

Delegated Decision

Sign off Sheet

Ref. No:	DM/25/3069	Case Officer:	Tracie Axford
Application Type:	Householder Application		
Proposal:	Proposed extension and conversion of garage to habitable accommodation.		
Site:	52 Crescent Road, Burgess Hill, West Sussex, RH15 8EG, , , ,		
Validation Date	1 Dec 2025	Overall Expiry Date:	2 Jan 2026
Pre-Commencement Conditions Required:		Pre-Com Conditions Date Agreed:	
Recommendation:	Permission	Recommendation Date:	23 Jan 2026
Target Date:	26 Jan 2026	Recommending Officer Signature:	<i>Tracie Axford</i>

Date Legal Agreement Completed: (if applicable)		No of Representations:	1
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Signed and Agreed By:	<i>Stephen Ashdown</i>	Date:	26 Jan 2026
Comments:			

MID SUSSEX DISTRICT COUNCIL

DM/25/3069

**52 Crescent Road, Burgess Hill, West Sussex, RH15 8EG, , ,
Proposed extension and conversion of garage to habitable accommodation.
Michele Martin**

SUMMARY OF REPRESENTATIONS

One letter was received which neither supported nor objected to the application, however raised an issue relating to swifts that have been seen under the eaves in the west wall of the application property.

SUMMARY OF CONSULTEES

Conservation Officer - considers that the proposal preserves the character and appearance of the Conservation Area meeting the requirements of District Plan Policy DP35 and the relevant paragraphs of the NPPF.

TOWN/PARISH COUNCIL OBSERVATIONS

Burgess Hill Town Council recommends approval while regretting the loss of a garage

INTRODUCTION

The application seeks planning permission for a proposed extension and conversion of garage to habitable accommodation.

RELEVANT PLANNING HISTORY

None

SITE AND SURROUNDINGS

The application site is a two-storey detached dwelling located to the southern side of Crescent Road within the St Johns Conservation Area and the built-up area of Burgess Hill.

The application dwelling is a two-storey detached pitched roofed dwelling situated on the corner of Crescent Road and Crescent Close. The walls are characterised by a mix of face brickwork and hanging tiles. There is an existing porch to the front of the property. A driveway leads to the existing garage which is situated to the eastern side of the property adjacent to no. 54.

The locality is characterised by residential properties which vary in terms of scale and design.

APPLICATION DETAILS

The application seeks planning permission for a proposed extension and conversion of the garage to habitable accommodation to provide additional ground floor space, including a multi-purpose living area, a dedicated home office, a W.C. and storage. The existing garage is approximately 6.3metres in length and 2.6 metres in width. The proposed development of the garage will increase its length to a total of 12.7 metres and will extend in both directions. There will be a sloped roof to the front elevation, a parapet wall is proposed to conceal the view of the flat roof from the street and from the neighbour's view and a flat roof with rooflights to the rear.

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

DP35 - Conservation Areas

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 Burgess Hill Neighbourhood plan was made in 2016.

Policy H1- Protecting and Enhancing Heritage Assets and Conservation Areas.

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:

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.

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
- Biodiversity Net Gain
- Other Matters

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 of the Mid Sussex Design Guide SPD relates specifically to side extensions states the following: *'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 garage conversion extends the length of the garage by approximately 3.8 metres towards the front elevation of the dwelling and 2.7 metres beyond the existing rear elevation of the garage. The front elevation of the extension will be updated with a new 'barn style' garage door to serve the office and enable access for storage. A pitched roof to the front elevation, will enhance the street-facing appearance and will have tiles to match those of the existing dwelling. The front elevation of the extended garage will be set back from the front elevation of the main dwelling and therefore will appear subordinate to the host dwelling.

The application is therefore considered acceptable in terms of design, form and scale and complies with policy DP26 of the Mid Sussex District Plan and principles DG49, 50 and 51 of the Mid Sussex Design Guide.

Impact on neighbouring properties

In terms of impact upon neighbouring amenities Policy DP26 in part 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);'

There is a gap between the host dwelling and the neighbouring no.54 Crescent Road, where the driveways to the properties are located. No additional windows are proposed to the side elevation of the dwelling facing no.54 Crescent Road. The increase in length of the garage along the existing side elevation of the dwelling will have limited impact on the neighbouring property in terms of outlook, privacy or light as it remains at a single-storey height. Therefore, in terms of neighbouring amenities, the proposal is not considered to comply with DP26 of the Mid Sussex District Plan.

Parking

Policy DP21 of the District Plan states that to meet the objectives of the West Sussex Transport Plan 2011- 2026, decisions on development proposals will take account of whether: *'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.

There is an external driveway at the existing dwelling which can accommodate two to three cars. Although there will be a reduction in the length of the driveway, there will still remain space for two cars.

The West Sussex County Council Parking Standards Guidance (2020) states that: - If garages are provided they should be at least 6m x 3m internally. i'If garages meet this requirement, they will be regarded as an allocated parking space of 0.5 and calculations of parking demand will take this into account.'

The garage which is the subject of this application is smaller than this in terms of its width and therefore does not meet the standards guidance. It could therefore be considered that the conversion of this garage will not result in a loss of parking space.

The proposal is therefore considered to accord with policy DP21 of the Mid Sussex District Plan.

Impact on the Conservation Area

Section 72 (1) of the Planning (Listed Buildings and Conservation Areas) Act 1990 states *'In the exercise, with respect to any buildings or other land in a conservation area, of any powers under any of the provisions mentioned in subsection (2), special attention shall be paid to the desirability of conservation preserving or enhancing the character or appearance of that area.'*

In terms of the impact on the St Johns, Conservation Area, policy DP35 of the Mid Sussex District Plan states:

'Development in a conservation area will be required to conserve or enhance its special character, appearance and the range of activities which contribute to it. This will be achieved by ensuring that:

- New buildings and extensions are sensitively designed to reflect the special characteristics of the area in terms of their scale, density, design and through the use of complementary materials;*
- Open spaces, gardens, landscaping and boundary features that contribute to the special character of the area are protected. Any new landscaping or boundary features are designed to reflect that character;*
- Traditional shop fronts that are a key feature of the conservation area are protected. Any alterations to shopfronts in a conservation area will only be permitted where they do not result in the loss of a traditional shopfront and the new design is sympathetic to the character of the existing building and street scene in which it is located;*
- Existing buildings that contribute to the character of the conservation area are protected. Where demolition is permitted, the replacement buildings are of a design that reflects the special characteristics of the area;*
- Activities such as markets, crafts or other activities which contribute to the special character and appearance of the conservation area are supported;*
- New pavements, roads and other surfaces reflect the materials and scale of the existing streets and surfaces in the conservation area.*

Development will also protect the setting of the conservation area and in particular views into and out of the area. New buildings of outstanding or innovative design may be acceptable in conservation areas provided that their impact would not cause material harm to the area.'

Policy H1 of the Burgess Hill Neighbourhood Plan notes that: *'Proposals within the Burgess Hill Conservation Areas will be required to preserve and enhance their special character or appearance. Support will be given to undertaking/updating appraisals and management plans for each Conservation Area.'*

Paras 210, 212-215 of the NPPF state:

'210. In determining applications, local planning authorities should take account of:

- a) the desirability of sustaining and enhancing the significance of heritage assets and putting them to viable uses consistent with their conservation;*
- b) the positive contribution that conservation of heritage assets can make to sustainable communities including their economic vitality; and*
- c) the desirability of new development making a positive contribution to local character and distinctiveness.*

212. When considering the impact of a proposed development on the significance of a designated heritage asset, great weight should be given to the asset's conservation (and the more important the asset, the greater the weight should be). This is irrespective of whether any potential harm amounts to substantial harm, total loss or less than substantial harm to its significance.

213. Any harm to, or loss of, the significance of a designated heritage asset (from its alteration or destruction, or from development within its setting), should require clear and convincing justification. Substantial harm to or loss of:

- a) grade II listed buildings, or grade II registered parks or gardens, should be exceptional;*
- b) assets of the highest significance, notably scheduled monuments, protected wreck sites, registered battlefields, grade I and II* listed buildings, grade I and II* registered parks and gardens, and World Heritage Sites, should be wholly exceptional.*

214. Where a proposed development will lead to substantial harm to (or total loss of significance of) a designated heritage asset, local planning authorities should refuse consent, unless it can be demonstrated that the substantial harm or total loss is necessary to achieve substantial public benefits that outweigh that harm or loss, or all of the following apply:

- a) the nature of the heritage asset prevents all reasonable uses of the site; and
- b) no viable use of the heritage asset itself can be found in the medium term through appropriate marketing that will enable its conservation; and
- c) conservation by grant-funding or some form of not for profit, charitable or public ownership is demonstrably not possible; and
- d) the harm or loss is outweighed by the benefit of bringing the site back into use.

215. Where a development proposal will lead to less than substantial harm to the significance of a designated heritage asset, this harm should be weighed against the public benefits of the proposal including, where appropriate, securing its optimum viable use.'

The application relates to an unlisted, detached dwelling located within the St Johns Conservation Area. The proposal has been reviewed by the Conservation Officer, who commented on the application as follows:

The application site is a detached early 20th century house located to the southern side of Crescent Road within the St Johns Conservation Area. The property retains some period features, and makes a modest positive contribution to the character and appearance of the Area.

The current proposal is for the conversion and extension of an existing flat roofed garage to the side of the house to create additional residential accommodation. The existing garage is modestly sized and set well back from the façade of the building- the proposal is to extend the footprint both forwards and rearwards, including addition of a pitched roof to the front element. This front part would be retained as a store, accessed externally by replacement garage doors.

The proposed extension to the house is modestly scaled and is considered appropriately subordinate to the existing building. Although the proposed front line of the addition would be set forward of the existing garage, it remains set well back from the house's façade. The rear addition would not be prominent in public views, although it may be visible in glimpsed views from Crescent Close to the west. The revised roof form to the front element of the garage is considered more sympathetic to the context than the existing flat roof, and will result in a modest enhancement of the contribution made to the Conservation Area by the property. The proposal is for side hung timber garage doors to the front of the property, which will also constitute a modest enhancement over the existing situation of a steel up-and-over door. To the rear, uPVC windows and a door are proposed- this material would not normally be supported in a Conservation Area context, but given the rearward position and that the existing windows to the back of the house are uPVC it is not considered that in this instance an objection to its use could be supported.

The proposal is therefore considered to preserve the character and appearance of the Conservation Area, meeting the requirements of District Plan Policy DP35 and the relevant paragraphs of the NPPF. I would recommend the following conditions:

- *Details of roofing and facing materials.*
- *New brickwork to match existing in colour, texture and bonding pattern and in colour, texture and style of pointing.*
- *Detailed drawings, at an appropriate large scale, including sections, and annotated to show materials and finishes, of new external doors, including garage doors, and windows.*
- *New rainwater goods and other external pipework to be of painted metal.'*

Having regard to the above comments, it is considered that the proposed extension accords with policy DP35 of the Mid Sussex District Plan, Policy H1 of the Burgess Hill Neighbourhood Plan and the NPPF.

Other Matters

A representation was received indicating that swifts had been observed under the eaves on the western elevation of the property. As the proposal relates solely to the eastern elevation, this issue is not considered relevant to the current application.

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, would preserve the character of the Conservation Area, would not cause significant harm to the amenities of neighbouring properties and would not have an impact in terms of parking. Therefore, the proposal complies with Mid Sussex District Plan policies DP21, DP26 and DP35, and policy H1 of the Burgess Hill Neighbourhood Plan, with the relevant provisions of the NPPF. The application therefore accords with the Development Plan and is considered acceptable.

Decision: Permission

Case Officer: Tracie Axford