

Delegated Decision

Sign off Sheet

Ref. No:	DM/26/1016	Case Officer:	Tracie Axford
Application Type:	Householder Application		
Proposal:	The proposed works includes a rear single storey extension		
Site:	19 Fairfield Road, Burgess Hill, West Sussex, RH15 8QB, , , ,		
Validation Date	23 Apr 2026	Overall Expiry Date:	29 May 2026
Pre-Commencement Conditions Required:		Pre-Com Conditions Date Agreed:	
Recommendation:	Permission	Recommendation Date:	18 Jun 2026
Target Date:	18 Jun 2026	Recommending Officer Signature:	<i>Tracie Axford</i>

Date Legal Agreement Completed: (if applicable)		No of Representations:	0
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Signed and Agreed By:	<i>Steven King</i>	Date:	18 Jun 2026
Comments:			

MID SUSSEX DISTRICT COUNCIL

DM/26/1016

**19 Fairfield Road, Burgess Hill, West Sussex, RH15 8QB, , ,
The proposed works includes a rear single storey extension
Mr And Mrs Henderson**

SUMMARY OF REPRESENTATIONS

None

SUMMARY OF CONSULTEES

None

TOWN/PARISH COUNCIL OBSERVATIONS

Burgess Hill Town Council recommends approval

INTRODUCTION

The application seeks planning permission for a proposed single-storey rear extension.

RELEVANT PLANNING HISTORY

None

SITE AND SURROUNDINGS

The application site is a two-storey mid-terrace dwelling located to the eastern side of Fairfield Road within the Fairfield Conservation Area and the built-up area of Burgess Hill. The property is of traditional construction with rendered white external walls beneath a pitched tiled roof and features a two-storey bay window to the front elevation.

The dwelling is set back from the highway behind a hard-surfaced front driveway providing off-street parking.

The surrounding area is predominantly residential in character, comprising a mix of terraced and semi-detached dwellings of similar scale and appearance. Front gardens along the street have, in many cases, been converted to hardstanding for vehicle parking.

APPLICATION DETAILS

The application seeks planning permission for a proposed single-storey extension to the rear of the property. The existing dwelling is L-shaped and currently has a sunroom measuring 2.7 metres by 2.1 metres infilling some of the recessed space between the kitchen and the boundary with the neighbour. The proposal is to demolish the sunroom and replace it with a pitched roof single-storey storey extension, completely infilling this recessed section. The roof will have velux rooflights and there will be glazed doors from the rear leading out to the garden. The extension will measure approximately 4.2 metres in length and have a width of 2.2 metres. It will have a maximum overall height of 3.8 metres and an eaves height of 2.6 metres. Externally the wall above the garden door will be rendered to match the existing 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 the 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

The Burgess Hill Neighbourhood plan was made in 2016.

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

Other Legislation

Planning (Listed Buildings and Conservation Areas) Act 1990

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 hearings were concluded on the 19th March 2026. The District Plan remains at Examination until the Inspector has published his report, until that time 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)

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
- Impact on the Conservation Area
- 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 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 proposal is to demolish the sunroom and replace it with a pitched roof single-storey storey extension, completely infilling this recessed section. The roof will have velux rooflights and there will be glazed doors from the rear leading out to the garden. The extension will measure approximately 4.2 metres in length and have a width of 2.2 metres. It will have a maximum overall height of 3.8 metres and an eaves height of 2.6 metres. Externally the wall above the garden door will be rendered to match the existing dwelling. It is noted that the neighbouring property has a similar rear extension to this proposed extension.

The application is therefore considered acceptable in terms of design, form and scale and complies with policy DP26 of the Mid Sussex District Plan and principles DG49 and and 51 of the Mid Sussex Design Guide.

Impact on neighbouring properties

In terms of impact upon neighbouring amenities Policy DP26 in part 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 will have limited impact on the neighbouring property in terms of outlook, privacy or light as it remains at a single-storey height and does not extend beyond the rear elevation of the property. The velux rooflights proposed will not result in any significant impact of overlooking to the neighbour. Therefore, in terms of neighbouring amenities, the proposal is considered to comply with DP26 of the Mid Sussex District Plan.

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 Fairfield 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:*

- 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;*
- 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;*
- 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;*
- 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;*
- Activities such as markets, crafts or other activities which contribute to the special character and appearance of the conservation area are supported;*
- 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.'*

Paragraphs 210, 212 - 215 of the NPPF are relevant.

The application relates to an unlisted, mid-terraced dwelling located within the Fairfield Conservation Area. The proposed extension to the house is modestly scaled and is considered appropriately subordinate to the existing building and due to its siting, would not be visible in public views.

It is therefore considered that it will not have an impact on the conservation area and complies with policy DP35 of the Mid Sussex District Plan.

As such it is considered that the proposed extension accords with policy DP35 of the Mid Sussex District Plan, Policy H1 of the Burgess Hill Neighbourhood Plan and the NPPF.

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: Tracie Axford