

Delegated Decision

Sign off Sheet

Ref. No:	DM/26/0216	Case Officer:	Peter Davies
Application Type:	Householder Application		
Proposal:	Retrospective Velux window and a side door added to the existing garage and proposed rooflight to rear roof.		
Site:	11 Barnfield, Balcombe, Haywards Heath, West Sussex, RH17 6FW, , ,		
Validation Date	28 Jan 2026	Overall Expiry Date:	5 Mar 2026
Pre-Commencement Conditions Required:		Pre-Com Conditions Date Agreed:	
Recommendation:	Permission	Recommendation Date:	23 Mar 2026
Target Date:	25 Mar 2026	Recommending Officer Signature:	Peter Davies

Date Legal Agreement Completed: (if applicable)		No of Representations:	1
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Signed and Agreed By:	Steven King	Date:	23 Mar 2026
Comments:			

MID SUSSEX DISTRICT COUNCIL

DM/26/0216

**11 Barnfield, Balcombe, Haywards Heath, West Sussex, RH17 6FW, ,
Retrospective Velux window and a side door added to the existing garage and proposed rooflight
to rear roof.
Mr Carr**

REPRESENTATION RECEIVED

2 letters of representation have been received objecting to the proposal for the impact on overlooking neighbouring properties.

PARISH COUNCIL OBSERVATIONS

Balcombe Parish Council made no comments.

INTRODUCTION

The application seeks planning permission for a retrospective Velux window and door to the garage and a proposed Velux window on the rear roof slope.

RELEVANT PLANNING HISTORY

DM/18/4541 - Erection of 16 no. dwellings and associated development. Permission

DM/23/0704 - Proposed single storey rear extension. Permission

DM/25/1973 - Loft conversion proposing 2 dormers windows on the rear elevation and Velux windows on the front roof slope. Permission

SITE AND SURROUNDINGS

The application property is a large, detached dwelling located within a cul-de-sac of 16 houses which is located within the south-eastern corner of Balcombe built-up area boundary, as defined in the District Plan. The countryside, as defined in the District Plan, surrounds Barnfield to the north, east and southern sides. The application site is located within National Landscape, the High Weald Area of Outstanding Natural Beauty.

The property is of brick and tile construction and its rear garden to the north is enclosed by 2m high close boarded fencing. The dwelling has white uPVC windows and doors across ground and first floor with grey aluminium windows on the existing dormers. A road on its eastern boundary accesses two properties at the rear. The front gardens are of open plan landscaping. The site is flat.

APPLICATION DETAILS

The application seeks planning permission for a retrospective Velux window and door to the garage and a proposed Velux window on the rear roof slope. The door has been installed on the west side of the garage. A Velux rooflight has been installed on the west roof slope of the garage. A Velux rooflight is proposed to be on the north elevation serving an ensuite bathroom on the second floor.

The materials are to be grey aluminium.

Planning permission is required as permitted development rights were removed as part of application DM/18/4541.

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 Balcombe 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:

DP16 - High Weald AONB
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.

Neighbourhood Plan

Balcombe Neighbourhood Plan made in 2016.

Relevant policies:

Policy 3 - Design

Other Material Considerations

Mid Sussex District Plan 2021-2039 Consultation Draft

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
DPB1 - Character and Design
DPC4 - High Weald Area of Outstanding Natural Beauty

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)

Paragraphs 8, 11, 131 and 135 are considered to be relevant.

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 Character
- Impact on the High Weald AONB
- Impact on neighbouring properties
- Biodiversity Net Gain

Design and Character

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.'*

Policy 3 of the Balcombe Neighbourhood Plan relates to design and states in part that:

'The scale, density, massing, height, landscape design, layout and materials of all development proposals, including alterations to existing buildings, will be required to reflect the architectural and historic character and scale of the surrounding buildings and to avoid any significant detrimental effect on the landscape and natural beauty of the High Weald AONB and the significance and character or appearance of the Balcombe Conservation Area, where a building will command a view.'

A similar ethos is found within the Mid Sussex Design Guide SPD.

The proposed Velux rooflights and door are of an acceptable design and form to the character of the dwelling. The Velux rooflights would be visible from the street scene but are of appropriate material and colour.

The material and design of the door will vary from the others on the dwelling being white uPVC, however it is not visible from the street scene and is of an acceptable design.

The proposal is therefore considered to address the character of the existing dwelling and the surrounding area, and as such the proposal is deemed to comply with policy DP26 of the District Plan and policy 3 of the Balcombe Neighbourhood Plan.

Impact on the High Weald AONB

The legal framework for AONBs, (also known as National Landscapes) in England and Wales is provided by the Countryside and Rights of Way Act (CRoW) 2000 which at Section 82 reaffirms the primary purpose of AONBs: to conserve and enhance natural beauty. Section 84 of the CRoW requires Local Planning Authorities to *'take all such action as appears to them expedient for accomplishment of the purpose of conserving and enhancing the natural beauty of the AONB'*. The Levelling-up and Regeneration Act (2023) amended section 85 of the CRoW Act, to create a new duty on relevant authorities to *'seek to further the purpose of conserving and enhancing the natural beauty of the area' when discharging their functions in AONBs*. A similar ethos is found within The High Weald Area of Outstanding Natural Beauty Management Plan which is a material consideration in the determination of planning applications in the AONB.

Paragraph 189 of the NPPF states:

'Great weight should be given to conserving and enhancing landscape and scenic beauty in National Parks, the Broads and National Landscapes which have the highest status of protection in relation to these issues. The conservation and enhancement of wildlife and cultural heritage are also important considerations in these areas, and should be given great weight in National Parks.'

Policy DP16 in the District Plan seeks to protect the character of the countryside and states that development will be permitted where it maintains or where possible enhances the quality of the rural and landscape character of the District and is supported by a specific policy reference in the District Plan, Neighbourhood Plan or Development Plan Document. In this case policy DP26 is the relevant policy that supports high quality development.

The application relates to a door and 2 no. Velux rooflights to an existing dwelling. It is situated within the built-up area of Balcombe. As such the proposal would not form an isolated development within the wider landscape. Due to the development being external alterations, it is not considered to have an adverse impact on the overall landscape quality of the AONB.

As such the proposal would comply with the requirements of Policy DP16 of the District Plan, The High Weald AONB Management Plan and paragraph 189 of the NPPF.

Impact on neighbouring properties

Policy DP26 in part seeks to ensure that development:

'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);'

The neighbouring objections received relating to the proposed Velux rooflight are noted, however the Velux would serve an ensuite bathroom and would have similar views as the previously approved dormers and the windows at first floor level below. No. 15 Barnfield are located approximately 30 metres away to the north. The Velux will face onto the side of the garage of no.13 Barnfield and the front garden visible from the street scene.

The Velux already installed on the garage will serve the garage and sit approximately 2.90 metres above the floor level. The door will face onto the side boundary marked by close board fencing with parking area beyond. The Velux and door already installed will therefore not cause significant harm to neighbour amenity areas.

Therefore, the proposal is not considered to cause significant harm to neighbouring amenities and complies with the above-mentioned part of Policy DP26 of the Mid Sussex 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

In conclusion, the proposal is considered to be acceptable in terms of design, and form to the dwellinghouse and locality, would not cause significant harm to the amenities of neighbouring properties. Therefore, the proposal complies with Mid Sussex District Plan policies DP16 and DP26, policy 3 of the Balcombe Neighbourhood Plan and with the relevant provisions of the NPPF. The application therefore accords with the Development Plan and is considered acceptable.

Decision: Permission

Case Officer: Peter Davies