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For Official use

App No:

Date Rec:

Fee:



Householder Application for Planning Permission for works or extension to a dwelling

Town and Country Planning Act 1990 (as amended)

Publication of applications on planning authority websites

Please note that the information provided on this application form and in supporting documents may be published on the Authority's website. If you require any further clarification, please contact the Authority's planning department.

Site Location

Disclaimer: We can only make recommendations based on the answers given in the questions.

If you cannot provide a postcode, the description of site location must be completed. Please provide the most accurate site description you can, to help locate the site - for example "field to the North of the Post Office".

Number

Suffix

Property Name

Address Line 1

Address Line 2

Address Line 3

Town/city

Postcode

Description of site location must be completed if postcode is not known:

Easting (x) Northing (y)

Description

Applicant Details

Name/Company

Title

Mr

First name

Kazem

Surname

Hossini

Company Name

Address

Address line 1

95 London Road

Address line 2

Address line 3

Town/City

Burgess Hill

County

West Sussex

Country

Postcode

RH15 8NE

Are you an agent acting on behalf of the applicant?

Yes

No

Applicant Contact Details

Primary number

Secondary number

Fax number

Email address

Agent Details

Name/Company

Title

First name

Surname

Company Name

Address

Address line 1

Address line 2

Address line 3

Town/City

County

Country

Postcode

Contact Details

Primary number

***** REDACTED *****

Secondary number

Fax number

Email address

***** REDACTED *****

Description of Proposed Works

Please describe the proposed works

Proposed two-storey extension to existing dwelling at 95C London Road

Has the work already been started without consent?

- Yes
 No

Materials

Does the proposed development require any materials to be used externally?

- Yes
 No

Please provide a description of existing and proposed materials and finishes to be used externally (including type, colour and name for each material)

Type:

Walls

Existing materials and finishes:

Multi-brickwork in running bond laid on mortar beds

Proposed materials and finishes:

To match existing - multi-brickwork in running bond laid on mortar beds

Type:

Roof

Existing materials and finishes:

Plain clay tiles

Proposed materials and finishes:

To match existing - plain clay tiles

Type:

Windows

Existing materials and finishes:

White uPVC casement windows Windows first floor to south elevation obscured glass to ensure privacy to neighbour Conservation rooflight

Proposed materials and finishes:

To match existing - White uPVC casement windows Conservation rooflights

Type:

Doors

Existing materials and finishes:

Black uPVC front door with white uPVC frame and sidelight with frosted glazing White uPVC glazed french doors

Proposed materials and finishes:

To match existing - White uPVC glazed french doors

Are you supplying additional information on submitted plans, drawings or a design and access statement?

Yes

No

Trees and Hedges

Are there any trees or hedges on the property or on adjoining properties which are within falling distance of the proposed development?

Yes

No

Will any trees or hedges need to be removed or pruned in order to carry out your proposal?

Yes

No

Pedestrian and Vehicle Access, Roads and Rights of Way

Is a new or altered vehicle access proposed to or from the public highway?

- Yes
 No

Is a new or altered pedestrian access proposed to or from the public highway?

- Yes
 No

Do the proposals require any diversions, extinguishment and/or creation of public rights of way?

- Yes
 No

Parking

Will the proposed works affect existing car parking arrangements?

- Yes
 No

If Yes, please describe:

Existing site provides 6 no. parking spaces for dwelling at 95C London Road and adjacent flat. Proposed scheme to provide 5 no. parking spaces.

Biodiversity net gain

Paragraph 13 of Schedule 7A of the Town and Country Planning Act 1990 sets out that every planning permission granted for the development of land in England shall be deemed to have been granted subject to the 'biodiversity gain condition' requiring development to achieve a net gain of 10% of biodiversity value.

This is subject to exemptions, an exemption applies in relation to planning permission for a development which is the subject of a householder application, within the meaning of article 2(1) of the Town and Country Planning (Development Management Procedure) (England) Order (2015)*.

Applicants for planning permission are required to make a statement as to whether they believe the biodiversity gain condition will apply if permission is granted, please confirm:

- It is my belief that if permission is granted for the development to which this application relates the biodiversity gain condition would not apply

*A 'householder application' means an application for planning permission for development for an existing dwellinghouse, or development within the curtilage of such a dwellinghouse for any purpose incidental to the enjoyment of the dwellinghouse which is not an application for change of use or an application to change the number of dwellings in a building.

Site Visit

Can the site be seen from a public road, public footpath, bridleway or other public land?

- Yes
 No

If the planning authority needs to make an appointment to carry out a site visit, whom should they contact?

- The agent
 The applicant
 Other person

Pre-application Advice

Has assistance or prior advice been sought from the local authority about this application?

Yes

No

If Yes, please complete the following information about the advice you were given (this will help the authority to deal with this application more efficiently):

Officer name:

Title

First Name

Surname

Reference

Date (must be pre-application submission)

Details of the pre-application advice received

The existing dwelling does not immediately front the street side along London Road and public views are restricted from a distance. To the west, the existing dwelling is visible from Toll Gate and the associated parking spaces with the terrace immediately to the west.

As part of the pre-application enquiry, a new two storey front extension would be developed which would utilise a hipped roof form. Whilst the footprint of the extension would be relatively large, the offset from the original dwellings ridge height is considered ensure a degree of subservience. The overall bulk of the extension would likely be minimised through the use of the hipped roof format. Moreover, the use of matching materials would likely help the extension assimilate towards the existing. Accordingly, it is considered that the proposal would likely result in an acceptable impact in terms of its impact on the character and appearance of the area.

To the northern elevation, the scheme would utilise two dormer windows which would be set circa 2.85m away from the neighbouring shared boundary at No.89 London Road. These dormer windows would serve as a secondary windows to both a principal bedroom and an ensuite in their own right. It has been proposed to inset the windows within the dormers to prevent overlooking. However, given the close proximity and the absence of mature boundary screening, these windows would still likely be offered a strong degree of outlook towards the neighbouring garden. As such, a condition requiring the windows to be obscure glazed (likely up to 1.7m) would be appended to any potential future permission that may be granted.

With regard to overbearing, whilst the extension would be of a two-storey size and scale, it would be offset from the neighbouring properties to the east. In terms of the impact on the immediate neighbouring garden to the north, the offset of 2.85m would likely help mitigate against an overbearing impact.

It was clarified at the site meeting that the parking area/ courtyard to the west of the dwelling is within the property's ownership. Provided that the extension would not lead to the loss of neighbouring properties off road parking, it is not considered that the proposal could be resisted on this basis. In any circumstance, the Highways Authority would be consulted.

The use of future permitted development rights were discussed at the pre-application meeting and the site planning history has been checked. The original dwellings permission under 09/01341/FUL subsequently granted at appeal states the following condition:

'Notwithstanding the provisions of the Town and Country Planning (General Permitted Development) Order 1995 (or any order revoking and re-enacting that Order with or without modification), no enlargement, improvement or any other alteration to the dwelling house hereby permitted shall be carried out without the specific grant of planning permission from the local planning authority.'

Authority Employee/Member

With respect to the Authority, is the applicant and/or agent one of the following:

- (a) a member of staff**
- (b) an elected member**
- (c) related to a member of staff**
- (d) related to an elected member**

It is an important principle of decision-making that the process is open and transparent.

For the purposes of this question, "related to" means related, by birth or otherwise, closely enough that a fair-minded and informed observer, having considered the facts, would conclude that there was bias on the part of the decision-maker in the Local Planning Authority.

Do any of the above statements apply?

Yes

No

Ownership Certificates and Agricultural Land Declaration

Certificates under Article 14 - Town and Country Planning (Development Management Procedure) (England) Order 2015 (as amended)

Please answer the following questions to determine which Certificate of Ownership you need to complete: A, B, C or D.

Is the applicant the sole owner of all the land to which this application relates; and has the applicant been the sole owner for more than 21 days?

Yes

No

Is any of the land to which the application relates part of an Agricultural Holding?

Yes

No

Certificate Of Ownership - Certificate A

I certify/The applicant certifies that on the day 21 days before the date of this application nobody except myself/ the applicant was the owner* of any part of the land or building to which the application relates, and that none of the land to which the application relates is, or is part of, an agricultural holding**

* "owner" is a person with a freehold interest or leasehold interest with at least 7 years left to run.

** "agricultural holding" has the meaning given by reference to the definition of "agricultural tenant" in section 65(8) of the Act.

NOTE: You should sign Certificate B, C or D, as appropriate, if you are the sole owner of the land or building to which the application relates but the land is, or is part of, an agricultural holding.

Person Role

The Applicant

The Agent

Title

Ms

First Name

Joanna

Surname

Saady

Declaration Date

09/02/2026

Declaration made

Declaration

I/We hereby apply for Householder planning permission as described in the questions answered, details provided, and the accompanying plans/drawings and additional information.

I/We confirm that, to the best of my/our knowledge, any facts stated are true and accurate and any opinions given are the genuine opinions of the person(s) giving them.

I/We also accept that, in accordance with the Planning Portal's terms and conditions:

- Once submitted, this information will be made available to the Local Planning Authority and, once validated by them, be published as part of a public register and on the authority's website;
- Our system will automatically generate and send you emails in regard to the submission of this application.

I / We agree to the outlined declaration

Signed

Joanna Saady

Date

09/02/2026