



Planning Statement

Marlow House, 107 High Street, Lindfield

A Top 100 Law Firm

Part-retrospective planning permission and listed building consent for a variation to the scheme approved under refs: DM/22/3694 & DM/22/3695

at

Marlow House, 107 High Street, Lindfield

Planning Supporting Statement

on Behalf of

Mr and Mrs S Dougall

December 2025

DMH Stallard LLP
3rd Floor, Origin One
108 High Street
Crawley
West Sussex
RH10 1BD

Tel: 01293 663521
Fax: 01293 246016
Email: Peter.Rainier@dmhstallard.com

DMH Stallard LLP Ref: DOU59-6

Checked by

DRAFT

Prepared by: LDS

Checked by: PR

Date: 5 December 2025

FINAL

Prepared by: LDS

Checked by: PR

Date: 5 December 2025

Contents

1.	Introduction	1
2.	The Site and Surroundings	2
3.	Planning History	4
4.	The Scheme	6
5.	Planning Policy Context	8
6.	Scheme Appraisal	11
7.	Conclusions.....	13

1. Introduction

- 1.1 This statement has been prepared on behalf of Mr & Mrs Dougall in support of an application for part-retrospective planning permission and listed building consent for a variation to the scheme recently approved under ref: DM/22/3694 & DM/22/3695. The proposal combines elements of the scheme as implemented on site and other elements, which have not been implemented and deliver a reinstatement of important elements of the original building.
- 1.2
- 1.3 The statement considers the site and surrounding area, planning history, the scheme itself, relevant planning policy and an appraisal of the scheme in light of these considerations. It concludes that the proposal is a carefully considered scheme, responding well to the context of the site and meets guidance contained in the Development Plan and the National Planning Policy Framework.
- 1.4 The planning application is supported by the following documentation:
- Planning Supporting Statement (this document)
 - Design and Access Statement
 - Heritage Statement

2. The Site and Surroundings

- 2.1 The site comprises of a detached 2-storey dwelling known as 'Marlow House' which is set within a large plot. Marlow House is a detached, 2-storey, Grade II Listed Building.
- 2.2 The main part of the dwelling incorporates a 15th century timber framed building. The Heritage Statement notes that in *"a national context the building is of high value on account of its surviving timber framed construction, historic plan form (notably within the 15th century house), well preserved street frontage and overall group value as part of Lindfield High Street which comprises some of the finest provincial scenery in southeast England."*
- 2.3 The application building was previously used as a shop and later as tea rooms before being converted to residential use in 1987. The dwelling has been recently restored following the grant of planning and listed building consent under ref: DM/22/3694 & DM/22/3695.
- 2.4 The building is located towards the northern end of Lindfield High Street and is situated within the defined Built-up area boundary. The front of the building sits directly onto the frontage pavement of the High Street. The site benefits from a vehicle access off Hickmans Lane, which passes to the rear of the neighbouring dwellings of 101, 103 & 105 High Street.
- 2.5 Either side of the building are other listed buildings – Everydens to the north is a Grade II listed building which dates from the 17th century, and Limes Cottage to the south is also a Grade II listed building that dates from the 16th century.
- 2.6 The site is also located in a designated Conservation Area. Lindfield Conservation Area was designated in 1969, the buildings within the village are predominantly residential and comprise of a range of age and architectural style.
- 2.7 There are neighbouring dwellings to the north, north-east and south-west of the site. The High Street runs in a north-south direction to the east of the site.
- 2.8 The site is detailed on the aerial map below.



2.9

Approximate site location shown outlined in red – image courtesy of Google Maps

3. Planning History

- 3.1 The site has an extensive history of planning applications and listed building consent. A summary of the most relevant history in relation to the proposed works is contained below.

DM/25/1103 and DM/25/1104 this application is submitted following the recommendation of refusal to the aforementioned applications in response to officer and consultee comments. The applications sought permission for 'Retrospective planning permission for a variation to the scheme approved under DM/22/3694, incorporating some reinstatement works'. At the Committee members resolved to refuse planning permission but took no account of the offered revisions and so this application is submitted to allow formal consideration of those matters. It is also requested that the Council Officers maintain a dialogue with the applicants/agent in respect of this application in order that there might be a resolution without the need for the further delay and expense of an Appeal.

DM/24/0987 – in October 2024 permission was granted for a retrospective application to re-build the chimney after work commenced on previous application DM/22/3694, where the chimney of the main house crumbled away.

DM/23/3089 – in December 2023 permission was granted for a Replacement front entrance door.

DM/23/2785 – in December 2023 planning permission and listed building consent was granted for a replacement front entrance door. This application also sought to amend the design approved under ref: DM/22/3694 & 2695, and the detailing subsequently approved under Discharge of Conditions references DM/23/1565&1605.

- 3.2 DM/22/3694 & DM/22/3695 – in May 2023 Planning Permission and Listed Building Consent was granted for the Demolition of modern two-storey rear extension and demolition of the modern conservatory addition. Construction of a new, two-storey extension to the rear elevation. Alterations to Bakehouse structure to include reduced floor level, removal of mezzanine floor level, re-roofing works and internal insulation. Various works to the listed building to include roof and chimney repairs, window and door replacement, replacement of building services (mechanical and electrical) to include the installation of new sanitary accommodation. Demolition of partially-built three-bay garage and construction of a new detached garage building. Associated hard and soft landscaping works, to include new timber gates and brick wall to driveway entrance, new permeable driveway surfacing and new planting.
- 3.3 In February 2014 planning permission was granted under application ref:13/03755/FUL for the erection of an Oak framed detached garage.
-

- 3.4 In July 2002 planning permission and listed building consent was granted under application refs: 02/008521 & 02/00852/LBC for the addition of a single-storey conservatory to the rear of the existing building and addition of a dormer window to the existing single-storey outhouse.
- 3.5 Under Planning and Listed Building consent applications (CU/161/83 and CU/162/83) permission was granted for the installation of air extraction filter equipment.
- 3.6 Permission was granted for a two storey rear extension in 1996 and 1987 via the following references LF/083/96, LF/084/96, LF/063/87 and LR/064/87.
- 3.7 In March 1987 planning permission was granted for the change of use from restaurant to residential use (LF/010/87).

4. The Scheme

- 4.1 This application seeks part-retrospective planning permission and listed building consent for a variation to the scheme recently approved under ref: DM/22/3694 & DM/22/3695. The proposal combines elements of the scheme as implemented on site and other elements, which have not been implemented.
- 4.2 The applicant has undertaken works for the extension, alteration and demolition which part implements the scheme approved under the above references. However, elements of the scheme have not been implemented in accordance with the plans approved through the above applications.
- 4.3 As a result, this application seeks planning permission and listed building consent for reinstatement, making good and regularisation of the works that have been implemented.
- 4.4 Full details of the proposed amendments to the approved scheme and the amendments which have been implemented and are proposed to be retained are contained within both the Design & Access Statement and the Heritage Statement which are submitted in support of this application.
- 4.5 A summary of the principal changes proposed from the approved scheme are listed set out in the Heritage Statement and so not repeated here, however the key changes to the implemented scheme are set out below:

Works to Listed Building

- West wall of 1830s gabled outrigger to be exposed as an internal brick wall at first floor level with gothic casement revealed in situ.
- Door between first floor landing and en-suite bathroom to north bedroom to be reinstated within with exposed timber framing and plank door exposed to both sides of the historic partition wall.
- Ground floor to attic level corkscrew winder staircase reinstated in its entirety using the original materials recovered from the 17th century historic fabric, including lath and plaster soffits and enclosure walls and door to ground floor. Access to the basement also to be reinstated.
- Removal of high level triangular window to the west elevation of the rebuilt Bakehouse to correspond to the scheme already approved.
- Partition to the main living room reinstated to northwest corner of the room.
- Modern plasterboard in-fill panels removed from spine wall to the north bedroom are to be reinstated in lime plaster.

- Establish attic access (not previously existing)
- Reinstate joists to ceiling in south-eastern bedroom (consent allows removal).

4.6 The Heritage Statement (HS) sets out the significance of Marlow House and its setting and has been submitted in support of this application. The HS provides a positive assessment of the impact of the proposal on both the setting of the Listed Building of Marlow House and the conservation area.

5. Planning Policy Context

- 5.1 Section 38(6) of the Planning and Compulsory Purchase Act 2004 provides that the determination of planning applications must be made in accordance with the development plan unless material considerations indicate otherwise. The development plan relevant to this proposal comprises the Mid Sussex District Plan (MSDP), which was adopted on 28th March 2018, and the Lindfield & Lindfield Rural Neighbourhood Plan. The National Planning Policy Framework (NPPF) (December 2024) also contains guidance and advice which is considered relevant to the proposal.

Mid Sussex District Plan 2014 – 2031 (2018)

- 5.2 The District Plan was adopted by the Council in 2018 and is a material consideration in the determination of the application.
- 5.3 It is considered that the following policies are relevant to the consideration of this planning application:
- DP26: Character and Design
 - DP34: Listed Buildings
 - DP35: Conservation Areas
- 5.4 Policies DP34 & DP35 of the MSDP, which refer to development in Conservation Areas and to Listed Buildings.
- 5.5 Policy DP34 (Listed Buildings and Other Heritage Assets) states that development will be required to protect listed buildings and their setting, and it will need to demonstrate a thorough understanding of the significance of the listed building and its setting. In particular, alterations or extensions to a listed building should respect its historic form, scale, setting, significance and fabric.
- 5.6 Policy DP35 (Conservation Areas) states that development in a conservation area is required to conserve or enhance the special character and appearance. New extensions should be sensitively designed to reflect the special characteristics of the area in terms of scale, density, design and through the use of contemporary materials. Any new landscaping or boundary features, pavements and other surfaces should be designed to reflect the materials and scale of the existing character of the conservation area.

Lindfield Neighbourhood Plan

- 5.7 Policy 1 of the Lindfield Neighbourhood Plan. This policy refers to ‘A Spatial Plan for the Parishes’ and advises that “Only development proposals within the built-up area boundaries of Lindfield and Scaynes Hill...will be supported and the re-use of previously developed sites will be encouraged, provided that the development is appropriate in scale, massing and character”. The proposed extension to the property is considered to comply with the guidance set out in this policy.

National Planning Policy Framework (NPPF) (December 2024)

- 5.8 The National Planning Policy Framework sets out the Government’s planning policies for England and how these are expected to be applied. The NPPF must be taken into account in the preparation of local and neighbourhood plans and is a material consideration in planning decisions.
- 5.9 Paragraph 7 of the NPPF states that the purpose of the planning system is to contribute to the achievement of sustainable development. Paragraph 8 sets out the 3 objectives to sustainable development: social, economic and environmental.
- 5.10 Paragraph 9 advises that whilst these objectives should be delivered through the application of policies in the Framework: they are not criteria against which every decision can or should be judged. Decisions should play an active role in guiding development towards sustainable solutions, but in doing so should take local circumstances into account, to reflect the character, needs and opportunities of each area.
- 5.11 Paragraph 10 indicates that in order to pursue sustainable development in a positive way, a presumption in favour of sustainable development is at the heart of the National Planning Policy Framework.
- 5.12 Paragraph 11 states that, for decision-taking, this means:
- a) Approving development proposals that accord with an up-to-date development plan without delay; or
 - b) Where there are no relevant development plan policies, or the policies which are most important for determining the application are out-of-date, granting permission unless:
 - i) The application of policies in this Framework that protect areas or assets of particular importance provides a strong reason for refusing the development proposed; or

- ii) Any adverse impacts of doing so would significantly and demonstrably outweigh the benefits, when assessed against the policies in this Framework taken as a whole.

- 5.13 The NPPF provides the following advice on proposals affecting heritage assets such as listed buildings and conservation areas:
- 5.14 Paragraphs 212 and 213 of the NPPF state that great weight should be given to the conservation of a designated heritage asset when considering applications that affect its significance, irrespective of how substantial or otherwise that harm might be.
- 5.15 Paragraph 219 local planning authorities should look for opportunities for new development within the setting of heritage assets to enhance or better reveal their significance. Proposals that preserve those elements of the setting that make a positive contribution to the asset (or which better reveal its significance) should be treated favourably.

6. Scheme Appraisal

6.1 This section of the Planning Statement provides an assessment of the application proposal against the relevant development plan policies as outlined above.

6.2 It is considered that the key issues in the determination of the application are, therefore:

- The impact of the proposal on the character and the setting of the listed building and the Lindfield Conservation Area;
- the impact of the proposal on the amenity of neighbouring properties.

Impact on the character and the setting of the listed building

6.3 The HS provides further commentary on the visual impact of all the elements of the proposals on the character and setting of Marlow House but to summarise the findings on the main changes proposed are set out below;

Full width extension at first floor level

6.4 The proposal is for the retention of a replacement rear extension of contrasting modern design, well-proportioned and carefully detailed using high quality materials.

6.5 The design of the full width rear extension at first floor overall is considered to be a more coherent and satisfying treatment of the rear elevation than the scheme previously approved. The surrounding of the modern rear extension in timber cladding is thought to provide a well-proportioned contemporary response to the historic context with high quality materials.

Flat roof dormer extension

6.6 The dormer extension is only visible when viewed from the private rear garden area and the addition is set back/obscured by the bakehouse and rear addition. On balance, whilst the bathroom extension results in some additional bulk when viewed from the west, the extension has the benefit of distinguishing the former Bake House from the main dwelling, and as such overall this element is considered to perform a positive role in the presentation of the historic building.

Bake House rebuild

- 6.7 The original bricks of the Bake House have been re-used in the rebuild to reform chimney breasts and hearths. The rebuilt structure is considered to add interest and visual appeal to the scheme as a whole and would preserve the character of the listed building, resulting in no harm. Removal of the upper glazing in accordance with Heritage Officer advice.

Internal works

- 6.8 The restoration and alteration work to the interior are considered to have had an overwhelmingly positive impact on the historic character of the listed building and would on balance sustain, reveal, and reinforce the special interest of the building. The further portioning of the living area and reinstatement of the stair are significant heritage benefits.
- 6.9 The HS concludes that overall, the scheme would result in an exemplary restoration and refurbishment of the 15th century listed building, being sympathetic to the buildings high architectural value and historic interest. there would be no erosion of the buildings special interest or any residual harm, and that the Lindfield Conservation Area would be preserved by the proposed development.
- 6.10 Therefore, it is considered that the proposal complies with policies DP34 and DP35 of the MSDC District Plan, paragraphs 210, 212 & 213 of the NPPF and policy 1 of the Neighbourhood Plan.

Impact on Residential Amenity

- 6.11 The application site is suitably screened by existing boundary vegetation. This will be retained and will provide effective screening to safeguard the amenity of the residents of the neighbouring dwellings.
- 6.12 The scheme would not result in any harm to neighbouring listed buildings due to bulk or overlooking. It is understood that neighbouring residents having been consulted have no objection to the implemented scheme and in fact support the development. Obviously, the Council will undertake further consultation as part of the application process.
- 6.13 The proposal will therefore comply with the objectives of policy DP26 of the MSDC District Plan.

7. Conclusions

7.1 This statement is provided in support of a planning application for the Part-retrospective planning permission and listed building consent for a variation to the scheme approved under refs: DM/22/3694 & DM/22/3695.

Overall, the suggested revisions answering a large number of the concerns raised by the Heritage Officer when responding to the previous application can be summarized as follows;

- a) Lower staircase reinstate as per original
- b) Access reinstated to basement
- c) Provision of attic access hatch (not a pre-existing feature)
- d) Reinstatement of upper staircase as original (consent allows removal)
- e) Reinstatement of door jamb and oak frame in northern reception room as original
- f) Reinstatement of the door between the hallway and central bathroom. Original door exists.
- g) Lime plaster infill panels as requested reinstate to southern side
- h) Reinstatement joists to ceiling in south-eastern bedroom (consent allows removal)
- i) Reinstatement floorboards in attic
- j) Soot Blackened now confirmed in frame (now more clearly visible)
- k) Water well confirm original fabric not damaged (video evidence provided)
- l) Lift floorboards and prove original floor exists (has been offered numerous times)
- m) Cellar remove lime render on west wall to expose the original masonry finishes (if necessary, although Members were clear that it was not and report provided justifying works as existing)
- n) Bakehouse - remove triangular section of glazing.

The scheme will deliver an exemplary restoration and refurbishment of the 15th century timber framed house which comprises the core significance of the grade II listed building. The new interventions are sensitively designed,

combining traditional and contemporary elements sympathetic to the building's high architectural value and historic interest.

Taken as a whole the effects of the Proposed Scheme would be positive in heritage terms, accepting a degree of harm resulting from the full width rear extension. Nonetheless, the heritage benefits of the proposal are manifold, in conjunction with the overarching benefit of securing the heritage asset's beneficial use as a single dwelling on a long-term basis as part of a fully restored property which was previously in very poor condition. Indeed, the implemented scheme included the restoration of the building's external envelope and adjoining gable wall to No. 109 which has been repointed in hydraulic lime mortar. Overall, the heritage benefits of the proposal outweigh the harm, resulting in no residual heritage harm on the basis of internal heritage balance. Furthermore, the scheme as implemented has been executed to a very high standard with outstanding attention to detail (e.g. joinery, carpentry, ironmongery, masonry and timber framing repairs) to the extent that it is many ways an exemplary scheme. Indeed, the project has won a number of awards, including recognition from the Sussex Heritage Trust 2025 (winner of Small Scale Restoration Award, Restoration, Conversion and Extension and winner of Master Craftsman for the quality of workmanship in Marlow House) and Crittall - House of the Year (2025).

The NPPF requires that where less than substantial harm is identified, "*this harm should be weighed against the public benefits of the proposal including, where appropriate, securing its optimum viable use.*" The public benefits in this case appear to be:

1. Rescue of a Grade II listed building from neglect and decay
2. Securing its future use and long-term conservation
3. Removal of a building from potential heritage at risk status
4. Enhancement to the Conservation Area
5. Exemplar award winning conservation project with educational value
6. Improvements to adjoining gable wall to No. 109 which has been repointed in hydraulic lime mortar.
7. Reinstatement of upper staircase as original (consent allows removal)
8. Reinstatement of joists to ceiling in south-eastern bedroom (consent allows removal)
9. Provision of attic access (not a pre-existing feature)

These are real and substantial public benefits that outweigh the identified harm, particularly given all the revisions and re-instatement works offered.

- 7.2 The Heritage Statement submitted in support of this application concludes that the works that have been undertaken at Marlow House, and those new elements which are proposed will preserve and conserve the architectural and historic interest of this Grade II listed building.
- 7.3 The internal works are considered to result in a sensitive restoration of the buildings and the alterations have been carefully considered ensuring that they contribute positively to the character and significance of this Grade II listed building. This will ensure the long-term preservation of this building.
- 7.4 It is also considered that the group value of the listed buildings in this part of Lindfield High Street would be preserved, and the Lindfield Conservation Area will also be preserved.
- 7.5 The proposal is considered appropriate in design, size and scale to the setting of the listed building and the surroundings. The proposed works will not be obtrusive, and as such the proposal is considered to conserve the characteristics and qualities of the Conservation Area.
- 7.6 Furthermore, the proposal is considered to comply with all the relevant policies which are contained within the MSDC District Plan (2018), the Lindfield Neighbourhood Plan and the NPPF.
- 7.7 In light of the above, it is respectfully requested that the application be approved.