

Delegated Decision

Sign off Sheet

Ref. No:	DM/26/0520	Case Officer:	Tracie Axford
Application Type:	Householder Application		
Proposal:	Proposed loft conversion with roof windows to front and rear. Rear single storey extension. Demolition of external WC and store. Demolition of existing detached garage and replacement with a garden office.		
Site:	53 Wivelsfield Road, Haywards Heath, West Sussex, RH16 4EN, , , ,		
Validation Date	11 Mar 2026	Overall Expiry Date:	10 Apr 2026
Pre-Commencement Conditions Required:		Pre-Com Conditions Date Agreed:	
Recommendation:	Permission	Recommendation Date:	6 May 2026
Target Date:	6 May 2026	Recommending Officer Signature:	<i>Tracie Axford</i>

Date Legal Agreement Completed: (if applicable)		No of Representations:	0
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Signed and Agreed By:	<i>Steven King</i>	Date:	6 May 2026
Comments:			

MID SUSSEX DISTRICT COUNCIL

DM/26/0520

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SUMMARY OF REPRESENTATIONS

None received

SUMMARY OF CONSULTEES

None received

HAYWARDS HEATH TOWN COUNCIL OBSERVATIONS

No comment.

INTRODUCTION

The application seeks planning permission for a proposed loft conversion with roof windows to front and rear. Rear single storey extension. Demolition of external WC and store. Demolition of existing detached garage and replacement with a garden office.

RELEVANT PLANNING HISTORY

There is no relevant planning history for this site.

SITE AND SURROUNDINGS

The application property is a two storey semi-detached dwellinghouse. The property has a brick exterior with white upvc fenestration. To the front of the property is a driveway with space for one vehicle. The driveway runs alongside the side of the property leading to the rear garden and detached garage.

The property is located in the built-up area of Haywards Heath. Other properties in the vicinity vary in terms of design and scale, and are not solely residential. There are retail outlets closeby and a car sales forecourt and business on the opposite side of the road.

APPLICATION DETAILS

The application seeks planning permission for a proposed loft conversion with roof windows to front and a rear dormer, a rear single storey extension, the demolition of external WC and store and the demolition of the existing detached garage and replacement with a garden office.

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 Haywards Heath 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

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.

Haywards Heath Neighbourhood Plan (made December 2016)

Relevant policies:

E9 - Design

H9 - Building Extensions

Other Material Considerations

Mid Sussex District Plan 2021-2039 Consultation Draft

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 hearings were concluded on the 19th March 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:

DPS1 - Climate Change

DPS2 - Sustainable Design and Construction

DPB1 - Character and Design

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 and Character
- Impact on neighbouring properties
- 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:

- 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 DP27);
- 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.'

Policy E9 of the Haywards Heath Neighbourhood Plan states:

'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:

- height, scale, spacing, layout, orientation, design and materials of buildings,
 - the scale, design and materials of the development (highways, footways, open space and landscape), and is sympathetic to the setting of any heritage asset,
 - respects the natural contours of a site and protects and sensitively incorporates natural features such as trees, hedges and ponds within the site,
 - creates safe, accessible and well-connected environments that meet the needs of users,
 - Will not result in unacceptable levels of light, noise, air or water pollution,
 - Makes best use of the site to accommodate development,
 - 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.'*

Policy H9 of the Haywards Heath Neighbourhood Plan states:

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

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

Principle DG49 of the Mid Sussex Design Guide states: *'Extensions should typically use simple, uncomplicated building forms to compliment 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.'*

Principle DG51 relates 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.'

Principle DG52 relates to loft 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.'

The application site is set back from the highway. The proposals are all at the rear of the property therefore there will no impact to the streetscene or character of the area. However the replacement garden room for the existing garage will be able to be partially seen from the front driveway. The material will be matt black corrugated cladding which will not detract from the streetscene nor the character of the area. Neighbouring properties benefit from front rooflights, therefore the addition of front roof lights at no 53 will not appear as incongruous.

The addition of a box dormer to the roof would normally be resisted as they alter the roof profile, however as this is located to the rear of the property it will not be visible from the public realm. The neighbouring properties have roof dormers thus the roof line is no longer uniform at the rear. Such windows are now an established part of the character of the area. The addition of the rear dormer would therefore have limited impact on the design of the property.

The rear extension comprises the extension of the existing rear extension by approximately 1.7m across almost the full width of the property. External materials proposed will match the existing dwelling. A window will replace the existing set of doors and a new door will be added to the side elevation. Two small rooflights will be added to the pitched roof.

It is therefore considered that the proposed works would not have a harmful impact on the character of the dwelling and the character of the street scene. The proposal is therefore considered to comply with policy DP26 of the District Plan and policies E9 and H9 of the Haywards Heath Neighbourhood Plan.

Impact on neighbouring properties

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 Policy DP29);'

Policy H9 states that proposals should "safeguard" adjoining neighbours amenity whereas policy DP26 of the MSDP states that development should 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. There is therefore some conflict between the District Plan and Neighbourhood Plan in this respect.

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.

The proposed rear extension will extend by 1.8m beyond the side elevation of the existing rear extension, however as it will not extend beyond the side elevation of the property, it is considered that there will be no significant harm to the neighbouring properties. There will be no significant impacts to neighbouring properties in terms of impact on outlook, privacy or light as a result of the rear dormer, nor the replacement garden room, nor the rear extension. Similarly, the replacement of the garage with a garden room, will not result in an increase of the footprint of the garage, therefore there will be no impacts.

Therefore, there will be no significant harm to neighbour amenity and the proposal complies with policy DP26 of the Mid Sussex District 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

In conclusion, the proposal is considered to be appropriate in terms of design, size and scale to the dwellinghouse and locality, would not cause significant harm the amenities of neighbouring properties. Therefore, the proposal complies with Mid Sussex District Plan policy DP26, policies E9 and H9 of the Haywards Heath Neighbourhood Plan and with the relevant provisions of the NPPF. The application therefore accords with the Development Plan and is considered acceptable.

Decision: Permission

Case Officer: Tracie Axford