

Delegated Decision

Sign off Sheet

Ref. No:	DM/26/1712	Case Officer:	Catherine Cardin
Application Type:	Householder Application		
Proposal:	Proposed garage conversions into storage and a home office		
Site:	18 Ferny Croft, Haywards Heath, West Sussex, RH16 4UP, , , ,		
Validation Date	20 Jul 2026	Overall Expiry Date:	12 Aug 2026
Pre-Commencement Conditions Required:		Pre-Com Conditions Date Agreed:	
Recommendation:	Permission	Recommendation Date:	4 Sep 2026
Target Date:	14 Sep 2026	Recommending Officer Signature:	<i>Catherine Cardin</i>

Date Legal Agreement Completed: (if applicable)		No of Representations:	0
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Signed and Agreed By:	<i>Steven King</i>	Date:	4 Sep 2026
Comments:			

MID SUSSEX DISTRICT COUNCIL

DM/26/1712

**18 Ferny Croft, Haywards Heath, West Sussex, RH16 4UP, , ,
Proposed garage conversions into storage and a home office
Mr Paul Sallis**

SUMMARY OF REPRESENTATIONS

None received.

SUMMARY OF CONSULTEES

None received.

TOWN COUNCIL OBSERVATIONS

No comment.

INTRODUCTION

The application seeks planning permission for a proposed garage conversion.

RELEVANT PLANNING HISTORY

04/02681/OUT- Outline application for residential development, based on a maximum ceiling limit of 785 units. Appeal allowed.

04/02965/FUL- Full application for all highway and infrastructure works associated with the residential development of Phases 4 and 5 of Bolnore. (Amended proposals including revised drawings and additional information). Appeal allowed.

14/00264/REM- Application for the approval of reserved matters relating to access, appearance, landscaping, layout and scale relating to application 09/02062/COND, application for the variation/removal of conditions 1, 4, 5, 12, 25, 33, 35, 42, 43, 44 and 50 associated with Outline Planning Permission 04/02681/OUT (Phases 4 and 5). Permission.

SITE AND SURROUNDINGS

The application property is a three-storey link-detached dwelling. The property is characterised by red brick, white uPVC fenestration and a plain tile roof.

The property is located within a modern housing estate within the built-up area boundary of Haywards Heath. Neighbouring properties are located to the south and west. An area of open countryside lies to the north whilst the public highway lies to the east.

APPLICATION DETAILS

The proposal would convert the existing garage so that the rear section would be used as a home office and front section would be used as storage. No external alterations to the dwelling are proposed.

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, Site Allocation Development Plan Document (DPD) and Haywards Heath 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:

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.

No relevant policies

Neighbourhood Plan

Haywards Heath Neighbourhood Plan was made in 2016.

Relevant policies:

Policy E9 - 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 is currently at Examination with initial hearings held in February/March 2026. The Council is consulting on Main Modifications which are required to ensure the plan is legally compliant and sound. 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) (August 2026)

ASSESSMENT

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

- Character and Design
- Neighbouring Amenities
- Parking Arrangements
- Biodiversity Net Gain

Character and Design

Policy DP26 of the District Plan relates to character and design. Policy E9 of the Neighbourhood Plan have a similar ethos. However, these are considered to have very limited weight as they are materially inconsistent with the NPPF, and greater weight should be given to policy DP3 of the NPPF.

Policy DP3 of the NPPF sets out the key principles for well-designed places. This sets out in part that proposals should respond to their context, so that they integrate with and enhance their surroundings; such as through the arrangement of development plots and buildings, the use of materials and architectural features, and the restoration, reuse and integration of heritage assets.

The proposal involves the conversion of an existing integral garage to habitable accommodation. No extensions or alterations are proposed to the scale, form, roofline or external appearance of the dwelling. Consequently, the development would retain the established character of the host property and would not alter its relationship with neighbouring development or the wider street scene.

As the works are largely internal and do not result in any material visual changes to the dwelling, the proposal would preserve the character and appearance of the surrounding area. The development would therefore be consistent with the design objectives of Policies DP26, Policy E9 and Policy DP3 of the NPPF.

Neighbouring Amenities

Policy DP26 in part seeks to ensure that new development does not cause significant harm to the amenities of existing nearby residents and future occupants of new dwellings. However, this policy is considered to have very limited weight as it is materially inconsistent with the NPPF, and greater weight should be given to Policies L2 and P3 of the NPPF.

Policy L2 of the NPPF relates to making effective use of land. Part L2(1dii) requires proposals to maintain *'acceptable living standards for residents and neighbours in terms of access to daylight, sunlight, privacy and external amenity space'.*

Policy P3 of the NPPF relates to living conditions and pollution. Part 2(b) of this policy requires proposals *'Not give rise to, or contribute to, an unacceptable level of access to daylight and sunlight for neighbouring residents and occupiers, or unacceptable levels of air, noise, artificial light, water, soil or other forms of pollution on or beyond the site'.*

Given that the proposal relates solely to the conversion of an existing garage and does not involve any increase in the scale or external dimensions of the dwelling, no adverse impacts are anticipated in respect of outlook, privacy, daylight, sunlight, noise or disturbance to neighbouring occupiers. The proposal is therefore considered to comply with Policy DP26 of the District Plan and Policies L2 and P3 NPPF.

Parking Arrangements

Policy DP21 of the District Plan seeks development to provide adequate car parking taking into account accessibility of development, the type, mix and use, and the availability and opportunities for public transport. It is considered that this policy has very limited weight as it is considered to be materially inconsistent with the NPPF and consideration should be given to policies TR4 and TR6 of the NPPF.

Policy TR4 of the NPPF relates to street design, access and parking. Part TR4(1e) requires proposals to *'Provide a suitable number of parking spaces for a range of transport modes where appropriate, reflecting the location and nature of the development (including its connectivity), any locally-set standards in the development plan, and including adequate provision of spaces and infrastructure that allow for the charging of electric vehicles in safe, accessible and convenient locations.'*

Policy TR6 of the NPPF relates to assessing transport impacts. Policy TR6(4) states '*Development proposals should be refused if they would have a severe adverse impact on the transport network (in terms of capacity and congestion, including cumulative impacts), or an unacceptable impact on highway safety; taking into account any mitigation measures proposed as well as any wider network improvements, including measures to support sustainable patterns of movement. This applies both during the construction phase and following completion.*'

It is noted that the proposal would result in the loss of a garage associated with the dwelling. West Sussex County Council Parking Standards Guidance (2020) outlines the County Council's approach to parking at new developments to ensure that sufficient parking is provided to meet the needs of the development while maintaining highway network operations, protecting surrounding communities and pursuing opportunities to encourage use of sustainable modes of transport. It has been confirmed that the property currently has three bedrooms. West Sussex County Council Parking Standards Guidance (2020) outlines that for a 3-bedroom dwelling in this location that 2 parking spaces should be provided. Whilst the proposal would result in the loss of a garage parking space, it is noted that the proposal would not increase the number of bedrooms or intensity of occupation of the dwelling and sufficient opportunity for on-street parking exists within the vicinity. In this instance, no severe highway impacts are anticipated.

As such the proposal is considered acceptable in terms of highway safety and parking provision. The proposal therefore complies with policies TR4 and TR6 of the NPPF and policy DP21 of the District 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.

PLANNING BALANCE AND CONCLUSION

The proposed garage conversion is considered acceptable and would not result in harm to the character or appearance of the host dwelling or surrounding area. Furthermore, the development would not cause significant harm to the amenities of neighbouring occupiers. The proposal is therefore considered to accord with Policies DP21 and DP26 of the Mid Sussex District Plan, Policy E9 of the Haywards Heath Neighbourhood Plan, the Mid Sussex Design Guide SPD and Policies DP3, L2, P3, TR4 and TR6 of the NPPF. Accordingly, planning permission is recommended for approval.

Decision: Permission

Case Officer: Catherine Cardin