

From: planninginfo@midsussex.gov.uk <planninginfo@midsussex.gov.uk>
Sent: 24 September 2026 21:30:43 UTC+01:00
To: "Catherine Cardin" <Catherine.Cardin@midsussex.gov.uk>
Subject: Mid Sussex DC - Online Register - Comments for Planning Application
DM/26/2151

Comments summary

Dear Sir/Madam,

Planning Application comments have been made. A summary of the comments is provided below.

Comments were submitted at 24/09/2026 9:30 PM.

Application Summary

Address: Birch House London Road Balcombe Haywards Heath West Sussex RH17 6HT

Proposal: Proposed loft conversion with rear dormer, three front-facing skylights and internal alterations.

Case Officer: Catherine Cardin

[Click for further information](#)

Customer Details

Address: Wymondley London Road Balcombe

Comments Details

Commenter Type: Neighbour or general public

Stance: Customer objects to the Planning Application

Reasons for comment:

Comments: An application has been made to convert the loft, including a roof extension, at our neighbour's property, Birch House, London Road, Balcombe.

We are not against the principle of converting the loft at Birch House, but several aspects of the proposal set out in the application give us concern, in particular loss of privacy to our house (Wymondley) and the incongruous scale and materials of the proposal.

The large windows with Juliet-style balcony doors in the proposal would overlook our property. Birch House, being at a higher level than Wymondley, will exacerbate the perception of overlooking from the large area of glazing and we are concerned that the privacy of our rear garden sitting area, which would be far from fully screened by planting, will be compromised. We understand that the applicants would have no objection to a condition requiring any flank-facing glazing to be obscure-glazed and non-opening below 1.7m and we would urge the Council to impose such a condition if the application is accepted.

The proposed roof configuration in the form of 'side return' flat roofed roof extension will change the overall character and appearance of the pair of semidetached properties within the Conservation Area and High Weald National Landscape.

There is guidance on the approach for dormers and loft conversions (including Mid Sussex Design Guide). The scale of the proposed flat roofed dormer construction with large area of glass in the walls will create a 'top heavy' appearance. The appearance of having a large timber-clad flat-roofed dormer raises issues about an incongruous appearance and a clash of materials sitting alongside the main roof within the Conservation Area. Timber is likely to change in appearance over time due to natural weathering in this high-level exposed location. The loft extension will change the character of the roof of the existing building within the High Weald National Landscape and Conservation Area. Given the size of the proposed dormer, the flank would be visible from London Road as well as from our property. This form of timber cladding is not used in a way visible from the road on the houses in the row on this side of London Road. We note that grant of planning permission for the ground-floor rear extension (granted permission in DM/16/1386) stated: "Whilst the proposed extension is of a somewhat contrasting and contemporary design, it is located to the rear of the property and not visible from within the street scene or wider locality" (We note that it is not visible from our property either.)

We would like to highlight the following extracts from policies which we understand the loft extension will need to satisfy. We consider the extension design as submitted does not satisfy the requirements of DP16, DP26, DP35 and also the requirements of the Mid Sussex Design Guide (Supplementary Planning Document) due to the scale and overbearing nature of the proposed 'side return' L-shaped flat-roofed timber-clad box dormer.

We note the Planning Statement accompanying the application refers to a detached property though Birch House is a semidetached property and suggest this should be corrected for avoidance of doubt.

MSDC Adopted Local Plan (Extracts)

DP16 High Weald National Landscape

Development within the High Weald Area of Outstanding Natural Beauty (AONB), as shown on the Policies Maps, will only be permitted where it conserves or enhances natural beauty and has regard to the High Weald AONB Management Plan etc, Development on land that contributes to the setting of the AONB will only be permitted where it does not detract from the visual qualities and essential characteristics of the AONB, and in particular should not adversely affect the views into and out of the AONB by virtue of its location or design.

DP 26 Character and Design

This policy is intended to promote well located and designed development that reflects the District's distinctive towns and villages, retains their separate identity and character and prevents coalescence; CABE Good Practice Guidance noted 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;
- creates a sense of place while addressing the character and scale of the surrounding buildings and landscape;
- 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,

DP35 Conservation Area

Development in a conservation area will be required to conserve or enhance its special character, appearance and the range of activities which contribute to it. This will be achieved by ensuring that: - New buildings and extensions are sensitively designed to reflect the special characteristics of the area in terms of their scale, density, design and through the use of complementary materials;

Mid Sussex Design Guide (Extracts)

Dormer Windows and Rooflights - While dormer windows can sometimes be prominent features in the street scene, 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.

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.

Dormer windows should be suitably sized and proportioned so that they are subservient to the roof.

DG52 Loft conversion and roof extensions

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.

Kind regards