

Delegated Decision

Sign off Sheet

Ref. No:	DM/26/1412	Case Officer:	Catherine Cardin
Application Type:	Householder Application		
Proposal:	Proposed first floor addition to front elevation, ground floor entrance reconfigured, 2 no. front facing dormers, enlargement of rear dormer, single storey rear extension.		
Site:	Little Orchards, Birchwood Grove Road, Burgess Hill, West Sussex, RH15 0DN, , ,		
Validation Date	9 Jun 2026	Overall Expiry Date:	10 Jul 2026
Pre-Commencement Conditions Required:		Pre-Com Conditions Date Agreed:	
Recommendation:	Permission	Recommendation Date:	13 Aug 2026
Target Date:	4 Aug 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>Stephen Ashdown</i>	Date:	18 Aug 2026
Comments:			

MID SUSSEX DISTRICT COUNCIL

DM/26/1412

**Little Orchards, Birchwood Grove Road, Burgess Hill, West Sussex, RH15 0DN, ,
Proposed first floor addition to front elevation, ground floor entrance reconfigured, 2 no. front facing dormers, enlargement of rear dormer, single storey rear extension.
Mr Bill Scheiner**

SUMMARY OF REPRESENTATIONS

None received.

SUMMARY OF CONSULTEES

MSDC Conservation Officer

Little Orchards is an unlisted detached mid 20th century house located to the southern side of Birchwood Grove Road, within the setting of the Conservation Area. It is a relatively modest 1½ storey building which is not of any particular architectural merit, and makes at best a neutral contribution to the setting and significance of the Area. Birchwood Grove Road has a generally verdant, semi-rural feel, which is an important characteristic of this part of the Conservation Area.

The current proposal is for a fairly extensive suite of alterations and extensions including to the front of the building a first-floor level addition, reconfiguration of the entrance, and addition of dormer windows. At the rear, a single storey extension is proposed, alongside enlargement of an existing elongated box dormer.

The alterations to the façade of the building will have the most impact in terms of the setting of the Conservation Area, including views from within it. The works are extensive, and will have quite a marked effect on the appearance of the building, however in the context of the existing unremarkable elevational treatment, and of the neighbouring more modern properties, they are not in my opinion contentious, subject to detail. Notwithstanding the first floor and dormer extensions, the scale of the building should remain comparable with the adjacent dwellings. The detailed design is also intended to reference these neighbouring houses, and is not considered contentious. To the rear, the proposed ground floor extension is also acceptable in scale and design.

There are however some aspects of the proposal which do raise concerns:

- The proposal is for the replacement of the existing profiled red clay tile (pantile) to the roof with slate. Although the existing pantile finish is not particularly appropriate in its nature, clay tile is the predominant roofing material along this part of Birchwood Grove, including that part of it which is within the Conservation Area. Slate is not a sympathetic choice of roofing material in this context, and should be replaced with plain clay tile of an appropriate colouration.
- The proposal includes the enlargement of the existing elongated box dormer to the rear of the building. Box dormers of this nature are not generally favourably viewed in sensitive locations, and indeed are not supported by the Council's adopted Design Guide. This aspect of the proposal therefore requires reconsideration.

In summary, although the majority of the works proposed are not considered contentious, subject to detail which could be reserved by condition, the proposed new roofing material and the revised form of the rear dormer will require amendment, to ensure that the setting of the Conservation Area is preserved, and that the requirements of District Plan Policy DP35 and the Design Guide are met.

TOWN COUNCIL OBSERVATIONS

The Committee of 22nd June would Recommend Approval.

INTRODUCTION

Planning permission is sought for a first-floor extension to the front elevation, reconfiguration of the entrance, two dormer windows to the front roof slope, enlargement of the existing rear dormer window and single storey rear extension.

RELEVANT PLANNING HISTORY

DM/20/4419 - Two storey front extensions with front facing balconies. Enlargement of rear dormer to extend first floor over existing ground floor. Single storey rear extension. Withdrawn.

DM/21/3962- Proposed first floor addition to front elevation, ground floor entrance reconfigured, 2 no. front facing dormers, enlargement of rear dormer, single storey rear extension. Permission.

SITE AND SURROUNDINGS

Little Orchards is a northwest facing, detached chalet bungalow. The dwelling is constructed of red brick, with a large proportion of the frontage painted cream and a section of tile hanging, a pantile roof and uPVC windows. The property is characterised by a central dormer window feature and has two cat slide roofs to the front. There is also a flat roof dormer window to the rear.

The site is located within the built-up area of Burgess Hill. Neighbouring dwellings are located to the north and south of the site, whilst the grounds of Newick House School lie to the east and Birchwood Grove Road lies to the west. The dwelling is set back from the highway by a drive and front garden. The highway also forms the boundary with the Silverdale Road / Birchwood Grove Road Conservation Area and, as such, the application site is considered to be within its setting.

APPLICATION DETAILS

Planning permission is sought for a range of extensions to the application property to facilitate the reconfiguration and enlargement of internal ground and first floor accommodation, including the relocation of the bathroom to the first floor.

The proposed works to the front of the property comprise a first-floor extension, alterations to the entrance, and the installation of two dormer windows. The first-floor extension would project to the same depth as the existing catslide projection, approximately 1.9 metres from the front elevation, and would measure 5.1 metres in width. It would feature a barn hip roof design, with eaves height of approximately 4.9 metres and a ridge height to match the existing dwelling.

In terms of the entrance alterations, it is proposed to remove the existing central dormer and form a consistent eaves line of approximately 3.0 metres in height. The proposed front dormer windows would have a pitched roof design, each measuring approximately 2.8 metres in width, with an eaves height of 1.5 metres and an approximate height of 2.8 metres.

To the rear, a single-storey extension is proposed to accommodate a dining room and playroom, alongside the enlargement of an existing dormer window. The ground floor extension would have a staggered footprint, with the dining room element measuring approximately 4 metres in depth and 7.2 metres in width, and the playroom element measuring approximately 2.7 metres in depth and 3.1 metres in width. A canopy is proposed to project a further 1.0 metre beyond the footprint. The extension would have a flat roof with an overall height of approximately 3.0 metres.

The rear dormer window would be widened by approximately 2.1 metres. In addition, the rear eaves would be raised by approximately 1.5 metres, resulting in the dormer intersecting the eaves line. The dormer would have an overall height of approximately 1.8 metres.

Submitted plans indicate that the proposed development would be finished in brick and white render, with powder-coated aluminium windows and red clay roof tiles. The proposals also include the formation of a terraced area to the side and rear of the dwelling, measuring approximately 75 sqm, together with associated landscaping.

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

Site Allocations DPD

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

Relevant policies:

No relevant policies

Neighbourhood Plan

The Burgess Hill Neighbourhood Plan was made in January 2016.

Relevant policies:

H1 - Protecting and enhancing heritage assets and Conservation Areas

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 is currently at Examination with initial hearings held in February/March 2026. The Council is consulting on Main Modifications which are required to ensure the plan is legally compliant and sound. 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

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) (August 2026)

ASSESSMENT

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

- Design and impact on the setting of the Conservation Area
- Neighbouring amenities
- Biodiversity Net Gain

Design and impact on the setting of the Conservation Area

Policy DP35 of the District Plan seeks to protect the setting of conservation areas and states in part:

'Development will also protect the setting of the conservation area and in particular views into and out of the area'.

Policy H1 of the Burgess Hill Neighbourhood Plan states:

'Proposals within the Burgess Hill Conservation Areas will be required to preserve and enhance their special character or appearance'.

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.

The Mid Sussex Design Guide SPD provides further guidance. Principle DG49 requires extensions to respond to the design of the original dwelling and be well integrated in terms of scale, form and massing.

Principle DG50 advises that front extensions are more likely to be acceptable where dwellings are set well back from the road, and should remain modest in scale.

Principle DG51 notes that rear extensions should respect the host building and surrounding context, particularly where visible.

Principle DG52 highlights that dormer windows should be proportionate and respect the established roofscape.

The proposal is substantially similar to that approved under application DM/21/3962. The previous permission establishes the acceptability of the principle of extending the dwelling, although the current application must be determined on its own merits.

Although the application site lies outside the Conservation Area, the proposal has the potential to affect its setting. The Conservation Officer advised that the dwelling makes a neutral contribution to the character and appearance of the Conservation Area. Whilst concerns were initially raised regarding the proposed roofing material and enlargement of the rear dormer, the roofing issue was addressed through amended plans. In respect of the enlarged rear dormer, it is considered that it would remain proportionate to the host dwelling, align with the fenestration below and remain subordinate within the roofscape. The dormer would be centrally positioned and retain substantial areas of roof on either side and above, such that it would not appear unduly dominant or harmful to the character of the dwelling or the setting of the Conservation Area.

The proposed front extensions would be set well back from the highway and, despite introducing additional first-floor accommodation, would remain proportionate to the dwelling and reflect the character of neighbouring properties. The works would also rationalise the existing frontage and create a more coherent appearance. The rear extensions would be modest in scale, with the staggered footprint reducing their overall bulk, and would not appear prominent within public views.

The development would maintain the spacious garden setting and semi-rural character of Birchwood Grove Road. By virtue of its scale, design, siting and materials, the proposal would preserve the character and appearance of the Conservation Area and its setting. Accordingly, the proposal complies with Policies DP26 and DP35 of the District Plan, Policy H1 of the Burgess Hill Neighbourhood Plan and the relevant guidance within the Mid Sussex Design Guide SPD.

Neighbouring amenities

Policy DP26 of the Mid Sussex District Plan seeks to ensure that new 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 DP27).'

The application property is bordered by neighbouring dwellings to both sides, namely Appletree Cottage to the east and No. 18 Ryeland Road to the west.

Appletree Cottage and the application dwelling are positioned at an angle to one another and are both set away from their shared boundary. Whilst the proposed rear extension would be located closest to this neighbour and would extend along part of this side, the angled relationship between the properties and the separation distance would reduce any perception of enclosure. As such, it is not considered that the proposal would result in a significant loss of light or outlook to this neighbour.

In relation to No. 18 Ryeland Road, this property is positioned to the rear of the application site and is also set away from the shared boundary. The garage structure forms the closest element of this neighbouring property. Although the proposed first floor extension would be nearest to this neighbour, its scale and siting, together with the existing spatial relationship between the properties, would ensure that there would be no unacceptable loss of light or outlook.

Whilst new windows are proposed as part of the dormer extensions, these would principally serve habitable accommodation and, given the separation distances and relationship between the properties, would not result in harmful overlooking or a significant loss of privacy.

Furthermore, given the domestic scale and nature of the development, it is not considered that the proposal would result in a harmful impact in terms of noise, air or light pollution.

Overall, the proposal would not give rise to significant harm to the amenities of neighbouring occupiers and is therefore considered to comply with Policy DP26 of the Mid Sussex 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

In conclusion, the proposal would preserve the character and appearance of the Conservation Area and its setting, would not result in unacceptable harm to neighbouring amenity, and would accord with Policies DP26 and DP35 of the Mid Sussex District Plan and Policy H1 of the Burgess Hill Neighbourhood Plan. The application is therefore recommended for approval.

Decision: Permission

Case Officer: Catherine Cardin