

Delegated Decision

Sign off Sheet

Ref. No:	DM/26/0062	Case Officer:	Deborah Lynn
Application Type:	Householder Application		
Proposal:	Proposed single storey side extension.		
Site:	6 Singleton Way, Burgess Hill, West Sussex, RH15 0BU, , , ,		
Validation Date	12 Jan 2026	Overall Expiry Date:	4 Feb 2026
Pre-Commencement Conditions Required:		Pre-Com Conditions Date Agreed:	
Recommendation:	Permission	Recommendation Date:	20 Feb 2026
Target Date:	9 Mar 2026	Recommending Officer Signature:	Deborah Lynn

Date Legal Agreement Completed: (if applicable)		No of Representations:	0
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Signed and Agreed By:	Stephen Ashdown	Date:	26 Feb 2026
Comments:			

MID SUSSEX DISTRICT COUNCIL

DM/26/0062

**6 Singleton Way, Burgess Hill, West Sussex, RH15 0BU, , ,
Proposed single storey side extension.
Chris Hall**

SUMMARY OF REPRESENTATIONS

None received.

SUMMARY OF CONSULTEES

Not applicable.

BURGESS HILL TOWN COUNCIL OBSERVATIONS

The Committee of the 27th January would Recommend Approval.

INTRODUCTION

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

RELEVANT PLANNING HISTORY

DM/22/3001 - Single storey rear extension. Permission granted 07.11.2022.

SITE AND SURROUNDINGS

No. 6 Singleton Way is a detached bungalow located on the corner of Singleton Way and The Warren. The property is set back from the road with an open plan front garden and large grass verge located to the side of the property.

The dwelling has been previously extended to the rear with a single storey extension, finished with a flat roof and rendered walls. The exterior of the original dwellinghouse is finished with facing brickwork and white weatherboarding to part of the flank walls, pantiles to the roof and white upvc windows and doors.

The property benefits from a double garage located to the west of the bungalow in an elevation position. The majority of the rear garden is covered with paving. Land levels rise gently to the west.

In terms of planning policy, the property lies within the built up area of Burgess Hill. It also lies within a Great Crested Newt red impact zone.

APPLICATION DETAILS

Plans show that a single storey extension is proposed to the side of the bungalow. This will have a 'L' shaped plan form and will measure between 4 and 6.39 metres wide by 11.31 metres deep.

The front part of the extension will reflect the form of the original bungalow with a gable pitched roof proposed to match the main roof slope; a 2 metre side projection with mono pitched roof measuring 4.39 metres high is proposed. This section of the extension will be finished with facing brickwork and clay pantiles to match the original bungalow. The rear section of the extension will have a flat roof to match the existing rear extension and will be finished with white coloured render to match; this will have an eaves height of 2.88 metres.

Plans show that the extension will provide a music room / play room, and 2 additional bedrooms plus ensuite shower room, creating a 5 bed dwellinghouse.

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 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:

DP21 transport

DP26 character and design

DP37 trees, woodland and hedgerow

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 on the 28th January 2016.

Relevant policies:

There are no policies deemed relevant.

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

DPS6 health and wellbeing

DPN4 trees, woodland and hedgerows

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)

ASSESSMENT

Design and impact on character of area

Policy DP26 of the District Plan relates to character and design and requires all proposals, including alterations and extensions, 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 addition to the above, the Council's adopted Design Guide SPD is a material planning consideration with design principles DG49, DG50 and DG51 deemed relevant to this application.

Principle DG49 relates to general principles for extensions and recommends that *'extensions should typically use simple, uncomplicated building forms to complement and coordinate with the scale, form and massing of the original dwelling.'*

DG50 relates to front and side extensions and states in part 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.'*

DG51 relates specifically to rear extensions and states that *'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 side extension, whilst not set back from the front of the original bungalow, is considered acceptable in terms of design, form and scale to the existing dwelling, reflecting both the form of the original bungalow and the existing rear extension. The extension will fall closer to the front and side boundaries of the rear garden and will appear more visible within the street scene, however, will remain well set back from the road. The rear section of the extension will also fall closer to the neighbouring property at no. 3 The Warren, however the reduction in space between the properties is not considered to have a harmful impact upon the street scene as there are several examples in The Warren whereby dwellinghouses are located in close proximity to one another.

As such, the proposal is not considered to detract from the appearance and character of the area, thereby according with policy DP26 of the District Plan and relevant design principles of the Design Guide SPD.

Impact on neighbouring amenities

Policy DP26 of the District Plan requires developments to demonstrate that it does not cause significant harm to amenities of existing nearby residents (or future occupiers), taking into account matters such as impact on light, privacy and outlook.

As previously noted, the extension will fall closer to the boundary of the property with no. 3 The Warren. The bungalow at no. 3 is sited approximately 1.1 metres from the boundary with the application site (which is lined with a close boarded fence) and lies at a slightly lower level. Three windows are located in the southern flank wall of no. 3. Online marketing records for the property dated 2020 show that the

windows serve a kitchen, wc and bathroom and that all are obscure glazed. The kitchen at no. 3 is also served by a glazed door and window to the rear eastern elevation.

With this in mind, whilst the rear extension would be visible above the boundary fence and would appear more imposing from the adjoining property, it is not considered that the proposal would have a significant harmful impact in terms of affecting light levels, outlook or creating a sense of enclosure. Nor is it considered that the proposal would result in undue overlooking as to have a significant impact upon neighbouring privacy. The proposal is therefore considered to comply with policy DP26 of the District Plan.

Parking Provision

Policy DP21 of the District Plan relates to Transport and states in part that development proposals should provide 'adequate car parking for the 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 proposed extension would create an additional 2 bedrooms, resulting in a 5 bed dwelling. The property benefits from a double garage and one off-road parking space.

The West Sussex County Council Car Parking Demand Calculator recommends that a dwelling in this location with 4 bedrooms or more has 3 off road parking spaces. As such, sufficient off-road parking will remain for the proposed development.

Impact on trees

Policy DP37 of the District Plan refers to trees and states in part that: *'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.'*

The proposed development would result in the removal of an established tree located within the rear garden of the property, to the side of the bungalow. Whilst the loss of the tree is regrettable, it is not of a significant size and is not considered to have a high amenity value as to warrant a Tree Preservation Order or objection to its removal. The proposal therefore accords with policy DP37 of the District Plan.

Great Crested Newts

The site lies within a designated Great Crested Newt Red Impact Risk Zone which indicates that there is a high risk of Great Crested Newts on the site. Having regard to the residential nature of the proposal and scale of the development, it is not considered that the proposal would have any impact upon newts or their habitat. An informative can be attached to the planning consent to advise the applicant on action to be taken should Great Crested Newts be found during construction works.

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 proposed extension is considered acceptable in terms of design, form and scale to the existing dwellinghouse and surrounding properties and should not detract from the appearance and character of the area. Nor should the proposal cause significant harm to neighbouring amenities in terms of impacting light levels, outlook, privacy or creating a sense of enclosure. Sufficient parking provision will

remain. The proposal therefore accords with policies DP21, DP26 and DP37 of the Mid Sussex District Plan.

Decision: Permission

Case Officer: Deborah Lynn