

Delegated Decision

Sign off Sheet

Ref. No:	DM/26/0981	Case Officer:	Andrew Horrell
Application Type:	Householder Application		
Proposal:	Proposed loft conversion.		
Site:	10 Downs View Road, Hassocks, West Sussex, BN6 8HJ, , , ,		
Validation Date	27 Apr 2026	Overall Expiry Date:	22 May 2026
Pre-Commencement Conditions Required:		Pre-Com Conditions Date Agreed:	
Recommendation:	Permission	Recommendation Date:	29 May 2026
Target Date:	22 Jun 2026	Recommending Officer Signature:	Andrew Horrell

Date Legal Agreement Completed: (if applicable)		No of Representations:	0
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Signed and Agreed By:	Steven King	Date:	29 May 2026
Comments:			

MID SUSSEX DISTRICT COUNCIL

DM/26/0981

**10 Downs View Road, Hassocks, West Sussex, BN6 8HJ, , ,
Proposed loft conversion.
Ms Jones**

SUMMARY OF REPRESENTATIONS

None received

SUMMARY OF CONSULTEES

None relevant

HASSOCKS PARISH COUNCIL OBSERVATIONS

The committee recommend permission is granted

INTRODUCTION

The application seeks planning permission for a proposed loft conversion which incorporates the raising of the roof and the installation of rear dormers and rooflights and front and rear roofslopes.

RELEVANT PLANNING HISTORY

DM/23/1762 - Removal of existing conservatory, raising of existing roof, addition of front and rear dormers. Amended Plans received 25.09.2023 showing revised design for the front and rear dormer additions. (Approved)

DM/24/0179 - Removal of existing conservatory, erection of single-storey rear extension. (Approved)

SITE AND SURROUNDINGS

10 Downs View Road is a pitched roofed bungalow. The dwelling is characterised by an existing single storey rear extension. The walls are face brickwork with upvc doors and windows.

To the south-west of the site is the set forward No.12 which is characterised by a large rear dormer approved under CN/020/96, to the north-east of the site is the adjacent No.8, to the north-east of the site is the raised rear garden with close boarded fencing to neighbours in The Orchard beyond and to the south-east is the driveway to the highway beyond.

In policy terms the site is within the built-up area of Hassocks.

APPLICATION DETAILS

The ridge height is proposed to be raised by approximately 1m to 5.75m to allow for the creation of a first floor with dormers and rooflights.

Two rear pitched roofed dormers are proposed which each measure approximately 2.1m in depth, 2.25m in width with a height to eaves of 1.7m and an overall height of 2.5m.

A staircase, landing, two new bedrooms and a bathroom are proposed within the loft.

Three front rooflights and a rear rooflight are proposed, they each measure some 0.7m by 0.7m.

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, the Site Allocations Development Plan Document and the Hassocks 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 in 2018. The most relevant policy is:

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.

Hassocks Neighbourhood Plan

The Neighbourhood Plan is made so forms part of the development plan. The most relevant policies are:

Policy 5: Enabling zero carbon
Policy 9: Character and Design

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
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)

The National Planning Policy Framework is a material consideration. Paragraphs 8, 131 and 135 are considered to be particularly relevant to this application.

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;
- Sustainable Design;
- Parking Standards;
- Impact on neighbouring residential amenity; and
- 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.'*

Policy 9 of the Neighbourhood Plan is a similar criteria based policy and states that:

'Development proposals will be supported where they have regard to the Hassocks Townscape Appraisal, and where their character and design takes account of the following design principles as appropriate to the nature, scale and location of the particular proposal:

- 1. Is of high quality design and layout;*
- 2. Contributes positively to the private and public realm to create a sense of place;*
- 3. Respects the character and scale of the surrounding buildings and landscape;*
- 4. Protects open spaces and gardens that contribute to the character of the area;*
- 5. Protects valued townscapes and the separate identity and character of Hassocks, Keymer and Clayton;*

6. Does not cause unacceptable harm to the amenities of existing nearby residents and future occupants of new dwellings, including taking account of the impact on privacy, outlook, daylight, sunlight and security;
7. Creates safe, accessible and well connected environments;
8. Protects existing landscape features and contributes to the village's Green Infrastructure network;
9. Incorporates the use of local materials which are appropriate to the defined Local Townscape Character Area; and
10. Positively responds to the local vernacular character of the defined Local Townscape Character Area.'

The Mid Sussex Design Guide SPD also provides advice for extensions to dwellings. Principle DG49 states that:

'Extensions should respond to the design of the original dwelling and applicants will be expected to demonstrate how local character has informed the design proposal. Extensions should also normally be designed to be well-integrated with the existing scale, form and massing allowing the original building to remain the dominant element of the property whether it has one or several additions'.

Principle DG52 refers specifically to roof extensions and states:

'A loft conversion is a space efficient means of extending the amount of living accommodation in a dwelling. Roof accommodation is normally reliant on dormer windows and rooflights to provide light and ventilation. However, if they 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.

The roof pitch and form are intrinsic to a building's character and roof extensions should be sensitive to this. Roof extensions and dormer windows that alter the existing ridge of the roof or significantly alter the roof profile of a building will not normally be acceptable, particularly on the front roof slope, and where there is a strong established roofline.

Where a clear rhythm of fenestration is established, the position and proportion of dormer windows should respond to existing windows and / or doors. Further guidance on dormer windows and rooflights is provided in chapter 6 under sections 6.3.5 to 6.3.8'.

The above mentioned Section 6.3.5 to 6.3.8 of the Mid Sussex Design Guide SPD reads as follows:

'6.3.5 While dormer windows can sometimes be prominent features in the streetscene, care needs to be taken with their design, proportions and position on the roof. The choice of design should be informed by the character and appearance of the local vernacular.

6.3.6 Dormer windows should be visually subordinate to the roof slope, enabling a large proportion of the main roof to remain visible. Excessively wide dormers are likely to look unsatisfactory as they will often be out of proportion with the existing roof.

6.3.7 Dormer windows should normally be positioned below the ridge-line, and above the eaves line.

6.3.8 Rooflights that follow the roof profile can be an appropriate substitute for a dormer where it is important to retain the profile of the roof slope or avoid a dormer that break the eaves line.

Care though needs to be taken to avoid them dominating the roof. Rooflights are best designed with a slender-profile that are flush with the roof slope'.

The principle of raising the roof and rear dormers at this property was accepted under application DM/23/1762.

The 2023 approval stated that 'the altered ridge height will reflect the appearance of the adjacent bungalow at No 12, which has been similarly altered (ie, the ridge height raised) following consent under application CN/20/96 in 1996. Therefore, it is considered that the altered ridge height seen from the public vantage points will not impact adversely upon the overall character of the area.'

The principle of rear dormers was also accepted within the 2023 application. Whilst the proposed dormers are larger than the previously approved, they will not dominate the roofslope and will be set lower than the existing ridge height.

It is noted that dormers and rooflights characterise the area including at neighbouring No.12 which has a large rear dormer.

The dormers will be constructed in matching materials to those on the host building and are considered appropriate.

Consequently, the proposal is considered to accord with District Plan Policy DP26, Neighbourhood Plan Policy 9 and the design principles set out in the Design Guide

Sustainable design

Policy 5 of the Hassocks Neighbourhood Plan states:

'Development proposals will be supported that maximise the opportunity to include sustainable design features, providing any adverse local impacts can be made acceptable'.

The proposed roof extension would be constructed in materials to match the existing dwelling. A renewable energy source has not been included within the proposal nor any other energy saving measures, however the development would need to meet building regulation standards and it is not considered that this would warrant the refusal of the proposal.

Parking Standards

As two new bedrooms are proposed, the parking standards has to be assessed. The dwelling will become a 5-bedroom dwelling.

Policy DP21 of the District Plan seeks to ensure that schemes are sustainably located to minimise the need for travel, and protect the safety of road users and pedestrians, and seeks to provide adequate parking in relation to development proposals.

WSCC Guidance on Parking at New Developments states that in this location, for a 5-bedroom dwelling, that 2.7 parking spaces should be provided.

The 2023 approval confirmed that the site can accommodate off road parking space for at least three cars to park, including one space within the garage. There is also on street parking available on Downs View Road in close proximity to the site.

The available provision will accord with the requirements of the West Sussex County Council Guidance.

It is also relevant that the site is located close to a mainline station and within walking distance of bus stops in the village centre providing easy access for public transport.

It is therefore deemed that the application will accord with District Plan Policy DP21.

Impact on residential amenity

In residential amenity terms, the test of development from Policy DP26 of the District Plan is whether or not it causes 'significant harm' to neighbouring amenity. Policy 9 of the Neighbourhood Plan however refers to development not causing '*unacceptable harm*' to residents.

In residential amenity terms, the test of development here is whether or not it causes '*unacceptable harm*' to neighbouring amenity as per Policy 9. Under section 38(5) of the Planning and Compulsory Purchase Act 2004, if a policy contained in a development plan for an area conflicts with another policy in the development plan, the conflict must be resolved in favour of the policy which is contained in the

last document to be adopted, approved or published. The 'unacceptable harm' test of the Neighbourhood Plan adopted in 2020 is therefore the correct test to apply in this case.

The proposed dormer windows do not have any direct views into neighbouring properties. The proposed enlargement to the roof is not considered to have an impact in terms of reduction in sunlight and daylight and a loss of outlook because of its positioning and nature. Whilst a level of overlooking will be caused toward neighbouring gardens, this is to be expected within the built-up area and this level of harm was accepted under the 2023 approval.

As such the proposal would not cause unacceptable harm in terms of overlooking and loss of privacy, reduction in sunlight and daylight, a loss of outlook and noise, air and light pollution.

It is therefore, considered to comply with the above-mentioned part of policy DP26 of the Mid Sussex District Plan and policy 9 of the Hassocks Neighbourhood Plan.

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.

CONCLUSION

In conclusion, the proposal is acceptable in respect of its design and the impact on neighbouring residential amenity insofar as unacceptable harm cannot be demonstrated and there would be sufficient parking provision. As such the proposal accords with the requirements of Policies DP21 and DP26 of the Mid Sussex District Plan, Policies 5 and 9 of the Hassocks Neighbourhood Plan, the Mid Sussex Design Guide and the NPPF.

The application therefore accords with the development plan and there are no material planning considerations which indicate an alternative conclusion should be reached. Planning permission should therefore be granted.

Decision: Permission

Case Officer: Andrew Horrell