

Delegated Decision

Sign off Sheet

Ref. No:	DM/25/2531	Case Officer:	Andrew Horrell
Application Type:	Householder Application		
Proposal:	Proposed single storey side extension with pitched roof. Garage conversion into habitable space.		
Site:	35 Petworth Drive, Burgess Hill, West Sussex, RH15 8JT, , , ,		
Validation Date	8 Oct 2025	Overall Expiry Date:	30 Oct 2025
Pre-Commencement Conditions Required:		Pre-Com Conditions Date Agreed:	
Recommendation:	Permission	Recommendation Date:	24 Nov 2025
Target Date:	3 Dec 2025	Recommending Officer Signature:	Andrew Horrell

Date Legal Agreement Completed: (if applicable)		No of Representations:	0
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Signed and Agreed By:	Steven King	Date:	24 Nov 2025
Comments:			

MID SUSSEX DISTRICT COUNCIL

DM/25/2531

**35 Petworth Drive, Burgess Hill, West Sussex, RH15 8JT, , ,
Proposed single storey side extension with pitched roof. Garage conversion into habitable space.**

Nick Davies

SUMMARY OF REPRESENTATIONS

None received

CONSULTEE COMMENTS

MSDC Drainage: The FRA confirms that the site lies within Flood Zone 1 and is therefore at very low risk of fluvial flooding. The Risk of Flooding from Surface Water mapping suggests the site is shown to be at low surface water flood risk (comparable to flood zone 2) for the present day.

The proposed development fits within EA Standing Advice. We have no objection to the proposed development on flood risk grounds. This is subject to the proposed development incorporating all flood mitigation and resilience measures set out within the Flood Risk Assessment, including finished floor levels.

As an advisory, we would suggest the Applicant considers extra resistance and resilience measures suggested within the EA advice and implements any they deem appropriate due to the increased flood risk in the vicinity of this as a residential site (which are classified as 'more vulnerable').

Drainage should be managed via Building Regulations and Building Control, as necessary.

Southern Water: No objections

TOWN COUNCIL OBSERVATIONS

Recommend Approval while regretting the loss of a garage.

INTRODUCTION

Planning permission is sought for a single storey side extension and a garage conversion into habitable space.

RELEVANT PLANNING HISTORY

None relevant

SITE AND SURROUNDINGS

35 Petworth Drive is a two storey semi-detached pitched roofed dwelling within a cul-de-sac serving 25-49 Petworth Drive. The walls are a mix of face brickwork and pebbledash with PVCu doors and windows.

To the north of the site is the adjoining No.37, to the south of the site is the side garden to detached garage of No.33 beyond, to the east of the site is the driveway to the highway beyond and to the west of the site is the rear garden with close boarded fencing to the neighbours in Marle Avenue beyond.

The site is within the built-up area of Burgess Hill.

APPLICATION DETAILS

The existing attached garage is to be converted into a bathroom, bedroom hallway and en-suite. The existing garage door is to be infilled with matching brickwork and a high level slot window.

The proposed single storey side extension approximately measures 7.5m in depth, 3m in width with a height to eaves of 2.3m and an overall height of 4.5m. This will serve a bedroom and open-plan kitchen/dining room.

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:

DP21 (Transport)

DP26 (Design and Character)

DP41 (Flood Risk and Drainage)

WSCC Guidance on Parking at New Developments - September 2020

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.

Burgess Hill Neighbourhood Plan

Burgess Hill Neighbourhood Plan was formally 'made' as of 28th January 2016.

Relevant policies include:

S4 - Parking Standards

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:

DPS4 - Flood Risk and Drainage

DPB1 - Character and Design

DPT4 - Parking and Electric Vehicle Charging Infrastructure

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. Paragraphs 8, 11, 131 and 135.

ASSESSMENT

Design and Character

Policy DP26 of the 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;*
- 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'*

The Mid Sussex Design Guide is also considered to be relevant and principle DG49 states that:

'Extensions should respond to the design of the original dwelling and applicants will be expected to demonstrate how local character has informed the design proposal. Extensions should also normally be designed to be well-integrated with the existing scale, form and massing allowing the original building to remain the dominant element of the property whether it has one or several additions'.

Principle DG50 of the Mid Sussex Design Guide relates specifically to side extensions and 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'.

Side extensions characterise the streetscene at No.45 (02/01348/FUL) and No.49 (DM/23/1483).

The proposed side extension is set back from the principal elevation and subservient to the existing dwelling. The conversion of the garage will use matching materials to the existing dwelling.

The proposal therefore is deemed in character with the existing dwelling and wider streetscene. It complies with policy DP26 of the Mid Sussex District Plan, the relevant principles of the Mid Sussex Design Guide SPD and the relevant paragraphs of the NPPF.

Parking Standards

With the loss of garage, parking standards should be assessed. It has been confirmed that the property currently has three bedrooms which would unchanged with an upstairs bedroom changed to a living room. West Sussex County Council August 2019 Parking Standards Guidance outlines that for a 3-bedroom dwelling in this location that 1.7 parking spaces should be provided. While the standards set out within S4 of the Burgess Hill Neighbourhood Plan requires a 3-bedroom dwellinghouse to have 2 designated spaces and 1 non-designated space per 2 dwellings.

At least two parking spaces can be provided within the existing driveway. Coupled with this there are alternative forms of transportation (buses and train) within walking distance.

Therefore, the proposed is deemed to comply with policy DP21 of the Mid Sussex District Plan, Policy S4 of the Burgess Hill Neighbourhood Plan and the WSCC Parking Standards Guidance.

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);'

Given the proposed location of the side extension and the adjoining No.37, this neighbour is not deemed harmed by the proposal. Whilst an opening to the rear is proposed, this will be no more harmful to the neighbours to the rear than the existing dwelling.

Whilst the installation of the side window will increase views towards the side garden of No.33. However, as a single storey extension it is deemed no more harmful than the level of overlooking that would be expected within the built-up area.

The proposal is therefore deemed to not cause significant harm to neighbouring amenities and complies with policy DP26 of the Mid Sussex District Plan.

Flood Risk and Drainage

Policy DP41 of the District Plan concerns Flood Risk and Drainage. It states in part:

'Particular attention will be paid to those areas of the District that have experienced flooding in the past and proposals for development should seek to reduce the risk of flooding by achieving a reduction from existing run-off rates'.

Our mapping system shows that the extension is to be located within flood zone 1 with the risk of surface water flooding being low which is the equivalent of flood zone 2.

The drainage consultants had no objection with any drainage matters managed via building regulations.

Therefore, the proposal is considered to be in line with policy DP41 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

The proposal is considered to be of an appropriate design that are in keeping with the existing dwelling and will not cause harm to the surrounding area, coupled with this significant harm is not deemed to be caused to neighbouring amenities, will not increase flood risk and has sufficient parking provision.

In conclusion, the proposal would accord with the requirements of policies DP21, DP26 and DP41 of the Mid Sussex District Plan, policy S4 of the Burgess Hill Neighbourhood Plan, the relevant principles of the Mid Sussex Design Guide as well and the requirements of the NPPF. The application is therefore recommended for approval.

Decision: Permission

Case Officer: Andrew Horrell