

Delegated Decision

Sign off Sheet

Ref. No:	DM/26/1485	Case Officer:	Deborah Lynn
Application Type:	Householder Application		
Proposal:	Proposed single storey front extension, garage conversion, new porch and new dormer at first floor to side. Widen front first floor dormer. Loft conversion and rear dormer with PVS moved from rear roof pitch to front.		
Site:	6 Shenstone, Lindfield, Haywards Heath, West Sussex, RH16 2PU, , ,		
Validation Date	25 Jun 2026	Overall Expiry Date:	16 Jul 2026
Pre-Commencement Conditions Required:		Pre-Com Conditions Date Agreed:	
Recommendation:	Refusal	Recommendation Date:	20 Aug 2026
Target Date:	20 Aug 2026	Recommending Officer Signature:	Deborah Lynn

Date Legal Agreement Completed: (if applicable)		No of Representations:	0
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Signed and Agreed By:	Stephen Ashdown	Date:	20 Aug 2026
Comments:			

MID SUSSEX DISTRICT COUNCIL

DM/26/1485

**6 Shenstone, Lindfield, Haywards Heath, West Sussex, RH16 2PU, ,
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Ms Hughes**

SUMMARY OF REPRESENTATIONS

None received.

SUMMARY OF CONSULTEES

Not applicable.

LINDFIELD PARISH COUNCIL OBSERVATIONS

Lindfield Parish Council has no objection to the application.

INTRODUCTION

This application seeks planning permission for the following development:

Proposed single storey front extension, garage conversion, new porch and new dormer at first floor to side. Widen front first floor dormer. Loft conversion and rear dormer with PVS moved from rear roof pitch to front.

RELEVANT PLANNING HISTORY

CU/049/74 - Extension. - Permission - 20.03.1974.

CU/293/75 - Construction of a shower room. - Permission - 03.11.1975.

CU/260/79 - Single storey extension of dining room of house. - Permission - 10.10.1979.

SITE AND SURROUNDINGS

No. 6 Shenstone is a detached dwellinghouse located within a close of similar properties. The property benefits from an integral double garage with driveway to the front. The dwellinghouse has been previously extended with side extensions and a modest extension to the rear.

In terms of planning policy, the property lies within the built up area of Lindfield.

APPLICATION DETAILS

Plans show that the existing double garage will be converted and extended with a single storey front extension with bay window and porch. The front extension will project between approximately 1.6 and 3.1 metres from the front wall of the house and will measure 8.1 metres wide. A mono pitched roof is proposed which extends down from the existing catslide roof with an eaves height of 2.6 metres; a crown roof is proposed to the front porch projection which measures 3.6 metres high. A bay window is also proposed to the existing two storey front projection. The ground floor layout of the dwellinghouse is proposed to be reconfigured, with a large open plan kitchen, dining room, living room, snug and gym proposed, plus wc to the enlarged hallway.

At first floor level, the existing dormer window located on the front roof slope is proposed to be increased in width from approximately 5.5 metres wide to 7.6 metres wide allowing an ensuite shower to be formed.

A dormer window is also proposed to the rear roof slope. This is shown to measure approximately 6.05 metres wide by 2.35 metres high and 2.4 metres deep and will be clad with tile hanging. This will provide a bedroom and ensuite shower room in the roof space. Existing solar PV panels to the rear roof slope (although not shown on existing elevational drawings) are proposed to be relocated to the front roof slope.

To the southwest side elevation, an existing chimney stack is proposed to be removed and a first floor dormer extension installed above the existing ground floor addition. The proposed dormer will provide a wardrobe and ensuite bathroom for first floor bedrooms. Plans show that it will have a crown roof and measure approximately 5 metres long by 2.7 metres high and 1.6 metres wide. It will be clad with tile hanging with a tiled roof and a small window to the rear wall. Plans indicate that a flue to a wood burning stove may be installed adjacent to the dormer.

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 the Lindfield and Lindfield Rural 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.

There are no relevant policies.

Lindfield and Lindfield Rural Neighbourhood Plan

The Neighbourhood Plan was made on the 23rd March 2016.

There are no relevant policies.

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
DPS6 health and wellbeing
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

The main issues deemed relevant to the consideration of this application are:

- Design and impact on character of area
- Impact on neighbouring amenities
- Parking provision.
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Design and impact on character of area

Policy DP26 of the District Plan relates to character and design and requires all proposals, including alterations and extensions, to be well designed and reflect the distinctive character of the towns and villages while being sensitive to the countryside as well as addressing the character and scale of the surrounding buildings and landscape.

The Council's Design Guide SPD is also a material planning consideration with design principles DG49, DG50 and DG52 deemed relevant to this application.

Principle DG49 relates to general principles for extensions and recommends that '*extensions should also normally be designed to be well-integrated with the existing scale, form and massing allowing 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...

DG50 relates to front and side extensions and states in part that:

'Front extensions are more likely to be acceptable where the building line is staggered or where the dwelling is set well back from the road. They are less likely to be acceptable in streets with a strong consistent building form as they risk disrupting the underlying order.

Where front extensions are considered acceptable, they should normally be limited to a modest single storey or porch-type extension that reflect the character of the existing property.'

DG52 relates to roof extensions and loft conversions and states in part that *'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.'

Section 6.3.5 to 6.3.8 of the Design Guide concerns dormer windows and roof lights. Section 6.3.6 states that *'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.'*

Whilst the proposed porch extension to the front of the dwellinghouse will extend forward of the existing two storey hipped projection, the proposed extension is considered acceptable in terms of design, form and scale to the existing dwellinghouse and surrounding properties. The extension should be sufficiently set back from the highway such that it should not appear visually prominent within the street scene. Complementary materials should ensure that the addition blends in with the existing dwellinghouse.

The proposed dormer windows, including extension to the existing front dormer window, are considered more contentious.

The dwellinghouses in Shenstone are all detached, and whilst not identical in appearance due to various extensions and alterations over the years, have a similar style and character. Catslide roofs are a feature within the street scene with flat roof dormers present on several properties. The front dormers are relatively shallow in height, reflecting that at no. 6 which measures approximately 1.1 metres high. Yet none of the front dormer windows within the close appear wider than the existing front dormer at no. 6. As such, the proposed increase in width of the front dormer to 7.6 metres is considered inconsistent with other properties, such that the dormer would appear an elongated, discordant feature within the street scene.

To the rear, the proposed dormer window, whilst set below the ridgeline and above the eaves of the roof, is considered to appear excessively large, bulky and box-like, such that the addition would appear disproportionate in scale, dominating the rear roof slope, contrary to the Council's Design Guide. The dormer window would be visible in views from the northeastern end of the close, which wraps around the northern boundary of the property. Whilst tree screening along the northern boundary of the property helps to partially screen views within the street scene, the screening would be less verdant during winter months and could be lost at some future point. The dormer window is not considered to represent a high standard of design and would detract from the character and appearance of the close.

Likewise, the proposed dormer extension above the existing ground floor addition on the southwestern side of the dwellinghouse is considered to appear bulky and dominant. The addition would adjoin a side dormer at no. 4, which reflects that at no. 2 Shenstone, however the side dormers at both no. 2 and 4 have a conventional hipped roof with the dormers being less deep than that proposed at no. 6. The proposed side dormer at no. 6 would have a crown roof due to its depth and is considered to represent an unattractive, bulky addition to the street scene.

In view of the above, the proposed development, by reason of the proposed dormer windows and extension of an existing dormer is considered to detract from the character and appearance of the close, conflicting with policy DP26 of the District Plan and guidance as set out in the Council's Design Guide SPD.

Impact on amenity

Policy DP26 of the District Plan refers to amenity and states that development proposals should '*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*'.

The proposed development is not considered to have a harmful impact upon adjoining amenities in terms of impacting light levels, outlook or privacy.

Parking provision

Policy DP21 of the District Plan relates to Transport and states in part that development proposals should provide 'adequate car parking for the development, taking into account the accessibility of the development, the type, mix and use of the development and the availability and opportunities for public transport; and with the relevant Neighbourhood Plan where applicable.'

Plans indicate that the proposed development would not increase the number of bedrooms at the property, with 4 bedrooms remaining.

However, the proposed front extension would reduce the depth of the existing driveway.

The WSCC car parking demand calculator recommends that a 4 bed dwelling in this location has 3 off road parking spaces.

The proposed block plan indicates that the driveway would be extended to provided 3 off road parking spaces.

As such the proposal is considered to provide adequate car parking for the proposal as required by District Plan policy DP21.

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 dormer windows, by reason of their design, form and scale, would detract from the character and appearance of the dwellinghouse and appear as dominant, discordant features within the street scene to the detriment of the character and appearance of the area. The proposal therefore conflicts with policy DP26 of the Mid Sussex District Plan and the Mid Sussex Design Guide SPD.

Decision: Refusal

Case Officer: Deborah Lynn