

Delegated Decision

Sign off Sheet

Ref. No:	DM/25/1289	Case Officer:	Catherine Cardin
Application Type:	Householder Application		
Proposal:	Proposed single storey rear extension.		
Site:	58 Potters Lane, Burgess Hill, West Sussex, RH15 9JS, , , ,		
Validation Date	14 Jul 2025	Overall Expiry Date:	15 Aug 2025
Pre-Commencement Conditions Required:		Pre-Com Conditions Date Agreed:	
Recommendation:	Permission	Recommendation Date:	15 Sep 2025
Target Date:	8 Sep 2025	Recommending Officer Signature:	<i>Catherine Cardin</i>

Date Legal Agreement Completed: (if applicable)		No of Representations:	0
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Signed and Agreed By:	<i>Joanne Fisher</i>	Date:	15 Sep 2025
Comments:			

MID SUSSEX DISTRICT COUNCIL

DM/25/1289

**58 Potters Lane, Burgess Hill, West Sussex, RH15 9JS, , ,
Proposed single storey rear extension.
Mr And Mrs Eley**

SUMMARY OF REPRESENTATIONS

None received.

SUMMARY OF CONSULTEES

MSDC Flood risk and drainage

No objection.

Southern Water

No objection.

TOWN COUNCIL OBSERVATIONS

The Committee of 4th August would Recommend Approval.

INTRODUCTION

Planning permission is sought for a rear single storey extension.

RELEVANT PLANNING HISTORY

04/02921/FUL- Garage conversion and alterations. Single storey extension. Permission.

DM/24/2675- Proposed single storey rear extension extending beyond the rear wall of the original house by 3.9m, to a maximum height of 3.6m and the height of the eaves to 2.5m. CEPDE - Prior Approval Not Required

SITE AND SURROUNDINGS

58 Potters Lane is a semi-detached two-storey house of red brick construction, with white upvc windows and a plain tile roof. The property has been extensively altered and benefits from an existing rear conservatory and a sizeable single storey side and rear extension. To the front of the application site is an area for off-street parking.

The property lies within the built-up area boundary of Burgess Hill. Neighbouring properties are located to the north, south and west. Highway is located to the east.

APPLICATION DETAILS

The application seeks to demolish an existing conservatory and construct a single storey rear extension. This would measure some 4.5 metres in width and some 3.8 metres in depth. This would have a pitched roof with a maximum height of some 3.6 metres and a height to the eaves of some 2.5 metres. This would have brickwork and roof tiles to match the existing. It is also proposed to install 1 no. double patio doors and 1 no. window on the rear (western) elevation. It is proposed to use this as a playroom and breakfast room.

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 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

DP41 - Flood Risk and Drainage

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.

Neighbourhood Plan

Burgess Hill Neighbourhood Plan made in 2016.

There are no relevant policies.

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:

DPB1 - Character and Design

DPS2 - Sustainable Design and Construction

DPS4 - Flood Risk and Drainage

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.

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
- Flood Risk and Drainage
- 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:

- o is of high quality design and layout and includes appropriate landscaping and greenspace;*
- o 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;*
- o creates a sense of place while addressing the character and scale of the surrounding buildings and landscape;*
- o protects open spaces, trees and gardens that contribute to the character of the area;*
- o protects valued townscapes and the separate identity and character of towns and villages;*
- o 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);*
- o creates a pedestrian-friendly layout that is safe, well connected, legible and accessible;*
- o incorporates well integrated parking that does not dominate the street environment, particularly where high density housing is proposed;*
- o positively addresses sustainability considerations in the layout and the building design;*
- o 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;*
- o optimises the potential of the site to accommodate development.'*

Principle DG49 of the MSDC Design Guide establishes design principles for extensions to dwellings and states that:

Extensions should respond to the design of the original dwelling and applicants 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 allowing 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.

Principle DG51 of the MSDC Design Guide establishes design principles for rear extensions to dwellings and states that:

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 proposed single storey rear extension would be of an acceptable scale and would be subordinate in height to the existing dwelling. It is considered that the pitched roof design of the extension would coordinate appropriately with the existing property and that the extension would be of a similar character and design to the existing dwelling. As the proposal includes materials to match the existing, it is considered that the development would provide a consistent finish.

Taking into account the above, the proposal is considered to address the scale and character of the existing and surrounding buildings and townscape. As such the proposal is deemed to comply with the above part of policy DP26 of the District Plan, and principles DG49 and DG51 of the Mid Sussex Design Guide SPD.

Impact on Neighbouring Amenities

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 DP29);'*

On the northern side is 56 Potters Lane. As the extension would be single storey in nature and would be a similar depth to the existing conservatory, it is not considered that the proposal would cause significant harm to the outlook and light of this neighbour. Given that the proposal would reduce the amount of glazing on the side (southern) elevation and given the close board fencing of the shared boundary, it is not considered that the proposal would give rise to significant overlooking concerns.

On the southern side is 60 Potters Lane. As the extension would be single storey in nature and would be a similar depth to the existing conservatory, it is not considered that the proposal would cause significant harm to the outlook and light of this neighbour. Given that the proposal would be screened by the application property itself, it is not considered that the proposal would give rise to significant overlooking concerns.

Due to the domestic nature of the proposed development, it is considered that there would not be a harmful impact in terms of noise, air and light pollution. It is not considered that the proposal would cause significant harm to the outlook and light of this neighbour.

The proposal is therefore considered to comply with Policy DP26 of the District Plan, and the relevant principles of the Mid Sussex Design Guide SPD.

Flood Risk and Drainage

DP41 of the MSDC District Plan states in part that:

'Proposals for development will need to follow a sequential risk-based approach, ensure development is safe across its lifetime and not increase the risk of flooding elsewhere. The District Council's Strategic Flood Risk Assessment (SFRA) should be used to identify areas at present and future flood risk from a range of sources including fluvial (rivers and streams), surface water (pluvial), groundwater, infrastructure and reservoirs. Particular attention will be paid to those areas of the District that have experienced flooding in the past and proposals for development should seek to reduce the risk of flooding by achieving a reduction from existing run-off rates.'

The property is within flood zone 3 and is at risk of surface water flooding. MSDC Drainage have been consulted on the application and considers that the proposed development is outside of the extent of Flood Zone 3b. Subject to the proposed development incorporating all flood mitigation and resilience measures set out within the Flood Risk Assessment (by AEGAEA. Dated 09/05/25 REF: AEG8187_RH15_BurgessHill_01), including finished floor levels, they have raised no objection.

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

On balance, the proposal is considered to be acceptable in terms of design, size and scale to the dwellinghouse and locality, and would not cause harm to the amenities of neighbouring properties. The proposal thereby complies with Mid Sussex District Plan policies DP26 and DP41, and the relevant provisions of the NPPF. The application is therefore recommended for approval.

Decision: Permission

Case Officer: Catherine Cardin