

Delegated Decision

Sign off Sheet

Ref. No:	DM/26/0712	Case Officer:	Peter Davies
Application Type:	Householder Application		
Proposal:	Proposed two storey rear extension, first floor side extension, single storey front extension with partial garage conversion.		
Site:	7 Chilcomb, Burgess Hill, West Sussex, RH15 0DJ, , , ,		
Validation Date	8 May 2026	Overall Expiry Date:	4 Jun 2026
Pre-Commencement Conditions Required:		Pre-Com Conditions Date Agreed:	
Recommendation:	Permission	Recommendation Date:	6 Jul 2026
Target Date:	3 Jul 2026	Recommending Officer Signature:	Peter Davies

Date Legal Agreement Completed: (if applicable)		No of Representations:	0
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Signed and Agreed By:	Steven King	Date:	6 Jul 2026
Comments:			

MID SUSSEX DISTRICT COUNCIL

DM/26/0712

**7 Chilcomb, Burgess Hill, West Sussex, RH15 0DJ, , ,
Proposed two storey rear extension, first floor side extension, single storey front extension with partial garage conversion.
Mr And Mrs Martin**

REPRESENTATION RECEIVED

None received.

SUMMARY OF CONSULTEES

Drainage

No objection.

TOWN COUNCIL OBSERVATIONS

The Committee of the 1st June had a similar view to when this application was previously considered and would Recommend Approval.

INTRODUCTION

The application seeks planning permission for a proposed two storey rear extension, first floor side extension and single storey front extension with partial garage conversion.

RELEVANT PLANNING HISTORY

BH/067/78 - Erection of 43 detached houses, 14 bungalows and 57 garages. Permission

SITE AND SURROUNDINGS

The application property is a detached two storey dwelling located on the west side of the cul-de-sac Chilcomb, within the built-up area boundary of Burgess Hill.

The application property has a pitched roof and is constructed from brick and white render with interlocking roof tiles and white uPVC fenestration. The dwelling is set back from the highway with off street parking to the front. The dwelling has an attached flat roof garage on the north side. The locality is characterised by detached dwellings of a similar scale and design with varying form.

APPLICATION DETAILS

The application seeks planning permission a proposed two storey rear extension, first floor side extension and single storey front extension with partial garage conversion.

The proposed two storey extension is to be located on the rear (west) elevation. The extension will involve the demolition of the existing conservatory and will have an overall width of 8.75 metres. The two storey part of the rear extension will have a width of approximately 6.20 metres and a single storey part with a width of 2.55 metres. The extension will have a depth of 4.0 metres. The two storey part of the extension would have a pitched roof with an eaves height of approximately 5.40 metres and an overall height of 7.15 metres to match the existing dwelling. The single storey part of the rear extension will have a lean-to roof with an eaves height of 2.75 metres and an overall height of 3.70 metres. The roof will join onto an existing single storey lean to part of the dwelling. The extension will have windows on

the rear elevation at first floor level and a large window, double doors and a door on the ground floor rear elevation.

The proposed first floor side extension is to be located on the north side above the existing flat roof garage. The extension will have a width and depth of approximately 2.60 metres and 4.20 metres. The extension will have a pitched roof with an eaves height of 5.40 metres and an overall height of 6.55 metres. The extension will have windows on the front and rear elevations.

To the front (east) elevation is a proposed front extension. The extension will have a width and depth of 3.45 metres and 1.75 metres. the extension will have a lean-to roof with an eaves height of 2.50 metres and an overall height of 3.15 metres. The lean-to roof will extend across the flat roof of the porch and garage. Above the front door will be a pitched roof canopy extending forward by 0.90 metres.

The rear section of the garage is to be converted to create a laundry room and toilet with the front 2.6 metres to remain as storage and the garage door to remain in place. A window is to be installed on the north side to serve the laundry room.

A window is to be installed on both the north and the south side elevations. Both windows are to serve bathrooms.

The extensions will be constructed from brick to match the existing dwelling with white render to the front of the first floor side extension, interlocking roof tiles to match the existing dwelling. The front door and adjoining window are to be anthracite grey and the ground floor rear window and doors are to be black metal with the rest of the fenestration to be white uPVC to match the existing.

Amended plans were received to correct an inconsistency between the floor plans and elevations.

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 - Character and Design
DP41 - Flood Risk and Drainage

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 (made January 2016)

No relevant policies

Other Material Considerations

Mid Sussex District Plan 2021-2039 Consultation Draft

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
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)

Paragraphs 8, 11, 131 and 135 are considered to be relevant.

National Planning Policy Guidance

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
- Flood Risk and Drainage
- Impact on parking provision
- 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.'

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 relates to front and side extensions and states:

'Front extensions

Front extensions are more likely to be acceptable where the building line is staggered or where the dwelling is set well back from the road. They are less likely to be acceptable in streets with a strong consistent building form as they risk disrupting the underlying order.

Where front extensions are considered acceptable, they should normally be limited to a modest single storey or porch-type extension that reflect the character of the existing property.

Side extensions

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.'

Principle DG51 relates to rear extensions and 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 rear extension is large in scale, however it is of an acceptable design and form to the character of dwelling. The extension will have limited views from the street scene and is constructed from appropriate materials similar in appearance to the existing dwelling. The proposed side extension is at first floor level and of an acceptable scale, form and design. The extension is subservient to the main dwelling with a reduced ridge height. The side extension will be visible from the street scene, however it will be constructed from appropriate materials to match the existing dwelling.

The proposed front extension is of modest size and of an acceptable design and form. The extension will be visible from the street scene and will be of a similar design to an existing extension at no. 8 in application DM/15/3220. The extension will be constructed from materials to match the existing dwelling.

The proposal is therefore considered to comply with policy DP26 of the District Plan and the relevant principles of the Mid Sussex Design Guide SPD.

Impact on neighbouring properties

Policy DP26 of the Mid Sussex District Plan 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);'*

The proposed rear extension is large in scale, however it will have a single storey element closest to the northern boundary with no 8. Chilcomb to the north with the single storey part of the extension being approximately 1.3 metres from the shared boundary with a lean-to roof sloping down towards the shared boundary. The two storey part of the extension will be approximately 3.85 metres from the shared boundary. No. 8 is set back slightly further back and therefore part of the extension will be level with the rear of the neighbouring property. The two storey extension will be approximately 1.80 metres from no. 6 Chilcomb to the south with the extension level with an existing conservatory of no. 6. No. 6 is located to the south of the site and therefore there will not be significant harm in terms of loss of light. The extension will only have rear facing windows and therefore will not result in significant harm in terms of overlooking.

The proposed side extension is at first floor level above the existing garage and will be approximately 1.4 metres from the shared boundary with no. 8 a further 1.2 metres beyond the boundary. The extension will have windows to the front and rear facing into the application property garden and views of the side of no. 8 which includes a obscure glazed first floor side window serving a bathroom. The extension would be in line with the neighbouring property and therefore not result in significant harm to neighbour amenity areas.

The proposed front extension is single storey and of modest depth and height. The extension would be located up to the shared boundary marked by mature hedging and will face onto the front garden and the street scene. The extension would therefore not result in significant harm to neighbour amenities.

The side windows to be installed on both the north and south sides at first floor level are to serve bathrooms. These windows can be conditions to be obscure glazed and non-opening unless above 1.70 metres of the floor level to avoid overlooking.

The proposal is therefore, considered to comply with the above-mentioned part of Policy DP26 of the Mid Sussex District Plan.

Flood Risk and Drainage

Policy DP41 in part states:

'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 and is at very low risk of fluvial flooding. The risk of flooding from surface water mapping shows the site to be at Low for the present day.

The Council's drainage consultants have raised no objection to the development, subject to the finished floor levels being set no lower than the existing. The proposed plans show the floor levels of the extension to be the same as the existing floor level. Additionally, drainage can be managed via Building Regulations and Building Control.

Therefore, the proposal is considered to be in line with policy DP41 of the Mid Sussex District Plan.

Impact on parking provision

Policy DP21 in part states:

'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.

The property currently has 3 bedrooms and has 2 spaces on the driveway and 1 space in the garage. With the proposed works it would become a 4 bedroom dwelling.

West Sussex County Council Parking Standards Guidance (2020) outlines that for a 4-bedroom dwelling in this location that 2.2 parking spaces should be provided. The property would maintain 2 spaces on the driveway. In addition, there are no restrictions on the surrounding roads that would prevent on road parking. It is therefore considered that, in this instance, the proposal would be acceptable in terms of highways impact as it would not result in a level of displaced car parking on the street that would result in a highway safety issue.

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

In conclusion, the proposal is considered to be acceptable in terms of design, scale and form to the dwellinghouse and locality, would not cause significant harm to the amenities of neighbouring properties or cause increased flood risk. Therefore, the proposal complies with Mid Sussex District Plan policies DP21, DP26 and DP41 and with the relevant provisions of the NPPF. The application therefore accords with the Development Plan and is considered acceptable.

Decision: Permission

Case Officer: Peter Davies