

From: Emily Wade <Emily.Wade@midsussex.gov.uk>
Sent: 14 September 2026 14:21:15 UTC+01:00
To: "Stefan Galyas" <Stefan.Galyas@midsussex.gov.uk>
Subject: DM/26/1808 Hazelwood House, Church Lane, Horsted Keynes

Hi Stefan

Comments on the above planning application.

Hazelwood House is an unlisted detached house located within the Horsted Keynes Conservation Area. The house dates from the latter half of the 20th century, but has been altered and extended more recently, including apparently by the replacement of the windows throughout. A detached garage is located to the south of the house, between it and the land. Planning permission for this was granted in 2000. As existing, the house makes a neutral contribution to the character and appearance of the Conservation Area. The garage is not attractive, but is also relatively well screened in views from outside the site by a change in levels (this part of the front garden being set above the road) and relatively dense hedging along the boundary.

The current proposal relates to the garage, and is for its conversion to use as a home office, pottery studio and storage room, with ancillary accommodation at loft level. Associated external alterations include glazed door and window openings to the western elevation facing onto the front garden of the house, with the openings partly concealed by timber shutters, alongside new or altered doors to the northern and eastern elevations, glazing to one gable facing the house, and an elongated rooflight. It is also proposed to clad the building in vertical timber cladding, with the existing tiled roof retained.

In my opinion, the proposed change of use is not contentious in terms of impact on the character of the Conservation Area. The proposed physical alterations to the building will create a more contemporary looking structure, but one that remains sympathetic to the context in terms of its facing materials. The proposed alterations to the openings are not considered contentious, and the use of metal framed windows and glazed doors, alongside solid timber doors, will relate appropriately to the fenestration and doors to the house. Although positioned within the front garden the building is also, as noted above, relatively well screened in public views from Church Lane.

On balance, therefore, the proposal is considered to preserve the character and appearance of the Horsted Keynes Conservation Area. This meets the requirements of paragraphs HE4- HE6 and HE9 of the NPPF, as well as District Plan Policy DP35.

I would recommend the following conditions:

- Details of facing materials

- Detailed drawings, at an appropriate large scale, including sections, and annotated to show materials and finishes, of the typical examples of new windows and external doors, including the window shutters.
- External rainwater goods and other external pipework to be of painted metal.
- The rooflight to be a flush fitting metal framed rooflight.

Thanks,

Emily

Please note that this advice is given at Officer level only and is without prejudice to the formal decision of the District Council.

Submit your planning application online.
<http://www.planningportal.gov.uk>

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