

Delegated Decision

Sign off Sheet

Ref. No:	DM/26/0788	Case Officer:	Peter Davies
Application Type:	Householder Application		
Proposal:	New porch, part conversion of garage and roof alterations, removal of existing conservatory to be replaced with single storey rear extension.		
Site:	96 Heathcote Drive, East Grinstead, West Sussex, RH19 1NQ, , , ,		
Validation Date	26 Mar 2026	Overall Expiry Date:	22 Apr 2026
Pre-Commencement Conditions Required:		Pre-Com Conditions Date Agreed:	
Recommendation:	Permission	Recommendation Date:	19 May 2026
Target Date:	21 May 2026	Recommending Officer Signature:	Peter Davies

Date Legal Agreement Completed: (if applicable)		No of Representations:	1
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Signed and Agreed By:	Steven King	Date:	19 May 2026
Comments:			

MID SUSSEX DISTRICT COUNCIL

DM/26/0788

**96 Heathcote Drive, East Grinstead, West Sussex, RH19 1NQ, , ,
New porch, part conversion of garage and roof alterations, removal of existing conservatory to be replaced with single storey rear extension.
Miss Lynda Theobald**

REPRESENTATION RECEIVED

One letter of representation was received neither supporting or objecting to the proposal querying how to access the plans.

SUMMARY OF CONSULTEES

Southern Water

No objection

TOWN COUNCIL OBSERVATIONS

No comment.

INTRODUCTION

The application seeks planning permission for a front porch, garage conversion with front extension and removal of existing conservatory and erection of single storey rear extension.

RELEVANT PLANNING HISTORY

GR/151/79 - Car port. Permission
GR/305/97 - Conservatory. Permission

SITE AND SURROUNDINGS

The application property is a detached bungalow located on the north side of Heathcote Drive, within the built-up area boundary of East Grinstead.

The application property has a hipped roof and is constructed from brick with clay roof tiles and white uPVC fenestration. The dwelling is set back from the highway with soft landscaping to the front and an attached garage and car port to the west side with off street parking. The north side of Heathcote Drive is characterised by detached and semi-detached bungalows of a similar scale, form and design. The south side is characterised by two storey detached dwellings of a similar form, scale and design. To the north of the site is the Imberhome Recreation Ground.

APPLICATION DETAILS

The application seeks planning permission for a front porch, garage conversion with front extension and removal of existing conservatory and erection of single storey rear extension. The proposed porch will replace the existing porch and will have a width and depth of 2.0 metres and 2.45 metres. The porch will have a pitched roof with an eaves height of 2.70 metres and an overall, height of 3.40 metres.

The garage is to be blocked off with a front extension to enlarge bedroom 3 and to include an ensuite bathroom. The extension will replace the existing carport and will extend forward from the garage by approximately 2.95 metres with a width of 2.30 metres. The extension will have a hipped roof with an

eaves height to match the existing dwelling with an overall height of 3.45 metres. The extension will incorporate part of the front of the garage with the rear section labelled as garage however is no longer accessible to vehicles with only a single door to the rear elevation.

The existing conservatory is to be removed and a single storey rear extension to be built in its place on a slightly enlarged footprint. The extension will have a width and depth of 4.10 metres and 3.50 metres. The extension will have a pitched roof with an eaves height of 3.0 metres to match the existing dwelling and an overall height of 4.40 metres. The extension will have 2 no rooflights on each side of the roof slope and will have floor to ceiling windows on the west side with double glazed doors and floor to ceiling windows.

The materials to be used are brick and clay roof tiles to match 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, Site Allocation Development Plan Document (DPD) and East Grinstead 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.

East Grinstead Neighbourhood Plan (made November 2016)

Relevant policies:

EG3 - Promoting Good Design

EG12 - Car Parking

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
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)

Paragraphs 8, 11, 131 and 135 are considered to be relevant.

National Planning Policy Guidance

Ministerial Statement and Design Guide

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
- Impact on parking provision
- Other Matters
- 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.'*

Also relevant in the determination of the application is Policy EG3 of the East Grinstead Neighbourhood Plan, which states:

'Planning permission will normally be granted where development proposals meet the following criteria:

- a) *The form of the proposed development is proportionate and in keeping with the scale, height, materials and site coverage of the surrounding area;*
- b) *The layout of the proposed development respects the topography and character of the site, protects important landscape features and does not harm adjoining amenity;*
- c) *The proposal does not result in the loss of buildings or spaces that would have an unacceptable impact on the character of the area;*
- d) *The proposal ensures satisfactory means of access for vehicles and pedestrians and provides adequate parking, cycle storage and refuse facilities on site;*
- e) *The design of new buildings and the layout of spaces, including footways, car and cycle parking areas, should be permeable and provide connectivity with neighbouring areas;*
- f) *New development must be inclusive and where appropriate make satisfactory provision for the safe and easy access for those with mobility impairment; and*
- g) *The design of new developments must result in the creation of a safe and secure environment and incorporate adequate security measures and features to deter crime, fear of crime, disorder and anti-social behaviour; and*
- h) *Proposals make provision for green infrastructure and biodiversity enhancement.*

Due to infrastructure constraints within the town, all new development proposals, which generate a net increase in traffic (excluding householder applications), will be required to contribute towards improving the walking and cycle network related to the development and be of a recognised acceptable standard.'

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 DG50 relates to front and side extensions and in part states that:

'Front extensions are more likely to be acceptable where the building line is staggered or where the dwelling is set well back from the road. They are less likely to be acceptable in streets with a strong consistent building form as they risk disrupting the underlying order.'

Where front extensions are considered acceptable, they should normally be limited to a modest single storey or porch-type extension that reflect the character of the existing property.'

Principle DG51 specifically 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.'

The proposed front porch extension is considered to be of a design, form and scale which would be proportionate and appropriate to the existing dwelling and the character of the area. The proposed front extension would replace the existing car port and the front of the garage. The extension is of an acceptable scale, form and design to the existing dwelling. The extension and porch are visible from the street scene however will be constructed from materials to match the existing dwelling with the eaves height to match the existing eaves.

The proposed rear extension is replacing an existing conservatory with a minor increase in scale with an acceptable design and form. The extension would not be visible from the street scene and would be constructed from materials to match the existing dwelling.

The works would not have a harmful impact on the character of the area, therefore the proposal is considered to comply with policy DP26 of the District Plan and policy EG3 of the East Grinstead Neighbourhood Plan.

Impact on neighbouring properties

DP26 of the Mid Sussex District Plan 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);'*

The proposed front extension and porch would face onto the street scene and would therefore not result in any additional overlooking to neighbour amenity areas. The extension is within close proximity to the shared boundary with no. 98 Heathcote Drive marked by low level close board fencing with no. 98 driveway the other side. The extension is of an acceptable height adjoining the driveway to the front and will therefore not result in significant harm in terms of loss of light.

The proposed rear extension is single storey with openings facing into the application property garden. The extension is of an acceptable height replacing a conservatory. The extension is up to the boundary marked by close board fencing with a path to the recreation ground beyond, and no. 94 Heathcote Drive the other side.

The proposal is therefore, considered to comply with the above-mentioned part of Policy DP26 of the Mid Sussex District Plan.

Impact on Parking Provision

Policy DP21 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 Plan where applicable;'

Furthermore, Policy EG12 of the East Grinstead Neighbourhood Plan in part states:

'Planning permission will only be granted where vehicle-parking provision, including cycle parking, is in accordance with West Sussex County Council adopted parking standards and it does not dominate the street scene.'

West Sussex County Council September 2020 Parking Guidance, outlines that for a 3 bedroom dwelling in Parking Behaviour Zone 4, 1.7 off-street parking spaces should be provided.

The proposed works would result in the loss of the space in the garage. The dwelling has space for at least 2 spaces to the front of the property. Additionally, there are no on street parking restrictions.

The proposal is therefore considered to comply with policy DP21 of the Mid Sussex District Plan, policy EG12 of the East Grinstead Neighbourhood Plan and the West Sussex County Council Parking Guidance.

Other Matters

Southern Water have provided comments on the proposal and state that any new connection would require a new sewer connection application to be submitted and approved by Southern Water.

One letter of representation was received querying how to access the proposed plans. A link to the Council website was sent in response with no further comments received.

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 acceptable in terms of design, form 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 policies DP21 and DP26, policies EG3 and EG12 of the East Grinstead 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: Peter Davies