

Delegated Decision

Sign off Sheet

Ref. No:	DM/26/0688	Case Officer:	Deborah Lynn
Application Type:	Householder Application		
Proposal:	Front extension, canopy, alterations to fenestration, enlargement of roof light in rear project and rendering of front gable feature. Partial conversion of garage.		
Site:	6 Burleigh Close, Crawley Down, Crawley, West Sussex, RH10 4UX, , ,		
Validation Date	30 Mar 2026	Overall Expiry Date:	20 Apr 2026
Pre-Commencement Conditions Required:		Pre-Com Conditions Date Agreed:	
Recommendation:	Permission	Recommendation Date:	21 May 2026
Target Date:	25 May 2026	Recommending Officer Signature:	Deborah Lynn

Date Legal Agreement Completed: (if applicable)		No of Representations:	0
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Signed and Agreed By:	Steven King	Date:	21 May 2026
Comments:			

MID SUSSEX DISTRICT COUNCIL

DM/26/0688

**6 Burleigh Close, Crawley Down, Crawley, West Sussex, RH10 4UX, ,
Front extension, canopy, alterations to fenestration, enlargement of roof light in rear project and
rendering of front gable feature. Partial conversion of garage.
Nadine Rutter**

SUMMARY OF REPRESENTATIONS

None received.

SUMMARY OF CONSULTEES

Southern Water

No objections.

WORTH PARISH COUNCIL OBSERVATIONS

Defer to officer.

INTRODUCTION

This application seeks planning permission for a front extension, canopy, alterations to fenestration, enlargement of roof light in rear projection and rendering of front gable feature, plus the partial conversion of the garage.

RELEVANT PLANNING HISTORY

WP/127/78 - Ground floor extension. Permission granted 11.09.1978.

WP/167/86 - First floor extension and two storey extension. Permission granted 3.01.1987.

WP/209/88 - Single storey extension. Permission granted 22.11.1988.

SITE AND SURROUNDINGS

6 Burleigh Close is a detached 1960s house located within a close of similar properties to the east of Burleigh Way in Crawley Down.

The dwellinghouse is sited on a bend and is well set back from the road at a higher level, with long driveway to the front. The dwellinghouse has been extended to the front and side with two storey additions, with a ground floor extension to the rear.

In terms of planning policy, the site lies within the built up area boundary of Crawley Down.

APPLICATION DETAILS

Plans show that a render finish will be applied to the existing two storey gable projection to the front of the house. The planning agent has advised that the render finish will be cream / beige in colour. A porch canopy consisting of a tiled gable roof sited upon posts is also proposed to the front of the property, adjacent to the gable projection. Plans show that this will measure approximately 1.65 metres wide by 3.4 metres high and will project 0.6 metres beyond the front gable projection.

Other external alterations include replacing the existing roof light to the ground floor rear extension with a larger roof light and replacing 2 no. ground floor windows to the rear elevation with bi-fold and patio doors. An existing ground floor door and window in the eastern flank wall of the dwellinghouse are also proposed to be replaced with patio doors with windows to the side and the existing patio doors in the eastern wall of the ground floor rear extension are proposed to be replaced with bi-fold doors. Plans indicate that all new doors will have white frames.

A number of internal alterations are proposed, including the partial conversion of the integral garage to form a utility room, with store area remaining to the front. To the rear, internal walls are proposed to be removed to create an enlarged kitchen / dining area and family room. At first floor level, an existing bedroom will be converted to a dressing room whilst an office will be converted to form a bathroom.

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 Crawley Down 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

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.

Crawley Down Neighbourhood Plan

The Neighbourhood Plan was made on the 28th January 2016.

Relevant policies:

CDNP04.1 building extensions

CDNP04.3 loss of existing 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 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

DPS6 health and wellbeing

DPB1 character and design

DPT4 parking and electric vehicle charging

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

The main issues deemed relevant to the consideration of this application are:

- Design and impact on character of area
- Impact on neighbouring amenities
- Parking provision.

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.

Policy CDNP04.1 of the Neighbourhood Plan advises that building extensions will be permitted provided that the scale, height, and form of the extension is subservient to the existing building, and is in character with the street scene, amongst other criteria.

The Council's Design Guide SPD is also 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. 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.'*

DG50 relates to front and side extensions and states in part that:

'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.'

The proposed porch extension is modest in scale and will be well set back from the road, such that it should not appear visually prominent within the street scene. The proposed render finish is not a feature amongst existing houses within the close, however tile hanging and weatherboarding is present to the front of several dwellings. The agent has advised that the proposed render finish will be a cream / beige colour, creating a neutral appearance that is considered to complement the existing dwellinghouse which is finished with buff coloured brickwork.

The garage is shown to retain its garage door to the front, providing access to a storage area. The proposed alterations to fenestration will affect the side and rear walls of the dwellinghouse and are considered to have limited visual impact within the street scene, being obscured in views from the public realm.

In view of the above, the proposed additions and alterations are deemed in keeping with the existing dwellinghouse and surrounding properties and should not detract from the appearance and character of the street scene.

The proposal therefore accords with policy DP26 of the District Plan and policy CDNP04.1 of the Neighbourhood Plan.

Impact on amenity

Policy DP26 of the District Plan refers to amenity and states that development 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*'.

Policy CDNP04.2 of the Neighbourhood Plan states that amenities such as access, noise, privacy, daylight, sunlight and outlook of adjoining residents shall be safeguarded.

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 the District Plan was adopted at a later date to the Neighbourhood Plan, policy DP26 of the District Plan is considered to take precedence and therefore the test in this instance is whether the development would cause significant harm to neighbouring amenities as outlined above.

The proposed additions and alterations are minor in scale such that they should not adversely impact neighbouring amenities. The rear garden is enclosed by an established Conifer hedge on its rear northern boundary and fencing on its side boundary with no. 7 Burleigh Close, such that the alterations to fenestration should not result in undue overlooking onto neighbouring properties.

The proposal therefore complies 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.'

Policy CDNP04.3 of the Neighbourhood Plan states that '*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 in appendix 1.*'

The proposed development would result in the loss of a garage parking space, however a long driveway will remain to the front of the property, measuring approximately 20 metres in length.

The WSCC car parking demand calculator recommends that a 4 bed house in this location has 3 off road parking spaces. It is considered that up to 4 cars could park off road at the property.

The proposal therefore provides adequate car parking, thereby according with aforementioned policies.

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 development is considered in keeping with the existing dwellinghouse and surrounding properties and should not detract from the character and appearance of the area. Nor should the proposal cause significant harm to neighbouring amenities. The proposal therefore accords with policies DP21 and DP26 of the Mid Sussex District Plan and policies CDNP04.1 and CDNP04.3 of the Crawley Down Neighbourhood Plan.

Decision: Permission

Case Officer: Deborah Lynn

