

Delegated Decision

Sign off Sheet

Ref. No:	DM/25/0238	Case Officer:	Andrew Horrell
Application Type:	Householder Application		
Proposal:	Proposed hip to gable roof conversion, loft conversion with rear dormer and two rooflights to front roofslope, single storey rear extension, front porch extension.		
Site:	17 St Wilfrids Road, Burgess Hill, West Sussex, RH15 8BE, , , ,		
Validation Date	4 Feb 2025	Overall Expiry Date:	27 Feb 2025
Pre-Commencement Conditions Required:		Pre-Com Conditions Date Agreed:	
Recommendation:	Permission	Recommendation Date:	31 Mar 2025
Target Date:	1 Apr 2025	Recommending Officer Signature:	Andrew Horrell

Date Legal Agreement Completed: (if applicable)		No of Representations:	0
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Signed and Agreed By:	Steven King	Date:	31 Mar 2025
Comments:			

MID SUSSEX DISTRICT COUNCIL

DM/25/0238

**17 St Wilfrids Road, Burgess Hill, West Sussex, RH15 8BE, , ,
Proposed hip to gable roof conversion, loft conversion with rear dormer and two rooflights to front roofslope, single storey rear extension, front porch extension.
Piotr Kwiatkowski**

SUMMARY OF REPRESENTATIONS

None received

CONSULTEE COMMENTS

None received

TOWN COUNCIL OBSERVATIONS

Recommend Approval

INTRODUCTION

Planning permission is sought for a proposed hip to gable roof conversion, loft conversion with rear dormer and two rooflights to front roofslope, a single storey rear extension and a front porch extension

RELEVANT PLANNING HISTORY

DM/24/0992 - Proposed hip to gable loft conversion with front dormer and the erection of a front porch (approved)

DM/24/1245 - Loft conversion comprising hip to gable, rear dormer and front Velux. Proposed porch (LDC refused)

DM/24/1667 - Proposed rear dormer (LDC approved)

SITE AND SURROUNDINGS

17 St Wilfrids Road is a hipped roofed semi-detached bungalow. The walls are characterised by render and face brickwork and upvc doors and windows.

To the south of the site is the driveway to highway beyond, to the west of the site is the adjacent No.15, to the west of the site is the adjoining No.19 and to the north of the site is the rear garden with neighbours in Noel Rise beyond.

The site is within the built-up area of Burgess Hill.

APPLICATION DETAILS

The proposed hip to gable roof enlarges the width of the roof by approximately 4.5m to the existing eaves and ridge height.

The proposed flat roofed rear dormer approximately measures 4.14m in depth, 6.7m in width with a height of 2.3m. This will serve two bedrooms, a bathroom and storage.

The proposed front rooflights approximately measures 0.85m by 0.9m.

The proposed rear extension approximately measures 4.8m in maximum depth, 7.5m in maximum depth with a height of 3.8m with a roof lantern to create an overall height of 4.05m. This will create a kitchen/dining room.

The proposed front porch approximately measures 1.5m in depth, 3.25m in width with a height to eaves of 2.4m and an overall height of 4m.

Internal works include the existing rear bedroom altered to a living room, the existing kitchen altered to a bedroom, the existing front bedroom changed to a utility room and an enlarged bathroom and the existing living room changed to an office and the staircase.

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 (Design and Character)

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

Burgess Hill Neighbourhood Plan was formally 'made' as of 28th January 2016.

Relevant policies include:

S4 - Parking Standards

Other Material Considerations

WSCC Guidance on Parking at New Developments - September 2020

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:

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)

The National Planning Policy Framework (NPPF) 2024 is a material consideration. Paragraphs 8, 11, 131 and 135.

ASSESSMENT

Design and Character

Policy DP26 of the 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;*
- 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'*

In addition, the Council's Design Guide SPD is a material planning consideration. Design principles DG49, DG50 and DG51 are deemed relevant.

DG49 relates to extensions generally and states:

'extensions should typically use simple, uncomplicated building forms to complement 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.'

Principle DG50 of the Mid Sussex Design Guide SPD relates specifically to front and side extensions states the following:

'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 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'

A number of front porches are visible within the streetscene, the design is modest and would be in character with the streetscene. It therefore complies with policy DP26 of the Mid Sussex District Plan and principles DG49 and DG50 of the Mid Sussex Design Guide SPD.

Principle DG51 of the Mid Sussex Design Guide SPD relates specifically to rear extensions states the following:

'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'.

Adjoining No.19 is characterised by a large single storey rear extension. The proposal is a fair size, but it will not be visible from the streetscene and would be subservient to the existing dwelling. Therefore, the rear extension complies with policy DP26 of the Mid Sussex District Plan and principles DG49 and DG51 of the Mid Sussex Design Guide SPD.

With reference to roof enlargement specifically, principle DG52 of the Mid Sussex Design Guide SPD in part states:

'A loft conversion is a space efficient means of extending the amount of living accommodation in a dwelling. Roof accommodation is normally reliant on dormer windows and rooflights to provide light and ventilation. However, if they are out of scale or out of character with the roofscape and proportions of a dwelling they can have an adverse impact on the character of both the dwelling and the streetscape.

The roof pitch and form are intrinsic to a building's character and roof extensions should be sensitive to this. Roof extensions and dormer windows that alter the existing ridge of the roof or significantly alter the roof profile of a building will not normally be acceptable, particularly on the front roof slope, and where there is a strong established roofline.

Where a clear rhythm of fenestration is established, the position and proportion of dormer windows should respond to existing windows and / or doors.'

This principle also includes reference to further dormer window guidance in Chapter 6 of the Design Guide under sections 6.3.5 to 6.3.7 which state:

'6.3.5 While dormer windows can sometimes be prominent features in the streetscene, care needs to be taken with their design, proportions and position on the roof. The choice of design should be informed by the character and appearance of the local vernacular.

6.3.6 Dormer windows should be visually subordinate to the roof slope, enabling a large proportion of the main roof to remain visible. Excessively wide dormers are likely to look unsatisfactory as they will often be out of proportion with the existing roof.

6.3.7 Dormer windows should normally be positioned below the ridge-line, and above the eaves line'.

Adjacent No.15 is characterised by a rear dormer (built without planning permission under permitted development).

Whilst the dominant flat roofed dormer design would be contrary to principle DG52 of the Mid Sussex Design Guide SPD, as the fall-back position it should also be noted that a hip to gable and similar dormer window could be constructed without the need for formal planning permission under Class B, Part 1, Schedule 2 of the Town and Country Planning (General Permitted Development) (England) Order 2015.

Taking into account the above the proposed works are considered to address the character and scale of the existing site and surrounding buildings.

As such the proposal complies with the above part of policy DP26 of the Mid Sussex District Plan and principles DG49, DG51 and DG52 of the Mid Sussex Design Guide SPD.

Parking Standards

With the creation of an additional bedroom, parking standards have to be assessed. West Sussex County Council August 2019 Parking Standards Guidance outlines that for a 3-bedroom dwelling in this location that 1.7 parking spaces should be provided. While the standards set out within S4 of the Burgess Hill Neighbourhood Plan requires a 3-bedroom dwellinghouse to have 2 designated spaces and 1 non-designated space per 2 dwellings.

There is parking for four cars within the existing driveway. Coupled with this, there are alternative forms of transportation (buses and train) within walking distance. Therefore, the proposed is deemed to comply with policy DP21 of the Mid Sussex District Plan, Policy S4 of the Burgess Hill Neighbourhood Plan and the WSCC Parking Standards Guidance.

Impact on neighbouring amenities

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);'

In terms of light, no harm to adjacent No.15 will be caused. Given the extended nature of No.19, the impact in terms of light is not deemed significant

In terms of overlooking and loss of privacy, with the creation of a first floor, the level of overlooking is no more than would be expected within the built-up area.

The 'fall-back' position outlined above is also a relevant consideration. Therefore, as a similar rear dormer could be constructed under permitted development, significant harm to neighbouring amenities is not deemed to be caused.

Therefore, in terms of neighbouring amenities, the proposal complies with policy DP26 of the Mid Sussex District Plan.

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 proposal is considered to be of an appropriate design that is in keeping with the existing dwelling and will not cause harm to the surrounding area, coupled with this, significant harm is not deemed to be caused to neighbouring amenities and this is a sustainable location in terms of parking provision.

In conclusion, the proposal would accord with the requirements of policies DP21 and DP26 of the Mid Sussex District Plan, policy S4 of the Burgess Hill Neighbourhood Plan, the relevant principles of the Mid Sussex Design Guide as well and the requirements of the NPPF. The application is therefore recommended for approval.

Decision: Permission

Case Officer: Andrew Horrell