

Delegated Decision

Sign off Sheet

Ref. No:	DM/26/0959	Case Officer:	Tracie Axford
Application Type:	Householder Application		
Proposal:	Proposed single storey side extension		
Site:	67 Haywards Road, Haywards Heath, West Sussex, RH16 4HX, , , ,		
Validation Date	23 Apr 2026	Overall Expiry Date:	18 May 2026
Pre-Commencement Conditions Required:		Pre-Com Conditions Date Agreed:	
Recommendation:	Permission	Recommendation Date:	19 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>Joanne Fisher</i>	Date:	19 Jun 2026
Comments:			

MID SUSSEX DISTRICT COUNCIL

DM/26/0959

67 Haywards Road, Haywards Heath, West Sussex, RH16 4HX, , ,
Proposed single storey side extension
Duncan Fisher

SUMMARY OF REPRESENTATIONS

None received

SUMMARY OF CONSULTEES

Southern Water: *'The development site is not located within Southern Water's statutory area for water supply.'*

HAYWARDS HEATH TOWN COUNCIL OBSERVATIONS

No comment.

INTRODUCTION

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

RELEVANT PLANNING HISTORY

There is no relevant planning history for this site.

SITE AND SURROUNDINGS

The application property is a two storey semi-detached dwellinghouse which forms one half of a pair of semi-detached properties on the eastern side of Haywards Road, which is within an Area of Townscape Character and within the built up area of Haywards Heath.

The locality is characterised by mainly semi-detached dwellings with all the properties set back evenly on both sides of the highway with distinctive front building lines, which gives long distant views of the properties along the highway. The semi-detached dwellings are of symmetrical design and form with many properties benefiting from front feature bay windows. The detached dwellings within the streetscene vary in form and design.

The property has a brick exterior with white upvc fenestration. To the front of the property is a paved space for parking behind a low level brick wall. The driveway runs along the side of the property with spaces for up to 2 vehicles. A detached garage forms part of this plot, but it is set back towards the rear of the property along the boundary with no. 69 Haywards Road.

APPLICATION DETAILS

The application seeks planning permission for a single-storey L-shaped side extension, and the demolition of the existing garage. It will measure 4.4 metres at its widest point and measure 11 metres in length. It will have an overall maximum height of 3.3 metres. Externally, the walls are proposed to be brick, with timber doors to the storage areas, a dark grey flat roof and dark grey bi-fold doors to the rear. 3 rooflights are proposed.

The existing dwelling is L-shaped, and the extension will infill the recessed area, however it will extend beyond the side elevation of the property, but will not extend beyond the rear elevation of the property.

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 Haywards Heath 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:

DP21 - Parking

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.

Haywards Heath Neighbourhood Plan (made December 2016)

Relevant policies:

E9 - Design

H9 - Building Extensions

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 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

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.

WSCC Guidance on Parking at New Developments - September 2020

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 parking
- 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'*

Policy E9 of the Haywards Heath Neighbourhood Plan states:

'Developers must demonstrate how their proposal will protect and reinforce the local character within the locality of the site. This will include having regard to the following design elements:

- height, scale, spacing, layout, orientation, design and materials of buildings,*
- the scale, design and materials of the development (highways, footways, open space and landscape), and is sympathetic to the setting of any heritage asset,*
- respects the natural contours of a site and protects and sensitively incorporates natural features such as trees, hedges and ponds within the site,*
- creates safe, accessible and well-connected environments that meet the needs of users,*
- Will not result in unacceptable levels of light, noise, air or water pollution,*
- Makes best use of the site to accommodate development,*
- Car parking is designed and located so that it fits in with the character of the proposed development.'*

Policy H9 of the Haywards Heath Neighbourhood Plan states:

'Extensions to existing dwellings will be permitted where it meets the following criteria:

- The scale, height and form fit unobtrusively with the existing building and the character of the street scene.*
- Spacing between buildings would respect the character of the street scene.*
- Gaps which provide views out to surrounding countryside are maintained.*
- Materials are compatible with the materials of the existing building.*
- The traditional boundary treatment of an area is retained and, where feasible reinforced.*
- The privacy, daylight, sunlight and outlook of adjoining residents are safeguarded.'*

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 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 extension represents an increase of 2.3 metres to the side elevation beyond the existing side elevation. The extension will have an overall length of 11 metres from the rear elevation of the property towards the front, however will remain set back from the front elevation by 6.3 metres. The single storey extension will have a flat roof with a maximum height of 3.3 metres and will 3 rooflights to allow light into the internal space.

On the side elevation, there will be a window and half glazed door into the bootroom, and bifold doors from the rear section of the extension. A set of bi-fold doors will provide access to the rear garden from the proposed extension.

The garage to be demolished measures approximately 3 metres wide and has a length of 5.6 metres and has a pitched roof with an overall height of 3.8 metres. It is set towards the rear of the dwelling along the boundary with no. 69.

The proposed external materials will match those of the existing dwelling. Due to its single-storey design, the extension is considered a subordinate addition to the host property. Furthermore, it is set back from the front elevation and will replace the existing garage, resulting in only a minimal impact on the street scene. The surrounding area is characterised by a mix of property types, scales and sizes, many of which have been altered or extended over time. As such, the proposal would not appear out of character with the established pattern of development.

It is therefore considered that, in terms of scale, form and materials that the proposed extension would appear subordinate to the host dwelling and not have a harmful impact on the character of the dwelling and the character of the street scene. The proposal is therefore considered to comply with policy DP26 of the District Plan and policies E9 and H9 of the Haywards Heath Neighbourhood Plan.

Impact on neighbouring properties

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);'

Policy H9 states that proposals should "safeguard" adjoining neighbours amenity whereas policy DP26 of the MSDP states that development should 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. There is therefore some conflict between the District Plan and Neighbourhood Plan in this respect.

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 DP26 of the MSDP 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 existing garage on the application site is located alongside a garage/outbuilding within the neighbouring property, creating an established built form along the shared boundary. The proposed bi-fold doors serving the living space would be set back from the neighbouring property and, given the presence of the garage/outbuilding on the boundary, opportunities for direct overlooking would be limited. In addition, the proposed doors and windows within the side elevation would serve a boot room and storage area rather than habitable accommodation. As such, these openings would not result in any significant loss of privacy to neighbouring occupiers. Overall, it is considered that the proposal would not give rise to unacceptable overlooking or adverse impacts on neighbouring residential amenity.

Accordingly, the proposal is considered to comply with the provisions of DP26 of the Mid Sussex District Plan in terms of neighbouring amenities.

Impact on Parking

Policy DP21 of the District Plan states that to meet the objectives of the West Sussex Transport Plan 2011- 2026, decisions on development proposals will take account of whether: *'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;'*

West Sussex County Council Parking Standards Guidance (2020) outlines the County Council's approach to parking at new developments to ensure that sufficient parking is provided to meet the needs of the development while maintaining highway network operations, protecting surrounding communities and pursuing opportunities to encourage use of sustainable modes of transport.

As a result of the proposal, the existing garage will be demolished, Therefore the garage parking space would be lost. There would be no change to the number of external parking spaces on the driveway, which can accommodate 3 cars.

It has been confirmed that the property currently has five bedrooms. West Sussex County Council Parking Standards Guidance (2020) outlines that for a 4-bedroom dwelling in this location that 2.2 parking spaces should be provided. As the existing site has 3 off street parking spaces, adequate car parking in highway terms would remain.

As such the resulting parking arrangement is considered to comply with the West Sussex Council Guidance, the above-mentioned part of policy DP21 of the Mid Sussex District Plan and policy E9 of the Haywards Heath 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. 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 appropriate in terms of design, size and scale to the dwellinghouse and locality, would not cause significant harm to the amenities of neighbouring properties. There would also be no impact in terms of parking. Therefore, the proposal complies with Mid Sussex District Plan policies DP21 and DP26, policies E9 and H9 of the Haywards Heath Neighbourhood Plan and 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