

Non Material Amendment

Application No: DM/25/2795	Date Received: 30.10.2025
Portal No: PP-14443772	Validation Officer: Christine Pound

Site Address: Southfields, Keymer Road, Burgess Hill, West Sussex, RH15 0AN

Description: Non Material Amendment to planning application DM/23/2779 - Various amendments to application to reduce the scope of the project.

Charge categories:

Fee required: £44

Date paid in full: 30/10/2025

Description suitable and fees correct

Initial: ...CP....

Date: ...31/10/2025.

Special Constraints			
Major Housing (10+ dwellings)	Yes/No	Major (1000sq m+ floorspace)	Yes/No
Major (1ha Site Area)	Yes/No	Environmental Statement (30 day consultation)	Yes/No
Setting of Conservation Area	Yes/No	Setting of Listed Building	Yes/No
Special due to CA, LB or Major	Yes/No	Special due to Departure/Other *Complete after allocation to PO	Yes/No

Other Constraints

Cross Boundary	Yes/No	Minerals and Waste	Yes/No
MSDC Land Ownership	Yes/No	Other	Yes/No
Relevant Planning History	Yes/No	Ref:	Officer:
MyMaps and Planning History checked		Signed: Date:	

	Date	Signed		Date	Signed
Registered	31/10	CP	Acknowledged	31/10	CP
Invalid sent	-----	-----	Weekly List Sheet	-----	-----
Invalid chase sent	-----	-----	Consultations	-----	-----
Marked Valid in Uniform	31/10	CP	Neighbours	-----	-----
Indexed/scanned	31/10	CP	Site Notice	-----	-----
Sent for Allocation	31/10	CP	EIA Checklist	-----	-----
Valid Date	30/10	CP	File Completed	31/10	CP

Validation

National Requirements

- ☐ Application form
 - ☐ Ownership/agricultural cert. signed
 - ☐ Fully completed
- ☐ Location Plan
 - ☐ To suitable scale
 - ☐ Red line around boundary
 - ☐ Not copyright protected
 - ☐ Nearby roads/features shown
- ☐ Fire Statement
 - ☐ multi-occupied residential buildings of 18m or more in height, or 7 or more storeys
- ☐ Block plan
 - ☐ To suitable scale
 - ☐ Red line around property boundary
 - ☐ Neighbouring properties shown
 - ☐ Proposal clearly indicated
- ☐ Design and access statement
 - ☐ 1 or more dwelling in Conservation Area
 - ☐ Building with 100m²+ floorspace in Conservation Area
 - ☐ Listed Building Consent

Drawings

- ☐ Existing elevations
 - ☐ To scale
 - ☐ All sides of building where changes will be made and/or;
 - ☐ For all buildings to be demolished
 - ☐ Tally with existing floorplans
- ☐ Existing floorplans
 - ☐ To scale
 - ☐ All floors where changes will be made and/or
 - ☐ For all buildings to be demolished
- ☐ Proposed elevations
 - ☐ To scale
 - ☐ All sides of building where changes will be made and/or;
 - ☐ Tally with proposed floorplans
 - ☐ All changes shown included within description
- ☐ Proposed floorplans
 - ☐ To scale
 - ☐ All sides of building where changes will be made and/or;
 - ☐ Tally with proposed elevations
 - ☐ All changes shown included in description.
- ☐ Existing and proposed sections
 - ☐ To scale
 - ☐ All areas where significant changes in site levels are proposed e.g bunds, pools, landscaping works etc.
 - ☐ Shows reasonable section of site (i.e. showing all major areas of change and/or area of most significant change)

Local Requirements

- ☐ Affordable Housing Statement
- ☐ Air Quality Assessment
- ☐ Biodiversity Survey/Report
- ☐ Flood Risk Assessment
- ☐ Foul Sewage and Surface Water Assessment
- ☐ Heritage Statement
- ☐ Land Contamination Assessment
- ☐ Lighting Assessment
- ☐ Noise Impact Assessment
- ☐ Open Space Assessment
- ☐ Planning Obligation Instruction Form
 - ☐ Net increase of 5+ units or where affordable housing is required
 - ☐ 1+ dwellings within 7km Ashdown Forest Buffer Zone
- ☐ Planning Statement
- ☐ Stage 1 Safety Audit
- ☐ Statement of Community Involvement
- ☐ Structural Survey
- ☐ Sustainability Statement
- ☐ Telecommunication Supplementary Info.
- ☐ Town Centre Impact Assessment
- ☐ Transport Assessment
- ☐ Travel Plan
- ☐ Tree Survey
- ☐ Ventilation and Extraction Statement

Allocation

Application Number:	DM/25/2795	Departure:	Yes/No
Case Officer:		Special?	Yes/No
		EIA Checklist required:	Yes/No

Notes for Service Support	Notes for Planning Officer		
Consultees: Mid Sussex ☐ Architectural Advisor (Emily) (MP18) ☐ Better Mid Sussex Planning Leader (MP10) ☐ Contaminated Land Officer (MP11) ☐ Flood Risk and Drainage Team (MP09) ☐ Environmental Protection (MP08) ☐ Housing Enabling Team (MP07) ☐ Housing Standards – Cassy Foster (MP23) ☐ Leisure (MP05) ☐ Parks and Landscape Team (MP20) ☐ Planning Policy (MP04) ☐ Trees and Landscape Officer (MP02) ☐ Urban Designer (MP03) ☐ Corporate Estates (MP16) ☐ Sustainability Officer (MP22) ☐ Leisure – Play Areas (MP24) ☐ Waste Management Team (MP17) West Sussex ☐ County Planning Officer (CP01) ☐ County Rights of Way Officer (CP11) ☐ Drainage Strategy Team (CP14) ☐ Gypsy and Caravan Liaison Officer (CP17) ☐ Highways (CP05) ☐ Social Services (CP13) ☐ Minerals and Waste (CP16) ☐ West Sussex Fire & Rescue Service (DP89) ☐ WSCC Fire Brigade – Battery Energy Storage Sites (DP115) Environmental ☐ Ecology – Essex County Council (DP114) ☐ Heritage Environment – Essex CC (DP113) ☐ Landscape – Essex County Council (DP112) ☐ High Weald Forum (DP44) ☐ Natural England (DP25) ☐ NatureSpace Partnership – Newts (DP121) ☐ Ramblers Association (DP61) ☐ Sussex Badger Society (DP62) ☐ Sussex Bat Group (DP63) ☐ Sussex Wildlife Trust (DP58) ☐ The Open Spaces Society (DP66) ☐ The Woodland Trust(DP65) ☐ The Gardens Trust (DP103) ☐ SoS (Reg 19 EIA Regs 2017) (DP108)	Historic Buildings ☐ English Heritage (DP16) ☐ National Amenity Societies (DP100) ☐ Royal Commission on Historic Monuments (DP21) Other ☐ Active Travel England (DP120) ☐ Aerodrome Safeguarding Shoreham (DP50) ☐ Brighton & Hove CC (DP30) ☐ Crawley BC (DP31) ☐ EDF Energy (DP40) ☐ Environment Agency (DP10) ☐ Gatwick Airport Safeguarding (DP28) ☐ Gypsy and Traveller Forum (DP101) ☐ National Highways (DP06) ☐ Health and Safety Executive (DP106) ☐ Horsham DC (DP32) ☐ HSE – Hazardous Substances (DP24) ☐ HSE – NSIP & DNS Apps (DP106) ☐ Judy Pointing – Community Dev. Manager (DP102) ☐ Lewes DC (DP33) ☐ ADAS Planning – Agricultural Consultant (DP116) ☐ Ministry of Defence (DP90) ☐ National Air Traffic Services (DP49) ☐ Network Rail & Tunnel Locations (DP27) ☐ Planning Gateway One – 7 storeys+ (DP122) ☐ South East Water (DP64) ☐ Southern Gas Networks (DP41) ☐ Southern Water Services (DP07) ☐ Sport England (DP60) ☐ Sports Council (DP42) ☐ Sussex Police – Designing Out Crime (DP38) ☐ Sussex Police – Joint Commercial Planning Manager (DP123) ☐ Tandridge DC (DP34) ☐ Thames Water Utilities Ltd (DP09) ☐ South Downs National Park (DP37) ☐ NHS Sussex - Simon Clavell-Bate (DP53) ☐ Wealden DC (DP35) Additional <table><tr><td></td><td></td></tr></table>		

Constraints:

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Planning History:

Application No	Proposal	Status	Decision Date	Officer
09/03127/FUL	Erection of a detached two storey four bedroom house and garage on the land at the rear of Charmouth Oaks. Access to the new house to be created with a private access road at the side of Charmouth Oaks	PER	21.04.2010	
DM/22/2525	Proposed two storey extension to the southeast corner of the dwelling, a first floor extension to the southwest corner, a replacement of the existing garage with a two storey extension and single storey infill between the main house, as well as an increase in the existing roof ridge height. Introduction of new timber cladding. Existing glazing to be replaced with grey aluminium framed windows together with new floor to ceiling windows to the eastern, southern and western elevations. New terrace to first floor. New secondary entrance	WDN	15.11.2022	
DM/23/2779	Proposed two storey extension to the southeast corner of the dwelling, a first floor extension to the southwest corner, a single storey side extension to the north, a replacement of the existing garage, as well as an increase in the existing roof ridge height. Existing glazing to be replaced with grey aluminium framed windows. (Amended description agreed 11.12.2023. Updated plans received 20.12.2023. Tree Report 20.12.2023) (Amended plans received 20.12.2023)	PER	16.02.2024	
DM/25/2795	Non Material Amendment to planning application DM/23/2779 - Various amendments to application to reduce the scope of the project.	REC		

Pre-app:

Application No	Proposal	Status	Closed Date	Officer
10/01161/PREAPP	New House and Garage	CLO	28.04.2010	
DM/23/1067	Proposed two storey extension to the southeast corner, first floor extension to the southwest corner, first floor extension to the garage and single storey extension between the main house and garage, as well as an increase in the existing roof ridge height. Proposed two storey extension to the southeast corner of the dwelling, a first floor extension to the southwest corner, a first floor extension to the garage and single storey extension between the main house and garage, as well as an increase in the	CLO	23.08.2023	

existing roof ridge height. Existing glazing to be replaced with grey aluminium framed windows together with new floor to ceiling windows to the eastern and western elevations. New secondary entrance.

Appeals:				
Application No	Proposal	Status	Decision Date	Officer

MID SUSSEX DISTRICT COUNCIL

Planning Services Division

New application file - scanning check list

This sheet to be inserted into wallet with new application documents prior to dispatch to Terraquest. Please ensure sheet appears on top.

DM/25/2795

Plans submitted with application

Plan Type	Plan Ref.	Version	Drawing Date
Proposed Site Plan	P102	A	30.10.2025
Block Plan	P103	A	30.10.2025
Proposed Floor Plans	P105	A	30.10.2025
Proposed Floor Plans	P106	A	30.10.2025
Proposed Floor Plans	P107	B	30.10.2025
Proposed Roof Plan	P108	B	30.10.2025
Proposed Elevations	P110	A	30.10.2025
Proposed Elevations	P111	A	30.10.2025
Proposed Elevations	P112	B	30.10.2025
Proposed Elevations	P113	A	30.10.2025
Proposed Elevations	P113B	A	30.10.2025