



Oaklands Road
Haywards Heath
West Sussex
RH16 1SS

Switchboard: 01444 458166
DX 300320 Haywards Heath 1
Email: servicesupport@midsussex.gov.uk
www.midsussex.gov.uk

For Official use

App No:

Date Rec:

Fee:

Application for Approval of Details Reserved by Condition

Town and Country Planning Act 1990 (as amended); Planning (Listed Buildings and Conservation Areas) Act 1990 (as amended)

Publication of applications on planning authority websites

Please note that the information provided on this application form and in supporting documents may be published on the Authority's website. If you require any further clarification, please contact the Authority's planning department.

Site Location

Disclaimer: We can only make recommendations based on the answers given in the questions.

If you cannot provide a postcode, the description of site location must be completed. Please provide the most accurate site description you can, to help locate the site - for example "field to the North of the Post Office".

Number

Suffix

Property Name

Address Line 1

Address Line 2

Address Line 3

Town/city

Postcode

Description of site location must be completed if postcode is not known:

Easting (x)

Northing (y)

Description

Applicant Details

Name/Company

Title

First name

Surname

Company Name

Address

Address line 1

Address line 2

Address line 3

Town/City

County

Country

Postcode

Are you an agent acting on behalf of the applicant?

☒ Yes

☐ No

Applicant Contact Details

Primary number

Secondary number

Fax number

Email address

Agent Details

Name/Company

Title

First name

Surname

Company Name

Address

Address line 1

Address line 2

Address line 3

Town/City

County

Country

Postcode

Contact Details

Primary number

***** REDACTED *****

Secondary number

Fax number

Email address

***** REDACTED *****

Description of the Proposal

Please provide a description of the approved development as shown on the decision letter

DESCRIPTION: PROPOSED TWO STOREY AND SINGLE STOREY REAREXTENSION, NEW SIDE WINDOWS AND REPLACEMENT FRONTWINDOWS

Reference number

DM/25/2875

Date of decision (date must be pre-application submission)

19/03/2026

Please state the condition number(s) to which this application relates

Condition number(s)

No development above slab level shall be carried out unless and until detailed drawings andsections at an appropriate scale and annotated to show typical examples of new externalwindows and doors.Reason: To preserve the special interest of the listed building and the Conservation Area toaccord with Policy DP34 and DP35 of the Mid Sussex District Plan 2014-2031 and Policy 4of the Slaugham Neighbourhood Plan.

Has the development already started?

- ☒ Yes
- ☐ No

If Yes, please state when the development was started (date must be pre-application submission)

04/05/2026

Has the development been completed?

- ☐ Yes
- ☒ No

Part Discharge of Conditions

Are you seeking to discharge only part of a condition?

- ☐ Yes
- ☒ No

Discharge of Conditions

Please provide a full description and/or list of the materials/details that are being submitted for approval

Wooden windows painted white.

Wooden painted side door.

Aluminium framed bi-fold doors and roof lantern. Black.

Site Visit

Can the site be seen from a public road, public footpath, bridleway or other public land?

- ☒ Yes
- ☐ No

If the planning authority needs to make an appointment to carry out a site visit, whom should they contact?

- ☒ The agent
- ☐ The applicant
- ☐ Other person

Pre-application Advice

Has assistance or prior advice been sought from the local authority about this application?

- ☒ Yes
- ☐ No

If Yes, please complete the following information about the advice you were given (this will help the authority to deal with this application more efficiently):

Officer name:

Title

First Name

***** REDACTED *****

Surname

***** REDACTED *****

Reference

2 Preston Cottages

Date (must be pre-application submission)

22/07/2026

As part of that dialogue I have previously provided Stefan with further advice on the use of uPVC at 2 Preston Cottages by email dated 13th July. I am not sure whether you will have had sight of this email, but I attach it below, for your information, as it is pertinent to the point relating to use of uPVC elsewhere within the Conservation Area.

I am aware that there are other examples of uPVC windows to a small number of houses within the Conservation Area. I have not looked in detail and the planning history of all of these buildings, but as you will note from the email below with respect to the specific example raised by your client it would appear that the uPVC windows recently installed to the façade of the White Cottage do not have the benefit of planning permission.

There are also uPVC windows to the 20th century bungalow opposite the site (Orchard House) which have been recently updated as part of an extensive refurbishment of the building, but these replaced previously existing uPVC casements, and, significantly, the building itself is not like Preston Cottages a period semi-detached cottage, but a mid 20th century bungalow of a very different character, and which does not make the same level of contribution to the Conservation Area as your client's property. This is therefore a very different context to the situation at 2 Preston Cottages.

As far as I am aware, there have been no other recent applications in the Conservation Area which would be directly relevant to or support your client's preference for uPVC , although I can think of several where the use of timber windows has been specified.

Whilst I have sympathy with your client's financial concerns, I am afraid I am also of the opinion that the use of aluminium windows throughout the house is unlikely to be supported. I do think that we may accept aluminium in the context of the bifold windows at ground level to the rear extension, but not elsewhere. I hope this if of some help, but otherwise I remain of the opinion that the material indicated on the approved elevations, i.e. painted timber, should be adhered to, for the reasons set out above.

Declaration

I/We hereby apply for Approval of details reserved by a condition (discharge) as described in the questions answered, details provided, and the accompanying plans/drawings and additional information.

I/We confirm that, to the best of my/our knowledge, any facts stated are true and accurate and any opinions given are the genuine opinions of the person(s) giving them.

I/We also accept that, in accordance with the Planning Portal's terms and conditions:

- Once submitted, this information will be made available to the Local Planning Authority and, once validated by them, be published as part of a public register and on the authority's website;
- Our system will automatically generate and send you emails in regard to the submission of this application.

☒ I / We agree to the outlined declaration

Signed

Sarah Breeze

Date

27/07/2026