

## Delegated Decision

### Sign off Sheet

|                                       |                                                                                                                                                                                              |                                 |                |
|---------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------|----------------|
| Ref. No:                              | DM/25/1967                                                                                                                                                                                   | Case Officer:                   | Andrew Horrell |
| Application Type:                     | Householder Application                                                                                                                                                                      |                                 |                |
| Proposal:                             | Demolition of an existing dwelling. Erection of a new extension to the retained dwelling comprising single storey living and bedroom accommodation.<br>Extension to existing rear deck area. |                                 |                |
| Site:                                 | Mill House Annexe, Old Hollow, Copthorne, Crawley, West Sussex, RH10 4TB,<br>,                                                                                                               |                                 |                |
| Validation Date                       | 12 Aug 2025                                                                                                                                                                                  | Overall Expiry Date:            | 23 Oct 2025    |
| Pre-Commencement Conditions Required: |                                                                                                                                                                                              | Pre-Com Conditions Date Agreed: |                |
| Recommendation:                       | Permission                                                                                                                                                                                   | Recommendation Date:            | 24 Oct 2025    |
| Target Date:                          | 7 Oct 2025                                                                                                                                                                                   | Recommending Officer Signature: | Andrew Horrell |

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

|                       |                 |       |             |
|-----------------------|-----------------|-------|-------------|
| Signed and Agreed By: | Stephen Ashdown | Date: | 24 Oct 2025 |
| Comments:             |                 |       |             |

## **MID SUSSEX DISTRICT COUNCIL**

**DM/25/1967**

**Mill House Annexe, Old Hollow, Copthorne, Crawley, West Sussex, RH10 4TB,  
Demolition of an existing dwelling. Erection of a new extension to the retained dwelling  
comprising single storey living and bedroom accommodation. Extension to existing rear deck  
area.**

**Ben Ashmore**

### **SUMMARY OF REPRESENTATIONS**

None received

### **SUMMARY OF CONSULTEES**

MSDC Street Naming and Numbering: Please can you ensure that the street naming and numbering informative is added to any decision notice granting approval in respect of the planning applications listed below as these applications will require address allocation if approved.

### **PARISH COUNCIL OBSERVATIONS**

Defer to Officer

### **INTRODUCTION**

Planning permission is sought for the demolition of an existing dwelling and the erection of a new extension to the retained dwelling comprising single storey living and bedroom accommodation with an extension to the existing rear deck area.

### **RELEVANT PLANNING HISTORY**

DM/24/3042 - Application made under Section 191 of the Town and Country Planning Act 1990 to establish the lawfulness of 2no. independent residential dwellings (Use Class C3) and associated operational development. (Approved)

### **SITE AND SURROUNDINGS**

The application site consists of two single storey pitched roofed buildings with the building to the north labelled Dwelling 1 and the building to the south labelled as Dwelling 2. Dwelling 1 is characterised by timber clad walls, brown clay roof tiles and grey uPVC window and door frames. Dwelling 2 is characterised by timber clad walls, felt and corrugated metal roofing and timber window and door frames. Existing rear decking to Annexe 1.

The surrounding area is rural in its nature and it consists of woodland, open countryside and sporadic residential development. The private amenity spaces for the dwellings are located to the west of the dwellings and parking spaces are located to the east of the dwellings.

The site is accessed through a private track that is located to the east of the site and leads to another private road to the south of the site which leads to Old Hollow located to the west of the site, to the south of the site is the garden of Mill House and to the north is close boarded fencing to woodland to fields beyond.

The site is outside of the built-up area of Copthorne.

### **APPLICATION DETAILS**

Dwelling 2 is to be demolished. This dwelling measures approximately 4.8m in depth, 11.65m in width with a height to eaves of 2.35m and an overall height of 4.2m. The attached sloped roofed woodstore is also to be removed which measures 2.35m in depth, 4.2m in width with a height to eaves of 1.65m and an overall height of 2.2m.

The proposed side extension measures approximately 5.75m in depth, 13m in width with a height to eaves of 2.1m and an overall height of 4.1m to match the eaves and ridge height of the existing dwelling 1. This serves a living room, two bedrooms, a shower room and a hallway.

A front extension to serve a front porch approximately measures 1.5m in depth, 2.7m in width with a height to eaves of 2.4m an overall height of 3.6m.

The existing rear decking area approximately measures 4.5m depth, 10m in width with a height of 0.6m is to be enlarged to approximately measures 4.5m in depth, 17.4m in width with a height of 0.6m.

## **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 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:

DP12 - Protection and enhancement of countryside

DP21 - Transport

DP26 - Character and Design

WSCC Guidance on Parking at New Developments - September 2020

### **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.

### **Copthorne Neighbourhood Plan**

The Copthorne Neighbourhood Plan was formally made by the Council on 29th September 2021.

Relevant policies:

CNP1.1 - Design and Character

CNP1.2 - Neighbouring Amenities

CNP1.6 - Residential Extensions

CNP15 - Car Parking

CNP9 - CA2 - Agricultural Belt

### **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:

DPC1 - Protection and Enhancement of the Countryside

DPB1 - Character and Design

DPT4 - Parking and Electric Vehicle Charging Infrastructure

### *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**

### **Protection and Enhancement of the Countryside**

Policy DP12 of the District Plan is relevant to development in rural areas and states, in part:

*'The countryside will be protected in recognition of its intrinsic character and beauty. Development will be permitted in the countryside, defined as the area outside of built-up area boundaries on the Policies Map, provided it maintains or where possible enhances the quality of the rural and landscape character of the District, and:*

- o it is necessary for the purposes of agriculture; or*
- o it is supported by a specific policy reference either elsewhere in the Plan, a Development Plan Document or relevant Neighbourhood Plan.'*

CNP9 of the Copthorne Neighbourhood Plan has a similar ethos.

Given the domestic nature of the proposal, it is therefore considered to protect the intrinsic character and beauty of the countryside.

Due to the above, the proposal complies with DP12 of the Mid Sussex District Plan

### **Design and Character**

DP26 of the 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;*
- 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'*

Policy CNP1 of the Neighbourhood Plan 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.'*

Policy CNP12 of the Neighbourhood Plan states (in part):

*'CNP12.1*

*As appropriate to their scale and nature development proposals within the defined Character Area 5:*

- should deliver high quality development which takes account of their immediate locality. In particular development proposals should sustain and where practicable reinforce the positive aspects of the character area and respond positively to the identified sensitivity to change matters included in sections 4.10 and 4.11 of the Copthorne Heritage and Character Assessment (May 2019).'*

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 and side extensions and 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*

*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 loss of dwelling 2 is regretted, although it is noted it was previously an outbuilding formalised into a dwelling by a lawful development certificate.

The proposed extension is a modest enlargement in relation to the demolished dwelling 2. It will use matching materials and would be visually similar to the existing dwelling 1.

The proposed porch is a modest enlargement to the existing dwelling and complies with DG50 of the Mid Sussex Design Guide.

The enlarged decking is a fair enlargement to the existing decking, however it is modest in height and would not be visible from the streetscene.

The proposal therefore complies with policy DP26 of the Mid Sussex District Plan, policies CNP1 and CNP12 of the Copthorne Neighbourhood Plan and principles DG49 and DG50 of the Mid Sussex Design Guide.

## **Highways Matters and Parking Standards**

Policy DP21 of the District Plan relates to transport and states in part that:

*'...Decisions on development proposals will take account of whether:*

- The scheme is sustainably located to minimise the need for travel noting there might be circumstances where development needs to be located in the countryside, such as rural economic uses (see policy DP14: Sustainable Rural Development and the Rural Economy);*
- Appropriate opportunities to facilitate and promote the increased use of alternative means of transport to the private car, such as the provision of, and access to, safe and convenient routes for walking, cycling and public transport, including suitable facilities for secure and safe cycle parking, have been fully explored and taken up;*
- The scheme is designed to adoptable standards, or other standards as agreed by the Local Planning Authority, including road widths and size of garages;*
- 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;*
- Development which generates significant amounts of movement is supported by a Transport Assessment/ Statement and a Travel Plan that is effective and demonstrably deliverable including setting out how schemes will be funded;*
- The scheme provides appropriate mitigation to support new development on the local and strategic road network, including the transport network outside of the district, secured where necessary through appropriate legal agreements;*
- The scheme avoids severe additional traffic congestion, individually or cumulatively, taking account of any proposed mitigation;*
- The scheme protects the safety of road users and pedestrians; and*
- The scheme does not harm the special qualities of the South Downs National Park or the High Weald Area of Outstanding Natural Beauty through its transport impacts.*

*Where practical and viable, developments should be located and designed to incorporate facilities for charging plug-in and other ultra-low emission vehicles.'*

Paragraph 115 of the NPPF states; *'Development should only be prevented or refused on highways grounds if there would be an unacceptable impact on highway safety, or the residual cumulative impacts on the road network would be severe.'*

The proposal does not seek to alter the existing vehicular entrance to the site and due to the nature of the application it is considered that a similar level of vehicular movements will occur at the site. As such it is not considered to adversely impact the wider road network.

As a new bedroom is proposed, parking standards needs to be assessed.

Policy CNP15 of the Neighbourhood Plan relates to car parking and at CNP15.1 states that *'developments within the defined Built up Area Boundary which would involve the loss of off-road parking spaces on a site will only be supported where alternative provision is made in accordance with CNP15.3.'*

Policy CNP15.3 states that:

*'New development should include car parking spaces in accordance with the greater of: The latest WSCC guidance at the time the application is submitted. OR For residential units, provision of on-plot / off-street car parking spaces in accordance with the following table:*

| <i>Number of Bedrooms</i> | <i>Number of parking spaces</i> |
|---------------------------|---------------------------------|
| 1                         | 2                               |
| 2                         | 2                               |
| 3                         | 3                               |
| 4+                        | 4'                              |

The proposed dwelling is a three-bedroom dwelling, however more than 4 off road car parking spaces will remain to the front of the dwellinghouse.

The WSCC Car Parking Demand Calculator recommends that a dwelling with 3 bedrooms in this location has 3 off road parking spaces. As such, it is considered that sufficient off-road parking will remain, thereby according with policy DP21 of the District Plan and policy CNP15 of the Neighbourhood Plan.

## **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.

Policy CNP1.2 of the Copthorne Neighbourhood Plan states:

*'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 and CNP2.1 (c) of the Copthorne Neighbourhood Plan is considered to take precedence and therefore the test in this instance is whether the development causes unacceptable harm to neighbouring amenities as outlined above.

Principle DG47 of the Mid Sussex Design Guide SPD relates to neighbouring amenities in terms of light and states:

*'All dwellings should benefit from daylight and sunlight levels that conform to BRE (Better Regulation Executive) standards'.*

Given the single storey nature of the proposal and it comprises of a similar footprint to dwelling 2 and the detached relationship with the neighbouring properties, significant harm is therefore not deemed to be caused by the proposal in relation to neighbouring amenities.

Therefore, unacceptable harm will not be caused. Therefore, in terms of neighbouring amenities, the proposal complies with DP26 of the Mid Sussex District Plan and CNP1.2 of the Copthorne Neighbourhood 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. Under the statutory framework for biodiversity net gain this application comprises of development on which the impact would be on less than 25sqm of onsite habitat and 5 metres of linear habitats such as hedgerows is exempt from providing biodiversity net gain.

#### **PLANNING BALANCE AND CONCLUSION**

The proposal is deemed in character with the existing dwelling and the wider streetscene, it would not harm the rural character, complies with parking standards and highway safety and the harm on neighbouring amenities is not deemed unacceptable.

The proposal is considered to accord with Policies DP12, DP21 and DP26 of the Mid Sussex District Plan, CNP1.1, CN1.2, CNP1.6, CNP9 and CNP12 of the Copthorne Neighbourhood Plan, Mid Sussex Design Guide SPD and the requirements of the NPPF. The application is therefore recommended for approval.

Decision:       Permission

Case Officer: Andrew Horrell