

Delegated Decision

Sign off Sheet

Ref. No:	DM/26/1982	Case Officer:	Deborah Lynn
Application Type:	Householder Application		
Proposal:	Proposed loft hip to gable with rear dormer, internal alterations and associated works.		
Site:	235 Chanctonbury Road, Burgess Hill, West Sussex, RH15 9HG, , , ,		
Validation Date	10 Aug 2026	Overall Expiry Date:	4 Sep 2026
Pre-Commencement Conditions Required:		Pre-Com Conditions Date Agreed:	
Recommendation:	Permission	Recommendation Date:	29 Sep 2026
Target Date:	5 Oct 2026	Recommending Officer Signature:	Deborah Lynn

Date Legal Agreement Completed: (if applicable)		No of Representations:	0
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Signed and Agreed By:	Steven King	Date:	29 Sep 2026
Comments:			

MID SUSSEX DISTRICT COUNCIL

DM/26/1982

**235 Chanctonbury Road, Burgess Hill, West Sussex, RH15 9HG, , ,
Proposed loft hip to gable with rear dormer, internal alterations and associated works.
Dan Robins**

SUMMARY OF REPRESENTATIONS

None received.

SUMMARY OF CONSULTEES

Not applicable.

BURGESS HILL TOWN COUNCIL OBSERVATIONS

The Committee of 24th August would Recommend Approval.

INTRODUCTION

This application seeks planning permission for a proposed loft hip to gable with rear dormer, internal alterations and associated works.

RELEVANT PLANNING HISTORY

BH/110/82 - Rear entrance porch. Permission granted 26.07.1982.

DM/26/0468 - Application for a lawful development certificate for proposed hip to gable and rear dormer and internal alterations. Refused 27.05.2026.

SITE AND SURROUNDINGS

No. 235 Chanctonbury Road is a semi-detached 1950s bungalow located on the corner of Chanctonbury Road and Nightingale Lane in Burgess Hill. The property lies within a row of similar dwellings whilst detached houses line Chanctonbury Road to the west. Bungalows on Nightingale Lane also adjoin the site to the south.

The property remains in its original form, with the exception of a rear entrance porch that has been erected on the western side of the bungalow. A detached garage and parking space are located to the rear of the property, accessed from Nightingale Lane.

In terms of planning policy, the site lies within the built up area of Burgess Hill and a grade red WSCC Archaeological Notification Area, being the route of the roman road through Mid Sussex.

APPLICATION DETAILS

Proposed plans show that a hip to gable roof extension is proposed to the western side roof slope of the bungalow, with a large dormer window installed to the rear roof slope. Plans show that the dormer window will measure 7.9 metres wide by 2.45 metres high and 3 metres deep. Two pairs of windows are proposed to the rear wall of the dormer, plus a pair of glazed doors with Juliet style balcony. The roof extension and dormer window will be finished with tile hanging to match the existing roof of the bungalow whilst plans indicate that the side gable created will be finished with render to match the existing front gable projection to the property. Three no. roof lights are proposed to the front roof slope.

The proposed works will enable the loft space to be converted into 2 bedrooms and an ensuite bathroom.

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 the 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:

DP21 transport
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.

Burgess Hill Neighbourhood Plan

The Neighbourhood Plan was made on the 28th January 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 is currently at Examination with initial hearings held in February/March 2026. The Council has consulted on Main Modifications which are required to ensure the plan is legally compliant and sound with further Hearings taking place in November 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:

DPS2 sustainable design and construction
DPS6 health and wellbeing
DPB1 character and design
DPT4 parking and electric vehicle 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) (August 2026)

ASSESSMENT

The main issues deemed relevant to the consideration of this application are:

- Design and impact on character of area;
- Impact on neighbouring amenities;
- Parking provision.

Design and impact on character of area

Policy DP26 of the District Plan relates to character and design and requires all proposals, including alterations and extensions, to be well designed. However, this policy has very limited weight as it is materially inconsistent with the NPPF, and greater weight should be given to Policy DP3 of the NPPF.

Policy DP3 of the NPPF sets out the key principles for well-designed places. This sets out in part that proposals should respond to their context, so that they integrate with and enhance their surroundings; such as through the arrangement of development plots and buildings, the use of materials and architectural features, and the restoration, reuse and integration of heritage assets.

The Council's adopted Design Guide is a material consideration in the determination of the application. Chapter 9 of the Design Guide relates to household extensions. Design Principle DG49 states that extensions should typically use simple, uncomplicated building forms to complement and coordinate with the scale, form and massing of the original dwelling.

Principle DG52 concerns loft conversions and roof extensions and advises in part that dormer windows and roof lights, if out of scale with the roof scape and proportions of a dwelling can have an adverse impact on the character of the dwelling and streetscape. Further guidance is set out under sections 6.3.5 to 6.3.8 of the Design Guide.

The proposed hip to gable roof enlargement would unbalance the roof form of the pair of semi-detached bungalows which currently have hipped roofs to the side. However, there are a number of semi-detached properties with similar unbalanced roof forms or pairs with gable roofs within the locality; consequently, this element of the proposal is not considered out of keeping with the character of the area.

Of more concern is the proposed rear dormer window which is substantial in size and proportion, such that it would dominate the rear roof slope, being visible in views from Nightingale Lane. This aspect of the proposal is not considered to comply with the Design Guide and ordinarily would not be supported by the local planning authority.

A Planning Statement has been provided with the application. This sets out that the applicant previously sought permission to carry out the loft conversion and enlargement works under an application for a lawful development certificate (reference DM/26/0468) as the proposed works would have a volume of 47.3 cubic metres, thereby falling within the permitted allowance of 50 cubic metres which can be added to the original roofspace of a semi-detached dwellinghouse.

However, a condition restricting permitted development rights was imposed under an original planning permission for the property (D/54/144), requiring permission to be obtained whereby any building structure or works would be visible from any road (or paths) used by the public. As both the hip to gable

roof enlargement and dormer window would be visible from Chanctonbury Road and Nightingale Lane, the proposed development was not considered to constitute permitted development and would require planning permission. The application for a lawful development certificate was therefore refused. Interestingly, the restrictive planning condition does not appear to apply to all properties on Chanctonbury Road, particularly even numbered properties above no. 158.

Notwithstanding this, many properties along Chanctonbury Road have erected hip to gable roof extensions and box like dormers to the rear, as highlighted by the Planning Statement. Several have been erected without planning permission and under the assumption that the works would benefit from permitted development rights. In cases where planning permission has been sought, the Council has tended to take a pragmatic view, such as an application at no. 215 Chanctonbury Road (DM/22/1805), whereby it was considered that given the existing character of the area, the proposed roof enlargement and dormer, which would be glimpsed in side views, would be in keeping and consequently planning permission was granted.

Nearby properties at no.'s 3 and 5 Nightingale Lane and no. 231 Chanctonbury Road have installed dormer windows to the rear roof slopes, although these are more subservient in scale than that currently proposed at no. 235. In addition, it is considered that the proposed dormer window would appear more visually prominent within the street scene, being located on the corner of Chanctonbury Road with Nightingale Lane.

It is noted that a similarly large box-like dormer and hip to gable roof addition has been installed at no. 238 Chanctonbury Road which is located on the corner with Priory Road, although the rear dormer did not have permission, conflicting with plans approved under planning permission DM/18/3736.

With the above in mind, whilst the proposed dormer window is not considered to represent a high standard of design and ordinarily would not be something that the Council would support, in view of the many similar roof enlargements and dormers present within the locality, the proposed development is considered in keeping and should not detract from the character and appearance of the area, thereby according with District Plan policy DP26 and NPPF policy DP3.

Impact on amenity

Policy DP26 of the District Plan refers to amenity and states that development proposals should not cause significant harm to the amenities of existing nearby residents and future occupants of new dwellings. It is considered that this policy has very limited weight as it is materially inconsistent with the NPPF and consideration should be given to policies L2 and P3 of the NPPF.

Policy L2 of the NPPF relates to making effective use of land. Part L2: 1.d. ii requires proposals to have *'acceptable living standards for residents and neighbours in terms of access to daylight, sunlight, privacy and external amenity space.'*

Policy P3 of the NPPF relates to living conditions and pollution. Part P3: 2.b of this policy requires proposals to *'not give rise to, or contribute to, an unacceptable level of access to daylight and sunlight for neighbouring residents and occupiers, or unacceptable levels of air, noise, artificial light, water, soil or other forms of pollution on or beyond the site'.*

The proposed dormer window, by reason of its size and scale would appear visually prominent within the locality and in views from neighbouring properties. The introduction of first floor windows and doors to the rear elevation, may also cause overlooking onto neighbouring properties.

Council mapping records indicate that the first floor windows would be sited over 27 metres from the neighbouring bungalow at no. 1 Nightingale Lane, which is located to the rear of the application site. Given the distance between dwellings, it is not considered that the proposal would result in such undue overlooking as to have an unacceptable impact upon neighbouring amenities in terms of reducing privacy.

Nor is it considered that given the relationship between properties and the orientation of the windows to the rear dormer, that the proposal would cause undue overlooking onto the adjoining property at no. 233 Chanctonbury Road.

The proposal is not considered to significantly impact light levels or outlook to neighbouring properties.

In view of the above, the proposed development is considered to have an acceptable impact upon neighbouring amenities, thereby complying with District Plan policy DP26 and NPPF policies L2 and P3.

Parking Provision

The proposed development would create an additional 2 bedrooms, turning the property from a 2 bed to a 4 bed dwelling. The property currently benefits from a single garage to the rear plus one off road parking space.

Policy DP21 of the District Plan states in part that development proposals should provide 'adequate car parking for the development'. However, very limited weight can be given to this policy which is materially inconsistent with the NPPF, in particular, policy TR4 which states that development proposals should provide a suitable number of parking spaces, reflecting the location and nature of the development and any locally set standards in the Development Plan. More weight will be given to policy TR4.

The WSCC car parking demand calculator recommends that a 4 bed dwelling in this location has 3 off road parking spaces. Whilst the property would fall short of this with 2 parking spaces, it is not considered that the proposal would be likely to represent a highways problem. The property is located within a sustainable location within the built up area of Burgess Hill where there is access to alternative modes of transport and shops and services and there is on street parking available on both Chanctonbury Road and Nightingale Lane. It is not envisaged that the proposal would result in significant on street parking as to represent a highways safety issue.

The proposed development therefore accords with policy DP21 of the District Plan and NPPF policy T4.

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 development is deemed in keeping and should not detract from the prevailing character and appearance of the area. Nor should the proposal cause unacceptable harm to neighbouring amenities in terms of impacting privacy or outlook. Sufficient parking provision will remain. The proposal therefore accords with policies DP21 and DP26 of the Mid Sussex District Plan and relevant policies of the NPPF.

Decision: Permission

Case Officer: Deborah Lynn