

Delegated Decision

Sign off Sheet

Ref. No:	DM/25/2397	Case Officer:	Anna Tidey
Application Type:	Removal/Variation of Condition		
Proposal:	Variation of condition 2 of planning application DM/24/2772 to allow for substitution of drawings to show: the rear-facing first floor bedroom window to be changed to glazed French doors with fixed sidelights and fixed glazed window, addition of rooflight and rear Juliette balcony and on the front elevation reduced roof windows and the north side elevation corrected to show roof gutter line and hanging tiles to upper flank wall of first floor gable extension.		
Site:	Witham Cottage, Felcot Road, Furnace Wood, East Grinstead, West Sussex, RH19 2QA, ,		
Validation Date	21 Oct 2025	Overall Expiry Date:	11 Nov 2025
Pre-Commencement Conditions Required:		Pre-Com Conditions Date Agreed:	
Recommendation:	Permission	Recommendation Date:	15 Dec 2025
Target Date:	16 Dec 2025	Recommending Officer Signature:	Anna Tidey

Date Legal Agreement Completed: (if applicable)		No of Representations:	0
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Signed and Agreed By:	Stephen Ashdown	Date:	15 Dec 2025
Comments:			

MID SUSSEX DISTRICT COUNCIL

DM/25/2397

Witham Cottage, Felcot Road, Furnace Wood, East Grinstead, West Sussex, RH19 2QA, Variation of condition 2 of planning application DM/24/2772 to allow for substitution of drawings to show: the rear-facing first floor bedroom window to be changed to glazed French doors with fixed sidelights and fixed glazed window, addition of rooflight and rear Juliette balcony and on the front elevation reduced roof windows and the north side elevation corrected to show roof gutter line and hanging tiles to upper flank wall of first floor gable extension.

Mr Eliot Law

SUMMARY OF REPRESENTATIONS

None received.

SUMMARY OF CONSULTEES

None.

TOWN/PARISH COUNCIL OBSERVATIONS

Worth Parish Council: Defer to Officer.

INTRODUCTION

This application seeks planning permission to amend condition 2 of planning application DM/24/2772- to allow for design changes to the approved plans on the permitted works to the dwelling.

RELEVANT PLANNING HISTORY

DM/24/2772. Demolition of rear garden shed. Ground floor front extension to side. First floor bedroom extension and front gable extension. Alteration of front entrance new glazed gable and new flush roof lights. Ground floor rear infill extension. New dormer to bedroom. Garage conversion and rear extension. New driveway and gates and new raised decking to South. Approved March 2025.

SITE AND SURROUNDINGS

Witham Cottage is a 4 bed detached chalet bungalow located in an established residential area in the countryside at Furnace Wood.

The property has been previously extended and benefits from one ground floor bedroom and three first floor bedrooms, with a shared bathroom. The master bedroom has an ensuite. Wardrobes and storage cupboards are built into the roof slopes.

The dwelling is of brick construction with some first floor decorative tile hanging. The eaves are generally set at ground floor level, but are raised on a front facing two storey addition. The gabled roof forms and roof dormers at the front and rear provide added head height in the first floor rooms.

The dwelling benefits from a pair of separate driveways, one serving the dwelling and frontage hardstanding, the other serving the double garage, which is set back from the side elevation of the property. The driveway serving the dwelling has a pair of timber access gates and can accommodate approx. 3 parked vehicles.

A detached double garage is located within the garden to the south west of the dwelling, and is accessed by a 20m long driveway with turning space. The entrance to this access driveway is marked by a pair of brick piers, and it is divided from the front garden by a laurel hedge.

The variations to the approved plans which are the subject of this application apply to the chalet bungalow.

APPLICATION DETAILS

The current application has been submitted under Section 73 of the Town and Country Planning Act and seeks permission to vary Condition 2 of planning application DM/24/2772, which reads as follows:

'Approved Plans

The development hereby permitted shall be carried out in accordance with the plans listed below under the heading "Plans Referred to in Consideration of this Application".

Reason: For the avoidance of doubt and in the interest of proper planning.'

Planning permission was granted under application DM/24/2772 for a proposed ground floor extension, first floor extensions to include new front and rear gabled rooflines including a dormer addition and a new front gabled entrance with rooflights above.

The permitted additions will enlarge the ground floor, infilling the front and rear of the building, and add a rear single storey extending across the full width of the rear elevation, to accommodate an enlarged kitchen and an open plan dining room,.

This application is made under section 73 of the Town and Country Planning Act 1990 to vary or remove conditions associated with a planning permission. The Act states that *'On such an application the local planning authority shall consider only the question of the conditions subject to which planning permission should be granted, and-*

(a) if they decide that planning permission should be granted subject to conditions differing from those subject to which the previous permission was granted, or that it should be granted unconditionally, they shall grant planning permission accordingly, and

(b) if they decide that planning permission should be granted subject to the same conditions as those subject to which the previous permission was granted, they shall refuse the application.'

The approved plans showed the addition of a second gable on the frontage of the chalet bungalow and an enlarged rear gabled section, to accommodate additional first floor accommodation, constructed in matching brickwork, with some vertical tile hanging to match the existing finishes. The approved plans included a new central entrance doorway with glazed side and gable panels, above which four large rooflights were proposed.

The proposed plans for the current application show changes to the scale of the four front facing rooflights, include a corrected side elevation to indicate the altered eaves level on the front gabled addition, the addition of second rear facing rooflight and the inclusion of a pair of first floor French doors, with a Juliette balcony, to replace a former twin paned window in the rear, west facing, elevation of the new rear gable.

The proposed floor plans show that the position of the proposed Master Bedroom and associated ensuite has been swapped from the front to the rear gable addition. This position will allow views onto the rear garden from the added French doors and side facing dormer on the rear gable. The family bathroom/laundry room has been scaled down to a shower room served from a central hallway.

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, the Crawley Down Neighbourhood Plan and Site Allocation Development Plan Document (DPD).

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.

The following policies are considered relevant when considering this application:

Mid Sussex District Plan

The District Plan was adopted at Full Council on 28th March 2018.

Relevant policies:

DP12 Protection and Enhancement of Countryside

DP26 Character and Design

Site Allocations Development Plan Document

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

There are no policies deemed relevant to this application.

Neighbourhood Plan

Crawley Down Neighbourhood Plan - made January 2016.

Policy CDNP04.1 Building Extensions.

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.

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.

DPS2 Sustainable Design and Construction

DPS4 Flood Risk and Drainage

DPC1 Protection and Enhancement of the Countryside

DPB1 Character and Design

DPS6 Health and Wellbeing

DPB1 Character and Design

ASSESSMENT

The result of this application would be to issue a new planning permission, so it is not considered necessary to go through all of the original planning issues in this report. The specific changes to the plans that are now proposed are considered below with regards to the design amendments and their impact upon the neighbouring amenities.

It is necessary to consider the application against the relevant policies of the development plan and any other material planning considerations.

Design

District Plan Policy DP26 is relevant in the determination of this application. Policy DP26 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.'*

The Crawley Down Neighbourhood Plan contains Policy CDP04.1 which refers to Building Extensions. This states:

'Building extensions will be permitted provided they are in accordance with the Neighbourhood Plan and meet the following criteria:

- a) The scale, height, and form of the extension should be subservient to the existing building, and should be in character with the street scene. Where appropriate, special regard should be had to sustaining and enhancing the setting and features of heritage assets and the Areas of Townscape Character.*
- b) The traditional boundary treatment of an area is retained and where feasible reinforced.*
- c) Suitable access and on- site parking is provided without detriment to neighbouring properties.*
- d) Amenities such as access, noise, privacy, daylight, sunlight and outlook of adjoining residents are safeguarded.*
- e) Gaps which provide views out of the village to surrounding countryside are maintained.*
- f) Materials are compatible with materials of existing/surrounding buildings.'*

Also relevant in the determination of the application is the design guidance contained in the Mid Sussex Design Guide, which seeks good design in house alterations and extensions. Design Guide Principle DG49 states:

Principle DG49 states:

'Extensions should respond to the design of the original dwelling and applicant 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 allow 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. All extensions and alterations should consider their impact on neighbouring properties (refer to Chapter 8 on residential amenity).'

Design Guide Principle DG50 refers to Front and Side extensions and 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'.

Principle DG51 of the MSDC Design Guide 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 principle of the residential extension of Witham Cottage was found acceptable under planning application DM/24/2772.

The proposed front and rear extensions to the property are of a design that complement the extended dwelling, adding second front and rear gables and infilling an area at the rear. The eaves heights are matched to those on the existing property and the form is inkeeping with the existing additions, creating a symmetry to the front and rear elevations.

The proposed extensions will enlarge the dwelling from a four to a five bed property, if the ground floor bedroom is retained as such on the ground floor.

The proposed design amendments represent minor alterations to those approved under the original consent, and will not appear out of place in the rural setting of the property.

Consequently the design and appearance of the proposed works are considered to accord with Policies DP12 and DP26, Policy CDNP04.1 of the Crawley Down Neighbourhood Plan and with the relevant Design Guide principles.

Impact on residential 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.'*

The Neighbourhood Plan Policy CDNP04.1 (referred to above) seeks to ensure that *Amenities such as access, noise, privacy, daylight, sunlight and outlook of adjoining residents are safeguarded.'*

In addition Principle DG45 in the Design Guide refers to the need to consider privacy of existing and future residents and it is noted that privacy may be affected by the relationship of buildings to each other.

The immediate neighbouring properties are known as 'Faodail', an extended house, to the north and 'Danewood', a chalet bungalow, to the south. It is considered that the dwellings are well spaced and that the neighbouring amenities of the residents of those properties will not be adversely affected by the proposed first floor additions and alterations to the approved scheme at Witham Cottage.

It is considered that the enjoyment of the adjacent gardens and amenity spaces will not be compromised as a result of the proposed change in roof lights or from the addition of the first floor French doors and Juliette balcony on the rear extension.

It is considered that the proposal is acceptable in terms of the neighbouring amenities. The proposal is therefore found to accord with District Plan Policy DP26, Policy CDNP04.1 of the Crawley Down Neighbourhood Plan and the overall principles of the Design Guide.

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 proposed extensions will enlarge the property. It is considered that the form, scale and position of the additions will not adversely affect the character and appearance of the property within the street scene of Felcot Road.

It is considered that the proposed alterations to the approved extension scheme will not cause significant harm to the neighbouring amenities. The proposal accords with the aims of District Plan Policy DP26 and the relevant principles of the Design Guide.

The proposal would accord with Policies DP12 and DP26 of the District Plan, Policy CDNP04.1 of the Crawley Down Neighbourhood Plan and the Design Guide principles.

It is considered that the revised roofline will not cause significant harm to the neighbouring amenities, or impact adversely upon their privacy or light.

Consequently this application is recommended for approval, with conditions repeated from the approval under DM/24/2772.

Decision: Permission

Case Officer: Anna Tidey