

Delegated Decision

Sign off Sheet

Ref. No:	DM/25/0194	Case Officer:	Andrew Horrell
Application Type:	Householder Application		
Proposal:	Rear facing box dormer to loft. Existing ground floor side extension to utility room.		
Site:	6 Highland Road, Haywards Heath, West Sussex, RH16 4DP, , , ,		
Validation Date	24 Jan 2025	Overall Expiry Date:	24 Feb 2025
Pre-Commencement Conditions Required:		Pre-Com Conditions Date Agreed:	
Recommendation:	Permission	Recommendation Date:	8 Apr 2025
Target Date:	21 Mar 2025	Recommending Officer Signature:	Andrew Horrell

Date Legal Agreement Completed: (if applicable)		No of Representations:	0
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Signed and Agreed By:	Stephen Ashdown	Date:	9 Apr 2025
Comments:			

MID SUSSEX DISTRICT COUNCIL

DM/25/0194

**6 Highland Road, Haywards Heath, West Sussex, RH16 4DP, , ,
Rear facing box dormer to loft. Existing ground floor side extension to utility room.
Mr K Page**

SUMMARY OF REPRESENTATIONS

None received

SUMMARY OF CONSULTEES

None received

TOWN COUNCIL OBSERVATIONS

No comment

INTRODUCTION

Planning permission is sought for a hip to gable loft conversion with a rear dormer and an enlarged ground floor side extension.

RELEVANT PLANNING HISTORY

None relevant

SITE AND SURROUNDINGS

6 Highland Road is a two-storey hipped roofed semi-detached, face brickwork and hanging tiles with upvc doors and windows.

To the south-east of the site is the adjoining No.8 Highland Road, to the north-west of the site is the adjacent No.4 Highland Road, to the south-west of the site is the rear garden with close boarded fencing to neighbours in Lowfield Road beyond and to the north-east of the site is the driveway to highway.

The site is within the built-up area of Haywards Heath.

APPLICATION DETAILS

The hip to gable roof enlargement will widen the ridge height by approximately 7.5m in depth, 4.4m in width with a matching eaves and ridge height as the existing dwelling. Two additional front rooflights are proposed which measure approximately 0.6m by 0.6m each.

The proposed flat roofed rear dormer approximately measures 3.3m in depth, 5.3m in width with a height of 2.63m. This will create an additional bedroom.

The existing single storey side lean to utility room approximately measures 2.8m in depth, 0.9m in width with a height to eaves of 2.35m and an overall height of 2.4m.

The proposed enlarged single storey side lean to approximately measures 4.78m in depth, 0.9m in width with a height to eaves of 2.35m and an overall height of 2.4m. This will create a utility room and a WC.

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 Haywards Heath 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.

Haywards Heath Neighbourhood Plan

The Haywards Heath Neighbourhood Plan was made on 15th December 2016

Relevant policies:

Policy E9 - Design

Policy H9 - Residential Extensions

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:

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.

The National Planning Policy Framework (NPPF) 2024 is a material consideration. Paragraphs 8, 11, 131 and 135 are considered to be relevant to this application.

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;
- Parking provision; and
- 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."*

Policies H9 and E9 of the Haywards Heath Neighbourhood Plan are most relevant.

Policy H9 states:

'Extensions to existing dwellings will be permitted where it meets the following criteria:

- o The scale, height and form fit unobtrusively with the existing building and the character of the street scene.*
- o Spacing between buildings would respect the character of the street scene.*
- o Gaps which provide views out to surrounding countryside are maintained.*
- o Materials are compatible with the materials of the existing building.*
- o The traditional boundary treatment of an area is retained and, where feasible reinforced.*

o The privacy, daylight, sunlight and outlook of adjoining residents are safeguarded'.

Policy E9 states:

'Developers must demonstrate how their proposal will protect and reinforce the local character within the locality of the site. This will include having regard to the following design elements:

- o height, scale, spacing, layout, orientation, design and materials of buildings,*
- o the scale, design and materials of the development (highways, footways, open space and landscape), and is sympathetic to the setting of any heritage asset,*
- o respects the natural contours of a site and protects and sensitively incorporates natural features such as trees, hedges and ponds within the site,*
- o creates safe, accessible and well-connected environments that meet the needs of users,*
- o Will not result in unacceptable levels of light, noise, air or water pollution,*
- o Makes best use of the site to accommodate development,*
- o Car parking is designed and located so that it fits in with the character of the proposed development.*

Proposals affecting a listed building, conservation area, building of local interest or public park of historic interest or their setting should preserve or enhance their special interest and/or distinctive character'.

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 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'.

The proposed enlarged side extension is a modest and subservient extension to the dwelling with matching materials to be used. The enlarged side extension therefore complies with DP26 of the Mid Sussex District Plan, E9 and H9 of the Haywards Heath Neighbourhood Plan and principles DG49 and DG50 of the Mid Sussex Design Guide.

With reference to roof enlargement specifically, principle DG52 of the Mid Sussex Design Guide SPD in part states:

'A loft conversion is a space efficient means of extending the amount of living accommodation in a dwelling. Roof accommodation is normally reliant on dormer windows and rooflights to provide light and ventilation. However, if they are out of scale or out of character with the roofscape and proportions of a dwelling they can have an adverse impact on the character of both the dwelling and the streetscape.

The roof pitch and form are intrinsic to a building's character and roof extensions should be sensitive to this. Roof extensions and dormer windows that alter the existing ridge of the roof or significantly alter the roof profile of a building will not normally be acceptable, particularly on the front roof slope, and where there is a strong established roofline.

Where a clear rhythm of fenestration is established, the position and proportion of dormer windows should respond to existing windows and / or doors.'

This principle also includes reference to further dormer window guidance in Chapter 6 of the Design Guide under sections 6.3.5 to 6.3.7 which state:

'6.3.5 While dormer windows can sometimes be prominent features in the streetscene, care needs to be taken with their design, proportions and position on the roof. The choice of design should be informed by the character and appearance of the local vernacular.

6.3.6 Dormer windows should be visually subordinate to the roof slope, enabling a large proportion of the main roof to remain visible. Excessively wide dormers are likely to look unsatisfactory as they will often be out of proportion with the existing roof.

6.3.7 Dormer windows should normally be positioned below the ridge-line, and above the eaves line'.

The streetscene is characterised by gabled as well as hipped roofed dwellings. Nearby No.2 and No.12 Highland Road are characterised by hip to gable enlargements to allow for flat roofed dormers similar to that proposed which have been built under permitted development.

Coupled with this, whilst the dominant flat roofed dormer design would be contrary to principle DG52 of the Mid Sussex Design Guide SPD, as the fall-back position it should also be noted that a dormer of the same size as the proposed could be constructed without the need for formal planning permission under Class B, Part 1, Schedule 2 of the Town and Country Planning (General Permitted Development) (England) Order 2015.

Although as the proposed weatherboarding is visually different from the existing roof slope so therefore would be contrary to part B.3 of the permitted development order. Highland Road is already characterised by similar timber weatherboarding so its appearance would not be out of character with the streetscene.

Therefore, it is deemed that the hip to gable roof extension and rear dormer would not be out of character with the streetscene. As such the proposal complies with the above part of policy DP26 of the Mid Sussex District Plan and principles DG49 and DG52 of the Mid Sussex Design Guide SPD.

Therefore, in terms of character and design, the proposal complies with policies DP26 of the Mid Sussex District Plan, E9 and H9 of the Haywards Heath Neighbourhood Plan, The Mid Sussex Design Guide SPD and the relevant paragraph of the NPPF.

Impact on neighbouring properties

Policy H9 states that proposals should "safeguard" adjoining neighbours amenity whereas policy DP26 of the MSDP states that development 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. There is therefore some conflict between the District Plan and Neighbourhood Plan in this respect.

Under section 38(5) of the Planning and Compulsory Purchase Act 2004 if a policy contained in a development plan for an area conflicts with another policy in the development plan, the conflict must be resolved in favour of the policy which is contained in the last document to be adopted, approved or published. As such, policy DP26 of the MSDP is considered to take precedence and therefore the test in this instance is whether the development causes significant harm to neighbouring amenities as outlined above.

Whilst the hip to gable extension will impact light and outlook to the adjacent No.4, the level of harm will not be significant given the existing relationship between the dwellings and would be no more impactful than would be expected within the built up area.

In terms of overlooking and loss of privacy, the level of harm would be no more than the level of overlooking expected within the built-up area, however with the creation second floor would increase the level of overlooking toward neighbouring gardens. However, the level of overlooking would not be

significantly greater than the existing overlooking from the first-floor rear windows. Therefore, in terms of the neighbouring amenities, the proposal complies with DP26 of the Mid Sussex District Plan.

Therefore, in terms of neighbouring amenities, the proposal complies with DP26 of the Mid Sussex District Plan and H9 of the Haywards Heath Neighbourhood Plan.

Parking Provision

An additional bedroom is to be created within the proposed dormer, therefore parking standards has to be assessed. West Sussex County Council Guidance on Parking sets out the maximum parking standards for residential houses. For a 3-bed property in this location in Haywards Heath 1.7 spaces should be provided.

There is parking for two cars on the existing driveway, with no on-street parking restrictions and being in a sustainable location with access to alternative forms of transportation (buses and trains) as well as the town centre being within walking distance.

Therefore, the proposal will accord with the WSCC parking standard requirements for a 3-bed house in this part of Haywards Heath and would comply with 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 appropriate in terms of design, size, and scale to the dwellinghouse and locality, would not cause significant harm to the amenities of neighbouring properties and has sufficient parking provision.

Therefore, the proposal complies with Mid Sussex District Plan policies DP21, DP26 and policies E9 and H9 of the Haywards Heath Neighbourhood Plan, WSCC Parking Guidance for new developments as well as the relevant provisions of the NPPF. The application therefore accords with the Development Plan and is considered acceptable.

Decision: Permission

Case Officer: Andrew Horrell