

Delegated Decision

Sign off Sheet

Ref. No:	DM/26/0236	Case Officer:	Tracie Axford
Application Type:	Householder Application		
Proposal:	Proposed two storey rear and side extension with first floor dormer and alterations to attached garage to form habitable space		
Site:	61 Heathcote Drive, East Grinstead, West Sussex, RH19 1NB, , , ,		
Validation Date	10 Feb 2026	Overall Expiry Date:	5 Mar 2026
Pre-Commencement Conditions Required:		Pre-Com Conditions Date Agreed:	
Recommendation:	Permission	Recommendation Date:	30 Mar 2026
Target Date:	7 Apr 2026	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>Stephen Ashdown</i>	Date:	30 Mar 2026
Comments:			

MID SUSSEX DISTRICT COUNCIL

DM/26/0236

**61 Heathcote Drive, East Grinstead, West Sussex, RH19 1NB, , ,
Proposed two storey rear and side extension with first floor dormer and alterations to attached garage to form habitable space
Mr And Mrs L Miller**

SUMMARY OF REPRESENTATIONS

None received

SUMMARY OF CONSULTESS

Southern Water commented stating that the development site is not located within their statutory area for water supply services.

TOWN/PARISH COUNCIL OBSERVATIONS

East Grinstead Town Council made no comment on this application.

INTRODUCTION

The application seeks planning permission for a proposed two storey rear and side extension with first floor dormer and alterations to the internal garage to form habitable space.

RELEVANT PLANNING HISTORY

None

SITE AND SURROUNDINGS

The application property comprises a two-storey, three-bedroom detached dwelling located on the southeastern side of Heathcote Drive, within the built-up area of East Grinstead. The surrounding locality is characterised by similarly designed detached and semi-detached properties of varying scales, many of which have been subject to various extensions and alterations over time. Properties on both sides of the road are generally set back from the highway, benefitting from front gardens and driveways, contributing to a spacious and suburban character.

The application dwelling features a distinctive pyramid-style pitched roof, with a catslide roof form to the southeastern elevation. It is constructed in brick with hanging tiles to the first floor, plain roof tiles, and white fenestration, consistent with the materials found in the surrounding area. The property benefits from an integral garage with a driveway leading to it. To the southeast of the site is a small parade of shops whilst to the west is no. 63 a detached property, similar in scale and design. Heathcote Drive slopes down in a northern direction.

APPLICATION DETAILS

The proposal seeks planning permission for a proposed two storey rear and side extension with first floor dormer and alterations to attached garage to a form habitable space.

The proposed dormer will be located on the southeastern side elevation of the property facing the parade of shops. A mansard roof to the dormer tiled to match existing coverings, with a concealed flat roof section is proposed. Vertical hung tiles to the proposed dormer cheek will match the existing

hanging tiles on the dwelling. To this elevation, 3 no. new windows are proposed, 1 for the dormer and 2 on the ground floor. They will be white UPVC to match the existing.

The new extension will be located on the southeastern corner of the property. It will have a pitched roof with tiles to match the existing property. Externally, there will be facing brickwork to the two storey extension with a gable. New UPVC windows are proposed to match the existing fenestration.

To the front elevation, it is proposed to infill the existing garage door opening with a new window and brickwork to match the existing.

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 East Grinstead 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.

East Grinstead Neighbourhood Plan

The East Grinstead Neighbourhood plan was made in November 2016.

Relevant Policy:

Policy EG3 - Promoting Good Design

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:

DPS1 - Climate Change

DPS2 - Sustainable Design and Construction

DPB1 - Character and Design

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;

- Design and Character
- Impact on neighbouring properties
- Impact on parking
- 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."*

Policy EG3 of the East Grinstead Neighbourhood Plan seeks to promote good design through the following measures:

- 'a) The form of the proposed development is proportionate and in keeping with the scale, height, materials and site coverage of the surrounding area;*
- b) The layout of the proposed development respects the topography and character of the site, protects important landscape features and does not harm adjoining amenity;*
- c) The proposal does not result in the loss of buildings or spaces that would have an unacceptable impact on the character of the area;*
- d) The proposal ensures satisfactory means of access for vehicles and pedestrians and provides adequate parking, cycle storage and refuse facilities on site;*

- e) *The design of new buildings and the layout of spaces, including footways, car and cycle parking areas, should be permeable and provide connectivity with neighbouring areas;*
- f) *New development must be inclusive and where appropriate make satisfactory provision for the safe and easy access for those with mobility impairment; and*
- g) *The design of new developments must result in the creation of a safe and secure environment and incorporate adequate security measures and features to deter crime, fear of crime, disorder and anti-social behaviour; and*
- h) *Proposals make provision for green infrastructure and biodiversity enhancement.'*

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 in part that: *'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.'*

In relation to side extensions, it states *'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.'*

In terms of rear extensions, principle DG51 states: *'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 proposed extension, located on the southeast corner of the dwelling will be subservient to the host dwelling, ensuring that it does not detract from the character of the original property. The side element of the extension will be visible from the public realm, however, its design, scale, and materials are considered to be in keeping with the character and appearance of the surrounding street scene.

The proposal will alter the spatial relationship between 61 and the neighbouring shop by introducing built form at first-floor level, however a large gap will be retained between the extension and the side boundary, ensuring that the development does not result in a visually intrusive or overbearing form, and preserves the spacing of the street frontage.

The garage door will be replaced with a new window to match the existing dwelling. Vertical hung tiles on the dormer cheek on the front elevation of the property are also proposed to match the existing dwelling.

Therefore given the design, form and scale of the proposal in relation to the surrounding properties, and that it would be constructed in materials similar to those of the existing dwelling and the surrounding properties, the proposal is considered to comply policy DP26 of the District Plan, policy EG3 of the East Grinstead Neighbourhood Plan and the relevant principles of the Mid Sussex Design Guide SPD.

Impact on Neighbouring Amenities

In terms of impact upon 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 EG3 states that proposals should "not harm" adjoining neighbours 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 DP26 of the MSDP is considered to take precedence and therefore the test in this instance is whether the development causes significant harm to neighbouring amenities as outlined above.

The post office situated to the east of the application site is positioned at a higher ground level; however, it contains no windows on the elevation facing the proposed development. As a result, the extension would not give rise to any issues of overlooking. The proposed side-facing windows on the extension would therefore not result in any impact on the neighbouring property in terms of loss of light, overlooking, or reduction in privacy,

Accordingly, the proposal is considered to accord with Policy DP26 of the Mid Sussex District Plan, which seeks to protect the amenities of neighbouring occupiers.

Impact on Parking

Policy DP21 of the District Plan states that to meet the objectives of the West Sussex Transport Plan 2011- 2026, decisions on development proposals will take account of whether: i/ 'the scheme provides adequate car parking for the proposed 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;.

West Sussex County Council Parking Standards Guidance (2020) outlines the County Council's approach to parking at new developments to ensure that sufficient parking is provided to meet the needs of the development while maintaining highway network operations, protecting surrounding communities and pursuing opportunities to encourage use of sustainable modes of transport.

It has been confirmed that the property currently has three bedrooms, and the proposed extension will increase this to four bedrooms. West Sussex County Council Parking Standards Guidance (2020) outlines that for a 4-bedroom dwelling in this location that 2.7 parking spaces should be provided. There are two external parking spaces in front of the garage which would remain.

The West Sussex County Council Parking Standards Guidance (2020) also states that: - If garages are provided they should be at least 6m x 3m internally. 'If garages meet this requirement, they will be regarded as an allocated parking space of 0.5 and calculations of parking demand will take this into account.' The garage which is the subject of this application is narrower than this at 2.6m and therefore does not meet the standards guidance. It could therefore be considered that the conversion of this garage will not result in a loss of parking space. Notwithstanding that the parking provision does not meet WSCC guidance, this would not warrant a refusal of the application.

It is therefore considered that, in this instance, the proposal would be acceptable in terms of highways impact. Therefore, the proposal is deemed to comply with policy DP21 of the Mid Sussex District Plan and the WSCC Parking Standards Guidance.

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 proposal is appropriate in terms of design and will not negatively impact on the host dwelling nor its immediate setting and will not harm neighbouring amenities. Therefore, the proposal complies with DP26 of the Mid Sussex District Plan, Policy EG3 of the East Grinstead Neighbourhood Plan principles DG49-51 of the Mid Sussex Design Guide and the relevant paragraphs of the NPPF and is considered acceptable.

Decision: Permission

Case Officer: Tracie Axford