

## Delegated Decision

### Sign off Sheet

|                                              |                                                                                                                                                                         |                                        |              |
|----------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------|--------------|
| <b>Ref. No:</b>                              | DM/26/0343                                                                                                                                                              | <b>Case Officer:</b>                   | Deborah Lynn |
| <b>Application Type:</b>                     | Householder Application                                                                                                                                                 |                                        |              |
| <b>Proposal:</b>                             | Demolition of existing conservatory and erection of replacement single storey rear extension with changes to fenestration and proposed render finish to external walls. |                                        |              |
| <b>Site:</b>                                 | 7 Manor Close, Burgess Hill, West Sussex, RH15 0NN, , , ,                                                                                                               |                                        |              |
| <b>Validation Date</b>                       | 24 Apr 2026                                                                                                                                                             | <b>Overall Expiry Date:</b>            | 9 Jul 2026   |
| <b>Pre-Commencement Conditions Required:</b> |                                                                                                                                                                         | <b>Pre-Com Conditions Date Agreed:</b> |              |
| <b>Recommendation:</b>                       | Permission                                                                                                                                                              | <b>Recommendation Date:</b>            | 13 Jul 2026  |
| <b>Target Date:</b>                          | 19 Jun 2026                                                                                                                                                             | <b>Recommending Officer Signature:</b> | Deborah Lynn |

|                                                        |  |                               |   |
|--------------------------------------------------------|--|-------------------------------|---|
| <b>Date Legal Agreement Completed: (if applicable)</b> |  | <b>No of Representations:</b> | 0 |
|--------------------------------------------------------|--|-------------------------------|---|

|                              |               |              |             |
|------------------------------|---------------|--------------|-------------|
| <b>Signed and Agreed By:</b> | Joanne Fisher | <b>Date:</b> | 14 Jul 2026 |
| <b>Comments:</b>             |               |              |             |

## **MID SUSSEX DISTRICT COUNCIL**

**DM/26/0343**

**7 Manor Close, Burgess Hill, West Sussex, RH15 0NN, , ,  
Demolition of existing conservatory and erection of replacement single storey rear extension  
with changes to fenestration and proposed render finish to external walls.  
Mr Goering**

### **SUMMARY OF REPRESENTATIONS**

None received.

### **SUMMARY OF CONSULTEES**

#### **MSDC Flood Risk and Drainage**

We have no objection to the proposed development on flood risk grounds.

As an advisory, we would suggest the Applicant considers resistance and resilience measures suggested within the EA standing 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 to proposal.

### **BURGESS HILL TOWN COUNCIL OBSERVATIONS**

The Committee of 11th May had the same opinion as when discussed on 9th March and would recommend approval.

### **INTRODUCTION**

This application seeks planning permission to demolish an existing conservatory and replace with a single storey rear extension. Changes to fenestration are also proposed, plus proposed render finish to external walls.

### **RELEVANT PLANNING HISTORY**

There are no previous applications deemed relevant.

### **SITE AND SURROUNDINGS**

No. 7 Manor Close is a semi-detached bungalow located within a close of similar properties.

The bungalow has been extended to the rear with a conservatory and benefits from a shared driveway with no. 6, with a modest garage to the rear. A detached single garage set back to the side and rear has recently been replaced with a timber clad contemporary style outbuilding.

In terms of planning policy, the property lies within the built up area of Burgess Hill. It also lies within an area at risk of surface water flooding and a Great Crested Newt grade red impact risk zone.

### **APPLICATION DETAILS**

Plans show that the existing conservatory will be removed and replaced with a single storey rear extension that projects approximately 3.8 metres from the rear wall of the dwelling. The extension is shown to measure between 6.3 and 7.35 metres wide, with the western wall angled to fall in line with the boundary of the property with no. 8 Manor Close. A crown roof is proposed that measures approximately 2.4 metres to the eaves and 3.25 metres to the ridge.

The extension will provide an enlarged kitchen / dining area. Its external walls will be finished with facing brickwork with a tiled crown roof proposed to match the existing bungalow.

Proposed plans show that the front and side external walls of the existing bungalow will be clad with a white / off-white render finish. Replacement windows and doors are also proposed to the eastern side wall of the bungalow; these will have white upvc frames.

## **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 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

DP41 flood risk

### **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**

The Neighbourhood Plan was made on the 28th January 2016.

There are no relevant policies.

## **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

DPS4 flood risk and drainage

DPS6 health and wellbeing

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**

The main issues deemed relevant to the consideration of this application are:

- Design and impact on character of area
- Impact on neighbouring amenities
- Flood risk and drainage

### **Design and impact on character of area**

Policy DP26 of the District Plan relates to character and design and requires all proposals, including alterations and extensions, to be well designed and reflect the distinctive character of the towns and villages as well as addressing the character and scale of the surrounding buildings and landscape.

The Council's Design Guide SPD is also a material planning consideration with design principles DG49 and DG51 deemed relevant to this application.

Principle DG49 relates to general principles for extensions and recommends that *'extensions should typically use simple, uncomplicated building forms to complement 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.'*

DG51 relates specifically to rear extensions and states the following:

*'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 rear extension is considered acceptable in terms of design, form and scale to the existing bungalow, with complementary materials proposed. Being sited to the rear, the proposal is considered to have limited visual impact upon the appearance and character of the locality, being obscured in views from the public realm.

The proposed render finish to the front and side walls of the existing bungalow will be more visible within the street scene. The planning agent has confirmed that a white / off-white colour is proposed. Whilst the proposed render would alter the appearance of the dwelling within the street scene it is not considered that the render finish would detract from the character and appearance of the area; cream colour render finishes have been applied to bungalows at no.'s 10 and 16 Manor Close. The replacement windows and door to the eastern side wall of the bungalow are shown to have Georgian style glazing bars, which are not currently present on existing windows. However, as the replacement windows will have white upvc frames to match existing windows it is not considered that this element of the proposal would detract from the character and appearance of the bungalow.

In view of the above, the proposed extension and alterations are considered in keeping with the existing dwelling and surrounding properties and should not detract from the character and appearance of the area, thereby according with District Plan policy DP26.

### **Impact on amenity**

Policy DP26 of the District Plan refers to amenity and states that development proposals 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'.*

The proposed extension will fall close to the western boundary of the property with no. 8 Manor Close and will be deeper and higher than the existing conservatory. The planning agent for the application has confirmed that no part of the extension, including guttering, would overhang the boundary line.

Given the scale of the development and orientation of the properties, it is not considered that the proposal would cause significant harm to adjoining amenities in terms of impacting light levels, outlook or privacy.

The proposal therefore accords with policy DP26 of the District Plan.

### **Flood Risk and Drainage**

District Plan policy DP41 relates to flood risk and states in part that:

*'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.'*

The site lies within flood zone 1 with a very low risk of fluvial flooding and also lies within an area of very low to high surface water flood risk.

The Council's Flood Risk and Drainage Team has raised no objection to the proposed development on flood risk grounds, however, has recommended that the applicant consider resistance and resilience measures suggested within the Environment Agency standing advice. An informative can be added to the decision notice in this respect

The proposal therefore accords with policy DP41 of the District Plan.

### **Great crested newts**

The site lies within a designated Great Crested Newt red Impact Risk Zone which indicates that there is a high risk of Great Crested Newts on the site. Having regard to the residential nature of the proposal and scale of the development, it is not considered that the proposal would have any impact upon newts or their habitat. However, an informative can be attached to the planning consent to advise the applicant on action to be taken should Great Crested Newts be found during construction works.

### **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 and alterations are deemed acceptable in terms of design, form and scale to the existing dwellinghouse and are not considered to detract from the character and appearance of the area. Nor should neighbouring amenities be significantly affected by the proposal. The proposal therefore accords with policies DP26 and DP41 of the Mid Sussex District Plan.

Decision:       Permission

Case Officer: Deborah Lynn