

Delegated Decision

Sign off Sheet

Ref. No:	DM/26/1170	Case Officer:	Catherine Cardin
Application Type:	Householder Application		
Proposal:	Proposed single storey extension to the side of the property.		
Site:	1 South Close, Burgess Hill, West Sussex, RH15 9PZ, , , ,		
Validation Date	13 May 2026	Overall Expiry Date:	5 Jun 2026
Pre-Commencement Conditions Required:		Pre-Com Conditions Date Agreed:	
Recommendation:	Permission	Recommendation Date:	29 Jun 2026
Target Date:	8 Jul 2026	Recommending Officer Signature:	<i>Catherine Cardin</i>

Date Legal Agreement Completed: (if applicable)		No of Representations:	0
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Signed and Agreed By:	<i>Steven King</i>	Date:	29 Jun 2026
Comments:			

MID SUSSEX DISTRICT COUNCIL

DM/26/1170

**1 South Close, Burgess Hill, West Sussex, RH15 9PZ, , ,
Proposed single storey extension to the side of the property.
Mr Sam Roberts**

SUMMARY OF REPRESENTATIONS

None received.

SUMMARY OF CONSULTEES

Southern Water

No objection.

TOWN COUNCIL OBSERVATIONS

The Committee of 1st June would Recommend Approval.

INTRODUCTION

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

RELEVANT PLANNING HISTORY

No relevant history.

SITE AND SURROUNDINGS

The application property is a semi-detached dwelling. The property is characterised by red brick, hanging tiles, white fenestration and a pantile roof. The property benefits from a detached garage and off-street parking to the front of the property which would accommodate one car.

The application site lies within the built-up area boundary of Burgess Hill. Neighbouring properties are located to the north, west and south. The public highway lies to the east.

APPLICATION DETAILS

The proposal seeks permission for a single storey side extension.

The proposed extension would measure approximately 5.3 metres in depth and 2.6 metres in width. This would incorporate a pitched roof with a maximum height of approximately 3.6 metres and an eaves height of approximately 2.7 metres. A window is proposed on the rear (western) elevation. Three rooflights are also proposed on the roof pitch. The extension would be finished in painted render, with concrete interlocking roof tiles and white uPVC fenestration.

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 Burgess Hill 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

DP41 - Flood Risk and Drainage

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.

Neighbourhood Plan

Burgess Hill Neighbourhood Plan was made in 2016.

Relevant policies:

There are no relevant policies.

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

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
- Flood Risk and Drainage
- 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 and reflect the distinctive character of the towns and villages, while being sensitive to the countryside, as well as addressing the character and scale of the surrounding buildings and landscape. In part the policy requires proposals to be of a high-quality design and layout and includes appropriate landscaping and greenspace; and creates a sense of place while addressing the character and scale of the surrounding buildings and landscape.

Principle DG49 of the MSDC Design Guide requires extensions to be well related to the original dwelling and informed by local character. Extensions should be subordinate to, and integrated with, the existing building in terms of scale, form and massing, ensuring that the original dwelling remains the dominant element. Simple building forms are encouraged, along with the alignment of window and door patterns and the use of matching or otherwise appropriate materials. Proposals should also avoid causing significant loss of private amenity space.

Policy DG50 of the MSDC Design Guide relates to side extensions and states that:

'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 proposed side extension is of an appropriate scale, form and design that would be appropriate to the appearance of the existing dwelling. The incorporation of a pitched roof reflects the character and architectural form of the host property, ensuring that the original building remains the dominant and legible feature. The extension is set back from the front elevation and reads as a subservient addition.

The proposal would be visible from public vantage points but would not appear incongruous within the street scene. Whilst differing from the host property, the use of render is considered acceptable given that a variety of materials can be found within the street scene.

The proposal is therefore considered to comply with Policy DP26 of the District Plan and the relevant principles of the Mid Sussex Design Guide SPD.

Neighbouring amenity

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'*..

To the southern side of the application site lies Nos. 10- 14 South Drive. Given that the proposal would maintain a separation distance of approximately 7.2 metres and is single storey in nature, it is not considered that the proposal would result in material harm to the light and outlook to these neighbouring properties. Given that no windows are proposed on the side elevation, it is not considered that the proposal would result in material harm to the privacy of these neighbouring properties.

To the western side of the application site lies Nos. 13 and 11 Southway. Given the separation distance of approximately 29 metres, it is not considered that the proposal would result in material harm to the light and outlook to these neighbouring properties. The rear-facing window would face the host garden and given the separation distance of approximately 29 metres to properties to the west, would not result in material overlooking or 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 unacceptable harm to the amenities of neighbouring properties and accords with the above-mentioned part of policy DP26 of the District Plan.

Flood Risk and Drainage

Policy DP41 relates to flood risk and drainage and requires development to demonstrate it is safe across its lifetime and not increase the risk of flooding elsewhere. It states in part that:

'Proposals for development will need to follow a sequential risk-based approach, ensure development is safe across its lifetime and not increase the risk of flooding elsewhere. The District Council's Strategic Flood Risk Assessment (SFRA) should be used to identify areas at present and future flood risk from a range of sources including fluvial (rivers and streams), surface water (pluvial), groundwater, infrastructure and reservoirs.

Particular attention will be paid to those areas of the District that have experienced flooding in the past and proposals for development should seek to reduce the risk of flooding by achieving a reduction from existing run-off rates.

The application site is at very low risk of fluvial flooding with limited areas identified at higher surface water risk. MSDC Flood risk and drainage were consulted on the application and have provided a response. They consider that the proposal constitutes minor development and falls within the scope of the Environment Agency's Standing Advice. No objection has been raised to the proposal. The proposal is therefore considered to comply with the relevant criteria of policy DP41 in the 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

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 DP26 and DP41 of the Mid Sussex District Plan. It is therefore considered acceptable.

Decision: Permission

Case Officer: Catherine Cardin