

Delegated Decision

Sign off Sheet

Ref. No:	DM/26/0436	Case Officer:	Anna Tidey
Application Type:	Householder Application		
Proposal:	Proposed first floor rear extension, first floor side extension. New pitched roof dormer window to the front. New windows throughout and render to all external walls.		
Site:	54 Ferndale Road, Burgess Hill, West Sussex, RH15 0HG, , , ,		
Validation Date	20 Feb 2026	Overall Expiry Date:	27 Mar 2026
Pre-Commencement Conditions Required:		Pre-Com Conditions Date Agreed:	
Recommendation:	Permission	Recommendation Date:	10 Apr 2026
Target Date:	17 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:	Stephen Ashdown	Date:	13 Apr 2026
Comments:			

MID SUSSEX DISTRICT COUNCIL

DM/26/0436

**54 Ferndale Road, Burgess Hill, West Sussex, RH15 0HG, , ,
Proposed first floor rear extension, first floor side extension. New pitched roof dormer window to the front. New windows throughout and render to all external walls.
Kate And Dave Goodman**

SUMMARY OF REPRESENTATIONS

None received.

CONSULTATIONS

Conservation Officer: No comments received.

TOWN COUNCIL OBSERVATIONS

Burgess Hill Town Council: Recommend Approval.

INTRODUCTION

This application seeks Planning permission for a proposed first floor rear extension, a first floor side extension, the addition of new pitched roof dormer windows on the front roofslope as well as new windows throughout and render to all external walls at No 54 Ferndale Road in Burgess Hill.

RELEVANT PLANNING HISTORY

BH/272/86. Proposed garage extension. Approved January 1987.

SITE AND SURROUNDINGS

No 54 Ferndale Road is a 3 bed detached house located off a shared access drive off Ferndale Road in the Silverdale Road / Birchwood Grove Road Conservation Area in Burgess Hill.

The property is located within the Built up Area boundary of the town.

APPLICATION DETAILS

The submitted plans show the conversion of the attached single garage to a new gym, the reconfiguration of the ground floor to create an open plan kitchen/dining/family room, a large separate dining room and a new study and the addition of a new lantern light in an existing single storey side addition on the southern end of the dwelling.

A new hipped roofed first floor addition is proposed over the garage. This will allow the provision of two new ensuite shower rooms to serve two bedrooms. A rear first floor addition is to be constructed over an existing rear single storey projection. The resulting new first floor area will extend the total number of bedrooms in the property from 3 to 4. The two existing front dormers are to be removed and four new 1.8m wide gabled dormers added. This will allow the enlargement of the first floor to accommodate a new access corridor and landing space, off a reconfigured staircase.

The submitted plans show details of the proposed materials for the extensions and alterations. Currently the house has pale yellow painted brick walls and plain brown tiles.

The submitted plans indicate that white render is to be applied on the external walls, new grey concrete tiles are to be used on the pitched roofs and on the roofs and vertical cladding on the new dormer additions. The existing white Georgian style UPVC windows are to be changed to grey slimline windows throughout the whole house.

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 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

Burgess Hill Neighbourhood Plan -made January 2016.

Policy H1 Protecting and Enhancing Heritage Assets and Conservation Areas

Policy 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 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
DPS6 - Health and Wellbeing
DPB1 - Character and Design
DPB3 - Conservation Areas

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:

- Design
- Impact upon the Conservation Area
- Impact on residential amenities
- Parking Provision
- Biodiversity Net Gain

Design and Impact upon the street scene

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. With regards to side extensions the guidance states that they 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. Side extensions will 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.

Design Guide Principle DG51 refers to rear extensions. These should have consideration for the character of the existing building and the relationship of the extension with the side boundaries and adjacent buildings and gardens.

Design Guide Principle DG52 refers to Loft conversions and roof extensions. It recognises that dormers 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 application seeks to extend a detached dwelling in a secluded location off Ferndale Road. The house is located in a large plot in an established residential area of Buregss Hill where there are a variety of older properties have been extended with a variety of extensions and alterations.

The proposed extensions are considered acceptable as additions to the host dwelling. The proposed extensions would respond appropriately to the character of the existing building and the use of new materials would provide an acceptable contemporary finish. The proposed render finish and new windows would enhance and update the elevations of the house.

The front dormer additions will be visible in limited public vantage points of the house from the driveway approach, but these will replace two existing roof dormer features on the building. It is considered that the changes and additions would not have a harmful impact upon the street scene or the overall character of the area.

The overall design of this proposal would accord with the design aims of Policy DP26 of the District Plan, and the relevant principles of the Mid Sussex Design Guide SPD.

Impact upon the Conservation Area

Policy DP26 of the District Plan seeks to promote well located and designed development, to protect valued characteristics of the built environment for their historical and visual qualities and support sustainable communities and create accessible environments.

Policy H1 of the Burgess Hill Neighbourhood Plan seeks to preserve and enhance the special character or appearance of the Burgess Hill Conservation Areas.

This application needs to be considered with reference to guidance on Proposals affecting Heritage assets contained in Chapter 16 of the NPPF, re: Conserving and enhancing the historic environment. The relevant NPPF guidance the local planning authorities should consider in determining proposals affecting heritage assets is contained in Paragraph 210, which states:

'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.'*

It is the statutory duty of the Council, as the Local Planning Authority, to have special regard to the desirability of preserving the character or appearance of the Conservation Area, as set out in Section 72 of the Planning (Listed Buildings and Conservation Areas) Act 1990.

The District Plan contains Policy DP35, which requires development to conserve or enhance the special character and appearance of Conservation Areas.

The Conservation Officer has not commented on this application. However, it is considered that an assessment of the proposed works can be made without her input in this case. The secluded position of No 54 means that proposed changes to the exterior finish and form of the building will not be harmful to the overall character or appearance of the Silverdale Road / Birchwood Grove Road Conservation Area.

Consequently it is considered that the proposed developments will accord with the aims of District Plan Policy DP35 and Policy H1 of the Burgess Hill Neighbourhood Plan and the relevant guidance contained in the NPPF.

Impact on residential amenities

Policy DP26 of the District Plan requires developments to demonstrate that it does not cause significant harm to amenities of existing nearby residents (or future occupiers), taking into account matters such as impact on light, privacy and outlook.

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 properties are the neighbouring houses at No 56 and 66 Ferndale Road and houses at Bramwell and The Laurels on Birchwood Grove Road, which back on the site.

Given the spacing of the surrounding properties and the verdant screening in the area it is considered that the proposed extensions and alterations to the dwelling at No 54 will not be highly visible to the

neighbours or cause any significant harm to light or outlook available to the immediate neighbours or adversely affect their amenities.

The proposal is therefore considered to comply with Policy DP26 of the District Plan, and the relevant principles of the Mid Sussex Design Guide SPD.

Parking provision

There is sufficient off road parking space for at least 4 cars on the existing garage and frontage parking area serving No 54 Ferndale Road. The proposed garage conversion will remove one further current space.

District Plan Policy DP21 and Neighbourhood Plan Policy S4 are relevant in the determination of this application.

District Plan Policy DP21 seeks adequate parking for new developments, taking into account the accessibility of the development and availability of public transport.

Policy S4 of the Burgess Hill Neighbourhood Plan states that permission 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.

West Sussex County Council Guidance on Parking, sets out the maximum parking standards for residential houses. For a 3 bed property in the Franklands Ward in Burgess Hill 1.7 spaces should be provided, and for a 4+ bed property 2.2 spaces.

The available parking space to the front of the extended dwelling will accord with the WSCC parking standard requirements for a 4 bed house in this part of Burgess Hill. The proposal accords with the aims of District Plan Policy DP21 and Burgess Hill Neighbourhood Plan Policy S4.

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 extensions and associated alterations are considered acceptable in design terms and will not impact harmfully upon the character and appearance of the property or the street scene in this established residential road. The proposal accords with District Plan Policy DP26 and the relevant Design Guide Principles.

The proposed changes to the exterior finish and built form of the building will not be harmful to the overall character or appearance of the Silverdale Road / Birchwood Grove Road Conservation Area. The proposed developments will accord with the aims of District Plan Policy DP35 and Policy H1 of the Burgess Hill Neighbourhood Plan and the relevant guidance contained in the NPPF.

It is considered that the extension and associated alterations will not cause significant harm to the neighbouring amenities, or impact upon the privacy or outlook of the neighbours. The proposal accords with the aims of District Plan Policy DP26 and the relevant principles of the Design Guide.

Consequently this application is recommended for approval.

Decision: Permission

Case Officer: Anna Tidey

