

Delegated Decision

Sign off Sheet

Ref. No:	DM/25/2611	Case Officer:	Anna Tidey
Application Type:	Householder Application		
Proposal:	Rear and side single storey extension, new entrance porch and 4 no. dormer windows to main roof.		
Site:	Leigh Cottage, Cuckfield Road, Ansty, Haywards Heath, West Sussex, RH17 5AL, ,		
Validation Date	13 Feb 2026	Overall Expiry Date:	6 Mar 2026
Pre-Commencement Conditions Required:		Pre-Com Conditions Date Agreed:	
Recommendation:	Permission	Recommendation Date:	10 Apr 2026
Target Date:	10 Apr 2026	Recommending Officer Signature:	Anna Tidey

Date Legal Agreement Completed: (if applicable)		No of Representations:	0
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Signed and Agreed By:	Steven King	Date:	10 Apr 2026
Comments:			

MID SUSSEX DISTRICT COUNCIL

DM/25/2611

**Leigh Cottage, Cuckfield Road, Ansty, Haywards Heath, West Sussex, RH17 5AL,
Rear and side single storey extension, new entrance porch and 4 no. dormer windows to main
roof.**

Mr Martin Stoner

SUMMARY OF REPRESENTATIONS

None received.

CONSULTATIONS

Tree Officer: The submitted Tree Report is out of date (October 2022). Requests an up-to-date Arboricultural Impact Assessment, including an Arboricultural Method Statement, Arboricultural Survey, and a Tree Protection Plan.

Tree Officer - further comments: I have reviewed the Tree Constraints Plan, Tree Protection Plan and Arboricultural Impact Assessment and whilst I do not object, I have reservations with regards to the potential impact of the development on the trees in the adjacent property, ie. the detail of the foundations has not been provided. To ensure that the trees are adequately protected and to avoid destabilisation of those trees, an Arboricultural Method Statement is required prior to commencement on the northern side extension. This could be requested prior to approval or as a pre commencement condition.

Tree Officer - further comments: I have reviewed the Arboricultural Method Statement provided with this application. I find that if the measures detailed in the AIA, AMS and TPP are followed, then trees should be adequately protected. I have no objection. Please condition adherence to the AIA, AMS, and TPP.

PARISH COUNCIL OBSERVATIONS

Hurstpierpoint and Sayers Common Parish Council: The committee have no objection to the plans, however, believe the plans may not have been accurately drawn, particularly the location of the chimney.

INTRODUCTION

This application seeks planning approval for rear and side single storey extensions, a new entrance porch and 4 new roof dormers to serve the existing first floor rooms at Leigh Cottage, on Cuckfield Road, Ansty. The property is located in the parish of Hurstpierpoint.

RELEVANT PLANNING HISTORY

DM/22/2159. Lawful Development Certificate - 3 No. additional new roof dormer windows to be added to existing roof conversion. Approved September 2022.

DM/22/2005. Rear and side single storey extension, new entrance porch and 4 No. number dormer windows to main roof. Approved October 2022.

DM/20/1832. Demolish one block of 4 stables and one block containing hay/feed stores to be replaced with two new blocks containing the same number of stables (4 in number) and stores together with a washdown area and horse solarium. Approved September 2020.

12/01053/FUL. Equestrian manege for private use only. Approved May 2012.

HP/062/91. Extension to existing dwelling to form granny flat. Approved June 1991.

HP/102/80. Demolition of existing sub-standard bungalow and erection of new 3-bedroom bungalow and garage. Approved December 1980.

SITE AND SURROUNDINGS

Leigh Cottage is a detached 4 bed chalet bungalow located to the western side of Cuckfield Road between Hurstpierpoint and Ansty. The dwelling occupies a spacious garden plot with stable blocks and paddocks to the rear.

The living accommodation is located on the ground floor and at first floor within the gabled roof space of the dwelling. There is currently one ground floor bedroom and a fourth bedroom/playroom, with a family bathroom and two further bedrooms with a separate shower in the roof space. These rooms are served by existing rooflights in the southern facing roof slope and a rear gable window.

The property benefits from off road parking on a large front and side gravelled hardstanding area, served from the private access drive off Cuckfield Road.

The chalet bungalow is built in brick with tile hanging on the front gable end. The gabled roof has a plain tile. There is an existing conservatory addition on the rear elevation.

The application site is outside a built up area boundary of any settlement and within open countryside.

APPLICATION DETAILS

The proposed works consist of various elements: a full width single storey rear extension, a single storey side extension on the northern elevation to replace an existing utility room and partly open timber framed lean to addition, a new porch on the southern elevation and 4 new dormer windows, with two on the southern and two on the northern roof slopes.

Taking each element in turn: the rear extension will extend across the width of the bungalow to replace the conservatory and extend over the existing patio. This will increase the depth of the ground floor by a maximum of 5.8m. The northern section of the rear addition measures 5.8m deep by 4.2m wide and has a gabled roofline and will extend the kitchen to create an open plan kitchen/dining area. The attached addition measures 4m deep by 4m wide (approx) and will serve to enlarge the living area with an attached chimney to serve a new living room fireplace. This part has a lower tiled crown roofline with a central lantern light feature. The application form details that the external walls will be finished either with matching brickwork or blockwork with a rendered painted finish.

The proposed open porch addition measures 3m wide by 1.9m and has a wooden frame with a gabled tiled roof. This is to be positioned off a new front doorway on the southern elevation. The internal hall and study positions are to be switched by a reconfiguration of the existing ground floor layout.

A 11m long by 2.5m wide flat roofed addition is proposed to replace the open canopy structure and utility room on the northern elevation of the dwelling. This will contain a new utility space, separate shower and a new ensuite bathroom to serve the fourth bedroom on the ground floor. The extension is shown to be constructed to within 0.2m of the northern side boundary, which is marked by closeboard fencing, sited adjacent to a mix of conifer trees which are growing alongside this boundary.

The utility room and shower room in the extension are to be lit by two high level windows in the northern wall of the extension, and two rooflights inset in the flat roof. The bathroom at the front of the addition will contain a 1.1m wide window of a design to match others in the property. A new rear door and window will create access and light into the utility from the western end of the extension.

Finally, the four proposed new dormers are located in pairs on the north and south facing roof slopes of the property. The dormers will serve to enlarge the roof space to increase the size of the two first floor bedrooms, adding a dressing area to one and an ensuite and enlarged shower room. The dormers will each measure 1.8m wide by a max of 2.5m in height, including the hipped roofs. The plans indicate that

the glazing in the two northern facing dormers will be obscured to a height of 1.7m above the finished floor level. Two rooflights are also proposed on both the southern and northern roof slopes, located centrally between the pair of dormers. A new 1.2m wide window is proposed in the front gable to serve the extended front first floor bedrooms.

The submitted application form and plans indicate the casement windows will be new double glazed white UPVC to match the existing, hardwood timber painted casement windows or powder coated aluminium windows with double glazed units.

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 Hurstpierpoint and Sayers Common 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:

DP12 Protection and enhancement of countryside
DP21 Transport
DP26 Character and design
DP37 Trees, Woodland and Hedgerows

Site Allocations Development Plan Document

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.

Neighbourhood Plan

Hurstpierpoint and Sayers Common Neighbourhood Plan -made March 2015.

Relevant policies:

Policy Hurst C1 - Conserving and enhancing the character of countryside
Policy HurstC3 Local Gaps and Preventing Coalescence

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 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:

DPS2 Sustainable Design and Construction

DPC1 Protection and Enhancement of the Countryside

DPN4 Trees, Woodland and Hedgerows

DPB1 Character and Design

DPS6 Health and Wellbeing

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

It is considered that the main issues that need to be considered in the determination of this application are as follows:

Impact on the Countryside Setting

Design

Impact on residential amenities

Access and parking

Impact upon trees

Biodiversity Net Gain

Impact on the countryside setting

The primary objective of the MSDC District Plan with respect to the countryside is to secure its protection by minimising the amount of land taken for development that does not need to be there. Policy DP12 is relevant. Rural development will be permitted where it maintains, or where possible enhances, the quality of the rural and landscape character of the District, and/or is necessary for the purposes of agriculture, or is supported by a specific policy reference either elsewhere in the Plan, a Development Plan Document or relevant Neighbourhood Plan.

The proposal must also be assessed against Hurstpierpoint Neighbourhood Policies. Countryside HurstC1 seeks to conserving and enhance the rural and landscape character of the countryside.

The proposed extensions and alterations will reflect the design of the existing chalet bungalow, with matching materials, and as such will not harm the landscape quality of its rural setting.

The proposal therefore accords with Policy DP12 of the District Plan and the aims of Policy Countryside HurstC1 of the Hurstpierpoint Neighbourhood Plan.

Design

Policy DP26 of the District Plan relates to character and design and requires all proposals to be well designed and reflect the distinctive character of the towns and villages as well as addressing the character and scale of the surrounding buildings and landscape.

The Council's adopted Design Guide is a material consideration in the determination of the application. Chapter 9 of the Design Guide relates to household extensions. Design Principle DG49 states that extensions should respond to the design of the original dwelling and applicant will be expected to demonstrate how local character has informed the design proposal.

Design Guide Principle DG50 refers to Front and Side extensions and states that they will be resisted where they have an adverse impact on the street scene or the appearance of a dwelling.

Principle DG51 requires that rear extensions 'have consideration for the character of the existing building and the relationship of the extension with the side boundaries and adjacent buildings and gardens'.

In addition Principle DG52 in Chapter 9 of the Design Guide refers to Loft Conversions and Roof Extensions. This recognises that loft conversions are a space efficient means of extending the amount of living accommodation in a dwelling. Dormer windows that are out of scale or out of character with the roofscape and proportions of a dwelling can have an adverse impact on the character of both the dwelling and the streetscape.

The proposed rear and side extensions represent an enlargement of existing additions on the property, but are considered to be of a subordinate form to the host building. The extensions will allow the reconfiguration of, and addition to, the ground floor living space. The proposed construction materials are considered acceptable.

The proposed dormer additions and associated new rooflights will serve to extend the existing first floor area, and enlarge the useable floor area by raising the internal ceiling heights. The dormer additions are acceptable in terms of scale, and in design terms. They are set at a distance apart on the side roof slopes, and their siting relative to the eaves and ridge levels means that they will be visually subordinate additions.

The various proposed elements are found to accord with District Plan Policy DP26 and the overall principles of the Design guide.

Impact on residential amenities

In assessing the potential impact of the proposed extension works upon the neighbouring amenities consideration needs to be given to District Plan Policy DP26. Policy DP26 requires that development does not cause significant harm to the amenities of existing nearby residents and future occupants.

In addition Principle DG45 in the Design Guide refers to the need to consider privacy of existing and future residents and it is noted that privacy may be affected by the relationship of buildings to each other.

The immediate neighbouring property is Adelaide Cottage, which is sited some 30m (approx) to the north of Leigh Cottage. It is considered that given the spacing of the properties, the single storey side and rear extensions and new dormer additions and rooflights will not be harmful to the outlook and amenities of the residents of that property. Mature trees growing along the intervening site boundary, to the north of Leigh Cottage, will provide a good degree of natural screening. In addition the proposed plans indicate the use of opaque glass to a height of 1.7m from the finished floor level in the north facing dormer windows, to ensure privacy in the first floor bedroom and dressing room areas, and high level windows are proposed in the northern elevation of the ground floor side extension to provide light to the new shower room and utility area.

The proposal is therefore considered acceptable and in compliance with Policy DP26 of the District Plan and the Design Guide principles in terms of the neighbouring amenities.

Access and parking

The current property accommodates 4 bedrooms, with two on the ground floor and two in the loft space. This arrangement will continue, with the first floor bedrooms being enlarged. The overall bedroom spaces in the house will remain unaltered.

There is a large area for off road space for cars to park on the house frontage. No change is proposed to the existing frontage parking arrangements for the property.

West Sussex County Council Guidance on Parking, sets out the maximum parking standards for residential houses. For a four+ bed property in Hurstpierpoint it states that a maximum of 2.7 parking spaces should be provided.

The existing provision accords with the WSCC parking guidance and thereby District Plan Policy DP21.

Impact upon trees

District Plan Policy DP37 is relevant in the determination of the application. This seeks to protect trees, woodland and hedgerows for development to protect their visual amenity value and the character of an area.

There is a row of evergreen conifer trees growing on the northern boundary of the site in close proximity to the side extension. During the course of determining this application the Tree Report submitted with the application has been reviewed by the Tree Officer. This was found to be out of date. On her advice an Arboricultural Method Statement has been requested to ensure that the trees growing along the northern boundary are adequately protected, to avoid destabilisation, as a result of the construction of the side extension.

The submitted Arboricultural Method Statement has been reviewed by the Tree Officer and she finds that this will adequately protect the boundary trees.

With a condition to require that the works are undertaken in accordance with the submitted Arboricultural documents it is considered that the proposal will accord with the aims of District Plan Policy DP37.

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.

CONCLUSION

In conclusion, the proposal is considered to be appropriate in terms of design, and would not negatively impact on the rural setting of this house. The proposal would accord with Policy DP26 of the District Plan and the Design Guide principles.

Careful consideration has been given to the impact of the changes upon the neighbouring amenities and privacy. It is considered that there will be no adverse impact in terms of the neighbours living conditions or privacy as a result of the proposed development.

The available parking space for the property accords with the WSCC parking guidance, and thereby District Plan Policy DP21.

The impact of the development upon the boundary trees has been given careful consideration and an appropriate Arboricultural Method Statement has been submitted. Subject to compliance with the submitted arboricultural documents it is considered that the proposal accords with the aims of District Plan Policy DP37.

Consequently this application is recommended for approval.

Decision: Permission

Case Officer: Anna Tidey