

Delegated Decision

Sign off Sheet

Ref. No:	DM/26/0345	Case Officer:	Tracie Axford
Application Type:	Householder Application		
Proposal:	New dormer window and replacement rooflight		
Site:	7 South Avenue, Hurstpierpoint, Hassocks, West Sussex, BN6 9QB, , ,		
Validation Date	10 Feb 2026	Overall Expiry Date:	13 Mar 2026
Pre-Commencement Conditions Required:		Pre-Com Conditions Date Agreed:	
Recommendation:	Permission	Recommendation Date:	27 Mar 2026
Target Date:	7 Apr 2026	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:	30 Mar 2026
Comments:			

MID SUSSEX DISTRICT COUNCIL

DM/26/0345

**7 South Avenue, Hurstpierpoint, Hassocks, West Sussex, BN6 9QB, ,
New dormer window and replacement rooflight
Mr Richard Morris**

SUMMARY OF REPRESENTATIONS

None

SUMMARY OF CONSULTEES

None

HURSTPIERPOINT AND SAYERS COMMON PARISH COUNCIL OBSERVATIONS

The committee recommends that MSDC grant permission.

INTRODUCTION

This application seeks planning permission for a new rear dormer window and replacement rooflight.

RELEVANT PLANNING HISTORY

None

SITE AND SURROUNDINGS

7 South Avenue is a detached brick built dwelling set back from South Avenue. The dwelling has a slate roof. To the rear is a two storey pitched roof extension and single storey flat roofed extension.

Properties are sited on the eastern side of South Avenue and comprise of a mixture of detached and semi-detached dwellings. On the opposite side of the road is a recreation ground set at a higher level than the highway and dwellings opposite.

The application site is located within the built-up area of Hurstpierpoint. It is also within the Hurstpierpoint Conservation Area.

APPLICATION DETAILS

This application seeks planning permission for a new rear dormer window and replacement rooflight. The new pitched roof dormer will be built in place of the lower set existing rooflight and will have a maximum height of 2 metres and will measure 1.5 metres wide. It will have a maximum depth of 3.5metres. The other rooflight will be replaced with a slightly larger Conservation style rooflight.

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 the Hurstpierpoint and Sayers Common 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:

DP26 - Character and Design

DP35 - Conservation Area

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.

Hurstpierpoint and Sayers Common Neighbourhood Plan

There are no relevant policies

Other Legislation

Planning (Listed Buildings and Conservation Areas) Act 1990

Other Material Considerations

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 hearings were concluded on the 19th March 2026. The District Plan remains at Examination until the Inspector has published his report, until that time 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:

DPS1 - Climate Change

DPS2 - Sustainable Design and Construction

DPB1 - Character and Design

DPB3 - Conservation Areas

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 Conservation Area
- Impact on neighbouring properties
- Biodiversity Net Gain

Design and Character

With regards to 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); '*

The proposal is to replace one of the existing roof lights with a dormer window. The dormer cheeks will be clad in slate and will therefore match the existing roof tiles. Given its modest size, it is considered that the dormer will be subordinate to the host dwelling and with external materials to match the existing property, it will maintain the character of the dwelling. No changes are proposed to the front elevation of the property, therefore the proposals will not detract from the street scene or impact the character of the area. The new rooflight will be conservation style and will therefore also maintain the character of the dwelling. It is therefore considered that the proposal complies with policy DP26 of the Mid Sussex District Plan.

Impact on the Conservation Area

S.72 (1) of the Planning (Listed Buildings and Conservation Areas) Act 1990 states: *'In the exercise, with respect to any buildings or other land in a conservation area, of any powers under any of the provisions mentioned in subsection (2), special attention shall be paid to the desirability of preserving or enhancing the character or appearance of that area.'*

Paras 210, 219 and 220 of the NPPF state:

'210. In determining applications, local planning authorities should take account of:

- a) the desirability of sustaining and enhancing the significance of heritage assets and putting them to viable uses consistent with their conservation;*
- b) the positive contribution that conservation of heritage assets can make to sustainable communities including their economic vitality; and*
- c) the desirability of new development making a positive contribution to local character and distinctiveness.'*

219. Local planning authorities should look for opportunities for new development within Conservation Areas and World Heritage Sites, and within the setting of heritage assets, to enhance or better reveal

their significance. Proposals that preserve those elements of the setting that make a positive contribution to the asset (or which better reveal its significance) should be treated favourably.

220. Not all elements of a Conservation Area or World Heritage Site will necessarily contribute to its significance. Loss of a building (or other element) which makes a positive contribution to the significance of the Conservation Area or World Heritage Site should be treated either as substantial harm under paragraph 214 or less than substantial harm under paragraph 215, as appropriate, taking into account the relative significance of the element affected and its contribution to the significance of the Conservation Area or World Heritage Site as a whole.'

DP35 states: *Development in a conservation area will be required to conserve or enhance its special character, appearance and the range of activities which contribute to it. This will be achieved by ensuring that:*

- o New buildings and extensions are sensitively designed to reflect the special characteristics of the area in terms of their scale, density, design and through the use of complementary materials;*
- o Open spaces, gardens, landscaping and boundary features that contribute to the special character of the area are protected. Any new landscaping or boundary features are designed to reflect that character;*
- o Traditional shop fronts that are a key feature of the conservation area are protected. Any alterations to shopfronts in a conservation area will only be permitted where they do not result in the loss of a traditional shopfront and the new design is sympathetic to the character of the existing building and street scene in which it is located;*
- o Existing buildings that contribute to the character of the conservation area are protected. Where demolition is permitted, the replacement buildings are of a design that reflects the special characteristics of the area;*
- o Activities such as markets, crafts or other activities which contribute to the special character and appearance of the conservation area are supported;*
- o New pavements, roads and other surfaces reflect the materials and scale of the existing streets and surfaces in the conservation area.*

The proposal is to add a modest sized dormer to the rear elevation of the property and replace the existing rooflight with a slightly larger conservation style rooflight. Materials will match the existing dwelling. Neither of the proposals will be visible from the public domain.

It is considered that the proposals will therefore conserve the appearance and character of the conservation area in accordance with policy DP35 of the Mid Sussex District Plan.

Impact on Neighbouring Amenities

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);'

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

Due to the nature of the proposal, there would be limited impact to the amenities of existing nearby residents and future occupiers. 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. As such the proposal would comply with policy DP26 in relation to the residential amenities.

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 appropriate in terms of design, size and scale and would not cause significant harm to the amenities of neighbouring properties. It would also preserve the character and appearance of the conservation area. Therefore, the proposal complies with policies DP26 and DP35 of the Mid Sussex District Plan, the relevant paragraphs of the NPPF and is recommended for approval.

Decision: Permission

Case Officer: Tracie Axford