

Delegated Decision

Sign off Sheet

Ref. No:	DM/25/2349	Case Officer:	Tracie Axford
Application Type:	Householder Application		
Proposal:	Part garage conversion to provide a ground floor bedroom and en suite. Alterations to the existing garage including the addition of a window, new garage door and French doors at the rear. Raising of parapet and addition of a new roof covering. Addition of render to the garage front elevation.		
Site:	Darsana, The Drive, Copthorne, Crawley, West Sussex, RH10 3JZ, ,		
Validation Date	16 Sep 2025	Overall Expiry Date:	10 Oct 2025
Pre-Commencement Conditions Required:		Pre-Com Conditions Date Agreed:	
Recommendation:	Permission	Recommendation Date:	10 Nov 2025
Target Date:	11 Nov 2025	Recommending Officer Signature:	<i>Tracie Axford</i>

Date Legal Agreement Completed: (if applicable)		No of Representations:	0
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Signed and Agreed By:	<i>Stephen Ashdown</i>	Date:	11 Nov 2025
Comments:			

MID SUSSEX DISTRICT COUNCIL

DM/25/2349

**Darsana, The Drive, Copthorne, Crawley, West Sussex, RH10 3JZ,
Part garage conversion to provide a ground floor bedroom and en suite. Alterations to the existing garage including the addition of a window, new garage door and French doors at the rear. Raising of parapet and addition of a new roof covering. Addition of render to the garage front elevation.**

Mr Lyons

REPRESENTATION RECEIVED

None

SUMMARY OF CONSULTEES

Southern Water had no objections to the proposal

WORTH PARISH COUNCIL OBSERVATIONS

Worth Parish Council have deferred the decision to officer.

INTRODUCTION

The application seeks planning permission for a part garage conversion to provide a ground floor bedroom and en-suite. Alterations to the existing garage including the addition of a window, new garage door and French doors at the rear, the raising of the parapet, the addition of a new roof covering and the addition of render to the garage front elevation are proposed.

RELEVANT PLANNING HISTORY

None

SITE AND SURROUNDINGS

The application property is a two-storey detached dwelling situated on a private road leading off of the A264 on the southern edge of Copthorne. Externally, the walls are brick and tile hung on the first floor. To the rear of the property, the walls are rendered white at the ground floor level. The house is set back from the highway by a driveway which could accommodate up to four cars, a front garden and to the northern side of the property is a double garage.

APPLICATION DETAILS

The application seeks planning permission for part garage conversion to provide a ground floor bedroom and en-suite for an occupant who is disabled. Alterations to the existing garage including the addition of a window which will replace one of the existing garage doors. French doors are proposed at the rear, the raising of the parapet, the addition of a new roof covering and the addition of render to the garage front elevation 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 Copthorne 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.

Copthorne Neighbourhood Plan (made September 2021)

Relevant policies:

CNP1 - General Development Requirements

CNP15 - Car Parking

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 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:

DPB1 - Character and Design

DPS1 - Climate Change

DPS2 - Sustainable Design and Construction

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) (December 2024)

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 neighbouring properties
- Parking
- 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 CNP1 of the Neighbourhood Plan states in part:

'CNP1.1 Proposals will be supported where they sustain or reinforce the positive aspects that make up the individual character and distinctiveness of each Character Area, as defined on the Policies Map, in which they sit.

CNP1.2 Proposals for new development should not cause unacceptable harm to the amenity (including general activity, access, noise, privacy, daylight, and sunlight) of existing and future occupants, both on site and nearby.

CNP1.6 Extensions to existing buildings will be supported provided they adhere to other policies in the development plan and:

- a) Are no higher than the existing building.*
- b) Do not conflict with traditional boundary treatment of an area.*
- c) Use materials which are compatible with materials of existing/surrounding buildings.'*

The proposal is seeking permission for the conversion of the existing garage to a habitable space comprising of a bedroom and en-suite bathroom integrated into the main dwelling. Externally, to the front elevation, one of the existing garage doors will be replaced by a window in materials to match the existing dwelling, therefore addressing and maintaining the character of the area.

The conversion of the garage will include an increase to the height of the parapet of the existing garage from approximately 2.7m to 3m. The garage is sited on the side elevation of the property, and is visible from the public domain. To the front elevation, the garage will be rendered white. Whilst this will be a contrast to the front elevation of the property, the rear of the property is rendered white at the ground floor level so it will match the rear. The garage is visually separated from the main house by a gate, though it is internally connected at the rear. As such, the white render will not appear entirely out of place when viewed from the front. Furthermore, the varied architectural styles and scales of the neighbouring properties along The Drive mean that the proposed changes will not detract from the overall streetscene.

To the rear of the garage a set of French doors are proposed to replace the existing door and window, matching the existing fenestration. Therefore, in terms of character and design, the proposal complies with policy DP26 of the Mid Sussex District Plan, policy CNP1 of the Copthorne Neighbourhood Plan. and the relevant paragraphs of the NPPF.

Impact on neighbouring properties

In terms of impact on neighbouring amenities, Policy DP26 of the District Plan 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'*.

Policy CNP1.2 of the Copthorne Neighbourhood Plan states: *'Proposals for new development should not cause unacceptable harm to the amenity (including general activity, access, noise, privacy, daylight, and sunlight) of existing and future occupants, both on site and nearby.'*

Under section 38(5) of the Planning and Compulsory Purchase Act 2004 if a policy contained in a development plan for an area conflicts with another policy in the development plan, the conflict must be resolved in favour of the policy which is contained in the last document to be adopted, approved or published. As such, policy CNP1.2 of the Copthorne Neighbourhood Plan is considered to take precedence and therefore the test in this instance is whether the development causes unacceptable harm to neighbouring amenities as outlined above.

The proposed window to the front elevation of the garage and the door proposed at the rear of the garage will not have any direct views into neighbouring property private amenity spaces. Therefore it is considered that the proposal would not cause significant harm to the amenities of nearby residents in terms of overlooking, loss of privacy, loss of daylight and sunlight, noise, air and light pollution or a loss of outlook.

Therefore, in terms of neighbouring amenities, the proposal is deemed to not cause unacceptable harm and therefore complies with DP26 of the Mid Sussex District Plan and CNP1 of the Copthorne Neighbourhood Plan.

Parking

Policy CNP15 of the Neighbourhood Plan relates to car parking and states:

'CNP15.1 Developments within the defined Built up Area Boundary which would involve the loss of offroad parking spaces on a site will only be supported where alternative provision is made in accordance with CNP15.3.'

CNP15.2 Insofar as planning permission is required development proposals which would result in the loss of parking spaces within an existing garage should provide replacement parking provision in accordance with Policy 15.3

CNP15.3 New development should include car parking spaces in accordance with the greater of:

- a) The latest WSCC guidance at the time the application is submitted. OR*
- b) For residential units, provision of on-plot / off-street car parking spaces in accordance with the following table:*

<i>Number of Bedrooms</i>	<i>Number of parking spaces</i>
<i>1</i>	<i>2</i>

2	2
3	3
4+	4

CNP15.4 Where it can be demonstrated that the application of the higher standards would have a detrimental impact on the proposed development in general, and in the Historic Core character area in particular, the application of the WSCC standards and which respect the details of the site would be supported.'

Whilst there is a loss of two off-road parking spaces with the conversion of this garage there is at least four off-road parking spaces on the driveway. As such the proposal complies with the requirements of policy CNP15 of Copthorne Neighbourhood 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, size and scale to the dwellinghouse and locality, would not cause unacceptable harm to the amenities of neighbouring properties. Therefore, the proposal complies with policies DP21 and DP26 of the Mid Sussex District Plan, policy CNP1 and CNP 15 of the Copthorne 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: Tracie Axford