

Delegated Decision

Sign off Sheet

Ref. No:	DM/25/2608	Case Officer:	Katherine Williams
Application Type:	Householder Application		
Proposal:	Proposed loft conversion with rear dormers and front conservation roof lights, and retrospective consent for alterations to fenestration.		
Site:	18 Cuckfield Road, Hurstpierpoint, Hassocks, West Sussex, BN6 9SA, , ,		
Validation Date	14 Oct 2025	Overall Expiry Date:	22 Dec 2025
Pre-Commencement Conditions Required:		Pre-Com Conditions Date Agreed:	
Recommendation:	Permission	Recommendation Date:	24 Dec 2025
Target Date:	9 Dec 2025	Recommending Officer Signature:	Katherine Williams

Date Legal Agreement Completed: (if applicable)		No of Representations:	0
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Signed and Agreed By:	Stephen Ashdown	Date:	24 Dec 2025
Comments:			

MID SUSSEX DISTRICT COUNCIL

DM/25/2608

**18 Cuckfield Road, Hurstpierpoint, Hassocks, West Sussex, BN6 9SA, ,
Proposed loft conversion with rear dormers and front conservation roof lights, and retrospective consent for alterations to fenestration.
Mr Chris Howard**

SUMMARY OF REPRESENTATION

None received

SUMMARY OF CONSULTEES

None received

PARISH COUNCIL OBSERVATIONS

The committee recommends that MSDC grant permission

INTRODUCTION

The application seeks planning permission for a proposed loft conversion with rear dormers and front conservation roof lights, and retrospective consent for alterations to the fenestration.

RELEVANT PLANNING HISTORY

04/01508/FUL - Conversion of loft space and rebuild existing conservatory. Granted
DM/21/2962 - Proposed single storey extension to the rear and roof conversion to existing detached property, together with new entrance gates. Granted
DM/25/4100 - Proposed single storey extension to the rear & roof conversion to existing detached property. Together with new entrance gates. Granted

SITE AND SURROUNDINGS

The application property consists of a large detached two storey dwelling located on the eastern side of Cuckfield Road, within the built-up area and Conservation Area of Hurstpierpoint.

The locality is characterised by detached and semi-detached dwellings of similar forms and scales but with varying detailed designs. The dwellings are set back from the highway with consistent front boundary lines and regular spacing which gives a uniformity to the character of the area. Many of the properties benefit from off street parking and mature front planting which contribute to the character of the area. A number of properties have also benefited from extensions and alterations.

The application property has a double frontage with mirroring front bay windows and a central front door which contributes to the distinctive character of the area. The dwelling has an original two storey rear projection which is centrally position and an existing single storey flat roofed rear extension, which extends around the original rear projection. The dwelling is constructed in brick, slate roof tiles and timber fenestration.

APPLICATION DETAILS

The proposed loft conversion includes 3 No. conservation style rooflights to the front roofslope with 2 No. rear pitched roof dormer windows. The dormer windows would have a width and depth of some 1.7

metres and 2.2 metres. The dormer windows would be constricted in roof tiles and hanging tiles with timber sash windows to match the existing dwelling.

The proposed plans also include the reinstatement of the southern chimney stack which was previously removed.

From a site visit to the property the fenestration for the existing single storey extension does not comply with the previously approved plans (DM/25/4100). In order to address this breach of planning control these alternatives have been added to the current application. This includes black crittel doors and windows, a southern side crittel window and a replacement first floor window to the original rear projection.

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, Hurstpierpoint and Sayers Common Neighbourhood Plan and the Site Allocation DPD.

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 Area

Hurstpierpoint and Sayers Common Neighbourhood Plan (made March 2015)

No relevant policies

Mid Sussex Site Allocations Document (DPD)

Mid Sussex District Council adopted its Site Allocations Development Plan Document on 29th June 2022. The Site Allocations DPD identifies sufficient housing sites to provide a five year housing land supply to 2031 and also makes sure that enough land is allocated to meet identified employment needs.

There are no policies deemed relevant to this application.

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.

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 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:

DPS1 - Climate Change
DPS2 - Sustainable Design and Construction
DPB1 - Character and Design
DPB2 - Listed Buildings and Other Heritage Assets
DPB3 - Conservation Areas

National Planning Policy Framework (NPPF) (December 2024)

National Planning Policy Guidance

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 on the Conservation Area
- Impact on neighbouring properties
- Biodiversity Net Gain

Design and Impact on the Conservation Area

S.72 (1) of the Planning (Listed Buildings and Conservation Areas) Act 1990 states:

'In the exercise, with respect to any buildings or other land in a conservation area, of any powers under any of the provisions mentioned in subsection (2), special attention shall be paid to the desirability of preserving or enhancing the character or appearance of that area.'

Paras 208, 210-215 of the NPPF state:

'208. Local Planning Authorities should identify and assess the particular significance of any heritage asset that may be affected by a proposal (including by development affecting the setting of a heritage asset) taking account of the available evidence and any necessary expertise. They should take this into account when considering the impact of a proposal of heritage asset, to avoid or minimise any conflict between the heritage asset's conservation and any aspect of the proposal.'

'210. In determining applications, local planning authorities should take account of:

- a) the desirability of sustaining and enhancing the significance of heritage assets and putting them to viable uses consistent with their conservation;*
- b) the positive contribution that conservation of heritage assets can make to sustainable communities including their economic vitality; and*
- c) the desirability of new development making a positive contribution to local character and distinctiveness.*

212. When considering the impact of a proposed development on the significance of a designated heritage asset, great weight should be given to the asset's conservation (and the more important the asset, the greater the weight should be). This is irrespective of whether any potential harm amounts to substantial harm, total loss or less than substantial harm to its significance.

213. Any harm to, or loss of, the significance of a designated heritage asset (from its alteration or destruction, or from development within its setting), should require clear and convincing justification. Substantial harm to or loss of:

- a) *Grade II listed buildings, or Grade II registered parks or gardens, should be exceptional;*
- b) *assets of the highest significance, notably scheduled monuments, protected wreck sites, registered battlefields, Grade I and II* listed buildings, Grade I and II* registered parks and gardens, and World Heritage Sites, should be wholly exceptional.*

214. *Where a proposed development will lead to substantial harm to (or total loss of significance of) a designated heritage asset, local planning authorities should refuse consent, unless it can be demonstrated that the substantial harm or total loss is necessary to achieve substantial public benefits that outweigh that harm or loss, or all of the following apply:*

- a) *the nature of the heritage asset prevents all reasonable uses of the site; and*
- b) *no viable use of the heritage asset itself can be found in the medium term through appropriate marketing that will enable its conservation; and*
- c) *conservation by grant-funding or some form of not for profit, charitable or public ownership is demonstrably not possible; and*
- d) *the harm or loss is outweighed by the benefit of bringing the site back into use.*

215. *Where a development proposal will lead to less than substantial harm to the significance of a designated heritage asset, this harm should be weighed against the public benefits of the proposal including, where appropriate, securing its optimum viable use.'*

Mid Sussex District Plan policy DP35 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:

- *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;*
 - *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;*
 - *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;*
 - *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;*
 - *Activities such as markets, crafts or other activities which contribute to the special character and appearance of the conservation area are supported;*
 - *New pavements, roads and other surfaces reflect the materials and scale of the existing streets and surfaces in the conservation area.*
- Development will also protect the setting of the conservation area and in particular views into and out of the area.*

New buildings of outstanding or innovative design may be acceptable in conservation areas provided that their impact would not cause material harm to the area.'

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.'*

Principle DG11 of the Mid Sussex Design Guide states: *'Heritage assets and historic landscapes should be celebrated, enhanced and preserved where appropriate, for the enjoyment of existing and future residents. Where appropriate and providing it does not cause harm to the heritage assets or their setting, they should be carefully integrated into development proposals as they help to reinforce a sense of place and local identity.'*

Elsewhere new development should generally reflect the scale of adjacent areas and the settlement context within which it is located to deliver a coherent and consistent urban fabric. There may be potential to introduce a new character / development form and massing:

- *On larger urban extensions; this will typically be within the middle of the site and associated with a new neighbourhood centre, spine road or the main open space.*
- *In town centre locations defined as coarse grain areas and nearby sites identified on the brownfield sites register.'*

Principle DG49 of the Mid Sussex Design Guide states: *'Extensions should typically use simple, uncomplicated building forms to compliment 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.'*

Principle DG52 relates to dormer windows and roof enlargements and states: *'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.'*

The proposal would be of a design, scale and materials that is in proportion and appropriate to the character of the property and the locality. The proposed rooflights would be located to the front of the dwelling and would be visible within the streetscene, and would be seen within the context of existing rooflights on neighbouring properties. The dormer windows and alterations to the fenestration would be located to the rear of the property and not visible within the streetscene. The dormer windows would be vertical in proportion with pitched roof forms, which would be visually similar to dormer windows of neighbouring properties. The proposal would result in modest additions to the roofslope which retain a majority of the roofslope and would appear subordinate within the roof.

The changes to the fenestration are materially different to those previously approved, however due to design and rear position of these alterations it is not considered to have a harmful impact on the appearance of the property of the Conservation Area. It is therefore considered that the proposal would be in keeping with the character of the area and would preserve the special interest of the Conservation Area.

It is therefore considered that the proposal would comply with policies DP26 and DP35 of the Mid Sussex District Plan.

Impact on neighbouring properties

DP26 states:

"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);"

To the southern side is No. 16 Cuckfield Road, this neighbouring property has benefited from a single storey rear extension which extends beyond the rear elevation of the application property. On the northern side is No. 20 Cuckfield Road, this neighbour has also benefited from a single storey rear extension with a close boarded fence in between the properties. The proposal would include front rooflights and rear dormer windows which would face towards the garden and highway, and would not cause harm to the amenities of these neighbours. Additionally, the existing fenestration, are in a similar position to previously approved openings and are not considered to cause harm to neighbouring properties.

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 considered to be appropriate in terms of design, size and scale to the dwellinghouse and locality, would conserve the special character of the Conservation Area, and would not cause harm the amenities of neighbouring properties. Therefore, the proposal complies with Mid Sussex District Plan policies DP26 and DP35 and with the relevant provisions of the NPPF. The application therefore accords with the Development Plan and is considered acceptable.

Decision: Permission

Case Officer: Katherine Williams