

**Delegated Decision**  
**Sign off Sheet**

|                                       |                                                                                        |                                 |                  |
|---------------------------------------|----------------------------------------------------------------------------------------|---------------------------------|------------------|
| Ref. No:                              | DM/25/1404                                                                             | Case Officer:                   | Catherine Cardin |
| Application Type:                     | Householder Application                                                                |                                 |                  |
| Proposal:                             | Change of Use to existing garage with window to front and external access door to side |                                 |                  |
| Site:                                 | 46 Wychwood Place, Crawley Down, Crawley, West Sussex, RH10 4HN, , ,                   |                                 |                  |
| Validation Date                       | 30 May 2025                                                                            | Overall Expiry Date:            | 27 Jun 2025      |
| Pre-Commencement Conditions Required: |                                                                                        | Pre-Com Conditions Date Agreed: |                  |
| Recommendation:                       | Permission                                                                             | Recommendation Date:            | 14 Jul 2025      |
| Target Date:                          | 25 Jul 2025                                                                            | Recommending Officer Signature: | Catherine Cardin |

|                                                 |  |                        |   |
|-------------------------------------------------|--|------------------------|---|
| Date Legal Agreement Completed: (if applicable) |  | No of Representations: | 0 |
|-------------------------------------------------|--|------------------------|---|

|                       |                 |       |             |
|-----------------------|-----------------|-------|-------------|
| Signed and Agreed By: | Stephen Ashdown | Date: | 14 Jul 2025 |
| Comments:             |                 |       |             |

## **MID SUSSEX DISTRICT COUNCIL**

**DM/25/1404**

**46 Wychwood Place, Crawley Down, Crawley, West Sussex, RH10 4HN, ,  
Change of Use to existing garage with window to front and external access door to side  
Mr J Lambert**

### **SUMMARY OF REPRESENTATIONS**

None received.

### **SUMMARY OF CONSULTEES**

#### **SOUTHERN WATER**

No objection.

### **TOWN COUNCIL OBSERVATIONS**

No comment.

### **INTRODUCTION**

The application seeks planning permission to convert an existing garage.

### **RELEVANT PLANNING HISTORY**

DM/15/3614- Outline application for the approval of access details for 44 no. dwellings together with associated access road, car parking, landscaping and open space. Refused.

AP/16/0016- Outline application for the approval of access details for 44 no. dwellings together with associated access road, car parking, landscaping and open space. Allowed.

DM/19/2242- Reserved Matters Application pursuant to planning consent DM/15/3614 for the erection of 44no. dwellings and associated car parking, play area, hard and soft landscaping, and swales. (Amended drawings received dated 5th December relating to layout and design matters). Permission.

### **SITE AND SURROUNDINGS**

46 Wychwood Place is a two-storey detached dwelling. It is constructed of red brick, with grey upvc windows and a plain tile roof. The property benefits from off road parking and an adjoining garage to the southern side of the property.

The property lies within the built-up area boundary of Crawley Down. The site lies within a modern housing development. Neighbouring properties are located to the northwest, southeast and west. Highway is located to the east.

### **APPLICATION DETAILS**

Planning permission is sought to convert the existing garage and to use it as a utility and home gym. It is proposed replace the existing garage door and install a window to the front (eastern) elevation and a door to the side (southeastern) elevation. All proposed materials 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 Crawley Down 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

DP21 - Transport

### **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**

Crawley Down Neighbourhood Plan made in 2016.

Relevant policies:

CDNP04.3 - Loss of existing car parking

### **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

DPT4 - Parking and Electric Vehicle Charging Infrastructure

#### *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
- Parking provision
- 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."*

Principle DG49 of the MSDC Design Guide establishes design principles for extensions to dwellings and states that:

*Extensions should respond to the design of the original dwelling and applicants will be expected to demonstrate how local character has informed the design proposal. Extensions should also normally be designed to be well-integrated with the existing scale, form and massing allowing the original building to remain the dominant element of the property whether it has one or several additions. Extensions should typically use simple, uncomplicated building forms to complement and coordinate with the scale, form and massing of the original dwelling. The design approach may benefit from coordinating with the existing pattern of window and door openings as well as employing facing materials to match those of the existing dwelling. Otherwise it should demonstrate the appropriateness of the alternative approach. Extensions should not result in a significant loss to the private amenity area of the dwelling.*

The application site is situated within a recently constructed housing development. As such, houses within the area remain relatively unaltered and there are no visible extensions. In terms of design, it is considered that the proposed windows and door are consistent with the character of the existing dwelling. Furthermore, as the garage is set back from the frontage of the dwelling, it is considered that the proposal would not appear significantly harmful to the streetscene.

The works would not have a harmful impact on the character of the area, or the dwelling and therefore the proposal is considered to comply with policy DP26 of the Mid Sussex District Plan.

## 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);"*

No extensions are proposed and, as such, there would not be any loss of light or outlook to neighbouring properties. On the southeastern side is 48 Wychwood Place. Given the close board fencing boundary treatment and the modest nature of the proposal it is not considered that the proposal would give rise to significant mutual overlooking concerns. On the northwestern side is 44 Wychwood Place. Given that the garage is largely screened by the application property itself, it is not considered that the proposal would cause harm to the amenities 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 therefore considered that the proposal would not cause harm to the amenities of neighbouring properties. The proposal is therefore deemed to accord with the above part of policy DP26 of the District Plan.

## Parking provision

Paragraph 116 of the NPPF states that development should only be prevented or refused on highways grounds if there would be an unacceptable impact on highway safety, or residual cumulative impacts on the road network would be severe. Additionally, Policy DP21 of the District Plan requires development proposals to protect the safety of road users and pedestrians.

Policy CDNP04.3 of the Crawley Down Neighbourhood Plan relates to the loss of existing car parking and states:

*'Subject to the provisions of the Town and Country Planning (General Permitted Development) (England) Order 2015 (or any order revoking and re-enacting that Order with or without modification) developments within the defined village boundary which propose to remove recognised off-road parking spaces on a site will only be permitted where alternative provision is made which increases or maintains the number of accessible parking spaces available on or within the immediate vicinity of the site. In cases where planning permission is necessary for alterations and extensions to properties support will not be given for the conversion of garage space to habitable rooms/residential use unless there is adequate space to park cars off street in line with the parking standards in appendix 1.'*

It is noted that the proposal would result in the loss of one parking space associated with the dwelling. West Sussex County Council Parking Standards Guidance (2020) outlines the County Council's approach to parking at new developments to ensure that sufficient parking is provided to meet the needs of the development while maintaining highway network operations, protecting surrounding communities and pursuing opportunities to encourage use of sustainable modes of transport. It has been confirmed that the property currently has three bedrooms. West Sussex County Council Parking Standards Guidance (2020) outlines that for a 3-bedroom dwelling in this location that 2 parking spaces should be provided. There is an external parking space in front of the garage to accommodate two cars, which would remain. In addition, there are no restrictions on the surrounding roads that would prevent on road parking and the proposal would not result in the creation of any new bedrooms, which would increase parking demand. It is therefore considered that, in this instance, the proposal would be acceptable in terms of highways impact.

It is therefore considered that the proposal would result in an acceptable impact with regard to highways and accords with Policy DP21 of the District plan and Policy CDNP04.3 of the Crawley Down Neighbourhood Plan.

### **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**

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, policy CDNP04.3 of the Crawley Down Neighbourhood Plan and the relevant provisions of the NPPF. The application is therefore recommended for approval.

Decision:       Permission

Case Officer: Catherine Cardin