

Delegated Decision

Sign off Sheet

Ref. No:	DM/26/0716	Case Officer:	Anna Tidey
Application Type:	Householder Application		
Proposal:	Proposed roof conversion with dormers and new open front porch.		
Site:	12 Paddock Gardens, East Grinstead, West Sussex, RH19 4AE, , , ,		
Validation Date	20 Mar 2026	Overall Expiry Date:	14 May 2026
Pre-Commencement Conditions Required:		Pre-Com Conditions Date Agreed:	
Recommendation:	Permission	Recommendation Date:	15 Jun 2026
Target Date:	15 May 2026	Recommending Officer Signature:	<i>Anna Tidey</i>

Date Legal Agreement Completed: (if applicable)		No of Representations:	2
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Signed and Agreed By:	<i>Steven King</i>	Date:	16 Jun 2026
Comments:			

MID SUSSEX DISTRICT COUNCIL

DM/26/0716

**12 Paddock Gardens, East Grinstead, West Sussex, RH19 4AE, , ,
Proposed roof conversion with dormers and new open front porch.
Mr John Margetts**

SUMMARY OF REPRESENTATIONS

None received.

CONSULTATIONS

Naturespace Newt Officer: The proposed development is not considered to be relevant to the District Licensing Scheme and we consider there would be no likely impact on Great Crested Newts or their habitats. No comments.

TOWN COUNCIL OBSERVATIONS

East Grinstead Town Council: No comment.

INTRODUCTION

This application seeks planning permission for a roof conversion with the addition of three dormers and the addition of an open porch at a detached bungalow at 12 Paddock Gardens in East Grinstead.

RELEVANT PLANNING HISTORY

DM/18/1056. Roof conversion with dormers to form new bedroom and ensuite. Approved May 2018.
12/02803/FUL. Single storey rear extension. Approved October 2012.

SITE AND SURROUNDINGS

No 12 Paddock Gardens is a 3 bed detached bungalow located on the southern side of an established residential road of similar dwellings off Dunnings Road within the built up area boundary of East Grinstead.

No 12 is located on the lower side of the road, towards the end of the cul de sac, which serves a number of bungalows, some of which have been extended with various roof alterations and dormers.

The bungalow benefits from a private in and out access driveway on an open frontage. The property has been extended at ground floor level at the rear. Single storey additions with twin hipped roofs and a central valley gutter extend from the rear of the property. These have created an enlarged kitchen/dining area and lounge. Rear patio doors lead from these rooms onto an existing raised terrace, which is sited above the rear garden level. The bungalow is constructed in a brick with a high hipped roof and white windows.

The site is located in a Red risk area for Great Crested Newts.

APPLICATION DETAILS

The submitted plans show the ridge line on the property extended from the existing roof height and the roof space enlarged by the addition of half hipped gable ends. Two 3.6m wide by 3.8m high (approx.) wide spaced dormers are proposed in the front facing roof slope. A single similar scaled dormer, also with a hipped roof form, is proposed between the twin hipped rooflines at the rear of the property. The proposed elevations also show a rooflight added into the extended rear facing roofline. This would serve a new ensuite off the fourth bedroom, which is to be accommodated within the extended roof space.

Internally a ground floor shower in the shared ground floor bathroom would be removed to allow the formation of a staircase off the existing hallway. The new staircase would access the new first floor bedroom, and walk in wardrobe, within the sloping roof space. The central part of the room would have full height standing space.

The submitted plans also show the addition of a 2.7m deep by 3.5m (approx.) wide open timber framed porch with a gabled roofline on the front elevation of the bungalow to form a new entrance feature for the front door.

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 East Grinstead 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:

DP21 Transport

DP26 Character and Design

DP38 Biodiversity

Site Allocations Development Plan Document

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

East Grinstead Neighbourhood Plan - made on 2nd November 2016.

Policy EG3 Promoting Good Design

Policy EG12 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 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:

DPS2 Sustainable Design and Construction

DPB1 Character and Design

DPS6 Health and Wellbeing

DPN1 Biodiversity, Geodiversity and Nature Recovery

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 Impact upon the street scene
- Impact on residential amenities
- Parking provision
- Biodiversity
- Biodiversity Net Gain

Design and Impact upon the street scene

Policy DP26 of the District Plan relates to character and design and requires all proposals to be well designed and reflect the distinctive character of the towns and villages as well as addressing the character and scale of the surrounding buildings and landscape.

The Council's adopted Design Guide is a material consideration in the determination of the application. Chapter 9 of the Design Guide relates to household extensions. Design Principle DG49 states that extensions should respond to the design of the original dwelling and applicant will be expected to demonstrate how local character has informed the design proposal.

Design Guide Principle DG50 refers to Front and Side extensions and states that they will be resisted where they have an adverse impact on the street scene or the appearance of a dwelling.

Design Guide Principle DG52 refers to Loft conversions and loft extensions. The guidance states that if dormer windows and rooflights are out of scale or out of character with the roofscape and proportions of a dwelling they can have an adverse impact on the character of both the dwelling and the streetscape.

Also relevant is Neighbourhood Plan Policy EG3 - Promoting Good Design. This sets out a series of criteria for new development, requiring that the form of the proposed development is proportionate and in

keeping with the scale, height, materials and site coverage of the surrounding area and that the layout of the proposed development respects the topography and character of the site, protects important landscape features and does not harm adjoining amenity.

The proposed alteration to the roof form on the bungalow will change its presence and the appearance of this property in the street scene, but will not be out of keeping with the character of the area. The introduction of new brick finished gable ends will blend in with the original materials on the property.

The proposed scale and position of the front and rear dormer additions will be subordinate in form on the extended roof area and the character of the original dwelling will be retained as the eaves level at the front and rear are unaltered. The addition of the modest open porch addition on the front elevation will not be out of character in the street scene.

Overall, the design and appearance of the proposed extensions, including the proposed roof and dormer additions and porch, are found to accord with policy DP26 of the Mid Sussex District Plan, the aims of policy EG3 of the East Grinstead Neighbourhood Plan and with design principles DG49, DG50 and DG52 of the Design Guide.

Impact on residential amenities

Policy DP26 of the District Plan requires developments to demonstrate that it does not cause significant harm to amenities of existing nearby residents (or future occupiers), taking into account matters such as impact on light, privacy and outlook.

In addition Principle DG45 in the Design Guide refers to the need to consider privacy of existing and future residents and it is noted that privacy may be affected by the relationship of buildings to each other.

The immediate neighbouring properties are the detached bungalows at Nos 11 and 13 Paddock Gardens. No 11 occupies a set back position to No 12, lying to the south east, and No 13 is on a lower ground level to the west. A number of new dwellings have also been recently constructed on former open land to the south of the rear garden boundary. These dwellings are yet to be occupied.

It is considered that there will be no adverse impact upon the outlook or amenities of No 11 as a result of the altered roofline. No windows are proposed in the new gabled roofline at first floor level facing that dwelling.

A new first floor window is proposed in the side wall of the west facing gable addition to provide light onto the new stairs and landing. This window will face towards the attached flat roofed garage which is located on the side elevation of No 13, and the hipped roof of that property. It is considered that given this relationship between the dwellings that the addition of this new window would not result in harmful overlooking towards that property.

It is considered that there is sufficient distance from the rear of No 12 to the position of the rear elevations of the new dwellings to the south to ensure that the addition of the rear dormer and rooflight will not have an adverse effect upon the new residents when they move into the development.

The proposed alterations and additions to the bungalow, and the construction of the new porch, would not cause significant harm to the immediate neighbours.

The proposal accords with the requirements of the more up to date Policy DP26 of the District Plan, Policy EG3 of the East Grinstead Neighbourhood Plan and the relevant principles of the Design Guide.

Parking provision

The proposal will increase the number of bedrooms in the house from three to four.

For a three bed property located in East Grinstead Herontye Ward the West Sussex County Council Guidance on Parking recommend 2.1 spaces should be provided, which rises to 2.7 spaces for a 4 bed property.

There is sufficient off road parking space on the front driveway and hardstanding areas. The on site parking provision will accord with the requirements of the West Sussex County Council Guidance, the aims of District Plan Policy DP21 and Policy EG12 of the East Grinstead Neighbourhood Plan.

Biodiversity

Policy DP38 of the District Plan seeks to ensure that biodiversity will be protected and enhanced to ensure that there is no net loss of biodiversity.

As the site is located in a Red risk area for Great Crested Newts the Newt Officer has been consulted on the proposed development. It is considered that it is unlikely that the works will have an impact on Great Crested Newts or their habitats.

Therefore it is considered that the proposal complies with Policy DP38 of the Mid Sussex District Plan and the aims of the NPPF.

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 proposed roof alterations and porch addition will enlarge the living accommodation at the property.

It is considered that the form and scale of the additions and alterations will not adversely affect the character and appearance of the property within the street scene of Paddock Gardens, and will accord with Policy DP26 of the Mid Sussex District Plan, the aims of Policy EG3 of the East Grinstead Neighbourhood Plan and with the relevant Design Guide principles.

It is considered that the proposed development will not cause significant harm to the neighbouring amenities. The proposal accords with the aims of District Plan Policy DP26, Policy EG3 of the East Grinstead Neighbourhood Plan and the relevant principles of the Design Guide.

The available on site parking provision will accord with the requirements of the West Sussex County Council Guidance. The proposal will therefore accord with District Plan Policy DP21 and the aims of Policy EG12 of the East Grinstead Neighbourhood Plan.

Consequently this application is recommended for approval.

Decision: Permission

Case Officer: Anna Tidey