

Delegated Decision

Sign off Sheet

Ref. No:	DM/26/0866	Case Officer:	Anna Tidey
Application Type:	Householder Application		
Proposal:	Proposed partial conversion of existing integral garage to habitable accommodation, with retention of front storage area.		
Site:	29 Chilton Grove, Lindfield, Haywards Heath, West Sussex, RH16 2BE, , ,		
Validation Date	27 Apr 2026	Overall Expiry Date:	16 Jun 2026
Pre-Commencement Conditions Required:		Pre-Com Conditions Date Agreed:	
Recommendation:	Permission	Recommendation Date:	19 Jun 2026
Target Date:	22 Jun 2026	Recommending Officer Signature:	Anna Tidey

Date Legal Agreement Completed: (if applicable)		No of Representations:	0
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Signed and Agreed By:	Steven King	Date:	22 Jun 2026
Comments:			

MID SUSSEX DISTRICT COUNCIL

DM/26/0866

**29 Chilton Grove, Lindfield, Haywards Heath, West Sussex, RH16 2BE, ,
Proposed partial conversion of existing integral garage to habitable accommodation, with
retention of front storage area.
Richard Smith**

SUMMARY OF REPRESENTATIONS

None received.

CONSULTATIONS

Flood Risk & Drainage Team: The site is located within an area at risk from surface water flooding. The proposal relates to a residential property, which is classified as 'more vulnerable' development (NPPF Annex 3). The applicant needs to demonstrate that the proposed development will be safe for the lifetime of the development.

Further comments: The FR&D Team has reviewed the information submitted in support of the application. The Risk of Flooding from Surface Water mapping indicates the site is at "Low" surface water flood risk for the present day (comparable to flood zones 1 and 2).

The proposed development is classified as minor development with no increase in vulnerability and falls within the scope of the Environment Agency's Standing Advice.

Based on the information available, the Flood Risk and Drainage Team has no objection to the proposed development on flood risk grounds. This is subject to the Finished Floor Levels set no lower than the existing. As an advisory, we would suggest the Applicant considers resistance and resilience measures suggested within the EA standing advice and implements any they deem appropriate due to the increased flood risk in the vicinity of this as a residential site. Drainage should be managed via Building Regulations and Building Control, as necessary.

PARISH COUNCIL OBSERVATIONS

Lindfield Parish Council: No comment.

INTRODUCTION

This application seeks Planning permission for the partial conversion of an integral garage to habitable accommodation, with a front storage space retained at the front at No 29 Chilton Grove in Lindfield.

RELEVANT PLANNING HISTORY

10/02911/REM. Residential development of 65 dwellings (5 x 1 bed, 14 x 2 bed, 20 x 3 bed, 24 x 4 bed and 2 x 5 bed) together with associated access road, car parking, landscaping and open space. Approved December 2010.

08/02532/OUT. Outline application for residential development of 65 dwellings with a mixture of dwelling types. Adjacent areas for informal recreation and wildlife reserve to be secured by Section 106 Agreement. Approved April 2010.

SITE AND SURROUNDINGS

No 29 Chilton Grove is a 4 bed semi detached house, built with an integral single garage. The house has 4 first floor bedrooms, of which three are in use for bedrooms and one as a study currently. The house is located on a corner plot close to the junction of Langmore lane and Cowslip Drive in a residential estate off Gravelly Lane in the Built up Area of Lindfield.

The house is sited on a modest corner plot and benefits from a private access and an off road paved hardstanding for one car to park. This is sited to the front of the garage, and next to the side wall of the adjoining house at No 27.

The site is located within an Amber Impact Zone for Great Crested Newts. Parts of the rear garden fall within an area at risk of Surface Water Flooding.

APPLICATION DETAILS

The submitted plans show the partial conversion of the rear two thirds (approx.) of the garage space to create a lounge off the dining room. The proposed floor plans indicate that the original wall separating the kitchen and the dining room is to be removed to make the space into an open plan area. This work has been completed.

Associated with the garage conversion is the installation of a new rear window in the back wall of the garage, which is already in place, and a set of grey bifold doors in the dining room, to replace former pedestrian doors and windows, which are also installed.

Planning permission is required for the garage conversion as a result of the wording of a planning condition Condition 6 re: Highways and Parking on the Outline approval (08/02532/OUT) for the original residential development, which states:

'6. Highways and parking

No dwelling shall be occupied until details of the space to be laid out for parking and the stationing of vehicles clear of the public highway have been approved in writing by the Local Planning Authority. No dwelling shall be occupied until the parking space related to that dwelling has been surfaced, drained and completed. The space so provided shall not thereafter be used other than for the parking of vehicles in connection with the development hereby permitted.

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.'

The application was submitted with a supporting Parking and Highways Statement and supporting photographs. The statement confirms that the proposal would retain the front section of the garage as ancillary storage and does not involve any material external alteration to the property, and that the proposal does not:

- o create a new access;
- o alter the existing vehicular access point;
- o materially intensify the use of the dwelling beyond normal family occupation; or
- o give rise to any significant change in highway movement.

Reference is made to recent permitted planning applications at Nos 3 (DM/22/3342) and 15 Chilton Grove (DM/21/3878) which included garage conversions. The supporting statement concludes that the proposed arrangement at 29 Chilton Grove is considered comparable in planning terms and that the resulting parking arrangement would not result in unacceptable pressure on the local highway network.

The submitted photographs illustrate that a car could park parallel to the road to the front of a car parked on the front driveway at No 29.

The application has also been supported with a Flood Risk Statement and a Flood Risk Checklist, which have been submitted in response to the FR&D Team comments.

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 policies:

DP21: Transport

DP26: Character and Design

DP41: Flood Risk & Drainage

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

Lindfield and Lindfield Rural Neighbourhood Plan (made 2016)

No relevant policies.

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

DPS4 - Flood Risk & Drainage

DPS6 - Health and Wellbeing

DPB1 - Character and Design

DPT4 - Parking and EV 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.

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
- Flood risk
- 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.

The application seeks to extend the ground floor living space in a house on a newer residential estate, by taking in part of the integral garage space into the ground floor of the house. Some of the other properties in the road have been extended with extensions and alterations.

No changes are proposed to the frontage of the property and as a result the proposal would not be harmful to the street scene. The new window/doors at the rear of the property are not highly visible in the street scene. The proposal is therefore considered to comply with Policy DP26 of the District Plan, and the relevant principles of the Mid Sussex Design Guide SPD.

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 attached house at No 27 Chilton Grove, to the south, and No 20 Langmore Lane, to the west, which sides onto the rear garden.

No 27 has already converted the similar integral garage, having installed double entry doors in place of the original garage door. The rear garden of that property is screened by a boundary fence and a hedge.

No 20 Langmore Lane is positioned side on to the rear garden of No 29. There are ground and first floor windows in the side elevation of that property which is sited some 13m (approx.) from the rear wall of No 29. It is considered that the outlook and amenities of the residents of that property will not be adversely affected by the insertion of the proposed new windows and doors at the rear of No 29.

Overall it is considered that the proposed garage conversion would not cause significant harm to the immediate neighbours or adversely affect their amenities.

The proposal is therefore considered to comply with Policy DP26 of the District Plan, and the relevant principles of the Mid Sussex Design Guide SPD.

Parking provision

With regards to parking provision for the extended house the relevant District Plan Policy is DP21, which seeks adequate parking for new developments, taking into account the accessibility of the development and availability of public transport.

The proposal will not change the number of bedrooms in the house. The existing frontage parking will remain available to the occupiers of the extended house.

For a 4+ bed property located in Lindfield Ward of Haywards Heath the West Sussex County Council Guidance on Parking recommend 2.2 spaces should be provided.

The proposal seeks to remove the existing off-street parking space which is provided within the integral garage. The new store in the remaining space within the garage would be below the car park space dimensions set out within the West Sussex County Council Parking Guidance. There would be sufficient space for cycle or motorbike storage. One off-street parking space to the front of the current garage will be retained. There is also unrestricted on-street parking available on Langmore Lane to the side of the house.

Whilst the 4 bed house will be left with a shortfall in available parking as required by the West Sussex County Council September 2020 Parking Guidance the house is located in a sustainable village location, with bus services available on Gravelye Lane, providing alternative sustainable transport options.

This application follows other similar garage conversion proposals on the same residential estate where a shortfall in parking has been accepted. The proposal is therefore considered acceptable in terms of the provision for parking for this house in this location and the proposal accords with the overall aims of District Plan Policy DP21.

Flood risk

Parts of the rear garden fall within an area at risk of Surface Water Flooding. As a result of the comments of the Flood Risk and Drainage Team (FR&D Team) supporting FRA information has been submitted by the applicant. Following consideration of this supporting information the FR&D Team have no objection to the proposed development on flood risk grounds, but they have made recommendations and as a result an Informative is recommended to encourage the applicant to set the finished floor levels no lower than the existing and to follow the resistance and resilience measures suggested within the Environment Agency Standing Advice. With such an approach the proposal will accord with the aims of District Plan Policy DP41.

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 garage conversion and the related alterations are considered acceptable in design terms. There will be no change to the publicly visible frontage of the house. The alterations at the rear will not impact harmfully upon the character and appearance of the property or the street scene. The proposal accords with District Plan Policy DP26 and the relevant Design Guide Principles.

It is considered that the garage conversion and related works will not cause significant harm to the neighbouring amenities, or impact upon the privacy, outlook, daylight, sunlight and security of the neighbours. The proposal accords with the aims of District Plan Policy DP26 and the relevant principles of the Design Guide.

Whilst there will be a shortfall in available parking for the house, as required by the West Sussex County Council September 2020 Parking Guidance, it is located in a sustainable village location, with bus services available on Gravelly Lane, providing alternative sustainable transport options. The proposal is therefore considered acceptable in terms of the provision for parking for this house, in this location, and the proposal accords with the overall aims of District Plan Policy DP21.

Consideration has been given to the flood risk in the area, and subject to the applicant following advice from the FR&D Team the proposal will accord with the aims of District Plan Policy DP41.

Consequently this application is recommended for approval.

Decision: Permission

Case Officer: Anna Tidey