

VIA PLANNING PORTAL Planning Department Mid Sussex District Council Oaklands Road Haywards Heath West Sussex RH16 1SS

Dear Sir / Madam,

[28/7/26] Planning Portal Ref: [Reference: PP-15118146]
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TOWN AND COUNTRY PLANNING ACT 1990 HOUSEHOLDER PLANNING APPLICATION 7 WINKHURST WAY, BURGESS HILL, RH15 0RU DEMOLITION OF EXISTING CONSERVATORY & CONSTRUCTION OF NEW BRICK-BUILT REAR EXTENSION WITH FLAT ROOF

We submit this application on behalf of ourselves, Mr and Mrs Pollock, owner-occupiers of the above property. The proposal seeks planning permission for the demolition of the existing UPVC conservatory and the construction of a new single-storey brick-built rear extension with a flat roof.

Background & Purpose of the Proposal The existing conservatory is of lightweight construction, thermally inefficient, and no longer fit for purpose. The proposed replacement structure will provide a higher-quality, permanent extension that improves the usability of the ground-floor living space while remaining modest in scale and respectful of the surrounding residential context.

Design & Appearance The proposed extension has been designed to integrate sensitively with the existing dwelling. Key design features include:

- Brickwork to match the existing dwelling
- Flat roof design to reduce visual impact
- High-quality fenestration improving natural light while maintaining privacy

Impact on Neighbours & Amenity The proposal has been carefully designed to avoid any unacceptable impact on neighbouring amenity:

- Single-storey height prevents loss of light or overbearing presence
- No side-facing windows, preventing overlooking
- Modest footprint consistent with surrounding development

Planning Policy Considerations The development accords with relevant policies of the Mid Sussex District Plan, the Burgess Hill Neighbourhood Plan, and the National Planning Policy Framework.

Application Documents

1. This Covering Letter
2. Completed Householder Planning Application Form
3. Existing and Proposed Site Plans
4. Existing and Proposed Floor Plans & Elevations
5. Location Plan

Fee The appropriate householder application fee of £365 has been paid via the Planning Portal.

Conclusion The proposed demolition of the existing conservatory and construction of a new brick-built rear extension represents a high-quality and proportionate improvement to the property. We respectfully request that planning permission be granted.

Yours sincerely,

Mrs Hannah Pollock