

Delegated Decision

Sign off Sheet

Ref. No:	DM/25/3241	Case Officer:	Catherine Cardin
Application Type:	Householder Application		
Proposal:	Proposed demolition of existing garage and erection of a ground floor single storey extension		
Site:	Birchwood, Birchwood Grove Road, Burgess Hill, West Sussex, RH15 0DL, , ,		
Validation Date	9 Feb 2026	Overall Expiry Date:	29 Apr 2026
Pre-Commencement Conditions Required:		Pre-Com Conditions Date Agreed:	
Recommendation:	Permission	Recommendation Date:	1 May 2026
Target Date:	6 Apr 2026	Recommending Officer Signature:	<i>Catherine Cardin</i>

Date Legal Agreement Completed: (if applicable)		No of Representations:	0
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Signed and Agreed By:	<i>Steven King</i>	Date:	1 May 2026
Comments:			

MID SUSSEX DISTRICT COUNCIL

DM/25/3241

**Birchwood, Birchwood Grove Road, Burgess Hill, West Sussex, RH15 0DL, ,
Proposed demolition of existing garage and erection of a ground floor single storey extension
Mr And Mrs Frappell**

SUMMARY OF REPRESENTATIONS

None received.

SUMMARY OF CONSULTEES

Conservation Officer

The application site is an unlisted semidetached house located within the Silverdale Road/Birchwood Grove Conservation Area of Burgess Hill. The house pair were originally one property, also then known as Birchwood - the building dates from the mid-late 19th century, making it one of the earlier properties in this part of Burgess Hill. Initially set in substantial grounds, Birchwood was divided into two houses during the mid 20th century, and the greater part of the gardens sold off piecemeal for development. However, despite this history of alteration and adaptation Birchwood and its attached neighbour retain many period features and make a positive contribution to the character and appearance of the Conservation Area, which is enhanced by their garden settings.

The current proposal relates to the rear of Birchwood and is for the demolition of an existing attached single garage and construction on an enlarged footprint of a single storey rear extension. The existing garage is a rather dilapidated 20th century building which detracts from the character and appearance of the house and of the Conservation Area- its removal and sympathetic replacement are therefore not considered contentious in principle. The proposal also includes demolition of a small building to the east of the garage which is described as a store- this appears to be an original or early structure which is attached to a similar building to the rear of Oakleigh. The loss of this apparently historic structure is perhaps regrettable, but given its very modest nature and lack of particular features of interest it is not considered on balance unacceptable.

The proposed replacement extension is greater in footprint than the garage and store combined; cumulatively the impact of this additional bulk alongside existing older additions to the rear of the property is of potential concern. However, the proposed extension is sympathetically designed in terms of its form and detailing, including roof form and elevational treatment, and is visually slightly detached from the existing house by a recessed link- on balance given the beneficial aspects of removing the existing garage in favour of a better designed addition the increase in scale is considered acceptable.

The proposal also includes a small infill extension within the existing rear courtyard between the main house and store building. Although this is a further increase in bulk it is modest in scale and well screened in views from outside the site. On balance, this aspect of the proposal is not considered contentious.

One detailed aspect of concern, which is the design/glazing pattern to the large window/French windows to the western side of the northern end of the main extension. These windows and the fanlight above have a horizontal emphasis in the glazing pattern which is at odds with both the fenestration to the original house and to the existing rear extension to which this new work attaches. This requires amendment so that the window sits more comfortably in the elevation.

On balance, therefore, and subject to the above amendment, the proposal is considered to preserve the character and appearance of the house and of the wider Conservation Area, meeting the requirements of District Plan Policy DP34.

I would recommend the following conditions:

- Details of roofing and facing materials
- New brickwork to match existing adjacent work in colour, texture and bonding pattern and colour, texture and style of pointing
- Detailed drawings, at an appropriate large scale, including sections and annotated to show materials and finishes of the following:
 - typical examples of new windows. Your drawings should include depth of reveal and glazing bar detail as appropriate.
 - typical examples of new external doors. Your drawings should include depth of reveal and glazing bar detail as appropriate.
 - typical eaves/parapet details
- New rainwater goods and other external pipework to be of painted metal

Tree Officer

No objection.

Southern Water

No comment.

TOWN COUNCIL OBSERVATIONS

The Committee of 16th February would Recommend Approval whilst regretting the loss of a garage.

INTRODUCTION

Planning permission is sought to demolish an existing garage and erect a ground floor single storey extension.

RELEVANT PLANNING HISTORY

DM/19/0360- Proposed demolition of garage structure for the construction of a single storey rear extension with internal alterations, removal of trees on north boundary to facilitate extension and new detached garage near entrance. Amended plans received showing reduction in height of wall serving patio area. Permission.

DM/21/3552- Variation of Conditions 2 and 3 in relation to DM/19/0360 to allow the garage to be further from the road and trees with an improved design to compliment the house. Amended plans received 23.12.2021. Permission.

SITE AND SURROUNDINGS

Birchwood is a large semi-detached 2 ½ storey dwelling. The house is well set back towards the rear of the plot with a large garden with established trees situated to the side and front of the house. A large gravel driveway and parking area also lies to the front of the house. The house benefits from a single storey addition to the rear with several outbuildings such as an outhouse, single garage and lean-to store beyond.

The site lies on the northern side of Birchwood Wood Grove and is within the built up area of Burgess Hill, sited within the Silverdale Road/Birchwood Grove Conservation Area of Burgess Hill. Neighbouring properties are located to the east, west and north. Highway is located to the south.

APPLICATION DETAILS

The proposed development involves the demolition of the existing flat-roofed garage, pantry and store located to the rear of the dwellinghouse and their replacement with a single-storey rear extension. The

extension would project approximately 7.1 metres from the rear elevation of the existing kitchen and would have an overall width of some 9.3 metres.

The extension would incorporate a flat roof with parapet walls, resulting in an overall height of some 4.9 metres. It would be positioned approximately 3.7 metres from the northern boundary with no. 24 Ferndale Road. In addition, it is proposed to install 3 no. windows in the side (northwestern) elevation and one window and one door on the side (southwestern) elevation. The extension would provide additional accommodation comprising a sitting room, 2 no. study rooms, a utility room, a hallway and a storeroom. The external materials are proposed to match those of the existing dwelling.

It is also proposed to construct two infill extensions within the existing rear courtyard. This northernmost extension would measure some 6.1 metres in width and some 2.7 metres in depth. This would have a flat roof with a maximum height of some 3.4 metres. It is proposed to use this as 2 no. study's. The southernmost extension would measure some 3.6 metres in width and some 2.1 metres in depth. It is proposed to use this as a utility. A window and 2 no. doors, all with white frames, are proposed to the elevations facing the internal courtyard. The external materials are proposed to match those of the existing dwelling.

In addition, it is proposed to install 18 no. solar panels on the roofs of the proposed extension and kitchen. An air handling unit is also proposed on the roof of the existing kitchen.

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 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:

DP26 - Character and Design

DP35 - Conservation Areas

DP37 -Trees, Woodland 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.

No relevant policies

Neighbourhood Plan

Burgess Hill Neighbourhood Plan was made in 2016.

Relevant policies:

H1 - Protecting and enhancing heritage assets and conservation areas

Other Legislation

Planning (Listed Buildings and Conservation Areas) Act 1990

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

DPB1 - Character and Design

DPB3 - Conservation Areas

DPN4 - Trees, Woodland and Hedgerows

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

It is considered that the main issues that need to be considered in the determination of this application are as follows;

- Impact on character and appearance of the area and heritage assets
- Impact on amenity
- Impact on trees
- Biodiversity Net Gain

Impact on character and appearance of the area and heritage assets

The site is located within the Silverdale Road/ Birchwood Road Conservation Area, as designated in 1982. A Conservation Area is defined as an area of "special architectural or historic interest the character or appearance of which it is desirable to preserve or enhance".

Section 72 (1) of the Planning (Listed Buildings and Conservation Areas) Act 1990 states 'In the exercise, with respect to any buildings or other land in a conservation area, of any powers under any of the provisions mentioned in subsection (2), special attention shall be paid to the desirability of conservation preserving or enhancing the character or appearance of that area.'

Policy DP35 of the District Plan in part states that:

'Development will also protect the setting of the conservation area and in particular views into and out of the area. New buildings of outstanding or innovative design may be acceptable in conservation areas provided that their impact would not cause material harm to the area.'

Policy DP26 of the District Plan relates to character and design and requires all proposals 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. In part the policy requires proposals to be of a high-quality design and layout and includes appropriate

landscaping and greenspace; and creates a sense of place while addressing the character and scale of the surrounding buildings and landscape.

Policy H1 of the Neighbourhood Plan states that 'Proposals within the Burgess Hill Conservation Areas will be required to preserve and enhance their special character or appearance.'

The Conservation Officer was consulted on the application and has provided a response. They consider that the host dwelling is an unlisted heritage asset which makes a positive contribution to the character and appearance of the Silverdale Road /Birchwood Grove Conservation Area. They advise that the removal of the existing dilapidated garage would be beneficial to the Conservation Area and that the loss of the small store building would not result in material harm. Whilst they note the increase in overall footprint that would result from the proposed extension, they consider the extension to be well-designed and that it would remain visually subordinate to the existing dwelling. They further advise that the proposed infill extensions within the rear courtyard are also considered to be modest. These views are shared and agreed upon from a planning perspective.

The introduction of the new extensions, which have been designed to be more sympathetic and aligned with the style of the existing ground floor addition, are considered to improve the appearance of the dwelling and, in turn, make a positive contribution to the character and setting of the Conservation Area. While the proposed extensions will increase the depth of the dwellinghouse when viewed from the west elevation, their scale is considered proportionate to the existing dwelling and associated outbuildings. When considered in the context of the adjoining property, Oakleigh, whose footprint already extends significantly to the rear, the additions are judged to sit comfortably within the established pattern of development. As the extensions are single storey, and sited to the rear of the dwelling, they would not appear dominant and would result in limited impact on the appearance of the property when viewed from the public realm.

Notwithstanding this, given the site's location within the Conservation Area and the importance of ensuring that development preserves its character and appearance, it is appropriate to secure details of the principal external materials by suitably worded conditions. However, the requested condition requiring all new rainwater goods and external pipework to be of painted metal is not considered necessary in this instance. These elements would form minor, functional features, and given their rearward location and limited visibility from the public realm, would not materially affect the character and appearance of the Conservation Area.

The Conservation Officer has raised some concern in respect of the horizontal emphasis of the glazing pattern to the rear elevation, which does not reflect the historic fenestration of the host dwelling. However, as the proposed fenestration would reflect that of the existing kitchen extension, it is not considered that this aspect of the proposal would cause material harm. The details of the windows and doors can be secured by a suitably worded condition.

The proposed extension is therefore deemed acceptable in design terms and should enhance the appearance of the dwellinghouse and Conservation Area thereby according with policies DP26 and DP35 of the District Plan and policy H1 of the Neighbourhood Plan.

Impact on amenity

Policy DP26 of the District Plan relates to amenity and 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.

To the northern side of the application site is 24 Ferndale Road. The southern flank wall of no. 24 Ferndale Road is served by a number of windows; planning records indicate that at ground floor level these serve a hallway, WC, stairwell, utility room and kitchen (secondary window). A bedroom window is situated at first floor level.

The northern end of the extension will be sited approximately 3.7 metres from the boundary with no. 24 which is also lined by a fence measuring 1.7 to 1.8 metres high. At 4.9 metres high, it is not considered

that the proposed extension will appear significantly imposing or overbearing in relation to no. 24, being set back towards to the rear of no. 24. Given the separation distance of the proposal from this neighbour, it is not considered that light levels would be significantly affected. Three no. windows are proposed to the northern wall of the extension, serving a sitting room and study. Given the single storey nature of the proposal and the existing boundary treatments, it is not considered that the proposal would give rise to significant overlooking concerns.

The eastern boundary with Oakleigh is currently lined with a 2-metre-high rendered wall which currently obscures the ground floor windows. Considering the existing relationship, it is not considered that the proposed increase in height from the extension would cause significant harm to adjoining amenities in terms of affecting light levels and outlook.

The proposal is therefore considered to comply with policy DP26 in that it would not result in significant harm to neighbouring amenities in terms of affecting light levels, outlook or privacy.

Impact on trees

Policy DP37 of the District Plan states in part that 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.'*

There are three trees within proximity of the development. The MSDC Tree Officer was consulted on the application and has provided a response. No objection has been raised provided that a condition is included to secure the submitted Tree Protection Plan. This can be secured by a suitably worded condition. The proposal is therefore considered to comply with the relevant criteria policy DP37 of the 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.

PLANNING BALANCE AND CONCLUSION

The proposed extension is deemed acceptable in terms of design, size and scale to the existing period dwellinghouse and surrounding properties and is considered to enhance the appearance and character of the Conservation Area.

In conclusion, the proposal would accord with requirements of policies DP26, DP35 and DP37 of the Mid Sussex District Plan and policy H1 of the Burgess Hill Neighbourhood Plan. It is therefore considered acceptable.

Decision: Permission

Case Officer: Catherine Cardin