

Delegated Decision

Sign off Sheet

Ref. No:	DM/26/1006	Case Officer:	Anna Tidey
Application Type:	Householder Application		
Proposal:	Proposed single storey side and rear extensions.		
Site:	19 Church Lane, Copthorne, Crawley, West Sussex, RH10 3QF, , ,		
Validation Date	23 Apr 2026	Overall Expiry Date:	30 Jun 2026
Pre-Commencement Conditions Required:		Pre-Com Conditions Date Agreed:	
Recommendation:	Permission	Recommendation Date:	7 Jul 2026
Target Date:	18 Jun 2026	Recommending Officer Signature:	Anna Tidey

Date Legal Agreement Completed: (if applicable)		No of Representations:	0
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Signed and Agreed By:	Steven King	Date:	8 Jul 2026
Comments:			

MID SUSSEX DISTRICT COUNCIL

DM/26/1006

**19 Church Lane, Copthorne, Crawley, West Sussex, RH10 3QF, ,
Proposed single storey side and rear extensions.
Mr And Mrs Nikki Ross**

SUMMARY OF REPRESENTATIONS

None received.

CONSULTATIONS

Flood Risk & Drainage Team: Request further supporting information to demonstrate that the proposed development will be safe from surface water flooding for the lifetime of the development.

Further comments: The additional information submitted has addressed concerns. No objection on flood risk grounds, subject to the Finished Floor Levels being set no lower than the existing and the Resistance and Resilience Measures as set out in the submitted Flood Risk Assessment. As an advisory, we suggest the Applicant considers further resistance and resilience measures suggested within the Environment Agency Standing Advice and implements any they deem appropriate due to the increased flood risk in the vicinity of this as a residential site (which are classified as 'more vulnerable'). Drainage should be managed via Building Regulations and Building Control, as necessary.

PARISH COUNCIL OBSERVATIONS

Worth Parish Council: Defer to Officer.

INTRODUCTION

This application seeks planning permission for proposed single storey side and rear extensions at No 19 Church Lane in Copthorne.

RELEVANT PLANNING HISTORY

06/00263/FUL. New rear conservatory. Approved March 2006.
WP/199/87. Two storey extension. Approved February 1988.

SITE AND SURROUNDINGS

No 19 Church Lane is a detached house located on the northern side of Church Lane and opposite the road junction with Fairway in Copthorne. The property is located in a road of established residential properties, of a variety of designs, many of which have been extended.

The property is constructed with brick walls with white UPVC windows. The gabled roof is finished with a plain tile. The house benefits from a part open front addition, which has a hipped roof which extends over the front door to create an open porch and to the side of the house to create an open canopy. At the rear the house has been extended by the addition of a glazed conservatory which adjoins a raised terrace, above the level of the rear garden.

The site falls within an area at risk of Surface Water Flooding within the built up area of Copthorne.

APPLICATION DETAILS

The application, as originally submitted, was for a single storey side extension and a full width rear extension with an associated 3.7m deep raised rear terrace. The application has been amended during the course of the determination and the extent of the works reduced in scale.

Amended plans were submitted during the course of determining the application to show a proposed single storey side extension to accommodate a new utility room on the east elevation of the house. This proposed extension is located over the side access pathway and to the rear of the existing open canopy. The addition will measure 1.9m wide by 4.4m deep. A doorway from the kitchen will allow access into the new utility room and front and rear doors in the addition will allow access from the house onto the remaining side path. The side addition will be constructed in brick with a pitched lean to roof, finished with matching roof tiles.

The proposed rear extension has been reduced from a 4.3m deep by 7.8m wide (the full house width) to an addition measuring close to the size of the existing conservatory. The amended plans show a 4m deep by 3.9m wide addition to the existing rear dining room. The extension is to be constructed in brick with a gabled roof to match the existing house. A set of glazed bifold doors are proposed in the east elevation of the extension to access the retained raised terrace. Light will be provided into the new living space from two inset rooflights and from a large gable height window located in the rear elevation of the extension.

The application has been accompanied by a Planning Statement and an original, and a more detailed, Flood Risk Assessment.

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 Copthorne 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

PP38 Biodiversity

DP41 Flood Risk and Drainage

Site Allocations Development Plan Document

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.

Neighbourhood Plan

Neighbourhood Plan - Copthorne Neighbourhood Plan - made September 2021.

Policy CNP1 - General Development Requirements

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:

DPS2 - Sustainable Design and Construction

DPS6 - Health and Wellbeing

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.

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 Impact upon the street scene
- Impact on residential amenities
- Flood risk and drainage
- Biodiversity Net Gain

Design and Impact upon the street scene

Policy DP26 of the District Plan relates to character and design and requires all proposals to be well designed and reflect the distinctive character of the towns and villages as well as addressing the character and scale of the surrounding buildings and landscape.

Also relevant in the determination of the application is Policy CNP1 of the Neighbourhood Plan which states (in part):

'CNP1.1 Proposals will be supported where they sustain or reinforce the positive aspects that make up the individual character and distinctiveness of each Character Area, as defined on the Policies Map, in which they sit.

CNP1.6 Extensions to existing buildings will be supported provided they adhere to other policies in the development plan and:

- a) Are no higher than the existing building.*
- b) Do not conflict with traditional boundary treatment of an area.*
- c) Use materials which are compatible with materials of existing/surrounding buildings.'*

This Neighbourhood Plan policy seeks development that is of a high quality and design that respects the character and scale of the surrounding buildings and incorporates appropriate materials.

The Council's adopted Design Guide is a material consideration in the determination of the application. Chapter 9 of the Design Guide relates to household extensions. Design Principle DG49 states that extensions should respond to the design of the original dwelling and local character.

Design Guide Principle DG50 refers to front and side extensions. This states that side extensions should normally be subservient to the original dwelling and typically be set back from the front of the house to help to define the original building.

Design Guide Principle DG51 refers to rear extensions. The guidance states that rear extensions that are not visible from the street and do not negatively impact on neighbouring properties can be expressed in many forms, but should consider the character of the existing building and the relationship to adjacent buildings and gardens.

The proposed side addition is located in a set back position behind the existing open canopy and as such accords with the Design Guide principle. It will be largely obscured from public vantage points from Church Lane. It is considered that the extension would not have a harmful impact upon the street scene or the overall character of the area.

The proposed rear extension will replace the existing conservatory addition, being of a similar scale on the rear elevation. It is considered to be of a subordinate scale in relation to the host dwelling, and will adjoin the existing raised terrace, which is to be retained.

The two proposed extensions would respond appropriately to the character of the existing dwelling, and the materials would match to provide a consistent finish.

The amended proposal would not be harmful to the street scene or the character of the area and is therefore considered to comply with Policy DP26 of the District Plan, Policy CNP1 of the Copthorne Neighbourhood Plan and the relevant principles of the Mid Sussex Design Guide SPD.

Impact on residential amenities

Policy DP26 of the District Plan requires development proposals to demonstrate that they will not cause significant harm to amenities of existing nearby residents (or future occupiers), taking into account matters such as impact on light, privacy and outlook.

In contrast Policy CNP1.2 of the Neighbourhood Plan requires that *'proposals for new development should not cause unacceptable harm to the amenity (including general activity, access, noise, privacy, daylight, and sunlight) of existing and future occupants, both on site and nearby.'*

Under section 38(5) of the Planning and Compulsory Purchase Act 2004 if a policy contained in a development plan for an area conflicts with another policy in the development plan, the conflict must be resolved in favour of the policy which is contained in the last document to be adopted, approved or published. As such, Policy CNP1.2 of the Neighbourhood Plan is considered to take precedence and therefore the test in this instance is whether the development causes unacceptable harm to the amenities of existing nearby residents.

In addition Principle DG45 in the Design Guide refers to the need to consider privacy of existing and future residents and it is noted that privacy may be affected by the relationship of buildings to each other.

The immediate neighbouring properties are the houses to the east at No 21 and to the west at No 17 Church Lane. The three properties are sited in a staggered layout, with No 17 set forward of No 19. Due to their siting the proposed extensions will have little impact upon the residents of that property.

The proposed side extension will bring the built form of No 19 closer to a ground floor side window at No 21, but the close board fence which is sited along the side boundary will largely screen the side wall of the addition.

Given the modest scale of the side addition, the scaled down rear extension, and the spacing of the neighbouring properties it is considered that the proposed extensions would not cause significant harm to light or outlook available to the immediate neighbours. Given the modest nature of the proposal, it is considered that the amended proposal would not cause unacceptable harm to the amenities of the nearby neighbours.

The proposal is therefore considered to comply with Policy DP26 of the District Plan, the above-mentioned part of Policy CNP1.2 of the Neighbourhood Plan and the relevant principles of the Mid Sussex Design Guide SPD.

Flood Risk and Drainage

Policy DP41 of the District Plan concerns Flood Risk and Drainage. It states in part that proposals for development should seek to reduce the risk of flooding by achieving a reduction from existing run-off rates.

The Council's Flood Risk and Drainage Team has reviewed the submitted Flood Risk Report and requested additional supporting information ahead of making further comments, which are summarised above.

The team has advised that the site lies within Flood Zone 1 and is at very low risk of fluvial flooding (risk of flooding from Main Rivers). The Risk of Flooding from Surface Water mapping indicates the site is at "Very Low" to "Medium" surface water flood risk for the present day (comparable to flood zones 1 and 3a).

Following the receipt of the amended plans, and an amended FRA, the Drainage Engineers have been reconsulted and their original concerns have been addressed. They advise that the extensions should be constructed in accordance with the Resistance and Resilience Measures as set out in the submitted Flood Risk Assessment, and with the Finished Floor Levels being set no lower than the existing. A suitably worded planning condition is therefore recommended. They have also recommended that the applicants are advised to follow resistance and resilience measures, as detailed in the Environment Agency Flood Risk Standing Advice. An Informative is recommended to provide this advice.

Subject to this planning condition and Informative the proposal is considered to accord with the aims of Policy DP41 of the Mid Sussex District Plan and the Environment Agency standing advice in respect of minor extensions.

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

The proposed extensions are considered acceptable in design terms and will not impact harmfully upon the character and appearance of the property or the street scene in this established residential road. The proposal accords with District Plan Policy DP26 and Policy CNP1 of the Copthorne Neighbourhood Plan and the relevant Design Guide Principles.

It is considered that the extensions will not cause unacceptable harm to the amenities of neighbouring amenities. The proposal accords with the aims of District Plan Policy DP26 and also with the requirements of Policy CNP1 of the Copthorne Neighbourhood Plan and the relevant principles of the Design Guide.

The proposed development has been adapted to suit the flooding risk and is considered to accord with the aims of Policy DP41 of the Mid Sussex District Plan, the Environment Agency standing advice in respect of minor extensions, paragraph 79 of the Planning Practice Guidance and the relevant provisions of the NPPF.

Consequently this application is recommended for approval.

Decision: Permission

Case Officer: Anna Tidey