

## Delegated Decision

### Sign off Sheet

|                                              |                                                            |                                        |                     |
|----------------------------------------------|------------------------------------------------------------|----------------------------------------|---------------------|
| <b>Ref. No:</b>                              | DM/25/2153                                                 | <b>Case Officer:</b>                   | Peter Davies        |
| <b>Application Type:</b>                     | Householder Application                                    |                                        |                     |
| <b>Proposal:</b>                             | Proposed porch and single storey rear extension.           |                                        |                     |
| <b>Site:</b>                                 | 16 Manor Close, Burgess Hill, West Sussex, RH15 0NN, , , , |                                        |                     |
| <b>Validation Date</b>                       | 2 Sep 2025                                                 | <b>Overall Expiry Date:</b>            | 7 Nov 2025          |
| <b>Pre-Commencement Conditions Required:</b> |                                                            | <b>Pre-Com Conditions Date Agreed:</b> |                     |
| <b>Recommendation:</b>                       | Permission                                                 | <b>Recommendation Date:</b>            | 14 Nov 2025         |
| <b>Target Date:</b>                          | 28 Oct 2025                                                | <b>Recommending Officer Signature:</b> | <i>Peter Davies</i> |

|                                                        |  |                               |   |
|--------------------------------------------------------|--|-------------------------------|---|
| <b>Date Legal Agreement Completed: (if applicable)</b> |  | <b>No of Representations:</b> | 0 |
|--------------------------------------------------------|--|-------------------------------|---|

|                              |                        |              |             |
|------------------------------|------------------------|--------------|-------------|
| <b>Signed and Agreed By:</b> | <i>Stephen Ashdown</i> | <b>Date:</b> | 17 Nov 2025 |
| <b>Comments:</b>             |                        |              |             |

## **MID SUSSEX DISTRICT COUNCIL**

**DM/25/2153**

**16 Manor Close, Burgess Hill, West Sussex, RH15 0NN, , ,  
Proposed porch and single storey rear extension.  
Mr And Mrs Jackson**

### **REPRESENTATION RECEIVED**

None received.

### **SUMMARY OF CONSULTEES**

#### **Ecology**

No objection subject to a condition to secure biodiversity enhancements and an informative in the event that there is evidence of bats to ensure they are protected.

#### **Southern Water**

No objection

### **TOWN COUNCIL OBSERVATIONS**

The Committee of 15th September would Recommend Approval.

### **INTRODUCTION**

The application seeks planning permission for a proposed single storey rear extension and front porch.

### **RELEVANT PLANNING HISTORY**

DM/25/2150 - Proposed rear dormer with a hip to gable enlargement. Permission

### **SITE AND SURROUNDINGS**

The application site is a semi-detached bungalow located at the end of the cul-de-sac Manor Close, within the built-up area boundary of Burgess Hill.

The application property has a hipped roof and is constructed from white painted brick, interlocking roof tiles and white uPVC fenestration. The dwelling is set back from the highway with off street parking to the front and a detached garage set back behind the dwelling on the north side. The locality is characterised by semi-detached bungalows of a similar scale and design.

### **APPLICATION DETAILS**

The application seeks planning permission for a single storey rear extension and front porch. The rear extension will replace an existing single storey rear extension and have a width and depth of 7.50 metres and 5.50 metres. the extension will have a flat roof with a height of 2.85 metres with roof lights protruding a further 0.15 metres. The extension will have sliding doors and a large window on the west elevation and a floor to ceiling window on the north elevation. The extension will be constructed from brick to match the existing dwelling with white fenestration.

The proposed front porch will have a width and depth of 3.10 metres and 1.0 metre. The porch will have a pitched roof with an eaves height of 2.65 metres and an overall height of 3.70 metres. The porch will be open with an oak frame with roof tiles to match the existing dwelling.

A door on the north side elevation is to be bricked up and an existing window is to be changed to a door.

## **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 Burgess Hill 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.

### **Burgess Hill Neighbourhood Plan (made January 2016)**

Relevant policies:

No relevant policies

## **Other Material Considerations**

### **Mid Sussex District Plan 2021-2039 Consultation Draft**

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:

DPS1 - Climate Change

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)

Paragraphs 8, 11, 131 and 135 are considered to be relevant.

#### National Planning Policy Guidance

### **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
- Impact on neighbouring properties
- Other Matters
- Biodiversity Net Gain

### **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.'*

Principle DG49 of the Mid Sussex Design Guide states: *'Extensions should typically use simple, uncomplicated building forms to compliment and coordinate with the scale, form and massing of the original dwelling. The design approach may benefit from coordinating with the existing pattern of window and door openings as well as employing facing materials to match those of the existing dwelling. Otherwise it should demonstrate the appropriateness of the alternative approach.'*

Principle DG50 relates to front extensions and in part states: *'Front extensions are more likely to be acceptable where the building line is staggered or where the dwelling is set well back from the road.'*

*They are less likely to be acceptable in streets with a strong consistent building form as they risk disrupting the underlying order.*

*Where front extensions are considered acceptable, they should normally be limited to a modest single storey or porch-type extension that reflect the character of the existing property.'*

Principle DG51 relates to rear extensions and states: *'Rear extensions which are not visible from the street and do not negatively impact on neighbouring properties can be expressed in many forms, including by adopting a contemporary architectural approach. With reference to DG49, they should nevertheless have consideration for the character of the existing building and the relationship of the extension with the side boundaries and adjacent buildings and gardens.'*

The proposed extension is large in scale, however it is considered to be of a design and form which would be acceptable to the existing dwelling and the character of the area. The extension is replacing an existing extension of a similar design but with an increased depth. The extension will not be visible from the street scene and will be constructed from materials to match the existing dwelling.

The proposed porch extension is considered to be of a design, form and scale which would be proportionate and appropriate to the existing dwelling and the character of the area. The porch would be visible from the street scene but will be constructed from appropriate materials.

The proposal is therefore considered to comply with policy DP26 of the District Plan and the relevant principles of the Mid Sussex Design Guide SPD.

### **Impact on neighbouring properties**

DP26 of the Mid Sussex District Plan seeks to ensure that 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 (see Policy DP29).'*

The proposed extension would be located within close proximity to the shared boundary with no. 15 Manor Close to the south. The boundary is marked by close board fencing and no.15 has an existing rear extension up to the shared boundary and will therefore not cause significant harm to the amenity area of no. 15, by means of enclosure, loss of light or overlooking.

The extension is approximately 7 metres from the rear boundary of the property which backs onto 30 Northway. The extension is single storey of a modest height with a flat roof and with openings facing into the application property garden and will therefore not cause significant harm to neighbour amenity areas.

The proposed porch is of modest size overlooking onto the street scene and will therefore not cause significant harm to neighbour amenity areas.

The proposal is therefore, considered to comply with the above-mentioned part of Policy DP26 of the Mid Sussex District Plan.

### **Other Matters**

Ecology have commented on the application and with a condition for biodiversity enhancements and an informative for the protection of bats should there be any evidence of bat roosts. The application property is located in an residential area and within the built-up area boundary of Burgess Hill. The condition to secure biodiversity enhancements is not considered reasonable for this proposal.

Southern Water have provided comments on the proposal and state surface water should not be disposed of into a public foul sewer and that any new connection would require a new sewer connection application to be submitted and approved by Southern Water.

### **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**

In conclusion, the proposal is considered to be acceptable in terms of design, size and scale to the dwellinghouse and locality, would not cause significant harm to the amenities of neighbouring properties. Therefore, the proposal complies with Mid Sussex District Plan policy DP26 and with the relevant provisions of the NPPF. The application therefore accords with the Development Plan and is considered acceptable.

Decision:       Permission

Case Officer: Peter Davies