

Delegated Decision

Sign off Sheet

Ref. No:	DM/26/0739	Case Officer:	Catherine Cardin
Application Type:	Householder Application		
Proposal:	Demolition of existing detached garage and erection of a ground floor side infill extension. Construction of a rear roof extension to form a first-floor level, incorporating two rear gables, and installation of rooflights to the front elevation. Lowering of the driveway level and formation of a retaining wall with integrated LED bulkhead lighting.		
Site:	3 Turners Mill Close, Haywards Heath, West Sussex, RH16 1NL, , , ,		
Validation Date	31 Mar 2026	Overall Expiry Date:	22 Jun 2026
Pre-Commencement Conditions Required:		Pre-Com Conditions Date Agreed:	
Recommendation:	Permission	Recommendation Date:	23 Jun 2026
Target Date:	26 May 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:	23 Jun 2026
Comments:			

MID SUSSEX DISTRICT COUNCIL

DM/26/0739

**3 Turners Mill Close, Haywards Heath, West Sussex, RH16 1NL, , ,
Demolition of existing detached garage and erection of a ground floor side infill extension.
Construction of a rear roof extension to form a first-floor level, incorporating two rear gables, and
installation of rooflights to the front elevation. Lowering of the driveway level and formation of a
retaining wall with integrated LED bulkhead lighting.
Errol Smith**

SUMMARY OF REPRESENTATIONS

None received.

SUMMARY OF CONSULTEES

Southern Water

No objection.

TOWN COUNCIL OBSERVATIONS

No comment.

INTRODUCTION

The application seeks planning permission to construct a side infill extension, rear roof extension and retaining wall.

RELEVANT PLANNING HISTORY

CU/247/77- Proposed bedroom, addition to existing single storey dwelling. Permission.

06/01100/FUL- Single storey rear extension. Permission.

DM/25/1575- Roof conversion and front single storey extension. Refused.

SITE AND SURROUNDINGS

The application comprises a detached chalet bungalow. The dwelling is set back from the highway in an elevated position. The property is characterised by grey painted rendered walls, with white uPVC windows and a pantile roof. To the front of the property is a steep driveway which accesses a detached garage.

The application property lies within the built-up area of Haywards Heath. Neighbouring properties are located to the north and south. An open area of land lies to the west of the site. The public highway is located to the east, whilst Haywards Heath College lies to the west.

APPLICATION DETAILS

The proposal seeks to demolish an existing detached garage and the construction of a side infill extension, rear roof extension and retaining wall.

The roof extension would measure approximately 3.3 metres in width and 3.4 metres in depth. The proposal would extend the existing ridge line northwards with a hipped form, alongside the introduction of rear gabled elements, connected by a flat roof section. This would have a ridge height of approximately 5.9 metres and an eaves height of 3 metres. The flat roof section would measure

approximately 3.8 metres in width and 1.9 metres in height and would incorporate a rooflight. The roof extension would incorporate 2 no. rooflights to the front (eastern) elevation roof pitch and 2 no. windows on the rear first floor (western) elevation. The proposed roof conversion would accommodate two bedrooms and a wet room. The proposed external materials would match the existing.

The proposed side infill extension would measure approximately 3.2 metres in width and 3.7 metres in depth. The proposed external materials would match the existing. It is proposed to use this as a bedroom.

The proposal also seeks to construct a new tarmac driveway with a reduced height. It is also proposed to construct a masonry retaining wall. This would vary in height, with an approximate maximum height of 500mm and would be constructed of multi stock bricks. The retaining wall would incorporate LED bulkhead lights at an approximate height of 330-550mm.

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:

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.

No relevant policies

Neighbourhood Plan

Haywards Heath Neighbourhood Plan made in 2016.

Relevant policies:

Policy E9 - Design

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 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:

DPS2 - Sustainable Design and Construction

DPB1 - Character and Design

DPT4 - Parking and Electric Vehicle Charging 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) (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
- Neighbouring Amenities
- Parking
- Biodiversity Net Gain

Design and character

Policy DP26 of the District Plan relates to character and design and requires all proposals to be well designed, reflect the distinctive character of the towns and villages, and be sensitive to the countryside. The policy also requires development to respond to the character and scale of the surrounding buildings and the landscape. In part the policy expects proposals to achieve high-quality design and layout, incorporate appropriate landscaping and greenspace; and create a strong sense of place.

The Mid Sussex Design Guide principles DG49 (general principles for extensions) 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.'*

DG50: Front and side extensions states:

'Front and side extensions are typically visible from the public realm and will be resisted where they have an adverse impact on the street scene or the appearance of a dwelling. Side extensions should normally be subservient to the original dwelling and typically be set-back from the front of the house to help define the original building.'

Principle DG51 of the Mid Sussex Design Guide 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.'

Policy E9 of the Haywards Heath Neighbourhood Plan contains a similar ethos.

The application site lies within the built-up area boundary of Haywards Heath. The street scene is characterised by chalet bungalows with steep pitched roofs and gable features.

The previous refusal under application DM/25/1575 related to the scale of the gabled roof and overly complicated roof form, which is not replicated in the current proposal due to design changes to the roof forms and overall scale of extensions.

The proposed extensions are of an appropriate scale, form and design that would be in keeping with the appearance of the existing dwelling. Whilst the side extension would continue the existing ridge line, it would be set back and would be contained within the existing built form, appearing subservient to the host dwelling. It would not project forward of the principal elevation and would not disrupt the established building line or spacing between the properties. As such, it would integrate appropriately with the existing form of the dwelling and would not appear unduly prominent within the street scene.

The incorporation of gabled roofs reflects the character and architectural form of the host property, ensuring that the original building remains the dominant and legible feature. Whilst the proposal introduces a more complex roof form to the rear of the property, the roof extension would remain subordinate to the host dwelling in terms of massing and scale. Furthermore, views of the roof extension would be limited from the public realm, and it would remain subordinate in scale, such that it would not appear incongruous or visually intrusive. The use of materials to match the existing dwelling would ensure a cohesive and sympathetic appearance.

The proposal seeks to reduce the height of the driveway and to construct a masonry retaining wall. Whilst the loss of the green space at the front of the property is acknowledged, the proposal would retain some soft landscaping and, by virtue of its scale, position and design, would not result in a dominant or harmful feature within the street scene.

The proposal is therefore considered to comply with policy DP26 of the District Plan, policy E9 of the Haywards Heath Neighbourhood Plan and the relevant principles of the Mid Sussex Design Guide SPD.

Neighbouring amenities

In terms of impact on neighbouring amenities, Policy DP26 of the District Plan states proposals 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'*.

4 Turners Mill Close is located to the north of the application site. The proposal would result in an increase in built form towards this neighbour, with a separation distance of approximately 6.5 metres that would be retained. Whilst some limited additional overshadowing may occur, this is not considered to result in material harm to light and outlook. A window is proposed on the side (northwest) elevation at ground floor level. Given the existing boundary treatments, the modest nature of the proposal and that the properties are angled away from each other, it is not considered that the development would result in significant overlooking impacts of loss of privacy.

2 Turners Mill Close is located to the south of the application site. Given the proposal would not result in an increase in built form towards this neighbour it is not considered that the proposal would result in material harm to light and outlook of this neighbouring property. A window is proposed on the rear (southwest) elevation at first floor level. Given the existing arrangement, it is not considered that the proposal would result in significant overlooking impacts of loss of privacy. 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 therefore considered that the proposal would not cause significant harm to the amenities of neighbouring properties. The proposal is therefore deemed to accord with the above-mentioned part of policy DP26 of the District Plan.

Parking arrangements

Policy DP21 of the District Plan states that to meet the objectives of the West Sussex Transport Plan 2011- 2026, decisions on development proposals will take account of whether: *'The scheme provides adequate car parking for the proposed development taking into account the accessibility of the*

development, the type, mix and use of the development and the availability and opportunities for public transport; and with the relevant Neighbourhood Plan where applicable;'.

It is noted that the proposal would result in the loss of a garage associated with the dwelling. West Sussex County Council Parking Standards Guidance (2020) outlines the County Council's approach to parking at new developments to ensure that sufficient parking is provided to meet the needs of the development while maintaining highway network operations, protecting surrounding communities and pursuing opportunities to encourage use of sustainable modes of transport. It has been confirmed that the property currently has three bedrooms and no further bedrooms are proposed. West Sussex County Council Parking Standards Guidance (2020) outlines that for a 3-bedroom dwelling in this location that 2 parking spaces should be provided. The proposal would result in an external parking space in front of the property to accommodate four cars, exceeding the standards. It is therefore considered that, in this instance, the proposal would be acceptable in terms of highways impact.

Therefore, the proposal is deemed to comply with policy DP21 of the Mid Sussex District Plan and the WSCC Parking Standards Guidance.

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 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.

In conclusion, the proposal would accord with the requirements of policies DP21 and DP26 of the Mid Sussex District Plan, policy E9 of the Haywards Heath Neighbourhood Plan and the contents of the NPPF.

Accordingly, the application is recommended for approval.

Decision: Permission

Case Officer: Catherine Cardin