

Delegated Decision

Sign off Sheet

Ref. No:	DM/25/0696	Case Officer:	Anna Tidey
Application Type:	Householder Application		
Proposal:	Various internal and external works, alterations to the ground and first floors, new and replacement windows and secondary glazing, a new dummy pitched roof to an existing flat roofed addition, a new skylight; re-roofing to other existing pitched roofs, with a new rooflight; new chimney cowl and pot, enlargement of an existing area of tile hanging with dentil corbel brickwork detail'.		
Site:	Broad Street House, Broad Street, Cuckfield, Haywards Heath, West Sussex, RH17 5LW, ,		
Validation Date	19 Mar 2025	Overall Expiry Date:	25 Apr 2025
Pre-Commencement Conditions Required:	Yes	Pre-Com Conditions Date Agreed:	29 May 2025
Recommendation:	Permission	Recommendation Date:	11 Jun 2025
Target Date:	14 May 2025	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:	11 Jun 2025
Comments:			

MID SUSSEX DISTRICT COUNCIL

DM/25/0696

**Broad Street House, Broad Street, Cuckfield, Haywards Heath, West Sussex, RH17 5LW, Various internal and external works, alterations to the ground and first floors, new and replacement windows and secondary glazing, a new dummy pitched roof to an existing flat roofed addition, a new skylight; re-roofing to other existing pitched roofs, with a new rooflight; new chimney cowl and pot, enlargement of an existing area of tile hanging with dentil corbel brickwork detail'.
Mr Daniel Lovell**

SUMMARY OF REPRESENTATIONS

None received.

SUMMARY OF CONSULTEES

Conservation Officer: Broad Street House is one half of a Grade II listed building, with the attached property Roseland Cottage. The core of the building is a timber framed house dating from the early C17th. Substantial extensions have been added to the building, to the south, west and north east, notably during the C19th and C20th. The building is located within the Cuckfield Conservation Area.

The current proposal, which follows on from pre-application advice is for roof repairs including replacement tiling, introduction of a dummy pitched roof over the existing two storey flat roofed 1970s extension to the north west of the building, replacement windows and changes to the plan form within this addition, and works to improve energy efficiency. Two new conservation rooflights are also proposed to the east facing roof slope of the historic core.

To consider these works in turn:

- The proposed roof repairs are not considered contentious, subject to detail including of the proposed replacement roof tiles.
- The proposed addition of the dummy pitched roof to the 1970s addition will add some height and bulk to the extension, but on balance is considered acceptable due to the improvement to the appearance of the building, in relating this currently incongruous addition slightly better to the character of the original building.
- The replacement windows and altered window openings to this extension are no considered contentious, subject to detail, and should also improve the appearance of the building.
- The proposed internal alterations are largely confined to the 1970s addition at ground and first floor, and are not considered contentious.
- The proposed energy efficiency works include installation of external insulation to the 1970s addition, with tile hanging over this. Again, this is not considered contentious and should also improve the appearance of the building. Secondary glazing is also proposed to the existing windows within the core of the building and the 19th century wing- this is not considered contentious subject to detail. The addition of insulation within the new dummy pitches roof structure and the retained historic roof is likewise not considered problematic.
- The proposed new conservation rooflights are set between the rafters of the roof slope to the core of the building. This will avoid adverse impact on the historic fabric of the roof structure, and given that their position means that the rooflights will not have a significant impact on the appearance of the house, this aspect of the proposal is not considered contentious.

In summary, the proposal is considered to preserve the special interest of the listed building and the character and appearance of the Conservation Area, meeting the requirements of District Plan Policies DP34 and DP35 and the relevant paragraphs of the NPPF.

I would suggest the following conditions:

- Details of roofing and facing materials including hung tile.
- Detailed drawings, at an appropriate large scale, including sections, and annotated to show materials and finishes, of the following:
 - typical eaves detail of the dummy pitch roof.
 - typical examples of new windows and doors. Your drawings should include glazing bar details.
 - typical examples of secondary glazing, shown in the context of the existing windows and window surrounds, to include details of fixings.
- Details of the new kitchen extract.
- Rooflights to be flush fitting, metal framed, conservation style rooflights. No rafters or other timbers are to be cut or trimmed in the installation of these rooflights.
- New rainwater goods and other external pipework to be of painted metal.

Further comments: The eaves detail requirement can now be omitted from the condition. The other details would still be required- although the windows are partly shown in the sections provided we need fully detailed elevations and sections of typical examples of all new windows and doors, including glazing bar detail, as set out in the draft condition. We also need the secondary glazing detail.

TOWN/PARISH COUNCIL OBSERVATIONS

Cuckfield Parish Council: No objection.

INTRODUCTION

This application seeks planning permission for various external alterations to a Grade II Listed Building at Broad Street House, Broad Street, Cuckfield. The application includes numerous internal alterations, which affect the fabric of the Listed Building and these works are considered in detail under Listed Building application DM/25/0697.

This application seeks planning permission for the addition of a dummy pitched roof to an existing flat roofed addition at the rear, new roof lights, works to add a new chimney cowl and pot, the enlargement of an area of tile hanging and dentil corbel brickwork detail.

RELEVANT PLANNING HISTORY

05/00731/LBC. Listed Building Consent: Part retrospective application to repair damaged chimney. Approved May 2005.

DM/25/0697. Listed Building Consent: Various internal and external works, alterations to the ground and first floors, new and replacement windows and secondary glazing, a new dummy pitched roof to an existing flat roofed addition with a new skylight; reroofing to other existing pitched roofs, with a new rooflight; new chimney cowl and pot, enlargement of an existing area of tile hanging with dentil corbel brickwork detail. Yet to be determined.

SITE AND ITS SURROUNDINGS

Broad Street House is a Grade II Listed semi-detached 5 bed house, located on a corner plot close to the road junction of Broad Street and London Lane, in Cuckfield.

The property has gardens extending from the front, side and rear, enclosed by a roadside boundary wall and a section of close board fence at the rear. The house is occupied and in use as a residential property. The house has a mix of external materials and has evolved by various additions. The two storey brick built property has some rendered, timber framed and some tile hung walls. The various roof lines are plain tiled.

The front door and front access path to the house are located off Broad Street. The rear garden, parking space and garage are accessed off London Lane.

The property is located in the Conservation Area within the Built up Area boundary of Cuckfield.

APPLICATION DETAILS

This application seeks planning permission for various external works to the front, side and rear of the dwelling, the most significant being the addition of a new dummy pitched roof on an existing two storey rear flat roofed extension, dating from the 1970's. Other works include the removal of a section of tyrolean render on the north east facing side wall of that extension, and the addition of reclaimed clay vertical tile hanging, changes to existing fenestration and the introduction of new door and window openings at the rear of the property, with new double glazed units. Other works include the addition of corbelling details, roof repairs and re-tiling, the addition of cast iron guttering, a new chimney pot and cowl and the addition of two new Conservation roof lights on the rear roof slope.

Internal works that are shown on the submitted plans on the ground floor include changes to enlarge and alter the layout of the kitchen, removing internal partitioning walls forming a larder, and the toilet in the connecting utility room, relocating a boiler, installation of a new wood burning stove in the study and a new cast iron fireplace in the hall. At first floor level the works include the installation of a new ensuite for the fifth bedroom, by the subdivision of the existing shared bathroom, which is to be reconfigured with the provision of a skylight inset into the flat roof above.

The proposed external and internal works and those affecting the fabric of the Listed Building will be considered in detail in the determination of DM/25/0697.

The application has been accompanied by a detailed Heritage, Design and Access Statement. This document is available to view on the planning file.

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.

Specifically Section 70 (2) of the Town and Country Planning Act 1990 states:

'In dealing with such an application the authority shall have regard to:

- a) The provisions of the development plan, so far as material to application,*
- b) And local finance considerations, so far as material to the application, and*
- c) Any other material considerations.'*

Section 38(6) Planning and Compulsory Purchase Act 2004 provides:

'If regard is to be had to the development plan for the purposes of any determination to be made under the planning Acts the determination must be made in accordance with the plan unless material considerations indicate otherwise.'

The requirement to determine applications "in accordance with the plan" does not mean applications must comply with each and every policy, but is to be approached on the basis of the plan taken as a whole. This reflects the fact, acknowledged by the Courts, that development plans can have broad statements of policy, many of which may be mutually irreconcilable so that in a particular case one must give way to another.

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.

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 Cuckfield 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:

DP26 Character and design
DP34 Listed Buildings and other Heritage Assets
DP35 Conservation Areas
DP38 Biodiversity

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

Cuckfield Neighbourhood Plan, made October 2014.

Relevant policies:

Policy CNP 1 Design of New Development and Conservation
Policy CNP 10 Building Extensions within and outside the Built up Area Boundary

other Legislation

Planning (Listed Buildings and Conservation Areas) Act 1990

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 the stage 1 hearings were concluded on the 31st October 2024. There are unresolved objections to some of the Policies in the draft District Plan and as such, 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
DPN1 Biodiversity, Geodiversity and Nature Recovery
DPS6 Health and Wellbeing
DPB1 Character and Design
DPB2 Listed Buildings and Other Heritage Assets
DPB3 Conservation Areas

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)

ASSESSMENT

It is considered that the main issues that need to be considered in the determination of this application are as follows:

Design
Impact upon the Conservation Area
Impact upon the Listed Building
Impact on residential amenities
Biodiversity Net Gain

Design

Policy DP26 of the District Plan seeks to promote well located and designed development, to protect valued characteristics of the built environment for their historical and visual qualities and support sustainable communities and create accessible environments. Policy DP26 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 DP29);*
- * 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.'*

Also relevant in the determination of the application are Cuckfield Neighbourhood Plan Policies CNP1 and CNP10, which state:

Policy CNP 1 - Design of New Development and Conservation

'New development in accordance with the Neighbourhood Plan will be permitted where it:

a) Is designed to a high quality which responds to the heritage and distinctive character and reflects the identity of the local context of Cuckfield as defined on Map 3 - Conservation Areas and Character Areas, by way of;

*i. height, scale, spacing, layout, orientation, design and materials of buildings,
ii. the scale, design and materials of the public realm (highways, footways, open space and landscape),
and*

b) Is sympathetic to the setting of any heritage asset and

c) Follows guidance in the Conservation Area Appraisals and Management Plans, the High Weald AONB Management Plan, and

d) Respects the natural contours of a site and protects and sensitively incorporates natural features such as trees, hedges and ponds within the site, and

e) Creates safe, accessible and well-connected environments that meet the needs of users, and

f) Will not result in unacceptable levels of light, noise, air or water pollution, and

g) Makes best use of the site to accommodate development'.

Policy CNP 10 - Building Extensions Within and Outside the Built Up Area Boundary

'Building extension will be permitted where it meets the following criteria:

a) The scale, height and form fit unobtrusively with the existing building and the character of the street scene.

b) Spacing between buildings would respect the character of the street scene.

c) Gaps which provide views out of the village to surrounding countryside are maintained.

d) Materials are compatible with the materials of the existing building.

e) The traditional boundary treatment of an area is retained and, where feasible, reinforced and

f) The privacy, daylight, sunlight and outlook of adjoining residents are safeguarded'.

Also relevant in the determination of the application is the design guidance contained in the Mid Sussex Design Guide, which seeks good design in house alterations and extensions.

Principle DG49 states:

'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. Extensions should also normally be designed to be well integrated with the existing scale, form and massing allow the original building to remain the dominant element of the property whether it has one or several additions.

Extensions should typically use simple, uncomplicated building forms to complement and coordinate with the scale, form and massing of the original dwelling. The design approach may benefit from coordinating with the existing pattern of window and door openings as well as employing facing materials to match those of the existing dwelling. Otherwise it should demonstrate the appropriateness of the alternative approach.

Extensions should not result in a significant loss to the private amenity area of the dwelling.

There are two general approaches to extending a property:

-designing in the style of the existing building by closely matching its facing materials, architectural features, window sizes and proportions; and

-designing in a contemporary style that takes its cues from key aspects of the existing building that might include its underlying form and proportions, facing materials, window design and other specific architectural features. The success of this approach is particularly reliant on high quality facing materials and finishes, and this will normally need to be demonstrated through detailed elevations and section drawings.

Both approaches can create successful, well designed extensions that can be mutually beneficial to both the house and the wider area. All extensions and alterations should consider their impact on neighbouring properties (refer to Chapter 8 on residential amenity).'

Principle DG51 of the MSDC Design Guide specifically relates to rear extensions and states that: *'rear extensions which are not visible from the street and do not negatively impact on neighbouring properties can be expressed in many forms, including by adopting a contemporary architectural approach. With reference to DG49, they should nevertheless have consideration for the character of the existing building and the relationship of the extension with the side boundaries and adjacent buildings and gardens.'*

The proposed works involve the addition of a new dummy pitched roof over an existing flat roofed two storey extension. The roof enlargement is relatively minor in terms of additional bulk to the building. There are some public views of the house from London Road and its junction with Chatfield Road to the north east that will be affected by the changed roofline. However, it is considered that the new roofline and other associated external alterations are complementary to the form and design of the original house and will enhance the character and appearance of the host building.

The applicant has agreed to a series of planning conditions to control the detail of the proposed works, particularly in respect of the intended roofing and facing materials, the details of the new windows, doors and glazing and extract systems to be installed. The new roof eaves details have been agreed during the course of the determination.

The proposed roof addition and related external works are therefore acceptable in design terms and will accord with District Plan Policy DP26, Policies CNP 1 and CNP 10 of the Cuckfield Neighbourhood Plan and Principles DG49 and DG51 of the Mid Sussex Design Guide SPD and the relevant provisions of the NPPF and can be supported.

Impact upon the Conservation Area

Broad Street House is located within the Cuckfield Conservation Area, which was established in September 1969, and extended in March 1989 and May 2008.

This application needs to be considered with reference to guidance contained in Paragraphs 207-221 of the NPPF and with regard to the statutory duty of the Council, as the Local Planning Authority, to have special regard to the desirability of preserving the character or appearance of the Cuckfield Conservation Area, as set out in Section 72 of the Planning (Listed Buildings and Conservation Areas) Act 1990.

The District Plan contains Policy DP35, which requires development to conserve or enhance the special character and appearance of Conservation Areas. The Policy states:

'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:

- o 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;*
- o Open spaces, gardens, landscaping and boundary features that contribute to the special character of the area are protected. Any new landscaping or boundary features are designed to reflect that character;*
- o Traditional shop fronts that are a key feature of the conservation area are protected. Any alterations to shopfronts in a conservation area will only be permitted where they do not result in the loss of a*

traditional shopfront and the new design is sympathetic to the character of the existing building and street scene in which it is located;
o Existing buildings that contribute to the character of the conservation area are protected. Where demolition is permitted, the replacement buildings are of a design that reflects the special characteristics of the area;
o Activities such as markets, crafts or other activities which contribute to the special character and appearance of the conservation area are supported;
o New pavements, roads and other surfaces reflect the materials and scale of the existing streets and surfaces in the conservation area.'

Subject to the recommended conditions controlling details of the development it is considered that the application contains acceptable proposals that will enhance the appearance of the property and the character and appearance of the Cuckfield Conservation Area.

The proposed roof addition and external alterations meet the requirements of District Plan Policy DP35, the aims of Policy CNP 1 of the Cuckfield Neighbourhood Plan and the relevant paragraphs of the NPPF.

Impact upon the Listed Building

Broad Green House, and the neighbouring attached property known as Roseland Cottage are Grade II Listed. They stand amongst other non Listed houses of varying ages on the junction of Broad Street and London Lane.

The Council, as the Local Planning Authority, has a statutory duty to have special regard to the desirability of preserving heritage assets. Listed Buildings and their settings are afforded special protection under the planning regime by virtue of Sections 16(2) and 66(1) of the Planning (Listed Buildings and Conservation Areas) Act 1990 (PLBCAA); paragraphs 200-214 of the NPPF and Policy DP34 of the District Plan.

District Plan Policy DP34 is relevant in the determination of this application. It states:

'DP34: Listed Buildings and Other Heritage Assets

Listed Buildings

Development will be required to protect listed buildings and their settings. This will be achieved by ensuring that:

- o A thorough understanding of the significance of the listed building and its setting has been demonstrated. This will be proportionate to the importance of the building and potential impact of the proposal;*
- o Alterations or extensions to a listed building respect its historic form, scale, setting, significance and fabric. Proposals for the conversion or change of use of a listed building retain its significance and character whilst ensuring that the building remains in a viable use;*
- o Traditional building materials and construction techniques are normally used. The installation of uPVC windows and doors will not be acceptable;*
- o Satellite antennae, solar panels or other renewable energy installations are not sited in a prominent location, and where possible within the curtilage rather than on the building itself;*
- o Special regard is given to protecting the setting of a listed building;*
- o Where the historic fabric of a building may be affected by alterations or other proposals, the applicant is expected to fund the recording or exploratory opening up of historic fabric.*

Other Heritage Assets

Development that retains buildings which are not listed but are of architectural or historic merit, or which make a significant and positive contribution to the street scene will be permitted in preference to their demolition and redevelopment.

The Council will seek to conserve heritage assets in a manner appropriate to their significance, so that they can be enjoyed for their contribution to the character and quality of life of the District. Significance can be defined as the special interest of a heritage asset, which may be archaeological, architectural, artistic or historic.

Proposals affecting such heritage assets will be considered in accordance with the policies in the National Planning Policy Framework (NPPF) and current Government guidance.'

Detailed comments have been provided by the Conservation Officer on the proposed works at preapplication stage, during the course of determining the application, and upon receipt of supporting information to address the recommended planning conditions. The comments are reported above and her views are accepted.

With the agreed recommended planning conditions it is considered that the proposal will preserve the special interest of the listed building, and the character and appearance of the Conservation Area. The proposal will meet the requirements of District Plan Policy DP34 and the relevant paragraphs of the NPPF.

Impact on residential amenities

In assessing the potential impact of the proposed extension works upon the neighbouring amenities consideration needs to be given to the wording and content of District Plan Policy DP26 and Neighbourhood Policy CNP 10. There is some conflict in the phrasing of these policies. Policy DP26 requires that 'All applicants will be required to demonstrate that development does not cause significant harm to the amenities of existing nearby residents and future occupants of the new dwellings.' In contrast Policy CNP 10 states that proposals should safeguard the privacy, daylight, sunlight and outlook of adjoining residents.

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. As such, Policy DP26 of the MSDP is considered to take precedence and therefore the test in this instance is whether the development causes significant harm to neighbouring amenities as outlined above.

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 Roseland Cottage to the south and the nearby houses on London Road.

It is considered that the proposed dummy pitched roofline is a modest rear addition, and this will not impinge on the living conditions of the residents of the adjoining house, or cause significant harm to the amenities, privacy or light received by the existing neighbouring residents.

The proposed extension and the other external works accord with the requirements of the more up to date Policy DP26 of the District Plan, but also with the requirements of Policies CNP 1 and CNP 10 of the Cuckfield Neighbourhood Plan and the Design Guide principles, and therefore the proposal is acceptable.

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 roof addition is modest and subordinate. This addition, together with the other associated external material alterations and new fenestration, will serve to enhance the appearance of Broad Street House in public views and in the street scene from Broad Street and London Lane.

The proposed extension and alterations accord with the requirements of Policy DP26 of the District Plan, and also with the requirements of Policies CNP 1 and CNP 10 of the Cuckfield Neighbourhood Plan and the Design Guide principles, and therefore the proposal is acceptable.

The proposal will preserve the special interest of the listed building, and the character and appearance of the Cuckfield Conservation Area. The revised proposal is therefore found to meet the requirements of District Plan Policies DP34 and DP35 and the relevant paragraphs of the NPPF.

It is considered that the proposed external works and alterations will not cause significant harm to the neighbouring amenities, or impact adversely upon their living conditions.

Consequently this application is recommended for approval.

Decision: Permission

Case Officer: Anna Tidey