

Delegated Decision

Sign off Sheet

Ref. No:	DM/25/0612	Case Officer:	Katherine Williams
Application Type:	Householder Application		
Proposal:	Two storey side extension with a single storey rear extension.		
Site:	32 Rolfe Drive, Burgess Hill, West Sussex, RH15 0LA, , , ,		
Validation Date	31 Mar 2025	Overall Expiry Date:	14 Jul 2025
Pre-Commencement Conditions Required:		Pre-Com Conditions Date Agreed:	
Recommendation:	Permission	Recommendation Date:	23 Jun 2025
Target Date:	26 May 2025	Recommending Officer Signature:	Katherine Williams

Date Legal Agreement Completed: (if applicable)		No of Representations:	0
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Signed and Agreed By:	Stephen Ashdown	Date:	23 Jun 2025
Comments:			

MID SUSSEX DISTRICT COUNCIL

DM/25/0612

**32 Rolfe Drive, Burgess Hill, West Sussex, RH15 0LA, , ,
Two storey side extension with a single storey rear extension.
Sharbin Chowdhury**

SUMMARY OF REPRESENTATIONS

None received

SUMMARY OF CONSULTEES

Nature Space - no comment

TOWN COUNCIL OBSERVATIONS

Recommend Approval. The Committee expressed concern about the loss of a tree and regretted the loss of a garage.

INTRODUCTION

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

RELEVANT PLANNING HISTORY

None

APPLICATION DETAILS

The proposed two side extension would result in the demolition of the existing garage, which is attached to the corresponding garage of No. 30 Rolfe Drive. Following the submission of the application it has been confirmed that all works would be located on the applicant's property and remedial works would take place to the side elevation of the garage which would be rendered.

The proposed side extension would have a width of some 3.3 metres and a depth of some 7.3 metres, which would be set back from the front elevation by approximately 1.2 metres. This extension would have a pitched roof with an eaves height to match the existing dwelling and an overall height of some 6.8 metres.

The single storey rear extension would extend beyond the rear elevation of the proposed side extension and would have a width and depth of some 3.8 metres and 5 metres. This extension would have a pitched roof with an overall height and eaves height of some 3.3 metres and 2.6 metres.

The proposal would be constructed in materials to match the existing dwelling.

SITE AND SURROUNDINGS

The application property is a detached two storey dwelling located on the southern side of Rolfe Drive, a cul-de-sac within the built up area of Burgess Hill.

The locality is characterised two storey detached properties of similar designs and forms, set back evenly from the highway with narrow visual gaps between the properties, which gives the locality an enclosed urban character. Many of the properties have benefited from extensions and alterations.

The application property has pitched gable roofs and a front ground floor back window. The property benefits from a single flat roof garage which is located to the rear of the dwelling with a driveway which extends along the western side of the dwelling. This garage is attached to the corresponding garage of No. 30 Rolfe Drive, which is also attached to the existing two storey side extension of this neighbour. The property is constructed in brick, 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 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:

DP21 - Transport
DP26 - Character and Design
DP37 - Trees, Woodland and Hedgerows

Site Allocations DPD

The SADPD was adopted on 29th June 2022. It allocates sufficient housing and employment land to meet identified needs to 2031.

Burgess Hill Neighbourhood Plan (made January 2016)

Policy S4 - Parking Standards for New Developments

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:

DPS1 - Climate Change
DPS2 - Sustainable Design and Construction
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 2023)

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
- Impact on Trees
- 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."*

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 side extensions and states: *'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.'

Principle DG51 specifically relates 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 proposal is considered to be of a design and form which would reflect the appearance and proportions of the existing property. The side extension would be visible from the streetscene and would be of a design which would be visually subservient to the original dwelling with the ridge height sent down and the front elevation set back from the original dwelling. The proposed side extension would also be of a design and appearance which is similar to existing extensions within the streetscene, and the proposal would be seen within this context. Given this, it is considered that the proposal would reflect the character of the area and the application property.

Impact on neighbouring properties

DP26 states:

'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);'

To the western side is No. 30 Rolfe Drive. The proposed side extension would not extend beyond the front elevation of this neighbour and the single storey rear extension would not extend beyond the rear elevation of the garage of this neighbour. The proposal would be visible from this neighbour; however it is considered that the proposal would not cause significant harm to the amenities of this neighbour.

On the eastern side is No. 34 Rolfe Drive. The proposed side extension would be positioned to the western side of the dwelling and would not be visible from this neighbour. The single storey rear extension would be some 5.6 metres from this neighbour. Given the separation distance it is considered that the proposal would not cause harm to the amenities of this neighbour.

Impact on the parking provision for the property

Policy S4 of the Burgess Hill Neighbourhood Plan in part states:

'In cases where planning permission is necessary for alterations and extensions to properties support will not be given for the conversion of garage space to habitable rooms/ residential use unless there is adequate space to park cars off street in line with the parking standards.'

Design and layout of off-site parking areas, on street parking areas, garage/parking blocks will be designed to allow ease of access from driveways and accessibility to parking areas without causing obstruction.'

Appendix D of the Burgess Hill Neighbourhood Plan sets out that 4 bedroom dwellings located outside the defined Town Centre area are required to provide 2 designated spaces and 1 non-designated space per 2 dwellings. West Sussex County Council September 2020 Parking Standards Guidance, outlines that for a 4 bedroom dwelling in this location 2.2 parking spaces have to be provided.

The proposal would result in the loss of the existing garage of the property, with the 2 No. parking spaces retained on the driveway. There is no on street parking restrictions in the locality, and although the parking provision of the property would not meet the WSCC guidance the short fall is not considered to warrant the refusal of the application.

Impact on Trees

Mid Sussex District Plan policy DP37 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:

- *incorporates existing important trees, woodland and hedgerows into the design of new development and its landscape scheme; and*
- *prevents damage to root systems and takes account of expected future growth; and*
- *where possible, incorporates retained trees, woodland and hedgerows within public open space rather than private space to safeguard their long-term management; and*
- *has appropriate protection measures throughout the development process; and*
- *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*
- *does not sever ecological corridors created by these assets.*

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

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

There are existing trees located within the garden of the application property. The Council's Tree Officer has been consulted on the application and raise no objection and requests a condition regarding tree protection measures. Subject to this it is considered that the proposal would protect the surrounding trees and would comply with DP37 of the Mid Sussex 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.

CONCLUSION

In conclusion, the proposal is considered to be appropriate in terms of the character of the streetscene and the locality, would not cause significant harm the amenities of neighbouring properties and acceptable in terms of the impact on parking and trees. Therefore, the proposal complies with Mid Sussex District Plan policies DP21, DP26 and DP37, and with the relevant provisions of the NPPF. The application therefore accords with the Development Plan and is considered acceptable.

Decision: Permission

Case Officer: Katherine Williams