

PLANNING STATEMENT

1 FOX CLOSE, BURGESS HILL, WEST SUSSEX. RH15 9UR.

Planning Statement /Additional Information for:

Retrospective planning application for conversion of existing garage into habitable accommodation and alterations to rear elevation fenestration.

3rd October 2025

Document Ref: 2508-007 Planning Statement.pdf
(Householder Planning Application)

The existing house is a link-detached three-bedroom two storey house, with a profiled concrete tile pitched main roof and lower roof, and facing brick masonry cavity walls with part vertical tile hanging to front elevation.

Conversion of the existing garage into habitable accommodation and fenestration alterations have been completed, partly by the previous owner and partly by the applicant. These unapproved works were discussed with MSDC Planning Department on 7th July 2025 and a retrospective planning application was recommended.

It was advised to make it clear that the existing plans and elevations are indicative drawings of the dwelling before the conversion works started. Therefore, the existing drawings have been annotated to state they approximate and indicative. The proposed plans and elevations indicate the completed conversion and fenestration works.

It was also advised to confirm that the completed works still provide two off street car parking spaces, a requirement that would be needed for a garage conversion application like this.

The garage conversion works indicated in this application are typical for this locality and below are examples of applications in Fox Close and in adjacent Beale Street for previously approved similar garage conversion works:

2 Fox Close – 09/03120/FUL
1 Beale Street – DM/23/2335
3 Beale Street – DM/18/5047
9 Beale Street – DM/17/3329
25 Beale Street – DM/17/2605



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