

Delegated Decision

Sign off Sheet

Ref. No:	DM/25/2249	Case Officer:	Andrew Horrell
Application Type:	Householder Application		
Proposal:	Proposed first floor extension above ground floor		
Site:	17 Southlands, East Grinstead, West Sussex, RH19 4DB, , , ,		
Validation Date	19 Sep 2025	Overall Expiry Date:	10 Oct 2025
Pre-Commencement Conditions Required:		Pre-Com Conditions Date Agreed:	
Recommendation:	Permission	Recommendation Date:	13 Nov 2025
Target Date:	14 Nov 2025	Recommending Officer Signature:	Andrew Horrell

Date Legal Agreement Completed: (if applicable)		No of Representations:	1
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Signed and Agreed By:	Stephen Ashdown	Date:	14 Nov 2025
Comments:			

MID SUSSEX DISTRICT COUNCIL

DM/25/2249

**17 Southlands, East Grinstead, West Sussex, RH19 4DB, , ,
Proposed first floor extension above ground floor
Mr Ben Smith**

SUMMARY OF REPRESENTATIONS

No.15 Southlands has objected on the following grounds:

- Loss of light
- Outlook
- Party Wall

SUMMARY OF CONSULTEE COMMENTS

None received

TOWN COUNCIL OBSERVATIONS

No comment

INTRODUCTION

Planning permission is sought for a first-floor extension over existing ground floor.

RELEVANT PLANNING HISTORY

02/00765/FUL - Proposed timber decking to rear of property (approved)

DM/21/1047 - Single storey front extension. (approved)

DM/23/1258 - Proposed single storey rear extension. Description amended 19.06.2023 to include raised terrace above rear extension, amended plans received showing extension and terrace reduced in width. (approved)

SITE AND SURROUNDINGS

No. 17 Southlands is a detached 1960s house located in a large plot on the southwestern side of the road.

The dwellinghouse sits at a lower level to the road and has been extended to the front with a porch and a single storey extension that adjoins a single garage.

Land levels fall to the rear (southwest) of the dwellinghouse, providing a lower ground floor area (consisting of a boot room and wc) to the rear. A raised timber decked area with storage area underneath adjoins the house.

The site is within the built-up area of East Grinstead.

APPLICATION DETAILS

The proposed first floor side extension measures 4.378m in depth, 3.06m in width with an approximately height to eaves of 5.2m and an overall height of 7.6m. This will serve the master bedroom and create a dressing room and en-suite.

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, the Sites Allocations Development Plan Document (DPD) and the East Grinstead 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)

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

East Grinstead Neighbourhood Plan (made November 2016)

Relevant policies:

EG3 (Promoting Good Design)

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 stage 1 hearings were concluded on the 31st October 2024. There are unresolved objections to some of the policies in the draft District Plan. 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:

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)

The National Planning Policy Framework (NPPF) 2024 is a material consideration. Paragraphs 8, 11, 131 and 135 are considered to be relevant to this application.

ASSESSMENT

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);*
- *creates a pedestrian-friendly layout that is safe, well connected, legible and accessible;*
- *incorporates well integrated parking that does not dominate the street environment, particularly where high density housing is proposed;*
- *positively addresses sustainability considerations in the layout and the building design;*
- *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;*
- *optimises the potential of the site to accommodate development."*

East Grinstead Neighbourhood Plan policy EG3 states:

'Planning permission will normally be granted where development proposals meet the following criteria:

- o *The form of the proposed development is proportionate and in keeping with the scale, height, materials and site coverage of the surrounding area;*
- o *The layout of the proposed development respects the topography and character of the site, protects important landscape features and does not harm adjoining amenity;*
- o *The proposal does not result in the loss of buildings or spaces that would have an unacceptable impact on the character of the area;*
- o *The proposal ensures satisfactory means of access for vehicles and pedestrians and provides adequate parking, cycle storage and refuse facilities on site;*
- o *The design of new buildings and the layout of spaces, including footways, car and cycle parking areas, should be permeable and provide connectivity with neighbouring areas;*
- o *New development must be inclusive and where appropriate make satisfactory provision for the safe and easy access for those with mobility impairment; and*
- o *The design of new developments must result in the creation of a safe and secure environment and incorporate adequate security measures and features to deter crime, fear of crime, disorder and anti-social behaviour; and*
- o *Proposals make provision for green infrastructure and biodiversity enhancement.'*

The Mid Sussex Design Guide is also considered to be relevant and principle DG49 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'.

Principle DG50 of the Mid Sussex Design Guide relates specifically to side extensions and states:

'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.

The gaps between dwellings can sometimes positively contribute to articulating (for example, through the consistent rhythm of repeated houses) and adding interest in a street frontage or by providing views / visible connections to the surrounding countryside. Side extensions will therefore need to appropriately respond to the character of the street form and will not normally be accepted where they close an important gap and view'.

The first-floor side extension is set back and subservient to the existing dwelling. The proposal will use matching materials to the existing.

Therefore, in terms of character and design, the proposal complies with policies DP26 of the Mid Sussex District Plan, EG3 of the East Grinstead Neighbourhood Plan, the Mid Sussex Design Guide SPD and the relevant paragraph of the NPPF.

Neighbouring Amenities

In terms of impact on neighbouring amenities, Policy DP26 of the District Plan states that it must be demonstrated that any 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.

The threshold for the related policy within the East Grinstead neighbourhood Plan EG3 states:

'The layout of the proposed development respects the topography and character of the site, protects important landscape features and does not harm adjoining amenity'.

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. Consequently, policy DP26 of the Mid Sussex District Plan is considered to take precedence and therefore the test in this instance is whether the development causes significant harm to neighbouring amenities as outlined above.

The proposed first floor extension is close to the mutual boundary with No.15. The most affected rooms on the ground floor is a utility room lean-to which is characterised by rooflights and a bathroom on the first floor with a side facing frosted glass window.

Given the proposed use of the affected rooms at neighbouring No.15, harm to light and outlook is not deemed significant as they are non-habitable rooms as outlined within the 2022 BRE Site Layout Planning For Daylight and Sunlight: A Guide to Good Practice.

Whilst there is an additional first floor rear window, this will be no more harmful than the existing first floor windows and a degree of overlooking is expected within the built up area.

Therefore, in terms of neighbouring amenities, the proposal is deemed to comply with DP26 of the Mid Sussex District Plan and EG3 of the East Grinstead Neighbourhood Plan.

Other Matters

The neighbour at No.15 has raised Party Wall agreement, this is not a planning issue and is a private matter between the two neighbours. The submitted drawings show the extension wholly within the curtilage of No.17.

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.

CONCLUSION

In conclusion, the proposal is considered to be appropriate in terms of design, size, and scale to the dwellinghouse and locality and would not cause significant harm to the amenities of neighbouring properties. The application is also exempt from the requirement to provide biodiversity net gain.

Therefore, the proposal complies with Mid Sussex District Plan policy DP26 and policy EG3 of the East Grinstead Neighbourhood Plan, the relevant principles of the Mid Sussex Design Guide SPD as well as the relevant provisions of the NPPF. The application therefore accords with the Development Plan and is considered acceptable.

Decision: Permission

Case Officer: Andrew Horrell