

Delegated Decision

Sign off Sheet

Ref. No:	DM/25/0964	Case Officer:	Anna Tidey
Application Type:	Householder Application		
Proposal:	Removal of the existing conservatory and construction of a new single storey extension. Loft conversion into the existing loft space.		
Site:	143 Priory Way, Haywards Heath, West Sussex, RH16 3NS, , , ,		
Validation Date	14 Apr 2025	Overall Expiry Date:	20 Jun 2025
Pre-Commencement Conditions Required:		Pre-Com Conditions Date Agreed:	
Recommendation:	Permission	Recommendation Date:	26 Jun 2025
Target Date:	9 Jun 2025	Recommending Officer Signature:	Anna Tidey

Date Legal Agreement Completed: (if applicable)		No of Representations:	0
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Signed and Agreed By:	Steven King	Date:	26 Jun 2025
Comments:			

MID SUSSEX DISTRICT COUNCIL

DM/25/0964

**143 Priory Way, Haywards Heath, West Sussex, RH16 3NS, , ,
Removal of the existing conservatory and construction of a new single storey extension. Loft
conversion into the existing loft space.
Mr A Williams**

SUMMARY OF REPRESENTATIONS

None received.

SUMMARY OF CONSULTEES

None.

TOWN COUNCIL OBSERVATIONS

Haywards Heath Town Council: No comment.

Amended Plans

Haywards Heath Town Council: No comment.

INTRODUCTION

This application seeks planning permission for the demolition of the existing rear conservatory extension and the addition of a rear dormer in association with the conversion of the loft at a semi detached house at No 143 Priory Way in Haywards Heath.

RELEVANT PLANNING HISTORY

CU/357/76. Erection of 142 semi-detached and terraced two-storey houses each with garage, all estate roads and landscaping (Plots 87-224 inclusive). Approved March 1977.

SITE AND SURROUNDINGS

No 143 Priory Way is a 3 bed semi detached house, located on an established residential estate to the east of The Priory in the Built up Area of Haywards Heath.

The front of the house is accessed from a private shared pathway to the south. The rear garden backs onto a shared vehicular access and car parking area. The house benefits from a separate single garage and a single parking space, which are accessed off this area from the north.

The property has been extended at the rear by the addition of a small 3.5m deep by 3m wide flat roofed single storey glazed sunroom extension. This is sited up to the mutual boundary with the attached house at No 145 Priory Way. The side wall of the extension is sited close to the mutual boundary and is solid with high level windows. This adjoins an approx. 1.6m high wooden garden fence located on the side garden boundary.

APPLICATION DETAILS

This application seeks planning permission for a replacement single storey rear extension, which measures 3.5m deep by 3m wide, and is positioned on the same footprint as the existing sunroom addition on the rear elevation, up to the mutual boundary. The new addition will accommodate a new dining room with side a rear bifold doors to allow access into the rear garden.

Externally the extension will be constructed in matching brickwork with 3.2m high parapet walls. The flat roof will be finished with a liquid applied membrane. A 1m wide by 1.8m long lantern style roof light is proposed in the roof of the extension.

The proposed roof conversion includes the addition of a 4.7m wide by 2.2m high flat roofed dormer on the northern facing roof slope. The application has been readvertised and the plans have been amended during the course of the determination to change the proposed external finish on the dormer from timber effect cladding to dark coloured vertical tile hanging. The dormer is shown to be positioned 0.2m down from the main house ridge and 0.9m above the eaves level on the rear elevation. A 0.4m deep fascia is proposed around the flat roof on the dormer. This reflects a similar deep fascia on an existing dormer located on the south facing catslide roofline at the front of the house.

The loft conversion and dormer addition will allow the provision of a further bedroom with an ensuite shower room and boiler. A rooflight is shown to be inserted in the front facing roof slope to serve the new shower room. The new fourth bedroom will be lit by two 1.1m wide rear facing windows in the dormer addition.

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, the Haywards Heath Neighbourhood Plan and Site Allocations DPD.

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 Transport
DP26 Character and design

Site Allocations Development Plan Document

The SADPD was adopted on 29th June 2022. It allocates sufficient housing and employment land to meet identified needs to 2031.

There are no policies deemed relevant to this application.

Neighbourhood Plan

Haywards Heath Neighbourhood Plan -made 15 December 2016.

Relevant policies:

Policy E9 Design

Policy H9 Building extensions
Policy T3 Car Parking

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:

DPS2 Sustainable Design and Construction
DPS6 Health and Wellbeing
DPB1 Character and Design
DPT4 Parking and EV 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)

ASSESSMENT

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

- Design
- Impact on residential amenities
- Parking
- Biodiversity Net Gain

Design

Policy DP26 of the District Plan seeks to promote well located and designed development, to protect valued characteristics of the built environment for their historical and visual qualities and support sustainable communities and create accessible environments. Policy DP26 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 DP29);*
- * 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.'*

Neighbourhood Plan Policies H9 and E9 are relevant, and these state:

Policy H9

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

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

Policy E9

'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:

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

Principle DG49 states:

'Extensions should respond to the design of the original dwelling and applicant will be expected to demonstrate how local character has informed the design proposal. Extensions should also normally be designed to be well integrated with the existing scale, form and massing allow the original building to remain the dominant element of the property whether it has one or several additions.

Extensions should typically use simple, uncomplicated building forms to complement 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.

Extensions should not result in a significant loss to the private amenity area of the dwelling.

There are two general approaches to extending a property:

-designing in the style of the existing building by closely matching its facing materials, architectural features, window sizes and proportions; and

-designing in a contemporary style that takes its cues from key aspects of the existing building that might include its underlying form and proportions, facing materials, window design and other specific architectural features. The success of this approach is particularly reliant on high quality facing materials and finishes, and this will normally need to be demonstrated through detailed elevations and section drawings.

Both approaches can create successful, well designed extensions that can be mutually beneficial to both the house and the wider area. All extensions and alterations should consider their impact on neighbouring properties (refer to Chapter 8 on residential amenity).'

Design Guide Principle DG51 refers 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'.

Design Guide Principle DG52 refers to Loft conversions and Roof extensions and states:

'A loft conversion is a space efficient means of extending the amount of living accommodation in a dwelling. Roof accommodation is normally reliant on dormer windows and rooflights to provide light and ventilation. However, if they are out of scale or out of character with the roofscape and proportions of a dwelling they can have an adverse impact on the character of both the dwelling and the streetscape.

The roof pitch and form are intrinsic to a building's character and roof extensions should be sensitive to this. Roof extensions and dormer windows that alter the existing ridge of the roof or significantly alter the roof profile of a building will not normally be acceptable, particularly on the front roof slope, and where there is a strong established roofline.

Where a clear rhythm of fenestration is established, the position and proportion of dormer windows should respond to existing windows and / or doors.

Further guidance on dormer windows and rooflights is provided in chapter 6 under sections 6.3.5 to 6.3.8.

The proposed rear extension will form a subordinate addition at the back of the house and is of a similar size to the existing addition at the back of the house. The useable habitable space will be improved on the ground floor. The design and form of the rear addition will reflect the appearance of the host building and is acceptable. The position of this addition will not detract from the overall character and appearance of the house in public views from the street.

The proposed dormer represents a large roof addition, but the house already has a flat roofed front facing dormer which extends across the pair of semi detached houses at No 143 and 145. In addition there are similarly large flat roofed rear dormers at nearby Nos 135 and 137, which are more obvious in public vantage points from the public highway serving Priory Way, given their siting at the end of the row of houses. Both of those dormers have been tile hung in a dark brown tile to match the roofs.

The design of the proposed dormer reflects the style of the existing property. The use of tile hanging will reflect the materials on the existing roof. The position of the dormer is set down from the ridge and above the eaves level, and this respects the Design Guide advice.

Consequently the appearance of the proposed works are considered to accord with Policy DP26 and Policies H9 and E9 of the Haywards Heath Neighbourhood Plan and with the relevant Design Guide principles.

Impact on residential amenities

District Plan Policy DP26 and Neighbourhood Plan Policy H9 are relevant in the determination of this application with regards to the impact of the changes on residential amenities. There is a conflict in the phrasing of these policies. District Plan Policy DP26 requires 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.'*

In contrast Policy H9 states that extensions to existing dwellings will be permitted where the privacy, daylight, sunlight and outlook of adjoining residents are safeguarded.

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.

In addition Principle DG45 in the Design Guide refers to the need to consider privacy of existing and future residents and it is noted that privacy may be affected by the relationship of buildings to each other.

The immediate neighbouring properties are Nos 145 Priory Way, the attached house to the east, and No 141 Priory Way to the west. It is considered that no significant harm will be caused by the proposed rear single storey addition or the loft development to the privacy, outlook, daylight and sunlight of the immediate residents of those properties.

The proposal accords with the requirements of the more up to date Policy DP26 of the District Plan, and also with the requirements of Policy H9 of the Haywards Heath Neighbourhood Plan and the relevant principles of the Design Guide.

Parking

Policy DP21 of the District Plan states:

'Development will be required to support the objectives of the West Sussex Transport Plan 2011-2026, which are:

- o A high quality transport network that promotes a competitive and prosperous economy;*
- o A resilient transport network that complements the built and natural environment whilst reducing carbon emissions over time;*
- o Access to services, employment and housing; and*
- o A transport network that feels, and is, safer and healthier to use.*

To meet these objectives, decisions on development proposals will take account of whether:

- o 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);*

- o 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;*
- o The scheme is designed to adoptable standards, or other standards as agreed by the Local Planning Authority, including road widths and size of garages*
- o 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;*
- o 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;*
- o 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;*
- o The scheme avoids severe additional traffic congestion, individually or cumulatively, taking account of any proposed mitigation;*
- o The scheme protects the safety of road users and pedestrians; and*
- o 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. Neighbourhood Plans can set local standards for car parking provision provided that it is based upon evidence that provides clear and compelling justification for doing so'.

Policy T3 of the Haywards Heath Neighbourhood Plan states:

'Planning applications which result in the loss of existing off-street parking provision will be resisted unless it can be demonstrated that the development will enhance the vitality and viability of the town centre and, where possible, such schemes should aim to improve parking provision in the town centre. Development outside the defined town centre boundary should provide on-site parking in accordance with the standards adopted by MSDC'.

The existing property accommodates three bedrooms. The proposal will increase the bedroom numbers to four. The house benefits from two car parking spaces and a single garage.

West Sussex County Council Guidance on Parking at New Developments requires a 3 bed dwellinghouse in this part of Mid Sussex (Bentswood & Heath Ward of Haywards Heath) to have provision for 1.7, rounded up to 2, off road parking spaces. A 4+ bed house requires 2.2 spaces.

The existing available parking provision for the house accords with the WSCC Car Parking Standards for a 4+ bed house in this part of Haywards Heath.

The proposal is therefore considered acceptable in this case to accord with the aims of District Plan Policy DP21 and Policy T3 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

The proposed single storey extension and the proposed loft conversion and dormer addition will not impact harmfully upon the character and appearance of the property or the street scene in this established residential area.

It is considered that the new additions will not cause significant harm to the neighbouring amenities. The proposal accords with the aims of District Plan Policy DP26 and also with the requirements of Policies H9 and E9 of the Haywards Heath Neighbourhood Plan and the relevant principles of the Design Guide.

The parking provision at the property accords with the WSCC parking standards for the increased bedroom provision. The proposal is therefore considered acceptable in this case, to accord with the aims of District Plan Policy DP21 and Policy T3 of the Haywards Heath Neighbourhood Plan.

Consequently this application is recommended for approval.

Decision: Permission

Case Officer: Anna Tidey