

Delegated Decision

Sign off Sheet

Ref. No:	DM/25/3217	Case Officer:	Anna Tidey
Application Type:	Householder Application		
Proposal:	Two no. rear-facing dormers, installation of 1 no. front-facing and 1 no. rear-facing windows and conservation rooflights to main roof.		
Site:	Hamsland House, Lewes Road, Horsted Keynes, Haywards Heath, West Sussex, RH17 7DY, ,		
Validation Date	17 Dec 2025	Overall Expiry Date:	12 Jan 2026
Pre-Commencement Conditions Required:		Pre-Com Conditions Date Agreed:	
Recommendation:	Permission	Recommendation Date:	10 Feb 2026
Target Date:	11 Feb 2026	Recommending Officer Signature:	Anna Tidey

Date Legal Agreement Completed: (if applicable)		No of Representations:	0
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Signed and Agreed By:	Stephen Ashdown	Date:	11 Feb 2026
Comments:			

MID SUSSEX DISTRICT COUNCIL

DM/25/3217

**Hamsland House, Lewes Road, Horsted Keynes, Haywards Heath, West Sussex, RH17 7DY,
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SUMMARY OF REPRESENTATIONS

No representations received.

SUMMARY OF CONSULTEES

None

PARISH COUNCIL OBSERVATIONS

Horsted Keynes Parish Council: No comments received.

INTRODUCTION

This application seeks planning permission for the addition of two rear dormers, the installation of one front facing and one rear facing second floor window and the addition of five new Conservation roof lights in the roof of a residential house, known as Hamsland House, on Lewes Road in Horsted Keynes.

RELEVANT PLANNING HISTORY

HK/007/81. Demolition of greenhouse and construction of conservatory. Approved April 1981.

SITE AND SURROUNDINGS

Hamsland House is located on the eastern side of Lewes Road on the southern approach road into the village of Horsted Keynes.

The house is an attractive two storey dwelling, with bonded brick red walls, plain tiled roofs and white traditional style sash windows with Georgian style glazing bars.

The house shares a vehicular access with neighbouring properties at The Stables and Hamsland Dairy, which extends from Lewes Road around the northern boundary of the garden at Hamsland House.

The property is located to the south of the built up area boundary of the village, in a semi rural situation with other neighbouring residential dwellings which extend along both sides of Lewes Road.

The property is located in an Amber Zone for Great Crested Newts, within open countryside and within the High Weald National Landscape (former Area of Outstanding Natural Beauty- AONB) and in the Ashdown Forest Special Protection Area (SPA) and the Special Area of Conservation (SAC).

APPLICATION DETAILS

This application seeks planning permission for alterations to the loft space and roof area to include the addition of two 1.5m wide by approx. 1.2m high flat roofed dormers. The submitted proposed elevations show that the dormers will be sited high on the rear roof slope and are to be externally finished with lead cladding. Each dormer will accommodate a sash style window to match those of the windows in the main

house. The applicant's agent has confirmed that the dormer windows will be a sliding sash in high-quality UPVC.

Other alterations include the addition of two new vertical proportioned side hung casement windows, with one in each of the front and rear roof gables. These windows measure approx. 0.8m wide by 1m high and will include a new header detail, to match the existing fenestration in the property.

The plans show the addition of a twin pair of rooflights in the front (west) facing roof slope of the house and two pairs of roof lights in the each of the north and south facing roof slopes of the main gable on the house.

All of the various proposed new windows and roof lights will serve to light new accommodation to be formed within the existing loft area. A new staircase will access an office and loft store room from the first floor landing.

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, the Horsted Keynes Neighbourhood Plan and Site Allocations DPD.

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:

- DP12 Protection and Enhancement of Countryside
- DP16 High Weald Area of Outstanding Natural Beauty
- DP17 Ashdown Forest SPA and SAC
- DP26 Character and design
- DP38 Biodiversity

Site Allocations Development Plan Document

The SADPD was adopted on 29th June 2022. It allocates sufficient housing and employment land to meet identified needs to 2031.

There are no policies deemed relevant to this application.

Neighbourhood Plan

The Horsted Keynes Neighbourhood Plan, made on May 2023.

Relevant policies:

- Policy HK1 Location of New Development
- Policy HK4 Maintaining Local Character and Good Quality Design
- Policy HK5 Infill Development and Domestic Extensions
- Policy HK9 The High Weald AONB

Other Legislation

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 (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
DPN1 Biodiversity, Biodiversity and Nature Recovery
DPB1 Character and Design
DPS6 Health and Wellbeing
DPC4 High Weald AONB

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.

High Weald AONB Management Plan 2024-2029

The High Weald Housing Design Guide 2020

High Weald National Landscape - Technical Advice Note: Dark Skies Planning Advice Note - July 2024

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 Impact upon Countryside and Ashdown Forest SPA/SAC
- Impact upon the rural setting and the High Weald National Landscape/AONB
- Impact on residential amenities
- Biodiversity Net Gain

Design and Impact upon Countryside and Ashdown Forest SPA/SAC

Policy DP26 of the District Plan seeks to promote well located and designed development, to protect valued characteristics of the built environment for their historical and visual qualities and support sustainable communities and create accessible environments. The wording of Policy DP26 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 DP29);*
- * 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.'*

Horsted Keynes Neighbourhood Plan Policies HK4 and HK5 seek to maintain local character and good quality design in all new developments. Policy HK4 refers to the following relevant criteria for good design:

'- achieving high quality design that respects the scale, bulk and character of existing and surrounding buildings; and
-using good quality materials that complement the existing palette of materials used within Horsted Keynes;'

Neighbourhood Plan Policy HK5 is relevant to development inside and outside the built up area boundary and contains various criteria for domestic extensions, which include: *'materials are compatible with materials of existing/surrounding buildings.'*

The site is located outside the built up boundary of Horsted Keynes, within the open countryside and in the Ashdown Forest Special Protection Area (SPA) and Special Area of Conservation (SAC). The relevant District Plan Policies are DP12 and DP17.

Policy DP12 seeks to maintain and enhance the quality and character of the rural area and states:

'The countryside will be protected in recognition of its intrinsic character and beauty. Development will be permitted in the countryside, defined as the area outside of built-up area boundaries on the Policies Map, provided it maintains or where possible enhances the quality of the rural and landscape character of the District, and:

- o it is necessary for the purposes of agriculture; or*
- o it is supported by a specific policy reference either elsewhere in the Plan, a Development Plan Document or relevant Neighbourhood Plan.'*

Policy DP17 seeks to prevent adverse effects on the Ashdown Forest SPA and SAC. New development likely to have a significant effect, either alone or in combination with other development, will be required to demonstrate that adequate measures are put in place to avoid or mitigate any potential adverse effects.

The proposed loft additions represent minor alterations to the appearance of the house and have been sympathetically designed to ensure they will not be out of keeping. The alterations will not impact upon the semi rural setting of the house and will not negatively impact upon public views of the site or the Ashdown Forest SPA and SAC.

Also relevant in the determination of the application is the design guidance contained in the Mid Sussex Design Guide, which seeks good design in new developments.

Design Guide Principle DG49 requires domestic extensions and alterations *'to respond to the design of the original dwelling'* and for extensions *'to 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.'

Design Guide Principle DG52 refers to Loft conversions and roof extensions. It states:

'A loft conversion is a space efficient means of extending the amount of living accommodation in a dwelling. 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.'

The proposed dormer additions are subordinate in scale to the existing roof form of the dwelling and accord with the good design guidance in the Design Guide. The external lead clad finish and inclusion of sash windows in the two proposed dormers, which are to be sited at the rear of the property, will reflect the age, character and appearance of the existing house.

The associated new gable windows and roof light additions are sympathetic in design and in appropriate in scale in their proposed locations on the building. The proposed conservation rooflights are appropriate to the age and character of the host building. Overall, the proposed roof alterations and new window additions will not harmfully impact upon the public views of Hamlands House from Lewes Road or upon the shared approach driveway to the nearby properties.

The proposed development is therefore acceptable in design terms and will accord with District Plan Policies DP12, DP17 and DP26, Neighbourhood Plan Policies HK4 and HK5, the principles of the Design Guide and the relevant provisions of the NPPF and can be supported.

Impact upon the rural setting and the High Weald National Landscape/AONB

The proposed development is located within the High Weald National Landscape (AONB), where District Plan Policy DP16 is relevant. This states:

'Development within the High Weald Area of Outstanding Natural Beauty, as shown on the Policies Maps, will only be permitted where it conserves or enhances natural beauty and has regard to the High Weald AONB Management Plan, in particular;

- *the identified landscape features or components of natural beauty and to their setting;*
 - *the traditional interaction of people with nature, and appropriate land management;*
 - *character and local distinctiveness, settlement pattern, sense of place and setting of the AONB;*
- and*
- *the conservation of wildlife and cultural heritage.*

Small scale proposals which support the economy and social well-being of the AONB that are compatible with the conservation and enhancement of natural beauty will be supported.

Development on land that contributes to the setting of the AONB will only be permitted where it does not detract from the visual qualities and essential characteristics of the AONB, and in particular should not adversely affect the views into and out of the AONB by virtue of its location or design'.

Policy HK9 similarly seeks to ensure that development proposals should conserve and enhance the landscape in the parish, stating:

'Residential development should utilise the guidance in the High Weald Housing Design Guide (2019) in order to meet the requirement for landscape-led designs which conserve and enhance the special character of the AONB and also comply with policies HK4 and HK5 of this plan.'

Also relevant in the determination of the application are Paragraphs 189-190 of the NPPF, which state:

'189. 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 and the Broads. The scale and extent of development within all these designated areas should be limited, while development within their setting should be sensitively located and designed to avoid or minimise adverse impacts on the designated areas.'

190. When considering applications for development within National Parks, the Broads and National Landscapes, permission should be refused for major development other than in exceptional circumstances, and where it can be demonstrated that the development is in the public interest. Consideration of such applications should include an assessment of:

- a) the need for the development, including in terms of any national considerations, and the impact of permitting it, or refusing it, upon the local economy;*
- b) the cost of, and scope for, developing outside the designated area, or meeting the need for it in some other way; and*
- c) any detrimental effect on the environment, the landscape and recreational opportunities, and the extent to which that could be moderated.'*

A similar ethos is found within The High Weald Area of Outstanding Natural Beauty Management Plan.

Due to the position and scale of the proposed loft and window additions it is considered that the proposed changes will not impinge negatively upon local views, upon the wider character of the area or the dark skies of the AONB. Consequently, this application accords with Policy DP16 of the Mid Sussex District Plan, the aims of Neighbourhood Plan Policy HK9 and the relevant NPPF and AONB guidance.

Impact on residential amenities

District Plan Policy DP26 and Neighbourhood Plan Policy HK5 are relevant in the determination of this application with regards to the impact of the changes on residential amenities. There is a conflict in the phrasing of these policies. District Plan Policy DP26 requires 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.'*

In contrast Policy HK5 requires that 'there is no unacceptable harm to the amenity of adjoining residents in respect of access, noise, privacy, daylight, sunlight and outlook is retained' when considering new domestic extensions.

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 HK5 of the 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.

In addition Principle DG45 in the Design Guide refers to the need to consider privacy of existing and future residents and it is noted that privacy may be affected by the relationship of buildings to each other.

The immediate neighbouring dwellings to Hamsland House are the properties to the east which share the vehicular access and driveway from Lewes Road. The nearest neighbouring property is The Stables,

which is a single storey dwelling. This is sited some 24m (approx.) to the northeast of the end of the rear garden of Hamsland House. The next nearest is Hamsland Barn, approx. 28m to the east.

Due to the scale and position of the proposed window additions, and the space between the neighbouring dwellings and Hamsland House, it is considered that their siting, scale and position would not cause unacceptable harm to the amenity of adjoining residents in respect of access, noise, privacy, daylight, sunlight and outlook of the immediate residents.

The proposal therefore accords with the requirements of the more up to date Neighbourhood Plan Policy HK5 and the aims of District Plan Policy DP26 and the relevant principles of the Design Guide.

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 loft additions, new windows and roof light additions will accord with District Plan Policies DP12, DP17 and DP26, Neighbourhood Plan Policies HK4, HK5 and HK9, the principles of the Design Guide and the relevant provisions of the NPPF. Furthermore, it is not considered that the proposal would have a negative impact on the rural setting of the area, the High Weald Landscape Area/AONB and or the Ashdown Forest SPA/SAC.

Consideration has been given to the impact of the proposed loft additions and alterations upon the neighbouring residents and the proposal has been found to comply with the requirements of the more up to date Neighbourhood Plan Policy HK5 and the aims of District Plan Policy DP26 and the relevant Design Guide principles on amenity.

Consequently the application is recommended for approval.

Decision: Permission

Case Officer: Anna Tidey