

Delegated Decision

Sign off Sheet

Ref. No:	DM/25/1575	Case Officer:	Catherine Cardin
Application Type:	Householder Application		
Proposal:	Roof conversion and front single storey extension		
Site:	3 Turners Mill Close, Haywards Heath, West Sussex, RH16 1NL, , , ,		
Validation Date	25 Jun 2025	Overall Expiry Date:	13 Aug 2025
Pre-Commencement Conditions Required:		Pre-Com Conditions Date Agreed:	
Recommendation:	Refusal	Recommendation Date:	5 Sep 2025
Target Date:	20 Aug 2025	Recommending Officer Signature:	<i>Catherine Cardin</i>

Date Legal Agreement Completed: (if applicable)		No of Representations:	0
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Signed and Agreed By:	<i>Steven King</i>	Date:	5 Sep 2025
Comments:			

MID SUSSEX DISTRICT COUNCIL

DM/25/1575

**3 Turners Mill Close, Haywards Heath, West Sussex, RH16 1NL, , ,
Roof conversion and front single storey extension
Mrs Eryl Smith**

SUMMARY OF REPRESENTATIONS

None received.

SUMMARY OF CONSULTEES

None received.

TOWN COUNCIL OBSERVATIONS

No comment.

INTRODUCTION

Planning permission is sought for a roof conversion and single storey side extension.

RELEVANT PLANNING HISTORY

CU/247/77- Proposed bedroom, addition to existing single storey dwelling. Permission.
06/01100/FUL- Single storey rear extension. Permission.

SITE AND SURROUNDINGS

3 Turners Mill Close is a detached bungalow. The dwelling is set back from the highway in an elevated position. It has grey painted rendered walls, with white upvc windows and a pantile roof.

The application property lies within the built-up area of Haywards Heath. The houses in the cul-de-sac are a similar style to the application property (chalet bungalows with steep pitched roofs and gable features). To the front of the property is a steep driveway which accesses a detached garage. The street scene has an open verdant character with large areas of grass and planting. Neighbouring properties are located to the north and south. An open area of land lies to the west of the site. Highway is located to the east. To the west of the property lies Haywards Heath College.

APPLICATION DETAILS

The application seeks to construct a single storey side extension and to convert the roof to habitable accommodation. This extension would measure some 3.3 metres in width and some 2.7 metres in depth. This would extend the existing ridge line northwards and have a gabled enlargement with a height to the ridge of some 5.8 metres and a height to the eaves of some 2.2 metres. The proposed side extension would be stepped back from the front elevation by some 3.2 metres. It is proposed to install sliding doors on the rear (western) elevation ground floor. The proposed external materials would match the existing.

The roof conversion would install two windows to the front (eastern) elevation roof pitch. It is also proposed to install 2 no. floor to ceiling glazed sections on the rear first floor (western) elevation and 1 no. window on the rear (western) roof pitch. The proposed roof conversion would accommodate three bedrooms and a wet room. The proposed external materials would match the existing.

Submitted plans show it is also proposed to demolish the existing detached garage.

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 Haywards Heath 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:

DP21 - Transport

DP26 - Character and Design

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.

Neighbourhood Plan

Haywards Heath Neighbourhood Plan made in 2016.

Relevant policies:

Policy H9 - Extensions of Dwellings in Built-Up Areas

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 the stage 1 hearings were concluded on the 31st October 2024. There are unresolved objections to some of the Policies in the draft District Plan and as such, 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

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 Character
- Neighbouring Amenities
- Parking
- Biodiversity Net Gain

Design and character

Policy DP26 of the Mid Sussex District Plan relates to Character and Design and 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:

- o is of high quality design and layout and includes appropriate landscaping and greenspace;*
- o 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;*
- o creates a sense of place while addressing the character and scale of the surrounding buildings and landscape;*
- o protects open spaces, trees and gardens that contribute to the character of the area;*
- o protects valued townscapes and the separate identity and character of towns and villages;*
- o 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);*
- o creates a pedestrian-friendly layout that is safe, well connected, legible and accessible;*
- o incorporates well integrated parking that does not dominate the street environment, particularly where high density housing is proposed; o positively addresses sustainability considerations in the layout and the building design;*
- o take the opportunity to encourage community interaction by creating layouts with a strong neighbourhood focus/centre; larger (300+ unit) schemes will also normally be expected to incorporate a mixed use element;*
- o optimises the potential of the site to accommodate development'.*

The Mid Sussex Design Guide principles DG49 (general principles for extensions) states that;

'Extensions should respond to the design of the original dwelling and applicants will be expected to demonstrate how local character has informed the design proposal. Extensions should also normally be designed to be well-integrated with the existing scale, form and massing allowing the original building to remain the dominant element of the property whether it has one or several additions.'

DG50: Front and side extensions states:

'Front and side extensions are typically visible from the public realm and will be resisted where they have an adverse impact on the street scene or the appearance of a dwelling. Side extensions should normally

be subservient to the original dwelling and typically be set-back from the front of the house to help define the original building.'

Policy H9 of the Haywards Heath Neighbourhood Plan relates to domestic extensions and states that: *Extensions to existing dwellings will be permitted where it meets the following criteria:*

- o The scale, height and form fit unobtrusively with the existing building and the character of the street scene.*
- o Spacing between buildings would respect the character of the street scene.*
- o Gaps which provide views out to surrounding countryside are maintained.*
- o Materials are compatible with the materials of the existing building.*
- o The traditional boundary treatment of an area is retained and, where feasible reinforced.*
- o The privacy, daylight, sunlight and outlook of adjoining residents are safeguarded.*

NPPF section 12 seeks to achieve well designed places. Para's 131 and 135 are of particular relevance. Para 135 b) states that developments should be visually attractive as a result of good architecture, layout inter alia. C) states that development should be sympathetic to the local character including the surrounding built environment. Para 139 states that development that is not well designed should be refused, especially where it fails to reflect local design policies, taking into account supplementary planning documents such as design guides.

In terms of design and character, it is considered that the proposed side extension would be out of keeping and undermine the appearance of the existing property. The existing property is a bungalow which has strong architectural characteristics comprising of a steep pitched roof and gable features. The proposed extension by contrast, would result in a gabled roof which is larger in scale to the existing and would be overly dominant in the plot. The resulting dwelling would be excessively wide in relation to the existing arrangement and would result in an addition which is not considered to be appropriately subservient to the host dwelling. In addition, this would result in an overly complicated roof form. The application property is in an elevated position and the proposed extension would be prominent in the street scene. It would not be well integrated nor respond to the original dwelling and, in turn, would detract from the street scene. It is not considered that the proposed extension would significantly harm the residential amenity for the occupiers of adjoining houses by reason of privacy, outlook, daylight and sunlight and noise, air and light pollution. Each application is assessed by its own merit. Policy DP26 of the District Plan and Policy H9 of the Haywards Heath Neighbourhood Plan require that proposals address the character of the surrounding area and street scene, and due to the proposal's scale and design, it is not considered to do this.

Parking

Policy DP21 of the District Plan states that to meet the objectives of the West Sussex Transport Plan 2011- 2026, decisions on development proposals will take account of whether: *The scheme provides adequate car parking for the proposed development taking into account the accessibility of the development, the type, mix and use of the development and the availability and opportunities for public transport; and with the relevant Neighbourhood Plan where applicable;*

It is noted that the proposal would result in the loss of one parking space associated with the dwelling. West Sussex County Council Parking Standards Guidance (2020) outlines the County Council's approach to parking at new developments to ensure that sufficient parking is provided to meet the needs of the development while maintaining highway network operations, protecting surrounding communities and pursuing opportunities to encourage use of sustainable modes of transport. It has been confirmed that the property currently has four bedrooms. West Sussex County Council Parking Standards Guidance (2020) outlines that for a 3-bedroom dwelling in this location that 2 parking spaces should be provided. There is an external parking space in front of the existing garage to accommodate two cars, which would remain. It is therefore considered that, in this instance, the proposal would be acceptable in terms of highways impact.

Therefore, the proposal is deemed to comply with policy DP21 of the Mid Sussex District Plan and the WSCC Parking Standards Guidance.

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

It is recommended that permission be refused. It is considered that the proposed side extension and roof conversion would be out of keeping with the design and character of the existing property and street scene. It would not integrate nor respond well to the original dwelling and would not contribute positively to the street scene. Therefore, the proposal fails to accord with policy DP26 of the Mid Sussex District Plan, policy H9 of the Haywards Heath Neighbourhood Plan, the relevant principles of the MSDG and national policy contained within the NPPF.

Decision: Refusal

Case Officer: Catherine Cardin