

Delegated Decision

Sign off Sheet

Ref. No:	DM/26/0838	Case Officer:	Tracie Axford
Application Type:	Listed Building Consent		
Proposal:	Convert an existing garage into an Annex.		
Site:	Porters, 58 High Street, Lindfield, Haywards Heath, West Sussex, RH16 2HL, ,		
Validation Date	31 Mar 2026	Overall Expiry Date:	8 May 2026
Pre-Commencement Conditions Required:		Pre-Com Conditions Date Agreed:	
Recommendation:	Permission	Recommendation Date:	26 May 2026
Target Date:	26 May 2026	Recommending Officer Signature:	<i>Tracie Axford</i>

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

Signed and Agreed By:	<i>Steven King</i>	Date:	26 May 2026
Comments:			

MID SUSSEX DISTRICT COUNCIL

DM/26/0838

**Porters, 58 High Street, Lindfield, Haywards Heath, West Sussex, RH16 2HL,
Convert an existing garage into an Annex.
Mr And Mrs North**

SUMMARY OF REPRESENTATIONS

None Received

SUMMARY OF CONSULTEES

MSDC Conservation Officer - Emily Wade

Porters is a Grade II listed building located within the Lindfield Conservation Area. It is a detached house dating from the early 19th century, with later extensions including a recently constructed rear glazed addition. To the south east of the building and set back from it is a detached garage which would appear from historic map regression to date from the early 20th century, replacing or possibly incorporating earlier structures. Given this date of construction, its location, ownership and use, it would be regarded as curtilage listed.

The current proposal relates to the garage building, and is for internal and external alterations associated with its conversion for use as ancillary residential accommodation. The works proposed comprise:

- Replacement of the existing garage doors, roller shutter and overlying trellis with part-glazed sliding folding timber doors;*
- Introduction of a new window to the side (north) elevation to match the existing adjacent window;*
- Lowering of the raised patio area adjacent to the northern elevation to address potential damp problems;*
- Rebuilding of an internal wall between the main garage space and side lean-to structure;*
- Introduction of new partitioning and a partial dropped ceiling within the main space; and*
- Introduction of internal insulation to the walls and roof of the building.*

Also, although not included on the submitted plans, the agent indicated on site that the applicant may wish to change the surfacing to the area immediately to the front of the garage building from the existing concrete to paving slabs to match the remainder of the driveway.

The existing building, although not apparently of any very great age, has some character and makes a modest positive contribution to the setting of the listed building and to the Conservation Area.

In terms of the proposed external works, the façade of the building has been altered, and neither the existing up and over garage door or the roller shutter are attractive. Their replacement with the proposed sliding folding doors is not considered contentious, subject to detail, and should enhance the appearance of this part of the building. The proposed new window to the side elevation will result in some loss of fabric, but this is relatively minor. The proportions and detailed design of the window are shown to match the existing window to the eastern end of this elevation, and on balance this aspect of the proposal is not considered contentious. The works to the patio, which has been relatively recently installed, are likewise not considered contentious, subject to detail. The proposal to replace the concrete forecourt to the building with paving to match the rest of the driveway is also not considered problematic in principle, although the applicant would need to provide details of this to include it with the current application.

The interior of the building is not of any particular interest although the roof truss is a relatively striking feature. The replacement of the wall between the main garage and side lean-to, which does not appear to be of any great age, is not considered contentious. The new partitioning and dropped ceiling within the main space are also considered acceptable - the dropped ceiling will allow the original volume of the space and the roof construction to continue to be appreciated. The insulation is not considered contentious in this context.

In summary the proposal is considered to preserve the setting and special interest of Porters and the character and appearance of the Lindfield Conservation Area, meeting the requirements of District Plan Policies DP34 and DP35 and the relevant paragraphs of the NPPF.

I would note however that if the applicant wishes to include the forecourt works with the current application appropriate details should be provided.

I would suggest the following conditions:

- Detailed drawings, at an appropriate large scale, including sections and annotated to show materials and finishes, of the following. Your drawings should include glazing bar details:
- - the new sliding folding doors.
- - the new window to the side elevation, to include details of window reveal, cill and head.

LINDFIELD PARISH COUNCIL OBSERVATIONS

No Objections

INTRODUCTION

This application seeks planning permission for the conversion of the existing garage to an annexe.

RELEVANT PLANNING HISTORY

DM/21/3100 - Householder Planning Application - Rebuild single storey kitchen extension with flat roof and demolish lean to garden shed. Permitted 2021-08-25

DM/21/3101 - Listed Building Consent - Rebuild single storey kitchen extension with flat roof and demolish lean to garden shed. Permitted 2021-08-25

DM/26/0837 - Householder Planning Application - Conversion of the existing garage to an annexe. Pending Decision

SITE AND SURROUNDINGS

Porters, 58 High Street is a two storey building, with rooms in the roof space, occupying a prominent position in Lindfield High Street. The application site comprises a Grade II Listed detached house dating from the early 19th century, with later extensions including a recently constructed rear glazed addition. To the south east of the building and set back from it is a detached garage which is the subject of this application. Given this date of construction, its location, ownership and use, it would be regarded as curtilage listed.

Externally, the dwelling is characterised by external facing red and grey brickwork, a pitched tiled roof and white fenestration. Porters fronts onto the High Street and benefits from a driveway to the southern side of the property leading to the external garage and rear garden.

Porters lies within the Lindfield Conservation Area, close to other Listed buildings located to the east and west of the High Street, and directly to the south of the Grade II Listed house. The site is within the WSCC Archaeological Notification Area (red grade).

APPLICATION DETAILS

This application seeks planning permission for the conversion of the existing garage to an annexe including the following:

- Replacement of Garage doors, roller shutter and overlying trellis with new sliding/folding timber doors with glass panels in the existing opening.
- Internal modifications include a new flat ceiling above the new bedroom/ensuite area, allowing timber frame to remain visible and the rebuilding of the internal non-original wall to include thermal insulation.
- Proposed window on the garden facing (north) elevation.
- Patio on the side elevation to be lowered to reduce risk of damp at the base of the structure.

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 the Lindfield 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 policy:

DP34 - Listed Buildings and Other Heritage Assets

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.

Lindfield and Lindfield Rural Neighbourhood Plan

The Lindfield and Lindfield Rural Neighbourhood Plan made adopted on 23rd March 2016.

There are no relevant policies

Other Legislation

Planning (Listed Buildings and Conservation Areas) Act 1990

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 hearings were concluded on the 19th March 2026. The District Plan remains at Examination until the Inspector has published his report, until that time 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:

DPB2 - Listed Buildings and Other Heritage Assets

Other Material Considerations

NATIONAL POLICY

National Planning Policy Framework (NPPF December 2024)

Planning Practice Guidance

ASSESSMENT

The only issue to consider in this instance is the impact on the listed building.

As the building is Grade II listed, section 16(1) of the Planning (Listed Buildings and Conservation Areas) Act 1990 requires that in considering whether to grant listed building consent for, the Local Planning Authority should have special regard to the desirability of preserving the listed building or its setting or any features of special architectural or historic interest which it possesses.

Policy DP34 seeks to preserve the special interest of the Listed Building. Further guidance is found within the National Guidance contained in Paragraphs 210-215 of the NPPF.

Policy DP34 of the MSDC District Plan states: *'Development will be required to protect listed buildings and their settings. This will be achieved by*

ensuring that:

- A thorough understanding of the significance of the listed building and its setting has been demonstrated. This will be proportionate to the importance of the building and potential impact of the proposal;
- Alterations or extensions to a listed building respect its historic form, scale, setting, significance and fabric. Proposals for the conversion or change of use of a listed building retain its significance and character whilst ensuring that the building remains in a viable use;
- Traditional building materials and construction techniques are normally used. The installation of uPVC windows and doors will not be acceptable;
- Satellite antennae, solar panels or other renewable energy installations are not sited in a prominent location, and where possible within the curtilage rather than on the building itself;
- Special regard is given to protecting the setting of a listed building;
- Where the historic fabric of a building may be affected by alterations or other proposals, the applicant is expected to fund the recording or exploratory opening up of historic fabric.'

Listing details for the property are noted as follows:

TQ 3426 LINDFIELD HIGH STREET (east side) 6/192 No 58 (Porters) 10.9.51 GV II House. Early C19 with early C20 extension to south. Brick built with grey header bond and red brick dressings, the south elevation of the original part partly tile hung, modern tiled roof. 2 storeys and attics. 3 windows. Brick sawtooth cornice and moulded wooden cornice below. Band between floors and end quoins. 2 hipped dormers with tripartite windows. 3 sashes, the central one 12 paned, the end ones tripartite with 24 panes. Central doorcase with flat hood on brackets, Tuscan half columns, rectangular fanlight with St Andrew's cross pattern and early C20 door. Brick end chimney stacks. 2 storeys early C20 extension to south in matching materials.

Detailed comments have been provided by the Conservation Officer during the course of determining the application. Her view that the proposed works are acceptable, subject to planning conditions to ensure additional details are provided before the development commences, is supported. The conditions have been accepted by the applicant and with these in place it is considered that the proposal will enhance and preserve the special interest of the listed building.

The proposed works are therefore considered acceptable and will ensure the preservation of the Listed Building at Porters and within the context of the adjacent Listed Buildings. As such the proposals as a whole are considered to accord with District Plan Policy DP34 and relevant guidance contained in the NPPF.

CONCLUSION

The proposal is considered to preserve and protect the special interest of the listed building. Therefore, the proposal is considered to comply with policy DP34 of the Mid Sussex District Plan, the relevant provisions of the NPPF and the Listed Building and Conservation Area (LBCA) Act 1990.

Decision: Permission

Case Officer: Tracie Axford