

Planning Statement

Application to discharge Condition 2 from approved planning applications DM/15/2908 and DM/19/4243.

This application has been filed to seek to address the outstanding issue of the window design of two windows on the south elevation of Postmasters, 34 High Street, Lindfield, West Sussex, RH16 2HL.

Condition 2 (DM/15/2908) states:

“Within 3 months from the date of this permission details of revised window design to be installed within the south facing wall of the single storey element shall be submitted and approved by the LPA. Thereafter the approved design shall be installed within 6 months of approval by the LPA.”

Condition 2 (DM/19/4243) states:

“Within 6 months from the date of this permission, the approved revised window design as shown on drawings HHD-ES01B Rev B and HHD-WD01B Rev B shall be installed within the south facing wall of the single storey element. Reason: To protect the character and appearance of the Conservation Area and to comply with policy DP26, DP34 and DP35 of the Mid Sussex District Plan 2014-2031

As evidenced by the above matters, there have been several attempts to resolve this aspect of the existent planning permissions DM/15/2908 and DM/19/4243, but due to the Covid 19 pandemic, illness of the owner of the property and supply issues meant that further time outside of that allocated in the application has elapsed before the window design was implemented which resulted in a breach of condition.

The issues originally raised by the Conservation Officer were the single pane modern windows and the minimal window reveal which were deemed to not fit within the Conservation Area as a multipane glazing design was deemed more suitable.

The resolution has been to refit the windows with glazing bars, and move the frames further into the reveal to mirror the aesthetic of the era to protect the character and appearance of the Conservation Area and to comply with policy B12 of the Mid Sussex Local Plan. Additionally it is worth noting that the windows are hidden from view by foliage from the road.

The owner of the property has taken steps to consult with the Planning Officer for this case, Mr Andrew Clarke, highlighting a proactive desire to regularise and resolve the above matters this outstanding issue, including organising a site visit to view the windows.

On 27th February 2025, Mr Clarke stated in his email:

Thanks for the emails and apologies for the delay providing this advice. The revisions to the windows appear acceptable and therefore in order to remedy the breach of planning control relating to the failure to comply with condition 2 of permission DM/15/2908 it will be necessary to submit a discharge of condition application to formally discharge condition 2.

Details of how to make such an application can be found at the following link (under application form number 40): <https://www.midsussex.gov.uk/planning-building/apply-for-planning-permission/> A plan and written explanation of the window design (including cils and glazing bars) should be provided with the application submission. The fee for submission of such an application is currently £43. Note this will increase to £86 from 1st April 2025.

Photos of the windows are included below with the changes made.



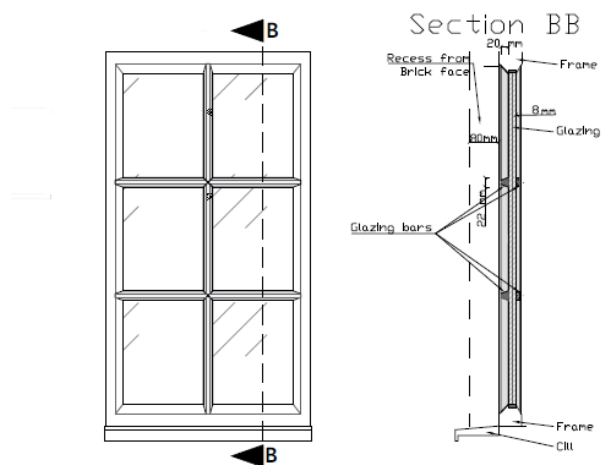
External window with traditional glazing bars creating a multipane glazing design and the frame now recessed 80mm into the reveal.



Internal window with glazing bars creating a multipane glazing design and the frame now recessed into the opening.



Dimensions of glazing bars can be seen below (or within the plans submitted within the application). These glazing bars are made from painted composite/timber in a traditional apex design on the exterior, and a modern flat bar on the interior. The colour matches other exterior window and doors to be in-keeping with the rest of the property.



Proposed Window Design

