

Delegated Decision

Sign off Sheet

Ref. No:	DM/25/1966	Case Officer:	Hamish Evans
Application Type:	Householder Application		
Proposal:	Proposed two storey side extension, internal alterations, replacement windows, external insulation to existing roof with re-tiling on north side and solar PV installation on south side.		
Site:	Colwood, Halton Shaws, Hurstpierpoint, Hassocks, West Sussex, BN6 9QR, ,		
Validation Date	2 Sep 2025	Overall Expiry Date:	4 Dec 2025
Pre-Commencement Conditions Required:		Pre-Com Conditions Date Agreed:	
Recommendation:	Permission	Recommendation Date:	10 Dec 2025
Target Date:	28 Oct 2025	Recommending Officer Signature:	Hamish Evans

Date Legal Agreement Completed: (if applicable)		No of Representations:	0
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Signed and Agreed By:	Stephen Ashdown	Date:	11 Dec 2025
Comments:			

MID SUSSEX DISTRICT COUNCIL

DM/25/1966

**Colwood, Halton Shaws, Hurstpierpoint, Hassocks, West Sussex, BN6 9QR,
Proposed two storey side extension, internal alterations, replacement windows, external
insulation to existing roof with re-tiling on north side and solar PV installation on south side.
Mr C Webster And Ms A Ridout**

SUMMARY OF REPRESENTATIONS

No third-party letters of representation have been received.

SUMMARY OF CONSULTEES

MSDC Conservation Officer

No objection subject to conditions.

MSDC Tree Officer

No objection subject to conditions.

PARISH COUNCIL OBSERVATIONS

Hurstpierpoint and Sayers Common Parish Council

Recommend approval.

INTRODUCTION

The application seeks planning permission for a two-storey side extension, replacement windows, render to existing walls, re-tiling of roof and installation of PV panels at Colwood Halton Shaws Hurstpierpoint BN6 9QR.

Relevant Planning History

DM/25/0676. T1 Oak - Fell to ground level. No objection.

SITE AND SURROUNDINGS

The site is located within the Hurstpierpoint built up area boundary and within the Hurstpierpoint Conservation Area. The application site consists of a detached two-storey dwelling which is characterised by brown clay hanging tile and bare brown brickwork walls, brown clay roof tiles and white uPVC window and door frames. The existing dwelling has one integral garage which provides one off-street parking space and one detached single storey garage building which provides one off-street parking space. There are also some three off-street parking spaces to the front of the dwelling. There are several large trees within the site. The site is accessed through a private road located to the east of the site. Residential properties are located to the north, east, south and west of the site. There are several residential properties in the surrounding area, they are of a varied scale and design and characterised by similar external materials to the application site.

APPLICATION DETAILS

The application seeks planning permission for a two-storey side extension, replacement windows, re-tiling of roof and installation of PV panels at Colwood Halton Shaws Hurstpierpoint BN6 9QR.

The proposed two-storey side extension measures some 5.3 metres in width, 12.7 metres in depth, an eaves height of 4.9 metres and a total height 7.4 metres. It would extend beyond the front, side and rear elevation of the existing dwelling. It would be subservient in height to the existing dwelling and it would be a similar design and appearance to the existing dwelling. It would include a utility room, WC/shower room, larder and family snug room at ground floor level and two bedrooms a bathroom and balcony at first-floor level. It would be characterised by vertical timber clad walls, brown clay roof tiles and stained and timber clad window frames. The proposal includes a balcony at first floor level which would include glass balustrades with supporting structures in steel.

The proposal seeks to replace the existing timber framed windows with stained timber and timber clad window frames. The existing timber doors are to be replaced by aluminium doors. The existing dwelling will be characterised by bare brown brick walls and the existing roof will be re-tiled with brown clay roof tiles. The proposal also seeks to install solar PV panels of the southern facing roof slope of the existing dwelling.

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, the Mid Sussex Site Allocations DPD and Hurstpierpoint and Sayers Common 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
DP35 - Conservation Areas
DP37 - Trees, Woodland and Hedgerows

Site Allocations Development Plan Document

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.

Hurstpierpoint and Sayers Common Neighbourhood Plan (adopted March 2015)

Policy C4 - Conservation Areas

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) was published for public consultation on 12th January 2024 for six weeks. At this stage the Local Planning Authority does not know which Policies will

be the subject of unresolved objections and therefore only minimal weight can be given to the Plan. As such, this planning application has been assessed against the policies of the adopted District Plan.

DPB1: Character and Design

DPB3: Conservation Areas

DPN4: Trees, Woodland and Hedgerows

DPT4: Parking and Electric Vehicle Charging Infrastructure

As such, this planning application has been assessed against the policies of the adopted District Plan.

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)

The Planning (Listed Buildings and Conservation Areas) Act 1990

ASSESSMENT

Character and Design and Conservation Area

Policy DP35 of the District Plan states:

'Development in a conservation area will be required to conserve or enhance its special character, appearance and the range of activities which contribute to it. This will be achieved by ensuring that:

- o New buildings and extensions are sensitively designed to reflect the special characteristics of the area in terms of their scale, density, design and through the use of complementary materials;*
- o Open spaces, gardens, landscaping and boundary features that contribute to the special character of the area are protected. Any new landscaping or boundary features are designed to reflect that character;*
- o Traditional shop fronts that are a key feature of the conservation area are protected. Any alterations to shopfronts in a conservation area will only be permitted where they do not result in the loss of a traditional shopfront and the new design is sympathetic to the character of the existing building and street scene in which it is located;*
- o Existing buildings that contribute to the character of the conservation area are protected. Where demolition is permitted, the replacement buildings are of a design that reflects the special characteristics of the area;*
- o Activities such as markets, crafts or other activities which contribute to the special character and appearance of the conservation area are supported;*
- o New pavements, roads and other surfaces reflect the materials and scale of the existing streets and surfaces in the conservation area.*

Development will also protect the setting of the conservation area and in particular views into and out of the area.

New buildings of outstanding or innovative design may be acceptable in conservation areas provided that their impact would not cause material harm to the area.'

The site is located within the Hurstpierpoint Conservation Area, as designated in 1972. A Conservation Area is defined as an area of "special architectural or historic interest the character or appearance of which it is desirable to preserve or enhance".

Policy DP26 of the Mid Sussex District Plan in part 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.'*

A similar ethos is contained within policy C4 of the Hurstpierpoint and Sayers Common Neighbourhood Plan and the Mid Sussex Design Guide SPD.

The below assessment is made whilst being mindful of this guidance and having regard to the statutory duty of the Council, as the Local Planning Authority, to have special regard to the desirability of preserving the heritage asset (the Hurstpierpoint Conservation Area), the site being within its boundary, and any features of special interest, as set out in Section 72 of the Planning (Listed Buildings and Conservation Areas) Act 1990.

The proposed external materials to be used in the extension are similar in appearance to external materials within the surrounding area and they would blend in with the surrounding trees. The proposed replacement external materials will be similar in appearance to the existing external materials. Details of the proposed external materials can be secured by a suitably worded condition.

The proposed extension is subservient in height to the existing dwelling and it would be of a similar design and appearance to the existing dwelling. The Council's Conservation Officer has commented on the application and raised no objection to the proposal subject to details being secured by suitably worded conditions.

Taking into account the above the proposed works are considered to address the scale and character of the existing buildings and they would conserve the character and appearance of the Conservation Area. The resulting parking arrangement and highways access are to be considered in a subsequent section of this report. Therefore, the application is considered to comply with the above part of policies DP26 and DP35 of the Mid Sussex District Plan, C4 of the Hurstpierpoint and Sayers Common Neighbourhood Plan and the Mid Sussex Design Guide SPD.

The Council's Conservation Officer has recommended conditions to securing additional details of the proposed external materials however given the level of information that has been provided it is not considered necessary to impose conditions for further information.

Transport

Policy DP21 of the Mid Sussex District Plan in part states:

'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 where applicable;

...

The scheme protects the safety of road users and pedestrians'

The proposal would remove the existing integral garage and it would be replaced by the proposed two-storey extension. The proposal also seeks to increase the number of bedrooms within the dwelling. The resulting parking arrangement would go from five off-street parking spaces to four off-street parking spaces. The WSCC Parking Guidance states that some 2.7 parking spaces should be provided for a dwelling of this size in this location. Taking into account the above the proposal is considered to comply with the above part of policy DP21 of the Mid Sussex District Plan.

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 Policy DP29);"

A similar ethos is contained within the Mid Sussex Design Guide SPD.

The proposed extension is some 8.2 metres from the northern boundary of the site which is the closest boundary. The proposed extension does include a number of new opening at ground floor and first-floor level. Due to their position, distance from the boundaries of the site and the existing boundary treatment it is considered that the proposed opening would not have direct views into neighbouring properties private amenity space. Taking into account the above the works would not cause significant harm to the amenities of nearby residents including taking account of the impact on privacy, outlook, daylight and sunlight, and noise, air and light pollution. The works are therefore, considered to comply with the above-mentioned part of policy DP26 of the Mid Sussex District Plan and the Mid Sussex Design Guide SPD.

Trees, Woodland and Hedgerows

Policy DP37 of the Mid Sussex District Plan in part states:

'The District Council will support the protection and enhancement of trees, woodland and hedgerows, and encourage new planting. In particular, ancient woodland and aged or veteran trees will be protected.'

The proposed works do not include the removal or felling of any existing trees. The Tree Officer raises no objection to the proposal and the proposed protection measures are considered acceptable. As such the proposal is considered to sufficiently protect the existing trees and the proposal complies with the above part of policy DP37 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.

CONCLUSION

In conclusion, due to the design, scale, position and nature of the proposed works they would address the character and scale of the existing buildings, they would not cause significant harm to the amenities of nearby residents and they would conserve the character and appearance of the Conservation Area. The proposal would also have an acceptable impact on highways safety and parking and suitably protect

the existing trees on the site. The application is also exempt from the requirement to provide biodiversity net gain. Therefore, the application complies with policies DP21, DP26, DP35 and DP37 of the Mid Sussex District Plan, policy C4 of the Hurstpierpoint and Sayers Common Neighbourhood plan, the Mid Sussex Design Guide SPD, the Planning (Listed Buildings and Conservation Areas) Act 1990 and with the relevant provisions of the NPPF.

Decision: Permission

Case Officer: Hamish Evans