

Delegated Decision

Sign off Sheet

Ref. No:	DM/25/2576	Case Officer:	Andrew Horrell
Application Type:	Householder Application		
Proposal:	Retrospective application for the conversion of garage to ancillary accommodation including a roof extension, insertion of dormer windows, elevation changes and fenestration alterations.		
Site:	49 Marlpit Road, Sharpthorne, East Grinstead, West Sussex, RH19 4PD, , ,		
Validation Date	27 Oct 2025	Overall Expiry Date:	26 Nov 2025
Pre-Commencement Conditions Required:		Pre-Com Conditions Date Agreed:	
Recommendation:	Permission	Recommendation Date:	15 Dec 2025
Target Date:	22 Dec 2025	Recommending Officer Signature:	Andrew Horrell

Date Legal Agreement Completed: (if applicable)		No of Representations:	0
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Signed and Agreed By:	Stephen Ashdown	Date:	16 Dec 2025
Comments:			

MID SUSSEX DISTRICT COUNCIL

DM/25/2576

**49 Marlpit Road, Sharpthorne, East Grinstead, West Sussex, RH19 4PD, ,
Retrospective application for the conversion of garage to ancillary accommodation including a
roof extension, insertion of dormer windows, elevation changes and fenestration alterations.
Mr Liam Gillett**

SUMMARY OF REPRESENTATIONS

None received

SUMMARY OF CONSULTEES

None received

PARISH COUNCIL OBSERVATIONS

Objection

INTRODUCTION

Retrospective planning permission is sought for the conversion of garage to ancillary accommodation including a roof extension, insertion of dormer windows, elevation changes and fenestration alterations.

RELEVANT PLANNING HISTORY

DM/20/0229 - Conversion of Existing Garage (approved)
DM/21/3019 - Additional dormers to garage conversion (approved)

SITE AND SURROUNDINGS

The application site is a detached pitched roofed plain tiled chalet bungalow with a pitched roofed converted detached garage within a cul-de-sac off Station Road. The walls of the garage are characterised by face brickwork with flat felt roof and metal garage door.

To the north of the site is the flat roofed detached garage of No.30 Marlpit Road, to the south of the site is No.49 with close boarded fencing leading to the highway beyond, to the east of the site is high hedging and footpath to neighbours beyond and to the west of the site is the driveway leading to the highway.

The site is within the built-up area of Sharpthorne and the High Weald Area of Outstanding Natural Beauty

APPLICATION DETAILS

The garage was converted to a granny annexe in 2020 under reference DM/20/0229. The following condition was attached to this approval "The accommodation hereby permitted shall be occupied solely for purposes incidental to the occupation and enjoyment of 49 Marlpit Road as a single dwelling and shall not be used as a separate unit of accommodation, for which full planning permission will be required."

The proposal seeks to regularise ancillary use of the converted garage.

Three dormers were given approval under reference DM/21/3019.

This application seeks retrospective approval for an additional dormer to the southern roofslope with the approved dormer to the southern side elevation moved so they match the dormers approved on the northern side elevation.

The additional pitched roofed dormer measures some 2.25m in depth, 1.5m in width with a height to eaves of 0.95m and an overall height of 2m.

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 and West Hoathly Neighbourhood Plan.

National policy (which is contained in the National Planning Policy Framework and Planning Practice 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)

West Hoathly Neighbourhood Plan

The West Hoathly Neighbourhood Plan was formally made on 16 April 2015. Relevant policies:
None relevant

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:

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

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.

The High Weald Area of Outstanding Natural Beauty Management Plan 2024-2029

National Planning Policy Framework (NPPF) (July 2024)

The National Planning Policy Framework (NPPF) 2024 is also a material consideration and paragraphs 8, 11, 131, 135 and 189 are considered to be relevant to this application.

ASSESSMENT

Character and Design

DP26 of the 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;*
- 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'*

Principle DG52 of the Mid Sussex Design Guide SPD relates to loft conversion dormers and 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 previous approval DM/20/0229 for the garage conversion stated *'The proposed pitched roofed converted garage granny annexe has a size and scale is subordinate to the main dwelling. The proposed materials used will be similar to those used on the existing garage. Nonetheless, the proposed the floor plan indicates that the annexe could potentially have sufficient space and contains the majority of the basic facilities necessary for independent occupation. However, given its spatial relationship to the main house, it is not considered likely that a subdivision will occur. It is therefore not considered necessary to determine the proposal as if it were for a new dwelling. For the avoidance of doubt however, a condition can appropriately be attached to any consent making it clear that use on an independent basis would require a new planning application'.*

The proposed ancillary use will not lead to an over intensification of the site and therefore, the condition will be amended for the converted garage to be ancillary but will seek to prevent commercial or independent use.

It should be noted that a number of dormers are visible within the streetscene and three of these were granted under DM/21/3019. The proposed additional dormer is of a modest width, and it will be

constructed of materials that are similar in appearance to those used in the existing dwelling. The pitched roofed appearance is sympathetic, and they will have a rhythm with the approved dormers on the northern elevation of the building. The set down appearance from the ridge height of the roof is enough to be considered subordinate.

Therefore, in terms of character and design, the proposed complies with DP26 of the Mid Sussex District Plan and MSDC Design Guide.

Impact on High Weald AONB

The site is located within the High Weald Area of Outstanding Natural Beauty.

The legal framework for AONBs (also known as National Landscapes) in England and Wales is provided by the Countryside and Rights of Way Act 2000 (CRoW Act) which at Section 82 reaffirms the primary purpose of AONBs: to conserve and enhance natural beauty. Section 84 of the CRoW Act 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.

Policy DP16 of the Mid Sussex District Plan states:

'Development within the High Weald Area of Outstanding Natural Beauty (AONB), 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.'

Given the domestic nature of the proposal, it would not converse the scenic beauty of the High Weald AONB.

As such it would not have any adverse impact on the landscape quality of the AONB and it complies with the requirements of policy DP16 of the District Plan, High Weald AONB Management Plan 2024-2029 and paragraph 189 of the NPPF as the character of the AONB would be conserved.

Neighbouring Amenities

Policy DP26 of the Mid Sussex District Plan in part states:

'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 previous approval for the garage conversion DM/20/0229 stated '*The converted garage is circa 10m to the nearest neighbour at 3 The Old Bakery. The most affected window is the side facing ground floor kitchen window.*

Reference has been made to the impact on the proposal on daylight, and in particular the 25-degree BRE rule of thumb as applied on the now pitched roofed converted garage annexe. Using this rule of thumb, it was established that the proposed building does not breach this rule. Coupled with this the kitchen is a double aspect room so the window facing the garage of No.49 Marlpit Road is not the only source of light. Given the distance between the converted garage and No.3 Old Bakery it cannot be deemed significantly harmful in terms of overbearing.

Given the location of the additional dormer, and the distance and orientation in relation to the neighbour at No.30 Marlpit Road the level of harm cannot be seen as significant. Therefore, it is not considered that the proposal will have a significantly harmful effect upon the amenity of No.3 The Old Bakery and No.30 Marlpit Road in the manner outlined in policy DP26'.

The proposed new dormer window does not have any direct views into neighbouring properties. No harm to light or outlook will be caused to neighbouring properties. Whilst a level of overlooking may be caused from the previously approved northern dormers from oblique views toward the rear gardens of No.3-5 Old Bakery and Recreation Ground, but this is to be expected within the built-up area of Sharpthorne.

The additional dormer faces the garden of No.49 and therefore, the level of harm is not deemed significant.

As such the proposal would not cause a significant detrimental impact in terms of overlooking and loss of privacy, reduction in sunlight and daylight, a loss of outlook and noise, air and light pollution. It is therefore, considered to comply 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.

CONCLUSION

The proposed ancillary use of the converted garage and the additional dormer is considered sympathetic in terms of design and scale to the dwellinghouse and should not detract from the character of the area and is not considered to be significantly harmful to neighbouring amenities. The proposal therefore accords with policies DP16 and DP26 of the Mid Sussex District Plan, Mid Sussex Design Guide SPD and requirements of the NPPF.

Decision: Permission

Case Officer: Andrew Horrell