

Delegated Decision

Sign off Sheet

Ref. No:	DM/25/2860	Case Officer:	Peter Davies
Application Type:	Householder Application		
Proposal:	Proposed single storey side extension to enlarge existing garage structure. Conversion of garage into habitable space. Amend existing garage roof to form pitched roof.		
Site:	6 Heatherbank, Haywards Heath, West Sussex, RH16 1HY, , , ,		
Validation Date	1 Dec 2025	Overall Expiry Date:	24 Dec 2025
Pre-Commencement Conditions Required:		Pre-Com Conditions Date Agreed:	
Recommendation:	Permission	Recommendation Date:	23 Jan 2026
Target Date:	26 Jan 2026	Recommending Officer Signature:	Peter Davies

Date Legal Agreement Completed: (if applicable)		No of Representations:	1
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Signed and Agreed By:	Stephen Ashdown	Date:	23 Jan 2026
Comments:			

MID SUSSEX DISTRICT COUNCIL

DM/25/2860

**6 Heatherbank, Haywards Heath, West Sussex, RH16 1HY, , ,
Proposed single storey side extension to enlarge existing garage structure. Conversion of
garage into habitable space. Amend existing garage roof to form pitched roof.
Mr And Mrs Evans**

REPRESENTATION RECEIVED

1 letter of representation was received in neither supporting or objecting to the proposal. The comments raised concerns that there was any subsequent changes to the plans to increase the size then would raise objection due to being overbearing. The comments also requested a condition to restrict hours of construction.

TOWN COUNCIL OBSERVATIONS

None received.

INTRODUCTION

The application seeks planning permission for a proposed garage conversion with extension to enlarge the garage and with a lean to roof.

RELEVANT PLANNING HISTORY

No relevant history.

SITE AND SURROUNDINGS

The application property is a detached two storey dwelling located on the north side of Heatherbank, within the built-up area boundary of Haywards Heath.

The application property has a pitched roof and is constructed from brick with horizontal white cladding at first floor level, interlocking roof tiles and white uPVC fenestration. the dwelling is set back from the highway with off street parking to the front and an attached garage on the north side. The locality is characterised by detached dwellings of a similar scale, form and design on the north side of Heatherbank with detached bungalows of a similar scale, form and design on the south side.

APPLICATION DETAILS

The application seeks planning permission for a proposed garage conversion into a habitable room with a front extension and lean to roof. The garage is to be extended to the front by approximately 2.10 metres with a width of 3.14 metres. The garage to be converted will have a square glazed window to the front and rear, 2 no. floor to ceiling windows on the north side and double doors on the south side. The existing flat roof is to be replaced with a lean to roof with an eaves height of 2.90 metres and an overall height of 3.60 metres with a rooflight to sit flush with the roof.

The proposal will use brick to match the existing dwelling, concrete roof tiles matching the existing in colour and white uPVC windows to match.

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 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 (made December 2016)

Relevant policies:

E9 - Design

H9 - Building Extensions

T3 - Car Parking

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 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:

DPS1 - Climate Change

DPS2 - Sustainable Design and Construction

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
- Impact on parking provision
- Other Matters
- 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.'*

Policy E9 of the Haywards Heath Neighbourhood Plan 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.'

Policy H9 of the Haywards Heath Neighbourhood Plan 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.'*

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 that:

'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.'

The proposed works are of an acceptable scale, form and design to the existing dwelling and character of the area. The proposed works are at ground floor level and will be partially visible from the street scene however there will be limited views due to the set back nature of the dwelling. The materials will match the existing dwelling.

It is considered that the proposed works would not have a harmful impact on the character of the dwelling and the character of the street scene. The proposal is therefore considered to comply with policy DP26 of the District Plan and policies E9 and H9 of the Haywards Heath Neighbourhood Plan.

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.

The proposed extension is single storey with openings facing into the application property garden and the shared boundaries marked by close board fencing. The extension is set well within the plot with the closest boundary being approximately 4.50 metres to no. 4 Heatherbank to the front. To the rear the closest boundary is approximately 6 metres to 7 Lucastes Road to the rear of the site. Due to this distance the proposed works are not considered to cause significant harm to neighbour amenities.

The proposal is therefore, considered to comply with the above-mentioned part of Policy DP26 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;'

Policy T3 of the Haywards Heath Neighbourhood Plan states:

'Planning applications which result in the loss of existing off-street parking provision will be resisted unless it can be demonstrated that the development will enhance the vitality and viability of the town centre and, where possible, such schemes should aim to improve parking provision in the town centre. Development outside the defined town centre boundary should provide on-site parking in accordance with the standards adopted by MSDC.'

West Sussex County Council September 2020 Parking Standards Guidance, outlines that for a 4+ bed dwelling in parking behaviour zone 4, 2.2 spaces should be provided. The dwelling has parking for 3 cars on the drive and 1 space in the garage.

The proposed works would result in the loss of the garage space and leave 3 off street parking space. The remaining parking provision would therefore meet the requirements of the parking guidance and therefore accord with Policy DP21 of the Mid Sussex District Plan and policy T3 of the Haywards Heath Neighbourhood Plan.

Other Matters

The comments raised in the letter of representation are noted. An informative will be added regarding construction hours to not cause the neighbours of the site a nuisance as set out in the Environmental Protection Act 1990.

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, size and scale to the dwellinghouse and locality and would not cause significant harm to the amenities of neighbouring properties. Therefore, the proposal complies with Mid Sussex District Plan policies DP21 and DP26, policies E9, H9 and T3 of the Haywards Heath Neighbourhood Plan 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