

## WEST SUSSEX COUNTY COUNCIL CONSULTATION

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| <b>TO:</b>                 | Mid Sussex District Council<br>FAO: Andrew Horrell                                                                              |
| <b>FROM:</b>               | WSCC – Highways Authority                                                                                                       |
| <b>DATE:</b>               | 10 August 2026                                                                                                                  |
| <b>LOCATION:</b>           | Unit 1 And 2 6 Crescent Way, Burgess Hill, West Sussex, RH15 8RH                                                                |
| <b>SUBJECT:</b>            | DM/26/1732<br>Proposed change of use of first floor commercial units (Use Class E) to 2no. self-contained flats (Use Class C3). |
| <b>DATE OF SITE VISIT:</b> | n/a                                                                                                                             |
| <b>RECOMMENDATION:</b>     | Advice                                                                                                                          |

I refer to your consultation in respect of the above planning application and would provide the following comments.

The site is located off Crescent Way, a D-classified road subject to 30mph speed restrictions. The proposal will see the change in use of first floor commercial units within class E use to a C3 use class. From inspection of collision data provided by Sussex Police for a five-year period, there has been a single collision within proximity of the property however this was not attributed to any existing concern or defect with the publicly maintained highway at this point.

Under the current General Permitted Development Order (GPDO), it is permitted development to change use from offices to residential (Class C3) subject first to prior approval being granted. As part of the prior approval process, there are a number of matters to be considered. This includes matters relating to highways and transport. However, the GPDO is quite clear as to what highway matters can be considered, namely whether the proposal is likely to result in a material increase or a material change in the character of traffic in the vicinity of the site.

Generally, the change of use from Class E to residential C3 use would generate a reduction in material use at the site. The existing use would create a certain number of movements throughout the day, whereas the movements associated with residential use would be anticipated within network peaks. Therefore, although the nature of trips would change, the frequency would likely not exceed that of the current use.

The WSCC Car Parking Demand Calculator indicated that a development of this size in this location would require three car parking spaces; it does not appear however that there is a parking allocation associated with this property although the property itself is sited adjoining a public car park which offers a paid-for provision. The LHA considers too the sustainable nature of the site location. The property is situated within walking distance of local shops and amenities which may reduce the reliance on the use of a car for some domestic journeys. Bus services are in operation within a short walk of the site and Parking restrictions prevent parking in unsafe locations on the nearby highway network.

Cycling is a viable alternative for travel in this location. The original permission for this property was approved with a nil parking arrangement, and with 24 cycle parking spaces assigned to serve. The cycle parking allocation is anticipated to satisfy the likely demand generated by two additional flats of this size.

In summary, the movements associated with the E class use have done so safely with no known safety highway concerns, and C3 residential uses are considered less intensive. West Sussex County Council in its role as LHA has therefore considered the proposal on that basis. In principle, the current GPDO gives limited ability to consider wider highway and transport impacts beyond those set out. The prior approval is therefore considered acceptable in highway terms.

**Jodie Wilkes**  
**West Sussex County Council – Planning Services**