

Delegated Decision

Sign off Sheet

Ref. No:	DM/26/0208	Case Officer:	Deborah Lynn
Application Type:	Householder Application		
Proposal:	Front extension and garage conversion.		
Site:	15 Pinehurst, Burgess Hill, West Sussex, RH15 0DG, , , ,		
Validation Date	30 Jan 2026	Overall Expiry Date:	24 Feb 2026
Pre-Commencement Conditions Required:		Pre-Com Conditions Date Agreed:	
Recommendation:	Permission	Recommendation Date:	13 Mar 2026
Target Date:	27 Mar 2026	Recommending Officer Signature:	Deborah Lynn

Date Legal Agreement Completed: (if applicable)		No of Representations:	0
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Signed and Agreed By:	Steven King	Date:	16 Mar 2026
Comments:			

MID SUSSEX DISTRICT COUNCIL

DM/26/0208

**15 Pinehurst, Burgess Hill, West Sussex, RH15 0DG, , ,
Front extension and garage conversion.
Mr And Mrs Moore**

SUMMARY OF REPRESENTATIONS

None received.

SUMMARY OF CONSULTEES

Southern Water

No objections.

BURGESS HILL TOWN COUNCIL OBSERVATIONS

The Committee of 16th February would Recommend Approval, whilst regretting the loss of a garage.

INTRODUCTION

This application seeks planning permission to convert the garage and erect a front extension.

RELEVANT PLANNING HISTORY

There are no previous relevant applications.

SITE AND SURROUNDINGS

No. 15 Pinehurst is a 1960s detached bungalow with attached single garage set back to the side, located within a staggered row of properties. The property benefits from a long driveway to the front and open plan garden.

The street scene is primarily comprised of detached dwellings that are varied in type and style, with a bungalow located to the north, a 2 storey house with asymmetric roof located to the south and houses located opposite on the western side of the road. Land levels rise to the south.

In terms of planning policy, the property lies within the built up area of Burgess Hill.

APPLICATION DETAILS

Proposed plans show that the attached garage will be converted to form a bedroom. A single storey extension is proposed to the front of the garage and side of the dwellinghouse; this is shown to measure 3.13 deep and 3.56 metres wide by approximately 2.83 metres high. The extension will provide an ensuite bathroom, utility room and hallway with new entrance door and will have a flat roof with white fascia to match the existing garage; it will be finished with buff coloured brickwork to match the dwelling. To the rear, an existing door and high level window to the garage will be replaced with a window. White upvc windows and doors are proposed.

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:

DP21 transport

DP26 character and design

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.

Relevant policies:

S4 parking standards for new developments

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:

DPS2 sustainable design and construction

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
- Parking provision

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 while being sensitive to the countryside as well as addressing the character and scale of the surrounding buildings and landscape.

In addition to the above, the Council's adopted Design Guide SPD is a material planning consideration with design principles DG49 and DG50 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.'*

DG50 relates to front and side extensions and states in part that *'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 proposed garage conversion and extension are considered acceptable in terms of design, scale and form, reflecting the form of the existing side garage. The extension will be well set back from the principal elevation of the bungalow, by approximately 5.6 metres, and will appear subordinate in scale to the dwelling. Complementary materials should ensure that the proposal blends in with the existing dwelling.

The proposed development is 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 policy DP26 of the District Plan.

Impact upon neighbouring amenities

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 adjoining dwellinghouse at no. 17 Pinehurst is situated at a higher level and set forward of the bungalow at no. 15.

Two no. ground floor windows are located in the northern flank wall of no. 17 that faces onto no.15 and the proposed development. Online marketing records for the property indicate that one window is a secondary window to a lounge and that the other window is a secondary window to a kitchen. The windows are located at a higher level to no. 15 and the proposed development and are partially obscured by an existing boundary fence. Taking this into account, it is not considered that the proposal would have a significantly harmful impact upon the windows in terms of affecting light levels or outlook.

The proposed development is therefore deemed acceptable in that it should not cause significant harm to neighbouring amenities in terms of affecting light levels, outlook or privacy, thereby complying with policy DP26 of the District Plan.

Parking provision

The proposed development would create an additional fourth bedroom at the property and would result in the loss of a garage space and reduction in the length of the driveway.

Policy DP21 of the District Plan relates to Transport and states in part that development proposals should provide 'adequate car parking for the 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.'

Policy S4 of the Neighbourhood Plan states in part that:

'In cases where planning permission is necessary for alterations and extensions to properties support will not be given for the conversion of garage space to habitable rooms/ residential use unless there is adequate space to park cars off street in line with the parking standards.'

The West Sussex County Council Car Parking Demand Calculator recommends that a 4 bed dwelling in this location has 3 off road parking spaces.

Plans indicate that the remain driveway will measure approximately 14.5 metres in length, thereby providing 3 off road parking spaces and ensuring that sufficient parking provision will remain at the property.

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 garage conversion and extension are deemed acceptable in terms of design, form and scale to the existing dwellinghouse and surrounding properties and should not detract from the appearance and character of the area. Nor should the proposal be significantly harmful to neighbouring amenities. Sufficient parking provision will remain. The proposal therefore accords with policies DP21 and DP26 of the Mid Sussex District Plan and policy S4 of the Burgess Hill Neighbourhood Plan.

Decision: Permission

Case Officer: Deborah Lynn