

## Delegated Decision

### Sign off Sheet

|                                              |                                                                     |                                        |              |
|----------------------------------------------|---------------------------------------------------------------------|----------------------------------------|--------------|
| <b>Ref. No:</b>                              | DM/26/1011                                                          | <b>Case Officer:</b>                   | Peter Davies |
| <b>Application Type:</b>                     | Householder Application                                             |                                        |              |
| <b>Proposal:</b>                             | Conversion of garage to part office, part storage.                  |                                        |              |
| <b>Site:</b>                                 | 1 Teasel Way, Lindfield, Haywards Heath, West Sussex, RH16 2FZ, , , |                                        |              |
| <b>Validation Date</b>                       | 22 Apr 2026                                                         | <b>Overall Expiry Date:</b>            | 15 May 2026  |
| <b>Pre-Commencement Conditions Required:</b> |                                                                     | <b>Pre-Com Conditions Date Agreed:</b> |              |
| <b>Recommendation:</b>                       | Permission                                                          | <b>Recommendation Date:</b>            | 17 Jun 2026  |
| <b>Target Date:</b>                          | 17 Jun 2026                                                         | <b>Recommending Officer Signature:</b> | Peter Davies |

|                                                        |  |                               |   |
|--------------------------------------------------------|--|-------------------------------|---|
| <b>Date Legal Agreement Completed: (if applicable)</b> |  | <b>No of Representations:</b> | 0 |
|--------------------------------------------------------|--|-------------------------------|---|

|                              |               |              |             |
|------------------------------|---------------|--------------|-------------|
| <b>Signed and Agreed By:</b> | Joanne Fisher | <b>Date:</b> | 17 Jun 2026 |
| <b>Comments:</b>             |               |              |             |

## MID SUSSEX DISTRICT COUNCIL

**DM/26/1011**

**1 Teasel Way, Lindfield, Haywards Heath, West Sussex, RH16 2FZ, ,  
Conversion of garage to part office, part storage.  
Mr Rungroj Park Rojanachotikul**

### **REPRESENTATION RECEIVED**

None received.

### **PARISH COUNCIL OBSERVATIONS**

LRPC have no comment.

### **INTRODUCTION**

The application seeks planning permission for the conversion of the garage into part office and part storage.

### **RELEVANT PLANNING HISTORY**

DM/15/0139 - Erection of 148 no. 2, 2.5 and 3 storey 1, 2, 3, 4 and 5 bedroom dwellings, garages and ancillary buildings with associated works. Amended design of 'Phase 2' of the development approved under application reference 12/04316/FUL. Permission

### **SITE AND SURROUNDINGS**

The application property is a semi-detached two storey dwelling located on the east side of Teasel Way at the junction with Yarrow Gate which heads north. The site is located within the built-up area boundary of Lindfield.

The application property is constructed from brick and white render with clay roof tiles and white uPVC fenestration. The dwelling is set close to the highway with soft landscaping at the front and an attached garage and off street parking on the south side. The dwelling also has a designated parking space in a layby to the north of the dwelling. The locality is characterised by a new build development with dwellings of varying scale, form and design.

### **APPLICATION DETAILS**

The application seeks planning permission for the conversion of the garage into an office and storage area. The front 2.05 metres of the garage is to be used as storage accessed by the garage doors which are to remain in place. The rear 4.25 metres is to be converted to create a home office space. On the rear elevation of the garage is to be a uPVC window and a uPVC door is to be installed on the north side.

Planning permission is required as permitted development rights for garage conversions were removed in application DM/15/0139.

Condition 11 of the original permission for the development states:

*'No dwelling shall be first occupied until the car parking for that dwelling has been constructed in accordance with the approved site plan. These spaces shall thereafter be retained at all times for their designated purpose.'*

*Reason: To ensure that adequate and satisfactory provision is made for the accommodation of vehicles clear of the highway and to accord with Policy T6 of the Mid Sussex Local Plan and Policy DP18 of the Pre-Submission District Plan 2014-2031.'*

## **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 Lindfield and Lindfield Rural 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

### **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**

Lindfield and Lindfield Rural Neighbourhood Plan made in 2016.

There are no relevant policies.

### **Other Material Considerations**

### **Mid Sussex District Plan 2021-2039 Consultation Draft**

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

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)

Paragraphs 8, 11, 131 and 135 are considered to be relevant.

#### National Planning Policy Guidance

### **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
- Impact on Neighbouring Properties
- Impact on parking provision
- Biodiversity Net Gain

### **Design and Character**

Policy DP26 of the Mid Sussex District Plan 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:*

- is of high quality design and layout and includes appropriate landscaping and greenspace;*
- 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;*
- creates a sense of place while addressing the character and scale of the surrounding buildings and landscape;*
- protects open spaces, trees and gardens that contribute to the character of the area;*
- protects valued townscapes and the separate identity and character of towns and villages;*
- 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);*
- creates a pedestrian-friendly layout that is safe, well connected, legible and accessible;*
- incorporates well integrated parking that does not dominate the street environment, particularly where high density housing is proposed;*
- positively addresses sustainability considerations in the layout and the building design;*
- 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;*
- optimises the potential of the site to accommodate development.'*

A similar ethos is found within the Mid Sussex Design Guide SPD.

The proposal would result in no visible changes from the street scene with a window and door to be installed to the rear, only visible from within the application site. The window and door are to be uPVC and are therefore in keeping with the dwelling and the character of the area.

The proposal is therefore considered to address the character of the existing dwelling and the surrounding area, and as such the proposal is deemed to comply with policy DP26 of the District Plan.

### **Impact on Neighbouring Properties**

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);'*

The proposed garage conversion would result in window and door at ground floor level facing into the application property garden with the boundary walls being close board fencing.

Therefore, the proposal is not considered to cause significant harm to neighbouring amenities and complies with the above-mentioned part of Policy DP26 of the Mid Sussex District Plan.

### **Impact on parking provision**

Policy DP21 in part states:

*'The scheme provides adequate car parking for the proposed development taking into account the accessibility of the development, the type, mix and use of the development and the availability and opportunities for public transport; and with the relevant Neighbourhood Plan where applicable;'*

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.

The property currently has four bedrooms and 1 space on the driveway, 1 designated space within a layby opposite and 1 space in the garage.

West Sussex County Council Parking Standards Guidance (2020) outlines that for a 4-bedroom dwelling in this location that 2.2 parking spaces should be provided. The property would maintain 2 spaces. In addition, there are no restrictions on the surrounding roads that would prevent on road parking. It is therefore considered that, in this instance, the proposal would be acceptable in terms of highways impact.

Therefore, the proposal is deemed to comply with policy DP21 of the Mid Sussex District Plan and the WSCC Parking Standards Guidance.

### **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 and form to the dwellinghouse and locality, would not cause harm to the amenities of neighbouring properties and have acceptable parking provision. In conclusion, the proposal complies with Mid Sussex District Plan policies DP21 and DP26 and the relevant provisions of the NPPF. The application is therefore recommended for approval.

Decision:        Permission

Case Officer: Peter Davies