

Delegated Decision

Sign off Sheet

Ref. No:	DM/26/0923	Case Officer:	Peter Davies
Application Type:	Householder Application		
Proposal:	Proposed single storey side extension.		
Site:	4 Portsmouth Wood, Lindfield, Haywards Heath, West Sussex, RH16 2DH, , ,		
Validation Date	15 Apr 2026	Overall Expiry Date:	12 May 2026
Pre-Commencement Conditions Required:		Pre-Com Conditions Date Agreed:	
Recommendation:	Permission	Recommendation Date:	4 Jun 2026
Target Date:	10 Jun 2026	Recommending Officer Signature:	<i>Peter Davies</i>

Date Legal Agreement Completed: (if applicable)		No of Representations:	0
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Signed and Agreed By:	<i>Joanne Fisher</i>	Date:	5 Jun 2026
Comments:			

MID SUSSEX DISTRICT COUNCIL

DM/26/0923

**4 Portsmouth Wood, Lindfield, Haywards Heath, West Sussex, RH16 2DH, ,
Proposed single storey side extension.
Mrs Robinson**

REPRESENTATION RECEIVED

None received.

SUMMARY OF CONSULTEES

Southern Water

No objection.

PARISH COUNCIL OBSERVATIONS

The Parish Council has no objections.

INTRODUCTION

The application seeks planning permission for a single storey side extension.

RELEVANT PLANNING HISTORY

CU/309/80 - Outline application for two houses or bungalows with shared drive to new access road.
Appeal Allowed.

CU/320/81 - Two detached houses (Reserved Matters for CU/309/80). Permission.

14/03358/FUL - Two storey front extension. Permission.

SITE AND SURROUNDINGS

The application property is a two storey dwelling located on the west side of Portsmouth Wood, within the built up area boundary of Lindfield and within an area of Townscape Character as defined within the Lindfield and Lindfield Rural Neighbourhood Plan.

The application property has a pitched roof and is constructed from brick with hanging tile at first floor level, interlocking roof tiles and white uPVC fenestration. The dwelling is set back from the highway with a shared access with no. 6 Portsmouth Wood with trees and hedging along the front boundary wrapping around the north side following the highway. The locality is characterised by detached dwellings of similar form with varying scale and design.

APPLICATION DETAILS

The extension is to be located on the south side of the dwelling and to the front of a single storey protrusion. The extension will have a width and depth of approximately 3.15 metres and 3.50 metres. The extension will have a pitched roof with an eaves height of approximately 2.50 metres and have a flat section at the top with an overall height of 3.60 metres. The extension will be constructed from materials 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 Lindfield and Linfield Rural 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.

Lindfield and Lindfield Rural Neighbourhood Plan (made March 2016)

Relevant Policies:

Policy 7 - Areas of Townscape Character

Other Material Considerations

Mid Sussex District Plan 2021-2039 Consultation 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:

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

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.'*

Policy 7 of the Lindfield Neighbourhood Plan identifies Portsmouth Wood and Portsmouth Wood Close as an Area of Townscape Character and states:

'Development proposals in an Area of Townscape Character will be supported, provided applicants can demonstrate they have had regard to their impact on the character and appearance of the area and have sought to retain features important to the character of the area, as defined in the Lindfield Village Design Statement.

In particular, proposals should:

- i. retain trees, frontage hedgerows and walls which contribute to the character and appearance of the area;*
- ii. retain areas of open space, (including private gardens) which are open to public view and contribute to the character and appearance of the area; and*
- iii. avoid the demolition of existing buildings which contribute to the character and appearance of the area.'*

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 states:

'Front extensions

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.

Side extensions

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.

The gaps between dwellings can sometimes positively contribute to articulating (for example, through the consistent rhythm of repeated houses) and adding interest in a street frontage or by providing views / visible connections to the surrounding countryside. Side extensions will therefore need to appropriately respond to the character of the street form and will not normally be accepted where they close an important gap and view.'

The proposed extension would be of a form and design which is in proportion and appropriate to the character of the existing dwelling. The extension would visible from the street scene however is set back only visible through the shared access. The extension is of a design to maintain a similar appearance to the single storey protrusion located behind it resulting in a similar appearance from the street scene. The extension will be constructed from materials to match the existing dwelling.

The proposal is therefore considered to comply with policy DP26 of the District Plan, policy 7 of the Lindfield and Lindfield Rural neighbourhood Plan and the Mid Sussex Design Guide SPD.

Impact on neighbouring properties

Policy 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 extension is single storey and approximately 1.80 metres from the shared boundary with no. 6 Portsmouth Wood Rod to the south. The extension is of an acceptable height with the neighbouring property having an existing extension of a similar scale close to the shared boundary. The proposal would have a window on the front elevation overlooking the application property driveway and the shared access to the street scene.

The proposal will therefore not cause significant harm to neighbouring properties and complies with 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;'

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.

The property currently has five bedrooms and 3+ spaces on the driveway. West Sussex County Council Parking Standards Guidance (2020) outlines that for a 4+ bedroom dwelling in Parking Behaviour Zone 4 that 2.2 parking spaces should be provided. The extension will remove part of the driveway however will still retain space for 3+ cars. Additionally, there are no on street parking restrictions.

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

Other Matters

Southern Water have provided comments on the proposal raising no objection and state surface water should not be disposed of into a public foul sewer and that any new connection would require a new sewer connection application to be submitted and approved by Southern Water.

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, form and scale to the dwellinghouse and locality, would not cause significant harm to the amenities of neighbouring properties. Therefore, the proposal complies with Mid Sussex District Plan policies DP21 and DP26, policy 7 of the Lindfield and Lindfield Rural 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