



## HAYWARDS HEATH TOWN COUNCIL

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25<sup>th</sup> February, 2020

To all Councillors on the Planning Committee and others for information

Dear Councillor,

You are hereby requested to attend a meeting of the **Planning Committee** to be held on **Monday, 2<sup>nd</sup> March 2020 at 7:30pm** in the Council Chamber, 40 Boltro Road, when the following business will be transacted.

Yours sincerely,  
**Steven Trice**  
Town Clerk

### AGENDA

1. To receive apologies for absence.
2. To confirm the minutes of the meeting of the Planning Committee held on Monday, 10<sup>th</sup> February 2020.
3. To note Substitutes.
4. To receive Declarations of Interest from Members in respect of any matter on the agenda.
5. To note any appeals lodged or appeal decisions made, and licensing applications.

Appeals Lodged/Decided: **None**;

Licensing Applications: **None**.

6. To consider planning applications for comments and observations to be submitted to Mid Sussex District Council (MSDC).
7. To consider any items that the Chairman agrees to take as urgent business.

*'During this meeting the public are allowed to film the Committee and officers only from the front of the public gallery, providing it does not disrupt the meeting. **Any items in the Exempt Part of the agenda cannot be filmed.** If another member of the public objects to being recorded, the person(s) filming must stop doing so until that member of the public has finished speaking. The use of social media is permitted but all members of the public are requested to switch their mobile devices to silent for the duration of the meeting.'*

Committee Members: C Laband (Chairman), M Pulfer (Vice Chairman), C Cheney, C Evans, S Inglesfield, A McPherson, H Mundin, R Nicholson.

## HAYWARDS HEATH TOWN COUNCIL

### PLANNING COMMITTEE

#### Minutes of the meeting held on Monday, 10 February 2020

C N Laband (*Chairman*) \*\*  
M J Pulfer (*Vice Chairman*) \*\*  
Mrs C Cheney  
C C J Evans  
Mrs S J Inglesfield  
A C McPherson  
H A Mordin  
R A Nicholson

\* Absent

\*\* Apologies

#### 113. Apologies

The following apologies were received:

Member	Reason for Absence
Cllr C N Laband	Holiday
Cllr M J Pulfer	Return from holiday delayed because of bad weather
Cllr S Wickremaratchi	Unwell ( <i>Councillor Wickremaratchi had originally agreed to substitute for Councillor Laband</i> )

#### 114. Minutes

The Minutes of the meeting held on Monday, 20 January 2020 were taken as read, confirmed as a true record and duly signed by the Chairman.

#### 115. Substitutes

There were none. In the absence of both Councillor Laband (Chairman) and Councillor Pulfer (Vice Chairman), Members were asked to appoint a Chairman and a Vice Chairman for the meeting. Councillor Mrs Cheney nominated Councillor McPherson to act as Chairman. This was seconded by Councillor Mrs Inglesfield and **AGREED** unanimously by the Committee. Councillor Evans nominated Councillor Mrs Cheney to act as Vice Chairman. This was seconded by Councillor Nicholson and **AGREED** unanimously by the Committee.

#### 116. Members' Declarations of Interest

There were none.

#### 117. Planning Appeals

There were none.

### 118. Licensing Applications

Members noted that the following premises licence application had been **lodged** with MSDC:

Application No. & Applicant	Application Type	Premises Address	Nature of Application/ Variation
LI/20/0086 Mr Erol Yuzey	Premises	Zeytin Café-Restaurant 112 South Road HAYWARDS HEATH RH16 4JY	New premises licence

### 119. Comments and Observations on Planning Applications

Members made comments and observations on 24 planning applications as per Appendix 1 attached.

### 120. MSDC Consultation on the Release of Section 106 (s106) Monies for a Grant to Haywards Heath Cricket Club

Members had before them a report giving details of the Club's application to MSDC for a Facility Grant of £12,000 to fund a project involving the removal of an old shed and the construction of a new 4m<sup>2</sup>, 2.5m high, secure equipment store at the north-western corner of Clair Park. Planning permission for the store had been granted by MSDC on 29 March 2019 under application number DM/18/4994.

MSDC's Community Facilities Project Officer had advised that a contribution of £9,947.89 towards the project could be made by the release of 'Formal Sport' s106 contributions from the following two developments in Haywards Heath:

Location	Application No.	Amount
The Oaks, Paddockhall Road	14/01335/FUL	£7,851.33
Land at Penland Farm	DM/16/1803	£2,096.56
	<b>Total</b>	<b>£9,947.89</b>

After due consideration, Members felt that a project such as this should receive the backing of the Town Council and it was **AGREED**, therefore, to support the release of £9,947.89 of Haywards Heath-related s106 monies for 'Formal Sport' in the form of a Facility Grant to Haywards Heath Cricket Club for the replacement of its equipment store. The Committee did request, however, that release of the monies should be made conditional on the following:

- appropriate scrutiny of the application by MSDC;
- the Club being able to secure funding for the entire project – estimated at £12,000 – within a one year time limit;
- an enduring requirement to insure the equipment store.

### 121. Items Agreed as Urgent by the Chairman

There were none.

The meeting closed at 8:12pm.

## APPENDIX 1

### Week 1

#### **DM/20/0068 – 59 Balcombe Road**

**Heath**

Removal of existing porch, part front wall and internal staircase. Replace with 2 storey glazed front extension with pitched roof, insert new staircase and apply new smooth render to ground floor front elevation.

No comment.

#### **DM/20/0122 – Upper Flat, 71 Western Road**

**Bentswood**

First floor extensions over existing ground floor to the front of the building and infill of rear corner. Changes to fenestration.

No comment.

#### **DM/20/0144 – 2 Oathall Road**

**Bentswood**

Proposed single storey rear extension and single storey infill side extension.

No comment.

#### **DM/20/0146 – 47 Wivelsfield Road**

**Ashenground**

Construction of a three bedroom dwelling.

In the event that this application is granted permission, the Town Council requests that this is subject to the following conditions being set:

1. given the 'backland' location and limited area of the site – in amongst existing residential properties – and the constraints of the existing access which runs between numbers 45 and 49 Wivelsfield Road, a Construction Management Plan (CMP) shall be submitted for approval by Mid Sussex District Council. The CMP shall include details regarding provision for **a)** the parking of contractors' vehicles and **b)** the safe manoeuvring of construction vehicles from Wivelsfield Road into and along the access to the site, and back again;
2. works of construction (including the use of plant and machinery, and deliveries or collection of plant, equipment or materials) shall be limited to the following times:  

Monday to Friday	08:00–18:00 hours;
Saturday	09:00–13:00 hours;
Sunday and Bank/Public Holidays	No work permitted;

Reason: to safeguard the amenities of nearby residents and to accord with Policy E9 of the Haywards Heath Neighbourhood Plan, and Policies DP26 and DP29 of the Mid Sussex District Plan (MSDP) 2014–2031;
3. given that there would appear to be an issue regarding right of way for the occupants of number 43 Wivelsfield Road across/along the access, any damage caused to it during the course of construction shall be repaired upon completion of the development;
4. adequate provision shall be made for the storage of refuse bins. At no time shall they be stored so as to be permanently on view from Wivelsfield Road and thereby detrimental to the streetscape. This is to accord with Principle DG21 of Mid Sussex District Council's Draft Mid Sussex Design Guide Supplementary Planning Document.

*cont.*

**DM/20/0146 – 47 Wivelsfield Road (cont.)**

**Ashenground**

Regarding the proposed dwelling itself, the Town Council makes no comment.

**DM/20/0172 – 86 Sunnywood Drive**

**Ashenground**

Loft conversion, internal alterations, creation of rear dormer in existing roof, conversion of eaves space into habitable space. This is an application to establish whether the development is lawful. This will be a legal decision where the planning merits of the proposed use cannot be taken into account.

As this is an application for a Lawful Development Certificate and is therefore a legal matter, the Town Council defers the decision to Mid Sussex District Council.

**DM/20/0189 – 32 Lucastes Road**

**Lucastes**

T1(Spruce) – fell, T2(Conifer) – fell.

The Town Council defers this decision to Mid Sussex District Council's Tree Officer.

**DM/20/0194 – 7 The Grove**

**Franklands**

Oak – reduce crown by 2 metres and remove all epicormic growth on main trunk.

The Town Council defers this decision to Mid Sussex District Council's Tree Officer.

**DM/20/0212 – 34 Lucastes Road**

**Lucastes**

Removal and replacement of a rear two storey extension.

No comment.

**DM/20/0230 – Byeways, 36 Lucastes Road**

**Lucastes**

T1 Norwegian Pine, T2 Himalayan Cypress, T3 Leylandii, T4 and T5 Golden Leylandii – reduce crowns by up to 4m.

The Town Council defers this decision to Mid Sussex District Council's Tree Officer.

**DM/20/0238 – Clarks, Unit 7 The Orchards**

**Heath**

Consent to display 1x illuminated fascia sign and 1x non-illuminated projecting sign.

No comment.

**DM/20/0239 – 15 Sherwood Drive**

**Lucastes**

Ash – reduce crown by 3–4m.

The Town Council defers this decision to Mid Sussex District Council's Tree Officer.

**DM/20/0247 – 57 Lucastes Avenue**

**Lucastes**

Remove fallen Alder from pond. Reduce Conifer back to old points. Remove Ash tree.

The Town Council defers this decision to Mid Sussex District Council's Tree Officer.

**Week 2**

**DM/20/0244 – 58 Sergison Close**

**Lucastes**

Retrospective permission for partition to allow a partial garage conversion to create utility room. Installation of French doors in place of 2 windows in rear elevation and creation of extended driveway to accommodate 2 car spaces with a felling of 1 laburnum tree.

No comment.

**DM/20/0252 – Montrose, Birch Close**

**Franklands**

Two storey side and rear extension with 2x rear facing first floor Juliette balconies.

No comment.

**DM/20/0262 – Brooklea, 3 West Common, Lindfield**

**Heath**

Ground floor rear extension.

No comment.

**DM/20/0292 – HSBC, 38–40 South Road**

**Heath**

Consent to display replacement non-illuminated ATM header signage.

No comment.

**DM/20/0300 – 4 Sergison Road**

**Lucastes**

Part two storey and part first floor side extension.

No comment.

**DM/20/0306 – 24 Rushwood Close**

**Franklands**

Demolition of existing garage with single storey side and rear extension. New front porch.

No comment.

**Week 3**

**DM/19/3401 – The Lodge, Bennetts Rise**

**Franklands**

Demolition of the existing building and erection of 2 no. three-bed semi-detached houses and associated parking. AMENDED PLANS received 16/12/2019 showing revised detailing to external appearance, and Heritage Statement received 30/1/2020.

The Town Council notes the submission of amended plans (received by Mid Sussex District Council (MSDC) on 16/12/2019) and a Heritage Statement (received by MSDC on 30/01/2020) and trusts that these will help to address the concerns raised by MSDC's Conservation Officer in her email to the Case Officer dated 20/11/2019. Other than that, the Town Council's previous representation submitted on 13/12/2019 still applies and is reiterated below:

'In common with the previous application for this site – DM/17/2195 refers – the Town Council concludes that, on balance, this application should be **supported**. However, in addition to reiterating the comments and observations that were submitted previously (see below), Members request that the granting of any permission for this latest proposal is also conditional on the following:

- a. the design of the houses should incorporate a scheme for solar panels (as unobtrusive as possible);

Reason: to accord with Policy DP39 of the MSDP 2014–2031;

- b. with reference to advice from West Sussex County Council Highways, electric vehicle charging points should be provided for both houses and ducting should be laid for the remaining parking spaces in order for them to be upgraded in the future. Covered and secure cycle storage should also be provided for both houses;

Reason: in the interests of sustainability and as a result of the Government's 'Road to Zero' strategy, and to accord with Policy DP39 of the MSDP 2014–2031; **cont.**

- c. the development would benefit from a subtle, low intensity lighting scheme in the parking area and on the footpath that leads from the parking area to The Elms;

Reason: in the interests of resident safety, security and accessibility and to accord with Policy DP28 of the MSDP 2014–2031;

- d. the belt of trees on the northern side of the site must be afforded adequate protection by means of the submitted Tree Protection Plan and the advice of Mid Sussex District Council's Tree Officer.

**Comments/observations submitted re DM/17/2195**

Members of the Town Council's Planning Committee have decided that, on balance, this application should be **supported**. They have concluded that the proposals would replace what is a low grade building with two houses which could provide useful family accommodation. However, there does seem to be a lack of clarity with regard to a) the parking allocation for the two houses and b) how the revised configuration of the communal parking area will affect residents in Bennetts Rise, and residents from The Elms who have allotted spaces there.

In the event that permission is granted, the Town Council requests that the following conditions are imposed:

1. given the location of the site, within the Southdowns Park development and in a relatively densely populated residential area where there is high demand for residents' parking, a Construction Management Plan shall be submitted for approval by Mid Sussex District Council. The Plan shall provide details as appropriate and shall include arrangements to address the following matters which are of particular concern:
  - i. adequate provision on site to accommodate all plant and machinery and the parking of contractors' and visitors' vehicles;
  - ii. prohibit the parking of contractors' vehicles in existing residents' allocated parking spaces or in locations that restrict vehicular access – this is particularly relevant to Bennetts Rise;
  - iii. a commitment to make good, at the developer's expense, any damage to local infrastructure (e.g. roads and pavements), hard and soft landscaping (e.g. fencing, verges, green spaces) or residents' properties that is attributable to the development of the site;
2. in order to protect the amenity of local residents, works of construction (including the use of plant and machinery, and deliveries or collection of plant, equipment or materials) shall be limited to the following times:

Monday–Friday	08:00–18:00 hours;
Saturday	09:00–13:00 hours;
Sunday and Bank/Public Holidays	No work permitted.
3. no building shall take place within 15 metres of the belt of trees on the northern side of the site (bordering Colwell Road);
4. as an 'informative', the right of vehicular access to and from the proposed development via Southdowns Park should be formally agreed with the Southdowns Park Residents' Management Company.

**cont.**

**DM/19/3401 – The Lodge, Bennetts Rise (cont.)**

**Franklands**

Finally, the Town Council wishes to place on public record its concerns that the apparent piecemeal nature of applications in this locality appears to have allowed developers to circumvent the requirement to make Section 106 contributions or provide Affordable Housing. The undermining of these important facets of the development process is regrettable.'

**DM/19/4668 – 118 South Road**

**Heath**

Three storey rear extension to form storage and office space for the shop. Amended plans received 23.01.2020 showing proposed windows in rear extension.

The Town Council notes the submission of amended plans (received by Mid Sussex District Council on 23/01/2020) and has no comment to make.

**DM/20/0122 – Upper Flat, 71 Western Road**

**Bentswood**

First floor extensions over existing ground floor to the front of the building and infill of rear corner. Changes to fenestration. (Amended plans received 30.01.2020.)

The Town Council notes the submission of amended plans (received by Mid Sussex District Council on 30/01/2020) and has no comment to make.

**DM/20/0226 – Flat 6 Abigail House, 53–55 Hazelgrove Road**

**Heath**

Replacement of old wooden windows with new double glazed uPVC windows.

No comment.

**DM/20/0355 – Maytrees, Fox Hill**

**Franklands**

Demolition of single garage and erection of a detached triple garage with studio flat above (ancillary accommodation to main dwelling). Loft conversion with new dormers.

No comment.

**DM/20/0428 – 68 Ashenground Road**

**Ashenground**

Rear and side two storey extensions, new ancillary garage, single storey porch, internal alterations, external refurbishment and works.

Under Section 6. of the application form – Trees and Hedges – the applicants have stated that no trees or hedges need to be removed or pruned in order to carry out their proposal. The Town Council asks Mid Sussex District Council to seek an assurance that this will indeed be the case, particularly with regard to the siting and construction of the new garage. Notwithstanding this concern, the Town Council has no further comment to make.



**Week 1**

**DM/20/0174 - The Physiotherapy Centre 11 Heath Road** **Heath**  
T1 Western Red Cedar - Reduce crown by 1.5m. T2 Lime - Reduce crown by 1m.

**DM/20/0266 - 36 Fairford Close** **Bentswood**  
Yew (A) reduce crown by 2 meters, Hazel (B) Removal of 3 older stems to base, Oak (C) reduce overhang by pond by 2 meters, Hazel (D) Coppice to base, Lime (E) dead-remove, Hazel (F) Remove oldest 3 stems to base, Holly (G) Reduce by 3 meters, Yew (H-J) Crown reduction of 2 meters, remove dead wood, Ash (K) reduce by 2 meters Holly (L) reduce by 3 meters, Ash (M) remove, Beech (N) remove dead wood, Hawthorn (O) reduce by 2 meters, Holly (P) reduce to base, Hazel (Q) Coppice right down and Willow (R) reduce to base.

**DM/20/0451 - 63 Sheppeys** **Ashenground**  
Demolish existing dilapidated garage. Construct new 2 storey side extension comprising en-suite bedroom and utility/garage space.

**DM/20/0464 - 92 Turners Mill Road** **Heath**  
Two storey rear extension, front dormer and front porch.

**DM/20/0483 - Mabrook Summerhill Lane Lindfield** **Heath**  
Proposed new open porch to front elevation and brick and metal railings and gates to the front of the driveway.

**DM/20/0484 - 7 Sydney Road** **Heath**  
Construction of new garage and rear extension and repair and re-lay existing driveway.

**DM/20/0489 - Nenagh 1 Chillis Wood Road** **Lucastes**  
Two storey extension to side and single storey extension to rear.

**DM/20/0495 - Clover Court Church Road** **Heath**  
Works to 17 Trees as per - Tree Schedule.

**DM/20/0502 - 27 Lucastes Road** **Lucastes**  
Proposed two storey extension to the front and side.

**DM/20/0534 - 60 Lincoln Wood** **Lucastes**  
First floor side extension. Rear facing first floor balcony.

**DM/20/0548 - 15 Lewes Road** **Franklands**  
T1 Horse Chestnut - Remove four lowest limbs overhanging neighbouring garden and crown lift branches overhanging driveway by up to 5m.

**DM/20/0558 - 25 Lewes Road** **Franklands**  
T1, T2, T3 and T4 Oak - Reduce crown by up to 4m. C1 and C2 Oak – Reduce crown by up to 4m.

**Week 2**

**DM/20/0491 - 3 Willow Park Haywards Heath** **Franklands**  
Replacement of a brick wall along the rear side of garden with a 2.1 metre closeboard fence and 0.3 metre wooden trellis

<b>DM/20/0520 - 1 Little Bentswood</b> Proposed single storey rear extension to provide ground floor bedroom and bathroom facilities.	<b>Bentswood</b>
<b>DM/20/0536 - Car Park Oathall House 68 - 70 Oathall Road</b> Convert an area of grass (approx. 110m <sup>2</sup> ) to a block-paved hard standing for up to 5 additional vehicles.	<b>Bentswood</b>
<b>DM/20/0556 - 4 Greenhill Way</b> Single storey front extension to form new hallway and shower room.	<b>Franklands</b>
<b>DM/20/0578 - 7 Orchard Close</b> Proposed dormer window to rear elevation. This is an application to establish whether the development is lawful. This will be a legal decision where the planning merits of the proposed use cannot be taken into account.	<b>Heath</b>
<b>DM/20/0580 - 7 Portsmouth Lane</b> Proposed timber garden/summerhouse to rear.	<b>Heath</b>
<b>DM/20/0667 - 6 Wythwood</b> T1 Oak - Remove the two lowest branches overhanging the garden	<b>Franklands</b>
<b>Week 3</b>	
<b>DM/19/5227 - 3 Bruce Close</b> Demolition of garage/shed to allow for a new detached 3 bed dwelling. Removal of ground floor extension and construction of 2 storey side extension to host dwelling. Amended plans received 24.01.2020 showing revised design of new house	<b>Ashenground</b>
<b>DM/20/0672 - Thurlestone Rocky Lane</b> Roof dormer and one roof window to front elevation.	<b>Ashenground</b>
<b>DM/20/0690 - 47 Balcombe Road</b> Variation of Condition 1 relating to planning application DM/18/0101, so that drawing number 968/02B will be superseded by drawing number 968/02D.	<b>Heath</b>
<b>DM/20/0694 - 3 Colwell Close</b> T1 Scotts Pine - Remove two branches overhanging garden of 27 Highland Road and reduce top of tree by 2 metres.	<b>Ashenground</b>
<b>DM/20/0698 - 31 Oathall Road</b> T2 Liquidambar - remove two sections growing out at an angle from main trunk growing over drive and telephone line.	<b>Heath</b>
<b>DM/20/0709 - 80 Barnmead</b> Raise garage flat roof for a garage conversion with roof lantern over and alterations to the front elevation.	<b>Heath</b>
<b>DM/20/0721 - 42 Allen Road</b> Erection of a single storey rear extension extending beyond the rear wall of the original house by 4 metres, to a maximum height of 3.5 metres, and the height of the eaves to 3.5 metres.	<b>Bentswood</b>

**DM/20/0730 - Auckland Place 141 - 147 Western Road**

Proposed roof conversion of existing apartment building to create 2no. additional apartments, one 1 bed and 1 two bed.

**Bentswood**

**DM/20/0735 - 19 Lucastes Avenue**

Proposed two storey rear extension and loft conversion and removal of existing conservatory.

**Lucastes**

**DM/20/0739 - 151 Hoblands**

To remove existing dilapidated wooden fence with concrete posts and replace with part brick, part wooden fence of a similar height. Remove 2 existing wooden gates and replace with like for like wooden gates.

**Franklands**

**DM/20/0781 - 47 Lucastes Avenue**

Conversion of existing garage into a habitable room, first floor extension above and rear extension.

**Lucastes**

**DM/20/0802 - 8 Calbourne**

Conifer - remove lowest branch over highway

**Heath**