

Delegated Decision

Sign off Sheet

Ref. No:	DM/25/2205	Case Officer:	Peter Davies
Application Type:	Householder Application		
Proposal:	Proposed single storey rear extension.		
Site:	5 Park Road, Burgess Hill, West Sussex, RH15 8EU, , , ,		
Validation Date	1 Sep 2025	Overall Expiry Date:	3 Oct 2025
Pre-Commencement Conditions Required:		Pre-Com Conditions Date Agreed:	
Recommendation:	Permission	Recommendation Date:	24 Oct 2025
Target Date:	27 Oct 2025	Recommending Officer Signature:	Peter Davies

Date Legal Agreement Completed: (if applicable)		No of Representations:	0
--	--	-------------------------------	---

Signed and Agreed By:	Steven King	Date:	24 Oct 2025
Comments:			

MID SUSSEX DISTRICT COUNCIL

DM/25/2205

**5 Park Road, Burgess Hill, West Sussex, RH15 8EU, , ,
Proposed single storey rear extension.
Mr And Mrs Cooper**

REPRESENTATION RECEIVED

None received.

SUMMARY OF CONSULTEES

MSDC Conservation Officer

The application site, 5 Park Road, is one half of a handed pair of semi-detached houses located to the south side of Park Road within the St Johns Road Conservation Area. Although the Council does not have an adopted character appraisal for this Area, the Council's document 'Conservation Areas in Mid Sussex' contains a brief high level analysis of the key features contributing to its character and appearance. These include:

'o the well spaced reasonably large town houses along Park Road and Crescent Road; ...
o the variety of substantial residential properties dating from most of the periods of the town's development from the latter half of the 19th century to the present day...'

The houses at 5-7 Park Road date from the late 19th or early 20th century and are an imposing, symmetrically designed pair in a broadly Queen Anne revival style, with some Arts and Crafts inspired elements. The house pair retain period features including projecting bay windows over two and a half storeys, tile hung to the upper floors, recessed porches with flanking brick pilasters and terracotta 'sunflower' tiled panels, gabled dormer windows, prominent brick chimneys and casement windows with stained glass or multi-pane glazing to the upper part. While the front elevation of the building facing over Park Road is the more visually prominent, the rear also has character, retaining for the most part the symmetry of the pair and features such as sash windows.

The current proposal is for a single storey rear extension. This follows on from refusal of a similar proposal of an unsympathetic form and design which was refused on grounds of adverse impact on the character and appearance of the area.

There is further relevant planning history at the adjacent property (7 Park Road), where planning permission has recently been granted for a single storey rear extension, the latest application being an amendment to a previous similar approval (DM/25/1835). This application, and its predecessor, were subject to amendment during their course following on from initially adverse Officer comments, in order to ensure that the character of the rear elevation of the building, including the surviving symmetry of the house pair, is preserved. In particular, the character of the most recently approved extension respects that of the existing rear lean-to outshots, which appear to be original or reflecting the original appearance of this part of the building, in consisting of a solid lean-to to the outer edge of the elevation, and a stepped back largely glazed lean-to at the centre.

This original arrangement of adjacent solid and largely glazed lean-tos at rear ground floor is also shown in a handed form at no. 5 Park Road and is considered to contribute positively to the characteristic symmetry of the villa pair.

The current proposal at no. 5 removes both of the existing lean-to elements and replaces them with a single extension under a lean-to roof.

Although I would not in the context of the recent approvals at no. 7 consider that the principle of removing the existing structures and construction of a replacement extension is contentious, I do consider that the current proposal fails to respect key aspects of the existing character of the building, including the symmetry with no. 7, and therefore detracts from the character and appearance of the Conservation Area.

In particular, the proposal does not respect the existing differentiation between the solid and glazed outshots to the building, which as noted above, is an original feature of the design of the villa pair, and which is preserved in the recently approved scheme at no. 7. I would recommend that the detailed design and facing and roofing materials are reconsidered to better reflect this existing dual character. Ideally, a step would also be introduced to the rear elevation to reflect the existing set back of the glazed outshot. The fenestration/extent of glazing should also be amended to respect the different natures of the existing solid and glazed outshots to the building. The applicant may wish to refer to the approved plans for 7 Park Road (DM/25/1835) to understand the approach that was taken here and which has gained approval.

For these reasons, as it stands, I would consider that as submitted the proposal results in harm to the character and appearance of the St John's Conservation Area, contrary to the requirements of District Plan Policy DP35. In terms of the NPPF it results in less than substantial harm to the significance of the asset, at the lower end of that scale, such that the balancing exercise set out in paragraph 215 will apply.

TOWN COUNCIL OBSERVATIONS

The Committee of 15th September would Recommend Approval.

INTRODUCTION

The application seeks planning permission for the demolition of the existing lean-to conservatory and lean-to rear protrusion and replaced with a single storey rear extension.

RELEVANT PLANNING HISTORY

DM/25/0326 - Proposed single storey rear extension. Refused

SITE AND SURROUNDINGS

The application property is a semi-detached three-storey dwelling located on the south side of Park Road. The dwelling is set back from the highway with off street parking.

The existing dwelling is set within a relatively large plot with ample garden amenity space stretching out to the south in a linear format. The existing property displays a strong degree of symmetry to its principal elevation featuring a three storey tile hung bay and pitched dormer at second floor level whilst possessing a shared central chimney stack. The existing dwelling is composed of red brick, hanging tile cladding, white rendered finish to the rear exterior walls, concrete interlocking clay roof tiles and white painted timber fenestration.

The rear elevation conservatory features a low level rendered wall, a polycarbonate sheet roof and white painted timber fenestration.

The sites locality features an eclectic mix of detached and semi-detached dwellings set back from the roadside with some variation in dwelling size throughout the street scene. A number of town houses can be observed within the locality of some age, predominantly from between the 19th century to the present time.

With regard to policy constraints, the site is located within the Burgess Hill built up area and is set within the St Johns Conservation Area.

APPLICATION DETAILS

The application seeks planning permission to demolish the existing brick built lean-to and the conservatory on the rear (southern) elevation. In their place a single storey rear extension is proposed. The extension would have a width of approximately 9.20 metres and a depth of 3.0 metres on the east side and 5.0 metres on the west side. The extension would have a lean to roof with an eaves height of 2.80 metres and an overall height of 3.90 metres. The extension will have heritage conservation rooflight on the lean to roof slope. The rear elevation will feature 3 bifold doors and 3 sliding doors and the east side elevation will feature 1 window.

The extension will be constructed from Wienerberger Olde Wells Rustica Brick with a slate roof and black powder coated aluminium fenestration. The side elevation of the extension will be finished in silicone render to match the existing side elevation of the dwelling.

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
DP35 - Conservation Areas

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:

Policy H1- Protecting and Enhancing Heritage Assets and Conservation Areas.

Other Legislation

Planning (Listed Buildings and Conservation Areas) Act 1990

Section 72(1) - Special attention to be paid to preserving or enhancing the character or appearance of a conservation area

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 stage 1 hearings were concluded on the 31st October 2024. There are unresolved objections to the some of 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

DPB3 - Conservation Areas

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

Ministerial Statement and Design Guide

ASSESSMENT

It is considered that the main issues that need to be considered in the determination of this application are as follows;

- Impact on the Conservation Area
- Design and Character
- Impact on neighbouring properties
- Biodiversity Net Gain

Impact on the Conservation Area

Section 72 (1) of the Planning (Listed Buildings and Conservation Areas) Act 1990 states 'In the exercise, with respect to any buildings or other land in a conservation area, of any powers under any of the provisions mentioned in subsection (2), special attention shall be paid to the desirability of conservation preserving or enhancing the character or appearance of that area.'

In terms of the impact on the St Johns, Conservation Area, policy DP35 of the Mid Sussex District Plan states:

'Development in a conservation area will be required to conserve or enhance its special character, appearance and the range of activities which contribute to it. This will be achieved by ensuring that:

- o New buildings and extensions are sensitively designed to reflect the special characteristics of the area in terms of their scale, density, design and through the use of complementary materials;*
- o Open spaces, gardens, landscaping and boundary features that contribute to the special character of the area are protected. Any new landscaping or boundary features are designed to reflect that character;*
- o Traditional shop fronts that are a key feature of the conservation area are protected. Any alterations to shopfronts in a conservation area will only be permitted where they do not result in the loss of a traditional shopfront and the new design is sympathetic to the character of the existing building and street scene in which it is located;*

- o Existing buildings that contribute to the character of the conservation area are protected. Where demolition is permitted, the replacement buildings are of a design that reflects the special characteristics of the area;
 - o Activities such as markets, crafts or other activities which contribute to the special character and appearance of the conservation area are supported;
 - o New pavements, roads and other surfaces reflect the materials and scale of the existing streets and surfaces in the conservation area.
- Development will also protect the setting of the conservation area and in particular views into and out of the area.
- New buildings of outstanding or innovative design may be acceptable in conservation areas provided that their impact would not cause material harm to the area.'

Policy H1 of the Burgess Hill Neighbourhood Plan notes that: 'Proposals within the Burgess Hill Conservation Areas will be required to preserve and enhance their special character or appearance. Support will be given to undertaking/updating appraisals and management plans for each Conservation Area.'

Paras 210, 212-215 of the NPPF state:

'210. In determining applications, local planning authorities should take account of:

- a) the desirability of sustaining and enhancing the significance of heritage assets and putting them to viable uses consistent with their conservation;*
- b) the positive contribution that conservation of heritage assets can make to sustainable communities including their economic vitality; and*
- c) the desirability of new development making a positive contribution to local character and distinctiveness.*

212. When considering the impact of a proposed development on the significance of a designated heritage asset, great weight should be given to the asset's conservation (and the more important the asset, the greater the weight should be). This is irrespective of whether any potential harm amounts to substantial harm, total loss or less than substantial harm to its significance.

213. Any harm to, or loss of, the significance of a designated heritage asset (from its alteration or destruction, or from development within its setting), should require clear and convincing justification. Substantial harm to or loss of:

- a) grade II listed buildings, or grade II registered parks or gardens, should be exceptional;*
- b) assets of the highest significance, notably scheduled monuments, protected wreck sites, registered battlefields, grade I and II* listed buildings, grade I and II* registered parks and gardens, and World Heritage Sites, should be wholly exceptional.*

214. Where a proposed development will lead to substantial harm to (or total loss of significance of) a designated heritage asset, local planning authorities should refuse consent, unless it can be demonstrated that the substantial harm or total loss is necessary to achieve substantial public benefits that outweigh that harm or loss, or all of the following apply:

- a) the nature of the heritage asset prevents all reasonable uses of the site; and*
- b) no viable use of the heritage asset itself can be found in the medium term through appropriate marketing that will enable its conservation; and*
- c) conservation by grant-funding or some form of not for profit, charitable or public ownership is demonstrably not possible; and*
- d) the harm or loss is outweighed by the benefit of bringing the site back into use.*

215. Where a development proposal will lead to less than substantial harm to the significance of a designated heritage asset, this harm should be weighed against the public benefits of the proposal including, where appropriate, securing its optimum viable use.'

The application relates to an unlisted, semi-detached dwelling located within the St Johns Conservation Area. The Proposal has been reviewed by the Conservation Officer, who has commented on the application. The pair of dwellings are late 19th or early 20th century, and it has been advised that whilst

the front of the building facing over Park Road is the more visually prominent side, the rear also has character, retaining for the most part the symmetry of the pair and features such as sash windows.

With regards to the proposed development, the Conservation Officer has concluded that the existing lean-to and conservatory are considered to contribute positively to the characteristic symmetry of the villa pair with the proposal to remove both of these and replace with a single extension with lean-to roof. The current proposal fails to respect the key aspects of the existing character of the building and the symmetry with no. 7 and therefore detracting from the character and appearance of the Conservation Area. However, the Conservation Officer has noted that the principle of a rear extension is not contentious following the recent approval at no. 7 and with the detailed design, facing and roofing materials reconsidered would allow the proposal to better reflect the existing dual character.

The Conservation Officers comments are noted, however as the proposed extension is to the rear of the property and not visible from the public realm it is considered that it would have a neutral impact on the St Johns Conservation Area. As such it is considered that the proposed extension would not have a harmful impact on the St Johns Conservation Area and accords with policy DP35 of the Mid Sussex District Plan, Policy H1 of the Burgess Hill Neighbourhood Plan and the NPPF.

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 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 of an acceptable scale, form and design to the existing dwelling. The extension will be constructed from a red brick similar in appearance to the existing brick used in the construction of the dwelling and the use of render to match the existing. The extension will be single storey and not be visible from the street scene, therefore would not have an adverse impact on the street scene.

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 is up to the shared boundary with no. 7 Park Road to the west which is marked by close board fencing. The extension is single storey with no overlooking into the neighbouring amenity areas. Additionally, no. 7 has been granted planning permission for a single storey rear extension up to the shared boundary in application DM/24/2278.

The extension has a window on the east side, however this will face onto the side of an outbuilding within the curtilage of the application property and will therefore not cause significant harm to amenities of any neighbouring properties.

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

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, scale and form, would preserve the character of the Conservation Area and would not cause significant harm to the amenities of neighbouring properties. Therefore, the proposal complies with Mid Sussex District Plan policies DP26 and DP35, and policy H1 of the Burgess Hill Neighbourhood Plan, 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