

Caroline Grist

From: [REDACTED]
Sent: 08 October 2026 16:03
To: Caroline Grist
Subject: Re: DM/26/2428 – Condition 3 – Imminent loft works
Attachments: DM26-2428 Condition3 Materials Schedule Rev_B.pdf; Michelmersh MBH.pdf
Importance: High

[REDACTED]

Dear Caroline,

Thank you for your response and for providing the example materials schedule. It was very helpful in understanding the level of detail required.

I've spent today working through the outstanding items and have now identified specific products and manufacturers for the proposed materials.

Please find attached the revised Schedule of Materials and Finishes, together with supporting product information and photographs.

The revised submission identifies:

- **Roof tiles:** Redland DuoPlain, with the existing tiles being carefully removed and reused wherever practicable. My roofer has confirmed the tile type, and identified the current matching replacement product as Redland DuoPlain Rustic Brown.
- **Dormer lead cladding:** Ecobat Code 5 rolled lead sheet, including the manufacturer's product reference and dimensions.
- **Brickwork:** Michelmersh Freshfield Lane First Quality Multi, recommended by Covers in Horsham as a suitable match to the existing house brickwork. I obtained physical samples today and photographed them against the existing wall.
- **Render:** Traditional sand-and-cement render with a fine textured finish, painted white using the proposed Dulux Trade Weathershield masonry paint. I have also exposed a small section of the existing render to confirm its construction and finish.

I hope this revised information addresses the additional details you requested and provides sufficient information for Condition 3 to be discharged.

As mentioned previously, the scaffolding is already in place, with the EcoTrus structural installation scheduled to commence on Monday 12 October. I fully appreciate your advice that the condition must be formally discharged before development commences.

Given the imminent start date and your forthcoming annual leave, I would be extremely grateful if you could review the revised information before you leave and advise whether anything further is required.

If a decision cannot be issued before your leave, would it be possible for a colleague to continue the review in your absence?

Thank you again for your assistance. I appreciate the short notice and your help in trying to resolve this.

Kind regards,

[REDACTED]

From: Caroline Grist <caroline.grist@midsussex.gov.uk>

Sent: 07 October 2026 17:29

[REDACTED]

Subject: RE: DM/26/2428 – Condition 3 – Imminent loft works

Dear Dennis,

Thank you for the email advising.

Please be advised, however, that the condition requires all of the proposed materials to be submitted and agreed prior to the commencement of any development on site. As such I would advise not making a start until this has been completed, otherwise any works done will not be lawful.

Having looked through the information supplied, further details are required. Whilst the approach of using materials to match is supported we need to know the suppliers/specific brick, tile etc/render colour that will be used so that we are satisfied with the match. We will also need to know the same level of information for the other materials, such as the lead.

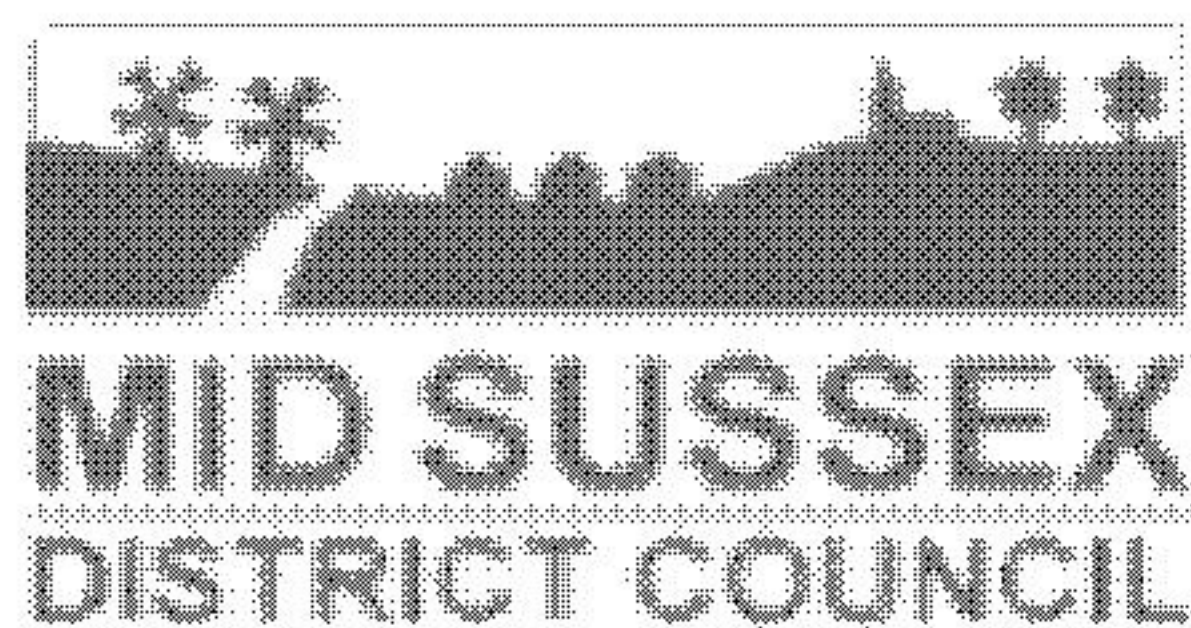
To assist, I have attached an example of an approved materials schedule which will hopefully illustrate the level of information required.

Please also be advised that tomorrow (Thursday) is my last working day before going on annual leave. I will be returning to the office on Monday 26th October.

Kind regards,
Caroline

Caroline Grist
Senior Planning Officer
Development Management

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Working together for a better Mid Sussex

[REDACTED]

Sent: 07 October 2026 16:14
To: Caroline Grist <caroline.grist@midsussex.gov.uk>
Subject: DM/26/2428 – Condition 3 – Imminent loft works

[REDACTED]

Hi Caroline,

Thank you for the acknowledgement of my Condition 3 discharge application, DM/26/2428.

I just tried to contact you at the office but you were away from your desk, I'll try to contact you again tomorrow, but in the meantime I wanted to make you aware that the loft conversion works are programmed to commence on Monday 12 October. The scaffolding is currently being erected and the EcoTrus structural materials are scheduled for delivery on Monday. I appreciate that I should have submitted the discharge application earlier, and I apologise for the late submission. This is my first time managing this type of planning process myself and I hadn't appreciated the lead time required for formally discharging the condition.

The first-floor extension over the garage is a later phase of the approved development and is not currently being constructed. That element is presently anticipated for early next year.

For the current loft works, the existing plain clay roof tiles are being removed and reused/reinstated, including on the new cottage dormer roofs.

The principal new external material requiring approval more urgently is therefore the **lead sheet cladding to the dormer cheeks and external faces**, as shown on the approved drawings.

Given that Condition 3 requires approval prior to commencement, I would be very grateful if you could review the submitted details for DM/26/2428 as soon as practicable and let me know if you require any further information or a physical sample of the proposed lead.

Many thanks,

[REDACTED]

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