

Delegated Decision

Sign off Sheet

Ref. No:	DM/25/2682	Case Officer:	Tracie Axford
Application Type:	Householder Application		
Proposal:	Front porch and bay window extension.		
Site:	5 Boxes Lane, Horsted Keynes, Haywards Heath, West Sussex, RH17 7EJ, , ,		
Validation Date	22 Oct 2025	Overall Expiry Date:	19 Nov 2025
Pre-Commencement Conditions Required:		Pre-Com Conditions Date Agreed:	
Recommendation:	Permission	Recommendation Date:	16 Dec 2025
Target Date:	17 Dec 2025	Recommending Officer Signature:	<i>Tracie Axford</i>

Date Legal Agreement Completed: (if applicable)		No of Representations:	0
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Signed and Agreed By:	<i>Steven King</i>	Date:	16 Dec 2025
Comments:			

MID SUSSEX DISTRICT COUNCIL

DM/25/2682

**5 Boxes Lane, Horsted Keynes, Haywards Heath, West Sussex, RH17 7EJ, ,
Front porch and bay window extension.
Mr Terry Heyward**

SUMMARY OF REPRESENTATIONS

None received

SUMMARY OF CONSULTEES

None

HORSTED KEYNES PARISH COUNCIL OBSERVATIONS

Horsted Keynes Parish Council expressed no comment regarding this application.

INTRODUCTION

The application seeks planning permission for the erection of a front porch and a bay window extension.

RELEVANT PLANNING HISTORY

None

SITE AND SURROUNDINGS

The application property is a detached two-storey dwelling set at the northern end of Boxes Lane, a cul-de-sac leading off of Sugar Lane. The property is set back from the highway by a driveway providing off street parking space. The existing dwelling is composed of external facing brickwork to one side of the property and light coloured render to the exterior walls on the other side of the dwelling, plain roof tiles on the pitched roof, and white uPVC windows and doors.

Boxes Lane is characterised by detached two-storey dwellings of similar styles, set back from the highway by front gardens and driveways. The site is located within the built-up area of Horsted Keynes and the High Weald Area of Outstanding Natural Beauty.

APPLICATION DETAILS

This application seeks permission for a front porch and bay window extension to the ground floor. The new porch will extend approximately 1.5 metres from the front door, will measure 3.6 metres wide and will have a pitched tiled roof. The proposed bay window extension will extend 1.5 metres from the front extension, will measure 4.75 metres in width and will have a tiled pitched roof. External facing brickwork is proposed for both the porch and bay window and both extensions will measure approximately 3.4 metres high.

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 Horsted Keynes 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:

DP16 - High Weald Area of Outstanding Natural Beauty

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.

Horsted Keynes Neighbourhood Plan

The Horsted Keynes Neighbourhood Plan was made in May 2023.

Relevant Policies:

Policy HK4: Maintaining Local Character and Good Quality Design

Policy HK5: Infill Development and Domestic Extensions

Policy HK9: The High Weald Area of Outstanding Natural Beauty

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

DPB1 - Character and Design

DPC4 - High Weald Area of Outstanding Natural Beauty

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)

The National Planning Policy Framework (NPPF) 2024 is a material consideration.

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
- High Weald AONB
- 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.'

The Horsted Keynes Neighbourhood Plan states under Policy HK4 that:

'All development should maintain the distinct local character and demonstrate good quality design. This means recognising the significance of the village setting, responding to it, and integrating with local surroundings and landscape context as well as the existing built environment and in particular:

- achieving high quality design that respects the scale, bulk and character of existing and surrounding buildings; and
- ensuring proposals relate to established plot widths within streets where development is proposed, particularly where they establish a rhythm to the architecture in a street; and
- using good quality materials that complement the existing palette of materials used within Horsted Keynes; and
- demonstrating where possible innovation to achieve low carbon sustainable design (as per policy HK11); and
- adopting the principles of sustainable urban drainage, where applicable (as per policy HK12); and
- respecting the natural contours of the site and protecting and sensitively incorporating well-established natural features of the landscape including trees, species-rich hedgerows and ponds within the site; and
- providing sufficient external amenity space, refuse and recycling storage and car and bicycle parking to ensure a high quality and well managed streetscape.'

With regards to domestic extensions, the Neighbourhood Plan states under HK5:

'Proposals for infill development and domestic extensions within the built-up area boundary will be supported where they comply with the following criteria:

- the spacing between buildings reflects the character of the street scene (in the case of domestic extensions, the scale, height and form must fit unobtrusively with and be subservient to the existing building); and
- existing gaps between buildings which provide important views out of the village to the surrounding countryside (as referenced within paragraph 5.29 above) are retained; and
- materials are compatible with materials of existing/surrounding buildings; and
- suitable access and on-site parking is provided without detriment to neighbouring properties; and
- there is no unacceptable harm to the amenity of adjoining residents in respect of access, noise, privacy, daylight, sunlight and outlook is retained.
- Preserving and enhancing heritage assets and their wider settings, including conservation areas, listed buildings and areas of archaeological interest (see also policy HK6).'

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 of the Mid Sussex Design Guide 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 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 and bay window are designed to complement the existing dwelling in style and appearance. Both extensions are modest in scale and will remain subservient to the main dwelling. Their staggered arrangement preserves the existing arrangement of the front elevation and reflects the character of similar properties in the area.

It is therefore concluded that the proposal is considered to comply policy DP26 of the District Plan, policy HK4 and HK5 of the Horsted Keynes Neighbourhood Plan and the relevant principles of the Mid Sussex Design Guide SPD.

Impact on Neighbouring Amenities

Policy DP26 in part seeks to ensure 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 (see Policy DP29);'*

Policy HK5 of the Horsted Keynes Neighbourhood Plan states that proposals should not cause 'unacceptable harm' to adjoining neighbouring amenity whereas policy DP26 of the MSDP states that development 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.

There is therefore some conflict between the District Plan and Neighbourhood Plan in this respect. 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 such, Policy HK5 of the Horsted Keynes Neighbourhood Plan is considered to take precedence and therefore the test in this instance is whether the development causes unacceptable harm to neighbouring amenities as outlined above.

It is considered that the proposals will not result in any impact to the neighbouring properties due to the separation distance between them. Therefore, in terms of neighbouring amenities, the proposal is deemed to comply with policy DP26 of the Mid Sussex District Plan and policy HK5 of the Horsted Keynes Neighbourhood Plan.

Impact on the High Weald AONB

The legal framework for AONBs, (also known as National Landscapes) in England and Wales is provided by the Countryside and Rights of Way Act (CROW) 2000 which at Section 82 reaffirms the primary purpose of AONBs: to conserve and enhance natural beauty. Section 84 of the CROW requires Local Planning Authorities to *'take all such action as appears to them expedient for accomplishment of the purpose of conserving and enhancing the natural beauty of the AONB'*. The Levelling-up and Regeneration Act (2023) amended section 85 of the CROW Act, to create a new duty on relevant authorities to *'seek to further the purpose of conserving and enhancing the natural beauty of the area when discharging their functions in AONBs'*. A similar ethos is found within The High Weald Area of Outstanding Natural Beauty Management Plan which is a material consideration in the determination of planning applications in the AONB.

Policy DP16 of the District Plan requires proposals in the AONB to conserve or enhance natural beauty.

The Horsted Keynes Neighbourhood Plan notes among other matters in Policy HK9 that development proposals in the High Weald AONB should conserve and enhance in a manner appropriate to its scale, nature and location. Developments should respect the existing settlement pattern of the parish and use local materials.

Paragraph 189 of the NPPF is also relevant as it states: *'Great weight should be given to conserving and enhancing landscape and scenic beauty in National Parks, the Broads and National Landscapes which have the highest status of protection in relation to these issues. The conservation and enhancement of wildlife and cultural heritage are also important considerations in these areas, and should be given great weight in National Parks.'*

Given the domestic nature of the proposal, it would not have an impact on the scenic beauty of the High Weald AONB. As such it would not have any adverse impact on the landscape quality of the AONB and it complies with the requirements of Policy DP16 of the District Plan, Policy HK9 of the Horsted Keynes Neighbourhood Plan, the requirements of the High Weald Management Plan and the NPPF.

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

In conclusion, the proposal is appropriate in terms of design and will not negatively impact on the host dwelling nor its immediate setting, have an acceptable impact upon the High Weald AONB and will not result in harm towards neighbouring amenities.

The proposal will therefore comply with Policies DP16 and DP26 of the District Plan, Policies HK4, HK5 and HK9 of the Horsted Keynes Neighbourhood Plan, the MSDC Design Guide and the requirements of the NPPF.

Decision: Permission

Case Officer: Tracie Axford