significant harm to the amenities of existing nearby residents and future occupants of new dwellings, including taking account of the impact on privacy, outlook, daylight and sunlight, and noise, air and light pollution (see Policy DP29);"

Policy CNP1.2 of the Copthorne Neighbourhood Plan states:

'Proposals for new development should not cause unacceptable harm to the amenity (including general activity, access, noise, privacy, daylight, and sunlight) of existing and future occupants, both on site and nearby.'

Under section 38(5) of the Planning and Compulsory Purchase Act 2004 if a policy contained in a development plan for an area conflict with another policy in the development plan, the conflict must be resolved in favour of the policy which is contained in the last document to be adopted, approved or published. As such, policy CNP1 of the Copthorne Neighbourhood Plan is considered to take precedence and therefore the test in this instance is whether the development causes unacceptable harm to neighbouring amenities as outlined above.

Regarding the neighbour at 6 Holly Drive, given that the angle of the dormer would face away from this neighbour, it is not considered that the proposal would give rise to significant overlooking concerns.

Regarding the neighbours at 2 and 4 Holly Drive, given the separation distance of some 19 metres from the proposed development, it is not considered that the proposal would give rise to significant overlooking concerns.

Regarding the neighbour at 25 Ivy Close, given the modest nature of the proposal, it is not considered that the proposal would be harmful to the light or outlook of this neighbour.

Due to the domestic nature of the proposed development, it is considered that there would not be a harmful impact in terms of noise, air and light pollution.

It is considered that unacceptable harm will not be caused to the amenities of neighbouring properties in terms of loss of privacy, overbearing impact or loss of daylight and sunlight. Therefore, in terms of neighbouring amenities, the proposal complies with Policy DP26 of the District Plan, Policy CNP1 of the Copthorne Neighbourhood Plan and the relevant principles of the Mid Sussex Design Guide SPD.

Biodiversity Net Gain

Biodiversity net gain is required under a statutory framework introduced by Schedule 7A of the Town and Country Planning Act 1990. This is a householder application within the meaning of article 2(1) of the Town and Country Planning (Development Management Procedure) (England) Order 2015. As a householder application this development is exempt from the requirement to provide biodiversity net gain.

PLANNING BALANCE AND CONCLUSION

In conclusion, the proposal is considered to be appropriate in terms of design, size and scale to the dwellinghouse and locality, and would not cause harm to the amenities of neighbouring properties.

In conclusion, the proposal complies with Mid Sussex District Plan policy DP26, policies CNP1 and CNP12 of the Copthorne Neighbourhood Plan, and the relevant provisions of the NPPF. The application is therefore recommended for approval.

Decision: Permission

Case Officer: Catherine Cardin