

## Delegated Decision

### Sign off Sheet

|                                              |                                                                                                                                                                                                                                                                                           |                                        |                |
|----------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------|----------------|
| <b>Ref. No:</b>                              | DM/25/1847                                                                                                                                                                                                                                                                                | <b>Case Officer:</b>                   | Andrew Horrell |
| <b>Application Type:</b>                     | Householder Application                                                                                                                                                                                                                                                                   |                                        |                |
| <b>Proposal:</b>                             | Proposed two storey side extension and single storey rear extension with alterations to the existing building with matching front pitched roof addition and changes to the fenestration including demolition of existing garage and new garage construction with office in the roof space |                                        |                |
| <b>Site:</b>                                 | Nulli Secundus, Church Lane, Albourne, Hassocks, West Sussex, BN6 9BY, ,                                                                                                                                                                                                                  |                                        |                |
| <b>Validation Date</b>                       | 22 Jul 2025                                                                                                                                                                                                                                                                               | <b>Overall Expiry Date:</b>            | 17 Dec 2025    |
| <b>Pre-Commencement Conditions Required:</b> |                                                                                                                                                                                                                                                                                           | <b>Pre-Com Conditions Date Agreed:</b> |                |
| <b>Recommendation:</b>                       | Permission                                                                                                                                                                                                                                                                                | <b>Recommendation Date:</b>            | 18 Dec 2025    |
| <b>Target Date:</b>                          | 16 Sep 2025                                                                                                                                                                                                                                                                               | <b>Recommending Officer Signature:</b> | Andrew Horrell |

|                                                        |  |                               |   |
|--------------------------------------------------------|--|-------------------------------|---|
| <b>Date Legal Agreement Completed: (if applicable)</b> |  | <b>No of Representations:</b> | 0 |
|--------------------------------------------------------|--|-------------------------------|---|

|                              |             |              |             |
|------------------------------|-------------|--------------|-------------|
| <b>Signed and Agreed By:</b> | Steven King | <b>Date:</b> | 18 Dec 2025 |
| <b>Comments:</b>             |             |              |             |

## **MID SUSSEX DISTRICT COUNCIL**

**DM/25/1847**

**Nulli Secundus, Church Lane, Albourne, Hassocks, West Sussex, BN6 9BY,  
Proposed two storey side extension and single storey rear extension with alterations to the  
existing building with matching front pitched roof addition and changes to the fenestration  
including demolition of existing garage and new garage construction with office in the roof space  
Mr And Mrs A And N Wingrove And De La Porte**

### **SUMMARY OF REPRESENTATIONS**

None received

### **SUMMARY OF CONSULTEES**

None received

### **PARISH COUNCIL OBSERVATIONS**

Albourne Parish Council has no objections to this application.

However, there needs to be a condition requiring a proper construction traffic management plan to be put in place for both vehicle movements and to control parking, as Church Lane is a narrow rural road, and the property is situated right on a double bend.

### **INTRODUCTION**

This application seeks planning permission for a two-storey side extension and single storey rear extension with alterations to the existing building with matching front pitched roof addition. There will also be changes to the fenestration including demolition of existing garage and a new garage with an office in the roof space.

### **RELEVANT PLANNING HISTORY**

None

### **SITE AND SURROUNDINGS**

Nulli Secundus is a two storey semi-detached pitched roofed dwelling with existing timber detached garage (in state of relative disrepair). The walls are a mix of face brickwork, render and timber cladding with upvc doors and windows. The dwelling is characterised by rear joint lean to with adjoining neighbour, front dormers and rooflights to front and rear.

To the north of the site is the side garden with woodland and close boarded fencing to neighbouring Oak tree cottage, to the south of the site is the adjoining Bowleys, to the west of the site is the front garden to set higher driveway to highway beyond and to the east of the site is the rear garden with neighbouring 1 The Limes beyond.

The property is located in a rural setting outside the Built-up Area boundary of Albourne.

### **APPLICATION DETAILS**

The proposed two storey side extension approximately measures 7.5m in depth, 4.8m in width and with a height to eaves of 2.5m and an overall height of 7.4m. This will serve a living room on the ground floor, and a bedroom and WC on the first floor.

The proposed single storey rear extension approximately measures 3.35m in depth, 7.5m in width with a height to eaves of 2.25m and an overall height of 3.5m. This will serve a kitchen.

A side porch approximately measures 2.2m in depth, 2.6m in width with a height to eaves of 2.4m and an overall height of 3.8m.

The front pitched roofslope addition approximately measures 2m in depth, 3.6m in width with a height of 2m. This will serve a bedroom.

The existing garage to be demolished measures 6.247m in depth, 4.651m in width with an approximate height to eaves of 2.15m and an overall height of 2.45m

The proposed new garage with an office in the roof space approximately measures 7m in depth, 6.736m in width with a height to eaves of 2.55m and an overall height of 5m. This serves a double garage on the ground floor with an office above.

## **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, the Albourne Neighbourhood Plan and Site Allocations DPD.

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

### **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 policies deemed relevant to this application.

### **Neighbourhood Plan**

Neighbourhood Plan - Albourne Neighbourhood Plan - made on 22 September 2016.

Relevant policies:

Policy ALC1 - Countryside - Conserving and Enhancing Character

### **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 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:

DPS2 - Sustainable Design and Construction  
DPC1 - Protection and Enhancement of the Countryside  
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 are considered to be relevant to this application.

### **ASSESSMENT**

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

- Design and Impact upon the Countryside
- Impact on residential amenities
- Parking
- Biodiversity Net Gain

#### **Design and Impact upon the Countryside**

The site is located outside the built up boundary of Albourne, within the open countryside. The relevant District Plan Policy is DP12.

Policy DP12 seeks to maintain and enhance the quality and character of the rural area and states:

*'The countryside will be protected in recognition of its intrinsic character and beauty. Development will be permitted in the countryside, defined as the area outside of built-up area boundaries on the Policies Map, provided it maintains or where possible enhances the quality of the rural and landscape character of the District, and:*

- o it is necessary for the purposes of agriculture; or*
- o it is supported by a specific policy reference either elsewhere in the Plan, a Development Plan Document or relevant Neighbourhood Plan.'*

Also relevant in the determination of the application is Policy ALC1 of the Albourne Neighbourhood Plan, which states:

*'Policy Countryside ALC1: Conserving and enhancing character:*

*Development, including formal sports and recreation areas will be supported in the countryside, defined as the areas outside the Built up Area Boundary shown on the policy map where the following criteria are met:*

- 1. It is necessary for the purposes of agriculture, or some other use which has to be located in the countryside;*
- 2. It maintains, or where possible enhances, the quality of the rural and landscape character of the Parish area;*
- 3. It is supported by a specific policy reference elsewhere in this Plan.*
- 4. It is necessary for essential infrastructure and it can be demonstrated that there are no alternative sites suitable and available, and that the benefit outweighs any harm or loss.'*

The neighbouring Cottage, Bowleys has had a similar two storey side and single storey rear extension approved under reference DM/25/2050.

The proposed extensions to the semi detached dwelling at Nulli Secundus will not be out of keeping on the original pair of cottages and will not encroach on public views of the site, or its rural setting.

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 DP26 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;*
- protects valued townscapes and the separate identity and character of towns and villages;*
- 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);*
- creates a pedestrian-friendly layout that is safe, well connected, legible and accessible;*
- incorporates well integrated parking that does not dominate the street environment, particularly where high density housing is proposed;*
- positively addresses sustainability considerations in the layout and the building design;*
- take the opportunity to encourage community interaction by creating layouts with a strong neighbourhood focus/centre; larger (300+ unit) schemes will also normally be expected to incorporate a mixed use element;*
- optimises the potential of the site to accommodate development.'*

Also relevant in the determination of the application is the design guidance contained in the Mid Sussex Design Guide, which seeks good design in house alterations and extensions.

Principle DG49 states:

*'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. Extensions should also normally be designed to be well integrated with the existing scale, form and massing allow the original building to remain the dominant element of the property whether it has one or several additions.*

*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. Otherwise it should demonstrate the appropriateness of the alternative approach.*

*Extensions should not result in a significant loss to the private amenity area of the dwelling.*

*There are two general approaches to extending a property:*

*-designing in the style of the existing building by closely matching its facing materials, architectural features, window sizes and proportions; and  
-designing in a contemporary style that takes its cues from key aspects of the existing building that might include its underlying form and proportions, facing materials, window design and other specific architectural features. The success of this approach is particularly reliant on high quality facing materials and finishes, and this will normally need to be demonstrated through detailed elevations and section drawings.*

*Both approaches can create successful, well designed extensions that can be mutually beneficial to both the house and the wider area. All extensions and alterations should consider their impact on neighbouring properties (refer to Chapter 8 on residential amenity).'*

Design Guide Principle DG50 refers to side extensions and states:

*'Side extensions are typically visible from the public realm and will be resisted where they have an adverse impact on the street scene or the appearance of a dwelling.*

#### *Side extensions*

*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'.*

The Design Guide also contains Principle DG51 which specifically relates to rear extensions, and states:

*'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.'*

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'.*

The proposed extension has been designed to reflect the design of the cottage, with the roofline matching the existing ridge, to provide a sympathetic relationship to the host building. Whilst the extension will extend along the side and around the rear elevation of the cottage, in a wrap around form, it is considered that the overall scale of the addition and the proposed construction materials will reflect the appearance of the existing pair of cottages and blend in with the other similar styled cottages close by. The proposed front dormer matches the existing front dormer.

Given the size of the plot, it will not be an overdevelopment of the site.

Overall, the design and scale of the proposed additions are considered appropriate to, and matching in form to the existing property and therefore suitable for its rural setting.

The proposed garage would be more visible than the existing garage given the increased height.

A similar garage with a first floor above (serving an annexe) was approved at 2 The Limes under 14/03312/FUL and DM/15/1028. Whilst it will be clearly visible, it would be subservient to the cottage and would be view in context with the dwelling.

Consequently, the design and appearance of the proposed extensions and replacement garage are considered to accord with Policies DP12 and DP26, Albourne Neighbourhood Plan Policy ALC1 and with the relevant Design Guide principles.

### **Impact on residential amenities**

District Plan Policy DP26 requires 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.'*

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 dwellings are the attached cottage at Bowleys (to the south), Oak Tree Cottage to the north and No 1 The Limes, to the east, which adjoins the rear garden, the residents of which would be the most affected by the proposed extension works.

Given the location of the proposal and distance to the neighbouring properties The Limes and Oaktree Cottage, the impact in terms of light the level of harm is not deemed significant. Whilst there will be a first floor side window closer to the mutual boundary with Oak Tree Cottage, given the orientation with that property the level of direct views toward that dwelling are limited with high hedging and trees on the mutual boundary and given the existing dwelling has a number of first floor north facing side windows, the level of harm is deemed no more harmful than the existing in terms of privacy and overlooking.

As located to the north of neighbouring Bowleys, sunlight is not deemed to be harmed and given the inset location of the proposal, the impact on outlook is not deemed significantly harmful.

The proposal therefore accords with the requirements of Policy DP26 of the District Plan and the relevant principles of the Design Guide with regards to neighbouring amenities.

## **Access and Parking**

The proposed extension will increase the number of bedrooms from 2 to 4.

With regards to parking provision for the extended house the relevant District Plan Policy is DP21, which states:

*'Development will be required to support the objectives of the West Sussex Transport Plan 2011- 2026, which are:*

- o A high quality transport network that promotes a competitive and prosperous economy;*
- o A resilient transport network that complements the built and natural environment whilst reducing carbon emissions over time;*
- o Access to services, employment and housing; and*
- o A transport network that feels, and is, safer and healthier to use.*

*To meet these objectives, decisions on development proposals will take account of whether:*

- o The scheme is sustainably located to minimise the need for travel noting there might be circumstances where development needs to be located in the countryside, such as rural economic uses (see policy DP14: Sustainable Rural Development and the Rural Economy);*
- o Appropriate opportunities to facilitate and promote the increased use of alternative means of transport to the private car, such as the provision of, and access to, safe and convenient routes for walking, cycling and public transport, including suitable facilities for secure and safe cycle parking, have been fully explored and taken up;*
- o The scheme is designed to adoptable standards, or other standards as agreed by the Local Planning Authority, including road widths and size of garages;*
- o The scheme provides adequate car parking for the proposed development taking into account the accessibility of the development, the type, mix and use of the development and the availability and opportunities for public transport; and with the relevant Neighbourhood Plan where applicable;*
- o Development which generates significant amounts of movement is supported by a Transport Assessment/ Statement and a Travel Plan that is effective and demonstrably deliverable including setting out how schemes will be funded;*
- o The scheme provides appropriate mitigation to support new development on the local and strategic road network, including the transport network outside of the district, secured where necessary through appropriate legal agreements;*
- o The scheme avoids severe additional traffic congestion, individually or cumulatively, taking account of any proposed mitigation;*
- o The scheme protects the safety of road users and pedestrians; and*
- o The scheme does not harm the special qualities of the South Downs National Park or the High Weald Area of Outstanding Natural Beauty through its transport impacts.*

*Where practical and viable, developments should be located and designed to incorporate facilities for charging plug-in and other ultra-low emission vehicles.*

*Neighbourhood Plans can set local standards for car parking provision provided that it is based upon evidence that provides clear and compelling justification for doing so'.*

For a 4-bed property located in Albourne the West Sussex County Council Guidance on Parking recommend 2.7 spaces should be provided.

The plans demonstrate that there is adequate parking provision available to the property with two spaces within the garage with a further parking space to the front of the garage. The proposal is therefore considered acceptable in this location, to accord with the aims of District Plan Policy DP21.

## **Other**

The Parish council have suggested a condition to be placed on any approval requiring a proper construction traffic management plan to be put in place for both vehicle movements and to control parking.

Paragraph 57 of the National Planning Policy Framework states the following:

*'Planning conditions should be kept to a minimum and only imposed where they are necessary , relevant to planning and to the development to be permitted,enforceable, precise and reasonable in all other respects'.*

Given the householder nature of the proposal, a condition of this type is not deemed necessary and reasonable to require a condition of this type.

### **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 side and rear extensions at Nulli Secundus are accepted as a sympathetic addition to this semi-detached cottage, in a rural setting. The design is appropriate and will not appear out of keeping with the character and appearance of the property. The replacement garage is deemed in character with the area. The proposed works are considered to accord with District Plan Policies DP12 and DP26, Albourne Neighbourhood Plan Policy ALC1 and the Design Guide principles.

It is considered that the proposed extension works will not cause significant harm to the neighbouring amenities. The proposal accords with the aims of District Plan Policy DP26 and the relevant principles of the Design Guide.

The available access and parking provision will accord with the aims of District Plan Policy DP21.

Consequently, this application is recommended for approval.

Decision:       Permission

Case Officer: Andrew Horrell