



Oaklands Road
Haywards Heath
West Sussex
RH16 1SS

Switchboard: 01444 458166
DX 300320 Haywards Heath 1
Email: servicesupport@midsussex.gov.uk
www.midsussex.gov.uk

For Official use

App No:

Date Rec:

Fee:



Householder Application for Planning Permission for works or extension to a dwelling

Town and Country Planning Act 1990 (as amended)

Publication of applications on planning authority websites

Please note that the information provided on this application form and in supporting documents may be published on the Authority's website. If you require any further clarification, please contact the Authority's planning department.

Site Location

Disclaimer: We can only make recommendations based on the answers given in the questions.

If you cannot provide a postcode, the description of site location must be completed. Please provide the most accurate site description you can, to help locate the site - for example "field to the North of the Post Office".

Number

5

Suffix

Property Name

Address Line 1

Bylanes Crescent

Address Line 2

Address Line 3

West Sussex

Town/city

Cuckfield

Postcode

RH17 5HA

Description of site location must be completed if postcode is not known:

Easting (x)

530708

Northing (y)

125551

Description

Applicant Details

Name/Company

Title

Mr

First name

Chris

Surname

Malone

Company Name

Address

Address line 1

5 Bylanes Crescent

Address line 2

Address line 3

Town/City

Cuckfield

County

West Sussex

Country

United Kingdom

Postcode

RH17 5HA

Are you an agent acting on behalf of the applicant?

- ☒ Yes
☐ No

Contact Details

Primary number

***** REDACTED *****

Secondary number

Fax number

Email address

Agent Details

Name/Company

Title

First name

Surname

Company Name

Address

Address line 1

Address line 2

Address line 3

Town/City

County

Country

Postcode

Contact Details

Primary number

***** REDACTED *****

Secondary number

Fax number

Email address

***** REDACTED *****

Description of Proposed Works

Please describe the proposed works

Demolition of existing garage and erection of a ¾ span greenhouse

Has the work already been started without consent?

- ☐ Yes
- ☒ No

Materials

Does the proposed development require any materials to be used externally?

- ☒ Yes
- ☐ No

Please provide a description of existing and proposed materials and finishes to be used externally (including type, colour and name for each material)

Type:

Walls

Existing materials and finishes:

Standard brick

Proposed materials and finishes:

Aluminium sections, polyester powder coated and single glazed with 4mm toughened glass. Aluminium sections erected on walls made of brick. Rear wall and East Gable wall to be made of brick.

Type:

Windows

Existing materials and finishes:

N/A

Proposed materials and finishes:

Aluminium sections, polyester powder coated and single glazed with 4mm toughened glass.

Type:

Doors

Existing materials and finishes:

Metal garage door and plastic single side door

Proposed materials and finishes:

Aluminium sections, polyester powder coated and single glazed with 4mm toughened glass.

Type:

Roof

Existing materials and finishes:

Felt roofing

Proposed materials and finishes:

Aluminium sections, polyester powder coated and single glazed with 4mm toughened glass.

Are you supplying additional information on submitted plans, drawings or a design and access statement?

☒ Yes

☐ No

If Yes, please state references for the plans, drawings and/or design and access statement

Design & Access Statement, 1:500 Block Plans (Existing and Proposed), Mixed Plans & Elevations, 1:1250 Location Plan

Trees and Hedges

Are there any trees or hedges on the property or on adjoining properties which are within falling distance of the proposed development?

☐ Yes

☒ No

Will any trees or hedges need to be removed or pruned in order to carry out your proposal?

☐ Yes

☒ No

Pedestrian and Vehicle Access, Roads and Rights of Way

Is a new or altered vehicle access proposed to or from the public highway?

- ☐ Yes
☒ No

Is a new or altered pedestrian access proposed to or from the public highway?

- ☐ Yes
☒ No

Do the proposals require any diversions, extinguishment and/or creation of public rights of way?

- ☐ Yes
☒ No

Parking

Will the proposed works affect existing car parking arrangements?

- ☐ Yes
☒ No

Biodiversity net gain

Paragraph 13 of Schedule 7A of the Town and Country Planning Act 1990 sets out that every planning permission granted for the development of land in England shall be deemed to have been granted subject to the 'biodiversity gain condition' requiring development to achieve a net gain of 10% of biodiversity value.

This is subject to exemptions, an exemption applies in relation to planning permission for a development which is the subject of a householder application, within the meaning of article 2(1) of the Town and Country Planning (Development Management Procedure) (England) Order (2015)*.

Applicants for planning permission are required to make a statement as to whether they believe the biodiversity gain condition will apply if permission is granted, please confirm:

☒ It is my belief that if permission is granted for the development to which this application relates the biodiversity gain condition would not apply

*A 'householder application' means an application for planning permission for development for an existing dwellinghouse, or development within the curtilage of such a dwellinghouse for any purpose incidental to the enjoyment of the dwellinghouse which is not an application for change of use or an application to change the number of dwellings in a building.

Site Visit

Can the site be seen from a public road, public footpath, bridleway or other public land?

- ☒ Yes
☐ No

If the planning authority needs to make an appointment to carry out a site visit, whom should they contact?

- ☒ The agent
☐ The applicant
☐ Other person

Pre-application Advice

Has assistance or prior advice been sought from the local authority about this application?

- ☒ Yes
- ☐ No

If Yes, please complete the following information about the advice you were given (this will help the authority to deal with this application more efficiently):

Officer name:

Title

First Name

***** REDACTED *****

Surname

***** REDACTED *****

Reference

DM/25/1994

Date (must be pre-application submission)

08/08/2025

Details of the pre-application advice received

Having looked into the property I have not identified any restrictions that would prevent constructing an outbuilding under permitted, providing it complies with the relevant criteria.

Class E of the Order sets out the requirements for outbuildings to be permitted development. The building, as a whole, must comply with all of the following:

- As a result of the building, no more than 50% of the total area of the land surrounding the house can be covered in outbuildings and extensions;
- The building cannot be sited on land forward of the front wall of the house;
- The building can only be single storey;
- The height of the building cannot exceed:
 - o 4 metres where there is a dual pitched roof;
 - o 2.5 metres where the building would be within 2 metres of a property boundary; or
 - o 3 metres in any other case;
- The height of the eaves cannot exceed 2.5 metres; and
- The building cannot include a verandah, balcony or raised platform.

From the information that has been provided, the greenhouse is to be sited within 2 metres of the property boundary and it would have an overall height of more than 2.5 metres. As such, it is my informal opinion that planning permission would be required.

Key considerations for this type of application would include the design of the building, including the impact it would have on the streetscene, and if any harm would occur to the amenities of neighbouring properties.

In terms of design, it is noted that the greenhouse is to be positioned in the same position as the existing garage. Furthermore, it is to have a similar footprint to the existing building and the wall is to be finished in brick to match the existing dwelling. These factors would provide some consistency with the main house and the wider streetscene. Whilst it is noted that there would be a glazed, pitched roof above the wall it is also considered that the building would remain set back from the front of the house, reducing the prominence of this and it would be glazed. It is regrettable that, due to the loss of the garage door, a plain brick wall would be created within the streetscene.

It is understood that 7 Bylanes Crescent has extended to the rear. It would appear that the proposed works, however, would be screened from this property by their garage.

Consideration would also need to be given to the loss of off road parking available to your property. The West Sussex County Council parking calculator establishes that a three bedroom property in Cuckfield should have three parking spaces. From the photographs provided, I can see that the driveway would remain but it is not clear how many cars it could accommodate. This could be illustrated on the drawings, such as the block plans, or information could be provided as part of a supporting statement.

Authority Employee/Member

With respect to the Authority, is the applicant and/or agent one of the following:

- (a) a member of staff**
- (b) an elected member**
- (c) related to a member of staff**
- (d) related to an elected member**

It is an important principle of decision-making that the process is open and transparent.

For the purposes of this question, "related to" means related, by birth or otherwise, closely enough that a fair-minded and informed observer, having considered the facts, would conclude that there was bias on the part of the decision-maker in the Local Planning Authority.

Do any of the above statements apply?

- ☐ Yes
- ☒ No

Ownership Certificates and Agricultural Land Declaration

Certificates under Article 14 - Town and Country Planning (Development Management Procedure) (England) Order 2015 (as amended)

Please answer the following questions to determine which Certificate of Ownership you need to complete: A, B, C or D.

Is the applicant the sole owner of all the land to which this application relates; and has the applicant been the sole owner for more than 21 days?

- ☒ Yes
- ☐ No

Is any of the land to which the application relates part of an Agricultural Holding?

- ☐ Yes
- ☒ No

Certificate Of Ownership - Certificate A

I certify/The applicant certifies that on the day 21 days before the date of this application nobody except myself/ the applicant was the owner* of any part of the land or building to which the application relates, and that none of the land to which the application relates is, or is part of, an agricultural holding**

* "owner" is a person with a freehold interest or leasehold interest with at least 7 years left to run.

** "agricultural holding" has the meaning given by reference to the definition of “agricultural tenant” in section 65(8) of the Act.

NOTE: You should sign Certificate B, C or D, as appropriate, if you are the sole owner of the land or building to which the application relates but the land is, or is part of, an agricultural holding.

Person Role

- ☐ The Applicant
- ☒ The Agent

Title

Miss

First Name

Fern

Surname

Cumbers

Declaration Date

30/10/2025

☒ Declaration made

Declaration

I/We hereby apply for Householder planning permission as described in the questions answered, details provided, and the accompanying plans/drawings and additional information.

I/We confirm that, to the best of my/our knowledge, any facts stated are true and accurate and any opinions given are the genuine opinions of the person(s) giving them.

I/We also accept that, in accordance with the Planning Portal's terms and conditions:

- Once submitted, this information will be made available to the Local Planning Authority and, once validated by them, be published as part of a public register and on the authority's website;
- Our system will automatically generate and send you emails in regard to the submission of this application.

☒ I / We agree to the outlined declaration

Signed

Tammy Lee

Date

30/10/2025