

Delegated Decision

Sign off Sheet

Ref. No:	DM/26/1217	Case Officer:	Catherine Cardin
Application Type:	Lawful Development Certificate -Proposed		
Proposal:	Enclose a walk-through, single-storey rear extension, add velux roof windows for loft conversion		
Site:	Blue Peter Bungalow, 10 Oakenfield, Burgess Hill, West Sussex, RH15 8SJ, , ,		
Validation Date	14 May 2026	Overall Expiry Date:	10 Jun 2026
Pre-Commencement Conditions Required:		Pre-Com Conditions Date Agreed:	
Recommendation:	Permission	Recommendation Date:	25 Jun 2026
Target Date:	9 Jul 2026	Recommending Officer Signature:	<i>Catherine Cardin</i>

Date Legal Agreement Completed: (if applicable)		No of Representations:	0
--	--	-------------------------------	---

Signed and Agreed By:	<i>Steven King</i>	Date:	25 Jun 2026
Comments:			

MID SUSSEX DISTRICT COUNCIL

DM/26/1217

**Blue Peter Bungalow, 10 Oakenfield, Burgess Hill, West Sussex, RH15 8SJ, ,
Enclose a walk-through, single-storey rear extension, add velux roof windows for loft conversion
Mark Gill**

TOWN COUNCIL OBSERVATIONS

The Committee of the 1st June noted that this was a legal decision to be made by the Mid Sussex Planning Officers.

Consultation responses

Southern Water

No objection.

REPRESENTATIONS

None received.

INTRODUCTION

This is an application for a Lawful Development Certificate to establish whether the proposed development, consisting of enclosing a walk-through, a single-storey rear extension, and the addition of five Velux roof windows for loft conversion would constitute permitted development.

RECENT PLANNING HISTORY

BH/090/85- Construction of garage. Permission.

SITE AND SURROUNDINGS

The application property is a detached bungalow. The dwelling is characterised by red brick and cream painted brick, with white uPVC windows and pantile roof. The property benefits from an area of off-street parking to the front of the property to accommodate one car and an attached garage. The property has a walkthrough between the attached garage and main living accommodation.

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

APPLICATION DETAILS

Submitted plans show that it is proposed to enclose the walk through by constructing a wall on the front elevation, construct a single storey rear and side extension and convert the loft space.

The rear and side extension would measure some 4.4 metres in width and some 2.1 metres in depth. This would have a flat roof with a maximum height of approximately 2.5 metres. It is proposed to install bifold doors on the rear (eastern) elevation.

It is proposed to construct a wall on the front (western) elevation and to install a window.

It is also proposed to install five Velux roof lights on the rear roof pitch and a window on the side (southern) elevation at upper-floor level to enable the conversion of the existing roof loft space.

The proposed external materials would match the existing.

LEGAL FRAMEWORK AND LIST OF POLICIES

This application is to establish whether the proposed development would benefit from permitted development rights and will be a legal decision; planning merits cannot be taken into account when considering this application.

The proposal will be tested against the relevant criteria of Part 1, Classes A and C, Schedule 2 of the Town and Country Planning (General Permitted Development) (England) Order 2015 (as amended), as detailed below:

Class A - enlargement, improvement or other alteration of a dwellinghouse

Permitted Development

A. The enlargement, improvement or other alteration of a dwellinghouse.

Development not permitted

A.1 Development is not permitted by Class A if—

- (a) permission to use the dwellinghouse as a dwellinghouse has been granted only by virtue of Class G, M, MA, N, P, PA or Q of Part 3 of this Schedule (changes of use);
- (b) as a result of the works, the total area of ground covered by buildings within the curtilage of the dwellinghouse (other than the original dwellinghouse) would exceed 50% of the total area of the curtilage (excluding the ground area of the original dwellinghouse);
- (c) the height of the part of the dwellinghouse enlarged, improved or altered would exceed the height of the highest part of the roof of the existing dwellinghouse;
- (d) the height of the eaves of the part of the dwellinghouse enlarged, improved or altered would exceed the height of the eaves of the existing dwellinghouse;
- (e) the enlarged part of the dwellinghouse would extend beyond a wall which—
 - (i) forms the principal elevation of the original dwellinghouse; or
 - (ii) fronts a highway and forms a side elevation of the original dwellinghouse;
- (f) subject to paragraph (g), the enlarged part of the dwellinghouse would have a single storey and—
 - (i) extend beyond the rear wall of the original dwellinghouse by more than 4 metres in the case of a detached dwellinghouse, or 3 metres in the case of any other dwellinghouse, or
 - (ii) exceed 4 metres in height;
- (g)...for a dwellinghouse not on article 2(3) land nor on a site of special scientific interest, the enlarged part of the dwellinghouse would have a single storey and—
 - (i) extend beyond the rear wall of the original dwellinghouse by more than 8 metres in the case of a detached dwellinghouse, or 6 metres in the case of any other dwellinghouse, or
 - (ii) exceed 4 metres in height;
- (h) the enlarged part of the dwellinghouse would have more than a single storey and—
 - (i) extend beyond the rear wall of the original dwellinghouse by more than 3 metres, or
 - (ii) be within 7 metres of any boundary of the curtilage of the dwellinghouse being enlarged which is opposite the rear wall of that dwellinghouse;
- (i) the enlarged part of the dwellinghouse would be within 2 metres of the boundary of the curtilage of the dwellinghouse, and the height of the eaves of the enlarged part would exceed 3 metres;
- (j) the enlarged part of the dwellinghouse would extend beyond a wall forming a side elevation of the original dwellinghouse, and would—
 - (i) exceed 4 metres in height,
 - (ii) have more than a single storey, or
 - (iii) have a width greater than half the width of the original dwellinghouse;...
- (ja) any total enlargement (being the enlarged part together with any existing enlargement of the original dwellinghouse to which it will be joined) exceeds or would exceed the limits set out in sub-paragraphs (e) to (j);
- (k) it would consist of or include—
 - (i) the construction or provision of a verandah, balcony or raised platform,
 - (ii) the installation, alteration or replacement of a microwave antenna,
 - (iii) the installation, alteration or replacement of a chimney, flue or soil and vent pipe, or
 - (iv) an alteration to any part of the roof of the dwellinghouse or

(l) the dwellinghouse is built under Part 20 of this Schedule (construction of new dwellinghouses).

A.2 In the case of a dwellinghouse on article 2(3) land, development is not permitted by Class A if—

a) it would consist of or include the cladding of any part of the exterior of the dwellinghouse with stone, artificial stone, pebble dash, render, timber, plastic or tiles; (b) the enlarged part of the dwellinghouse would extend beyond a wall forming a side elevation of the original dwellinghouse; or

(c) the enlarged part of the dwellinghouse would have more than a single storey and extend beyond the rear wall of the original dwellinghouse.

(d) any total enlargement (being the enlarged part together with any existing enlargement of the original dwellinghouse to which it will be joined) exceeds or would exceed the limits set out in subparagraphs (b) and (c).

Conditions

A.3 Development is permitted by Class A subject to the following conditions—

(a) the materials used in any exterior work (other than materials used in the construction of a conservatory) must be of a similar appearance to those used in the construction of the exterior of the existing dwellinghouse;

(b) any upper-floor window located in a wall or roof slope forming a side elevation of the dwellinghouse must be—

(i) obscure-glazed, and

(ii) non-opening unless the parts of the window which can be opened are more than 1.7 metres above the floor of the room in which the window is installed; and

(c) where the enlarged part of the dwellinghouse has more than a single storey, or forms an upper storey on an existing enlargement of the original dwellinghouse, the roof pitch of the enlarged part must, so far as practicable, be the same as the roof pitch of the original dwellinghouse.

Class C - other alterations to the roof of a dwellinghouse

Permitted Development

C. Any other alteration to the roof of a dwellinghouse.

Development not permitted

C.1 Development is not permitted by Class C if—

(a) permission to use the dwellinghouse as a dwellinghouse has been granted only by virtue of Class G, M, MA, N, P, PA or Q of Part 3 of this Schedule (changes of use);

(b) the alteration would protrude more than 0.15 metres beyond the plane of the slope of the original roof when measured from the perpendicular with the external surface of the original roof;

(c) it would result in the highest part of the alteration being higher than the highest part of the original roof;...

(d) it would consist of or include—

(i) the installation, alteration or replacement of a chimney, flue or soil and vent pipe, or

(ii) the installation, alteration or replacement of solar photovoltaics or solar thermal equipment; or

(e) the dwellinghouse is built under Part 20 of this Schedule (construction of new dwellinghouses).

Conditions

C.2 Development is permitted by Class C subject to the condition that any window located on a roof slope forming a side elevation of the dwellinghouse must be—

(a) obscure-glazed; and

(b) non-opening unless the parts of the window which can be opened are more than 1.7 metres above the floor of the room in which the window is installed.

ASSESSMENT

The property's planning history has been checked and household permitted development rights are understood to be intact for the proposed development. The property is not located on Article 2(3) land.

The enclosing of the walk-through is considered to constitute an alteration rather than an enlargement, as it infills an existing area between built form and does not materially extend the footprint of the dwellinghouse.

The proposed rear and side extension complies with the limitations of Class A. It would not extend beyond the rear wall of the original dwellinghouse by more than 4 metres, would not exceed 4 metres in height and would remain single storey. The side element would measure approximately 4.4 metres in width, which is less than half the width of the original dwellinghouse, thereby complying with A.1(j)(iii). The development would not exceed 50% of the curtilage and would comply with the relevant height and boundary limitations. A condition of Class A requires materials to be of similar appearance, which the submitted details indicate would be met.

The proposed rooflights are assessed under Class C and would not protrude more than 0.15 metres beyond the plane of the roof.

The insertion of a window within the side elevation at upper-floor level constitutes development under Class A and would comply with condition A.3(b), being obscure glazed and non-opening.

CONCLUSION

In conclusion, the proposed development is deemed to comply with the applicable permitted development criteria as set out within Classes A and C of Part 1 of Schedule 2 of the Town and Country Planning (General Permitted Development) (England) Order 2015 (as amended) and therefore a certificate can be issued.

Decision: Permission

Case Officer: Catherine Cardin