

Delegated Decision

Sign off Sheet

Ref. No:	DM/25/2560	Case Officer:	Anna Tidey
Application Type:	Householder Application		
Proposal:	Proposed two storey side extension.		
Site:	10 Warburton Close, East Grinstead, West Sussex, RH19 3TX, , , ,		
Validation Date	8 Jan 2026	Overall Expiry Date:	30 Jan 2026
Pre-Commencement Conditions Required:		Pre-Com Conditions Date Agreed:	
Recommendation:	Permission	Recommendation Date:	13 Feb 2026
Target Date:	5 Mar 2026	Recommending Officer Signature:	<i>Anna Tidey</i>

Date Legal Agreement Completed: (if applicable)		No of Representations:	1
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Signed and Agreed By:	<i>Steven King</i>	Date:	13 Feb 2026
Comments:			

MID SUSSEX DISTRICT COUNCIL

DM/25/2560

**10 Warburton Close, East Grinstead, West Sussex, RH19 3TX, , ,
Proposed two storey side extension.
Ian Brightwell**

SUMMARY OF REPRESENTATIONS

One representation received, which supports the application.

SUMMARY OF CONSULTEES

Tree Officer: I have reviewed the Arboricultural Impact Assessment for this proposal and have found that it is out of date. We can only accept a tree report from within the last 2 years. Please could you ask for an up to date tree report and then reconsult me?

Further comments: I have reviewed the Revised Tree report for this proposal and have no objection. Please condition adherence to this report.

Southern Water: The development site is not located within Southern Water's statutory area for water supply services. Please contact South East Water who are the relevant statutory undertaker.

Southern Water records show the approximate position of our existing sewer and water main assets crossing/in the vicinity of the development site. The exact position of the public assets must be determined on site by the applicant in consultation with Southern Water before the layout of the proposed development is finalised.

The 450 mm diameter gravity sewer requires a clearance of 3 metres on either side of the gravity sewer to protect it from construction works and to allow for future maintenance access. No development or tree planting should be carried out within 3 metres of the external edge of the public gravity sewer without consent from Southern Water. All existing infrastructure should be protected during the course of construction works.

In order to protect public sewers, Southern Water requests that if consent is granted, a condition is attached to the planning permission to require prior to commencement of the development that the developer agrees the measures to be taken to protect the public sewers with Southern Water.

SE Water: We would only require notification of any works that interfere with South East Water assets within the public boundary. Recommend that the applicant plans their works safely to avoid damaging their network. To ensure they recommend that the applicant obtains an Asset Plan to show the approximate location of the water mains and apparatus in the area.

TOWN/PARISH COUNCIL OBSERVATIONS

East Grinstead Town Council: No comment.

INTRODUCTION

This application seeks planning permission to construct a two storey side extension on the eastern elevation of a house at No 10 Warburton Close in East Grinstead. This application follows a previous

application under DM/22/2460, which was made by the same applicant, was granted consent on 24.10.2022, and has not been implemented.

RELEVANT PLANNING HISTORY

DM/22/2460. Proposed two storey side extension. Approved October 2022.
GR/312/99. Two storey side extension. Approved June 2000.

SITE AND ITS SURROUNDINGS

No 10 Warburton Close is an unaltered 3 bed semi detached house located on the entrance into Warburton Close off Bourg-de-Peage Avenue, an opposite Sackville School in East Grinstead.

The house benefits from an open plan front garden and at the rear there is a parking area for two vehicles as well as a single garage at the end of a block of garages which are accessed off a shared vehicular road off Bourg-de-Peage Avenue. On street parking is restricted in the immediate area.

The fenced rear garden extends along the eastern side of the house and to the rear to the north side of the house. There are trees growing on the side boundary to the front of the house and two trees growing in the rear garden of the property.

The house and garden are located within the Built up Area boundary and within a Red Impact Risk Zone for Great Crested Newts.

APPLICATION DETAILS

This application seeks planning permission for a two storey side extension on the eastern elevation of the dwelling. The proposed extension would replicate the form of the existing house, with a matching gabled roof, and materials to match the existing house design.

The existing house has a width of 6.2m. The proposed extension would widen the frontage and maintain a front door in the centre of the extended property. The proposed extension measures 4.8m wide by the full depth of the existing house (8.3m).

Within the proposed extension it is proposed to create a new extended open plan kitchen, dining and living area on the ground floor. The existing dining room at the rear of the house is shown to be formed into a new utility room, with a maintained rear access door. A new toilet would also be provided with a new window in the existing rear wall of the house. A new set of 2.6m wide (approx.) glazed bifold doors would also be inserted into the existing rear wall of the house to serve the new dining area. Matching windows would be proposed in the front and rear elevations of the extension.

At first floor level the existing bedroom layout would be maintained in the original house, and a corridor would be formed from the existing landing into the extension. The first floor of the extension would accommodate two new bedrooms, to provide a total of five in the house, one of which would have an ensuite shower room. Both new bedrooms would have inbuilt cupboard space. A 0.6m wide window is proposed in the new end gable wall of the extension to serve the ensuite shower room.

A Tree Survey, Arboricultural Impact Assessment (AIA) and Tree Protection Measures was submitted with the application. As this document was dated over 2 years ago it was requested that it was reviewed and updated by the author. A revised Tree Report was submitted on 09.01.2025 and the content has been reviewed by the Tree Officer.

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 the 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
DP37 Trees, Woodland and Hedgerows
DP38 Biodiversity

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

East Grinstead Neighbourhood Plan, made November 2016.

Relevant policies:

Policy EG3 Promoting Good Design
Policy EG12 Car Parking

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 the stage 1 hearings were concluded on the 31st October 2024. There are unresolved objections to some of the Policies in the draft District Plan and as such, 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
DPS4 Flood Risk and Drainage
DPS6 Health and Wellbeing
DPB1 Character and Design
DPN1 Biodiversity, Geodiversity and Nature Recovery
DPN4 Trees, Woodland and Hedgerows
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.

West Sussex County Council Guidance on Parking at New Developments - September 2020.

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
Impact on residential amenities
Parking
Impact on trees

Design

Policy DP26 of the 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 DP29);*
- * 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.'

The Design Guide refers to Design Principles in Chapter 9. Principle DG49 refers particularly to residential extensions, and states:

'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.

Extensions should typically use simple, uncomplicated building forms to complement 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.

Extensions should not result in a significant loss to the private amenity area of the dwelling.

There are two general approaches to extending a property:

- Designing in the style of the existing building by closely matching its facing materials, architectural features, window sizes and proportions; and*
- Designing in a contemporary style that takes its cues from key aspects of the existing building that might include its underlying form and proportions, facing materials, window design and other specific architectural features. The success of this approach is particularly reliant on high quality facing materials and finishes, and this will normally need to be demonstrated through detailed elevations and section drawings.*

Both approaches can create successful, well-designed extensions that can be mutually beneficial to both the house and the wider area.'

Also relevant is Principle DG50: Front and side extensions, which 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.'

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 represents a large addition on the side of this house, which occupies a prominent position on a road junction. The angled boundary line will ensure that the extension is set away from the side boundary fence line. This will maintain the spacing of development and the overall appearance of the street scene.

Overall, it is considered that the design of the addition is sympathetic to the design of the original house and with the use of matching materials and design features, including matching wall cladding on the front elevation, which will blend in with the appearance of the neighbouring houses in the street scene.

As such the proposed extension is considered appropriate in scale and design to the host building. The proposal will therefore accord with Policy DP26 and Policy EG3 of the East Grinstead Neighbourhood Plan and will accord with the relevant Design Guide principles.

Impact upon neighbouring amenities

District Plan Policy DP26 requires 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.'* Neighbourhood Plan Policy EG3 refers to the requirement for development not to harm adjoining amenity.

Under section 38(5) of the Planning and Compulsory Purchase Act 2004 if a policy contained in a development plan for an area conflicts with another policy in the development plan, the conflict must be resolved in favour of the policy which is contained in the last document to be adopted, approved or published. As such, Policy DP26 of the MSDP is considered to take precedence and therefore the test in this instance is whether the development causes significant harm to neighbouring amenities as outlined above.

In addition Principle DG45 in the Design Guide refers to the need to consider privacy of existing and future residents.

The immediate neighbouring house is the adjoining property at No 9 Warburton Close. As the extension is sited on the eastern side of No 10 it is considered that there will be little impact upon the living conditions or amenities of the occupiers of No 9.

The proposed extension will accord with District Plan Policy DP26. It is considered that the proposal will not cause significant harm to adjoining amenity and also satisfies Neighbourhood Policy EG3 and the principles of the Design Guide.

Parking

As a result of the extension the 3 bed house will become a 5 bed property, with the existing parking provision unaltered. The garage sited to the rear of the house is shown to be within the red line and is therefore understood to be in the ownership of the applicant, as well as the parking area, which is accessed from the rear garden, providing a total of three off road parking spaces for the property.

District Plan Policy DP21 is relevant regarding parking for new development. It includes the following requirement:

'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;'

The East Grinstead Neighbourhood Plan contains Policy EG12, which states:

'Policy EG12 - Car Parking

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.

In exceptional circumstances, a departure from the adopted standards will be supported if the applicant can demonstrate specific local circumstances require a different level of parking provision, including as a result of the development site's accessibility to public transport, shops and services, highway safety concerns and local on-street parking problems. For this to be accepted a Transport Assessment will be required together with a set of proposals to justify this alternative provision.'

West Sussex County Council Guidance on Parking, sets out the maximum parking standards for residential houses. For a three bed property in the Town Ward of East Grinstead the guidance states that a maximum of 1.8 spaces should be provided. For a property with 4+ bed spaces the requirement is 2.5 spaces. The existing parking provision at the property meets these requirements. As such the proposed parking provision accords with the requirements of District Plan Policy DP21 and Neighbourhood Plan Policy EG12.

Impact upon trees

There are trees growing on the eastern boundary of the garden in close proximity to the site of the proposed side extension. During the course of determining this application a revised Tree Report and AIA have been provided by the applicant and these have been reviewed by the Tree Officer.

District Plan Policy DP37 is relevant in the determination of the application. This 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.

Development that will damage or lead to the loss of trees, woodland or hedgerows that contribute, either individually or as part of a group, to the visual amenity value or character of an area, and/ or that have landscape, historic or wildlife importance, will not normally be permitted.

Proposals for new trees, woodland and hedgerows should be of suitable species, usually native, and where required for visual, noise or light screening purposes, trees, woodland and hedgerows should be of a size and species that will achieve this purpose.

Trees, woodland and hedgerows will be protected and enhanced by ensuring development:
o incorporates existing important trees, woodland and hedgerows into the design of new development and its landscape scheme; and
o prevents damage to root systems and takes account of expected future growth; and
o where possible, incorporates retained trees, woodland and hedgerows within public open space rather than private space to safeguard their long-term management; and
o has appropriate protection measures throughout the development process; and

*o takes opportunities to plant new trees, woodland and hedgerows within the new development to enhance on-site green infrastructure and increase resilience to the effects of climate change; and
o does not sever ecological corridors created by these assets.*

Proposals for works to trees will be considered taking into account:

- o the condition and health of the trees; and*
- o the contribution of the trees to the character and visual amenity of the local area; and*
- o the amenity and nature conservation value of the trees; and*
- o the extent and impact of the works; and*
- o any replanting proposals.*

The felling of protected trees will only be permitted if there is no appropriate alternative. Where a protected tree or group of trees is felled, a replacement tree or group of trees, on a minimum of a 1:1 basis and of an appropriate size and type, will normally be required. The replanting should take place as close to the felled tree or trees as possible having regard to the proximity of adjacent properties. Development should be positioned as far as possible from ancient woodland with a minimum buffer of 15 metres maintained between ancient woodland and the development boundary.'

The Tree Report and AIA have been examined by the Tree Officer, and her comments are reported above. She has raised no objection to the application, subject to a planning condition requiring that the works are carried out in accordance with the AIA. With such a condition in place it is considered that the proposal will accord with District Plan Policy DP37.

CONCLUSION

The proposed two storey side extension is considered appropriate in scale and design to the host building and will not adversely affect the character and appearance of the area or impact negatively upon the street scene. The proposal therefore accords with Policy DP26 and Policy EG3 of the East Grinstead Neighbourhood Plan and the relevant Design Guide principles.

The proposal accords with District Plan Policy DP26 and Policy EG3 of the East Grinstead Neighbourhood Plan and the Design Guide principles and will not adversely impinge upon the living conditions of the immediate residents.

The existing parking provision at the property meets the WSCC Parking standard requirements. As such the proposed parking provision accords with the requirements of District Plan Policy DP21 and Neighbourhood Plan Policy EG12 and can be accepted.

In terms of the impact of the development upon the adjacent trees it is considered that the proposal accords with the aims of District Plan Policy DP37.

The proposal is therefore recommended for approval.

Decision: Permission

Case Officer: Anna Tidey