



BURGESS HILL TOWN COUNCIL

*Council Offices
96 Church Walk
Burgess Hill
West Sussex
RH15 9AS*

Tel: (01444) 247726
Fax: (01444) 233707
Website: <http://www.burgesshill.gov.uk>

1 August 2007

To: **MEMBERS OF THE PLANNING & TRANSPORT COMMITTEE**

A **MEETING** of the **PLANNING & TRANSPORT COMMITTEE** will be held in the Council Chamber on **MONDAY 6 AUGUST 2007** at **19.00 hours**, when your attendance is required.

David Carden
Town Clerk

NOTE: Under Standing Order 57 h) all Members of the Council are eligible to attend and vote at this meeting.

A G E N D A

1. **OPEN FORUM**

Members of the public are invited to put questions or to draw relevant matters to the Council's attention, prior to the commencement of business. This is for a period of up to fifteen minutes and shall be limited to three minutes per person.

2. **APOLOGIES FOR ABSENCE**

Apologies for absence have been received from Simon Hicks, Mrs Heather Ross and Ian Simpson.

Members of the Planning & Transport Committee – Tony Balsdon, Simon Hicks, Denis Jones, Sue Knight, Jacqui Landriani, Ronnie Paulsen and Ian Simpson.

3. **SUBSTITUTES**

4. **DECLARATIONS OF INTEREST**

In respect of any matter on the agenda.

5. **CHAIRMAN'S ANNOUNCEMENTS**

6. **MINUTES**

To consider the Minutes of the meeting of the Planning & Transport Committee held on Monday, 16 July 2007 (copy previously circulated).

7. **MATTERS ARISING**

8. **TOWN & COUNTRY PLANNING ACT 1990 - PLANNING APPLICATIONS**

9. **TOWN AND COUNTRY PLANNING ACT 1990 – SECTION 78 APPEAL**

10. **OLDER PERSONS HOUSING STRATEGY**

11. **MID SUSSEX CORE STRATEGY**

12. **THE GATTONS INFANT – SCHOOL SAFETY ZONE (SSZ)**

13. **TEMPORARY ROAD CLOSURES**

14. **MID SUSSEX DISTRICT COUNCIL DELEGATED DECISIONS**

7. **MATTERS ARISING**

- 7.1 The following matters have either arisen as a result of decisions made at the previous Planning & Transport committee meeting, or during the interim period. All major items have been reported separately on the Agenda.

BH.06.02633.FUL – 36/38 FOLDERS LANE – Notification has been received from Mid Sussex District Council that the Planning Inspectorate will determine the appeal regarding this application in the form of a Hearing on 29 August 2007 commencing 10.00 hours in the Committee Room at Oaklands in Oaklands Road.

8. **TOWN & COUNTRY PLANNING ACT 1990 - PLANNING APPLICATIONS**

Applications (as set out in the accompanying schedule) under the Town & Country Planning Act, 1990 received by Mid Sussex District Council and forwarded for observations since 16 July 2007, to be considered.

NOTE: The Committee are reminded that when considering these applications they should bear in mind the implications of the Town Council's Environmental Charter.

9. **TOWN AND COUNTRY PLANNING ACT 1990 – SECTION 78 APPEAL**

- 9.1 Notification has been received that the following two Appeals have been made to the Planning Inspectorate.

9.2 **APPEAL A: BH.07.00634.FUL**

Appeal by: (B Rogers)

Land at: **Gloucester Motors, 201 - 205 Lower Church Road**

Proposed Development: Removal of main building and all outbuildings and erection of 3 storey block of 6 flats.

Appeal Ref: APP/D3830/A/07/2048498/NWF

Mid Sussex District Council's reasons for refusal were:-

“The proposed development does not satisfy the requirements of Policy G3 of the Mid Sussex Local Plan and Policy DEV3 of the West Sussex Structure Plan 2001-2016 in respect of the infrastructure required to serve the development.

The proposal would be poor design and would be an over development of the site that would be out of character with the area. The proposal therefore conflicts with Policies B1 and H3 of the Mid Sussex Local Plan and Policy DEV1 of the West Sussex Structure Plan 2001-2016.

The proposal does not incorporate an area of defensive space or a buffer zone at the front of the site onto the street. The proposal has not minimised

the potential for crime prevention and therefore conflicts with Policy B9 of the Mid Sussex Local Plan.”

The Town Council's comments were as follows:-

“**Strongly Recommend Refusal** – on the grounds of design, overdevelopment of the site, impact on the street scene, and the lack of defensible space as the building would be on the pavement. There would also be insufficient space for the new wheelie bins. Car parking had not been provided on site and there were concerns that parking would occur immediately adjacent to the traffic lights in the area, where congestion is created. The design of the cycle spaces did not meet, “secured by design” principles.

Members suggested that this application was premature in the light of the Town Centre redevelopment and should be included in the study area.”

9.3 **APPEAL B: BH.06.02768.FUL**

Appeal by: (Alan Clark Homes Ltd)

Land at: **77 Folders Lane**

Proposed Development: Demolition of existing property and the erection of two detached dwellings and 4 No. flats, garaging and parking.

Appeal Ref:APP/D3830/A/07/2046906/NWF

Mid Sussex District Council's reasons for refusal were:-

“Having regard to the limited area of the site and its relationship to existing residential properties at No 11 Saddlers Close and No 77B Folders Lane, the proposal would give rise to an unneighbourly form of development which would be prejudicial to the amenities of neighbouring properties and environment of the locality by virtue of overlooking, overbearing effect and a loss of light. It would therefore detract from the environmental quality of this established urban area contrary to Policies LOC1 and DEV1 of the West Sussex Structure Plan 2001-2016 and Policies H3 and B3 of the Mid Sussex Local Plan.

The proposal is an over development of the site that would constitute an undesirable intensification of residential development at a density which would be out of keeping and detract from the environmental quality of this established urban area and would result in a cramped appearance that is prejudicial to the character of the surrounding residential area. The proposal therefore conflicts with LOC1, CH1 and DEV1 of the West Sussex Structure Plan 2001-2016 and Policies B1, H2 and H3 of the Mid Sussex Local Plan.

The construction of flats at the Folders Lane frontage of the site would be out of keeping with the established character of the street scene. If this proposal were permitted the Local Planning Authority would find it difficult to resist similar proposals in the vicinity, the cumulative effect of which

would be to alter the character of the locality to the serious detriment of the amenities of the area in conflict with DEV1 and CH1 of the West Sussex Structure Plan 2001-2016 and Policies B1 and H3 of the Mid Sussex Local Plan.”

The Town Council's comments were as follows:-

“Recommend Refusal – although there had been some improvements in design to overcome the problem of overlooking, this was still an overdevelopment of the site. If the District Council was minded to approve this application no work should commence on site until the 30 mph traffic management scheme for Folders Lane had been fully implemented.”

Amended Plans comments:

“Strongly Recommend Refusal – the plans were incorrect and there was very little difference from previous plans that had been submitted. The plans were unneighbourly and the site overdeveloped. It was felt inappropriate to build flats in a semi-rural location. If Mid Sussex District Council were minded to approve this application no work should commence on site until the 30mph traffic scheme for Folders Lane had been fully implemented.”

9.4 RECOMMENDATION

The Committee is recommended to:-

- A) support the reasons for refusal and reiterate their previous comments to the Planning Inspectorate; and,
- B) request copies of the appeal decision letters.

Environmental Charter Implications – These were considered with the original applications.

Financial Implications – None.

Implications to Partner Organisations – The Town Council was consulted on the original applications.

10. OLDER PERSONS HOUSING STRATEGY

- 10.1 Mid Sussex District Council would welcome the views of Burgess Hill Town Council on the initial draft of a strategy for older persons' housing, by Friday 31 August 2007. The draft strategy will be taken to Mid Sussex District Council's Better Lives Advisory Group for discussion week commencing 30 July and then to Full Council for approval in October. An Executive Summary of the Strategy is attached as Appendix I and a full draft can be found on Mid Sussex District Council's website at: <http://www.midsussex.gov.uk/page.cfm?pageid=4899>.

10.2 With the demographic projections for Mid Sussex (and indeed the rest of the country) showing a dramatic ageing of the population over the next 20 years this is a vital policy area. General comments on the strategy are welcome and in addition a response is sought to the following questions:

- 1) Are you in agreement with the 5 priorities identified for action?
- 2) Are there any areas you feel have either been left out or lack sufficient emphasis in the Strategy?
- 3) Do you think that the action plan will adequately address the gaps identified in the Strategy?

10.3 RECOMMENDATION

The Committee appoint a working group to prepare a draft response for consideration by the Planning and Transport Committee at their meeting on 20 August 2007.

Environmental Charter Implications – To be considered in the draft response.

Financial Implications – None.

Implications to Partner Organisations – Consultation by a partner organisation.

11. MID SUSSEX CORE STRATEGY

11.1 At the Planning and Transport meeting on 16 July 2007 it was agreed that the Strategic Planning Working Group would prepare a response to the Mid Sussex District Council Better Environment Advisory Group (“BEAG”) report and draft sustainability appraisal which would inform the Core Strategy (Minute 56 refers).

11.2 The response from the Strategic Planning Working Group is set out below. The original response referred to can be found in the planning trolley.

“Burgess Hill Town Council repeats its comments on the 2006 Core Strategy which are still relevant at this time. A copy of the original response is attached.

The Town Council believes that consideration of Strategic Development Options sites by the Better Environment Advisory Group at this stage of the process is premature. It is not possible for Members to take informed decisions when the full facts have not been put before the Group. Only once the Town-wide Masterplan and the Infrastructure Audit has been completed can a truly informed decision be taken. Therefore, the Town Council fails to understand the reason for the considering the site options at this stage.

The risk in adopting this approach is that pre-conceived views will be developed ahead of the full evidence base being available. In addition, there is a risk of the public being alarmed and only part of the picture can be reported in the press. It is vital that a fully co-ordinated, holistic decision making process is put in place once the full range of information is in place accompanied by a press strategy. That way we take the public with us in this process.

The process must include Burgess Hill Town Council, West Sussex County Council, Lewes District Council, East Sussex County Council and neighbouring parish councils.

11.3 **RECOMMENDATION**

The Committee is recommended to note the content of the response.

Environmental Charter Implications – Taken into account in the response.

Financial Implications – None.

Implications to Partner Organisations – Consultation by a partner organisation.

12. **THE GATTONS INFANT – SCHOOL SAFETY ZONE (SSZ)**

12.1 Notification has been received from West Sussex County Council that plans are in place for a School Safety Zone (SSZ) to be introduced at The Gattons Infant School in Royal George Road.

The SSZ will focus on the area outside of the school, and advisory flashing signs will be installed at either end of the zone. These signs will only be active during the morning and afternoon peak school periods, and will be an advisory 20mph speed restriction during these times. Red road marking will be used to support the flashing signs, but there will be not changes made to the road layout. The plans are also available on the West Sussex County Council website at www.westsussex.gov.uk under ‘School Safety Zones’.

12.2 **RECOMMENDATION**

The Committee is requested to note the contents of this report.

Environmental Charter Implications – None.

Financial Implications – None.

Implications to Partner Organisations – This is a consultation from a partner organisation.

13. TEMPORARY ROAD CLOSURES

13.1 Notification has been received that the following applications for Temporary Road Closure Orders have been made.

- A) 999 Emergency Services Open Day (Sussex Police, Fire and Ambulance Services) on Saturday 29 September 2007 between 09.30 hours and 16.30 hours when the following road will be affected:

The Brow (Civic Way to Medical Centre)

- B) Annual Torchlight Procession (Burgess Hill Bonfire Society) on Saturday 29 September 2007 between 18.30 hours and 21.45 hours when the following roads will be affected:

Crescent Way	(Cyprus Road Car Park to Crescent Road)
Crescent Road	(Crescent Way to Mill Road)
Mill Road	(Crescent Road to Church Road)
Church Road	(Mill Road to Keymer Road)
Keymer Road	(Church Road to Silverdale Road)
Silverdale Road	(Keymer Road to Glendale Road)
Station Road	(Keymer Road to Civic Way)
Civic Way	(Station Road to Lower Church Road)
Lower Church Road	(Entire Length)
Royal George Road	(London Road to Fairfield Road)
Fairfield Road	(Royal George Road to Western Road)
Western Road	(Fairfield Road to Recreation Ground)

- C) Remembrance Day Parade (Royal British Legion) Sunday 11 November 2007 between 10.25 hours and 11.30 hours and again at 12.20 hours until 13.00 hours when the following roads will be affected:

Crescent Way	(Cyprus Road Car Park to Crescent Road)
Cyprus Road	(Entire Length)
Mill Road	(Cyprus Road to Church Road)
Church Road	(Entire Length)
Church Walk	(Entire Length)

13.2 RECOMMENDATION

The Committee is recommended to approve these applications.

Environmental Charter Implications – None.

Financial Implications – None.

Implications to Partner Organisations – Consultation by a partner organisation.

14. MID SUSSEX DISTRICT COUNCIL DELEGATED DECISIONS

14.1 The following delegated decisions, which have been taken by Mid Sussex District Council Planning Officers in the last month, differ from the recommendations made by this Committee. Members are reminded that the applications and paperwork are in the relevant section in the Planning Trolley.

- a) BH.07.00478.ADV
Waitrose, 1 Market Place
1 entrance totem.
BHTC – Recommend Refusal.
MSDC – Approved.
- b) BH.07.01280.FUL
1a Keymer Road
Conversion of semi detached house into 3 flats plus two storey rear extension.
BHTC – Recommend Refusal.
MSDC – Approved.
- c) BH.07.01434.FUL
6 Grove Road
Two storey side extension with loft conversions.
BHTC – Recommend Approval.
MSDC – Refused.

14.2 RECOMMENDATION

The Committee is requested to note the contents of this report.

Environmental Charter Implications – These were considered with the original applications.

Financial Implications – None.

Implications to Partner Organisations – The Town Council was consulted on the original applications.

SCHEDULE OF APPLICATIONS

NOTE: The closing date for comments on the following applications to Mid Sussex District Council is 3 August 2007.

BH.07.01251.FUL (TM) MEEDS WARD

31A Park Road (Mr W H & Mrs J Bond)

Erection of detached two storey house. Demolition of existing garage.

NOTE: The previous history is as follows:

BH.280.98 - an application for a single storey extension under pitched roof, new pitched roof with dormers as replacement for existing flat parapet roof and detached double garage under pitched roof was considered by this Council in December 1998 when the following comments were made:

“Objection – the Council expressed their concern over the configuration of the proposed extension, which is effectively creating a third floor. Members suggested there was a need to review the roofline and ensure that the development was in keeping with adjacent buildings.”

Mid Sussex District Council APPROVED this application in January 1999.

BH.07.01631.FUL (EC) FRANKLANDS WARD

Land Adjacent to Highmead, Birchwood Grove Road (Mr A Clark)

Demolition of existing building and erection of single dwelling house.

NOTE: The previous history is as follows:

BH.196.91 - an Outline application for a 5 bedroomed detached house with detached garage was considered by this Council in September 1991 when REFUSAL was recommended.

Mid Sussex District Council REFUSED this application in December 1991.

BH.182.92 - an application for the erection of a chalet style dwelling was considered by this Council in August 1992 when REFUSAL was recommended.

Mid Sussex District Council REFUSED this application in September 1992.

BH.07.01632.FUL (EC) FRANKLANDS WARD

Land Adjacent to Highmead, Birchwood Grove Road (Mr A Clark)

Demolition of existing building and erection of single dwelling eco house.

NOTE: The previous history is as follows:

See BH.07.01631.FUL above.

BH.07.01633.CON (EC) FRANKLANDS WARD

Land Adjacent to Highmead, Birchwood Grove Road (Mr A Clark)

Demolition of existing building and erection of single dwelling house.

NOTE: The previous history is as follows:

See BH.07.01631.FUL above.

BH.07.01686.FUL (EC) ST ANDREWS WARD

Land Adjoining 1 Northway (Downland Housing Association)

Construction of 1 no 3 bedroom house on land adjacent to 1 Northway.

NOTE: The previous history is as follows:

BH.03.02526.FUL - an application for the erection of a 2 storey detached 3 bedroom 5 person house with associated parking space and ancillary site works was considered by this Council in November 2003 when the following comments were made:

“Recommend Approval. However, it is felt that the current proposed design in the plans makes it difficult for disabled people to gain access from the front to the rear of the property. It is recommended that the design is revised accordingly to meet this requirement.”

This application was WITHDRAWN in December 2003.

BH.07.01773.FUL (KH) MEEDS WARD

The Top House, Keymer Road (Punch Taverns)

Erection of covered shelter and decking area in rear garden.

NOTE: The previous history is as follows:

BH.04.01243.FUL - an application for various alterations and single storey extension to rear of existing public house was considered by this Council in June 2004 when APPROVAL was recommended.

Mid Sussex District Council APPROVED this application in July 2004.

BH.07.01867.FUL (KH) LEYLANDS WARD

16 Bramber Way (Mr S Willard)

Proposed ground floor extension.

BH.07.01899.FUL (GG) FRANKLANDS WARD

8 Farm Way (Mr & Mrs Lincoln)

Conversion of garage into a habitable room.

NOTE: The previous history is as follows:

BH.02.01030.FUL - an application for single storey rear and front extension was considered by this Council in June 2002 when APPROVAL was recommended.

Mid Sussex District Council APPROVED this application in June 2002.

BH.07.01906.FUL (GG) DUNSTALL WARD

4 Field Close (Mr. Alan Peters)

Single storey side extension.

BH.07.01907.FUL (GG) FRANKLANDS WARD

36 Wheelwright Lane (Mr & Mrs C Riley)

Single storey side extension including conservatory.

BH.07.01920.FUL (GG) DUNSTALL WARD

19 Baylis Crescent (Mr & Mrs Baker)

Rear conservatory.

BH.07.01970.FUL (GG) VICTORIA WARD

Braemar, 22 Western Road (Angela Cole)

Proposed loft conversion to provide 1 no additional bedroom and 1 no bathroom.

BH.07.01979.COU (KH) FRANKLANDS WARD

Sunnydale, 43 Silverdale Road (Anita Hayman)

Change of use from an existing Physio/Natural Therapy Treatment Room to a combined Domestic TV room and consulting room giving specialist one to one private tuition together with relocating the current Physio/Natural Therapy Treatment Room.

NOTE: The closing date for comments on the following application to West Sussex County Council is 3 August 2007. The closing date for comments on the following application to Mid Sussex District Council is 17 August 2007.

BH.07.02105.C3REG (KH) FRANKLANDS WARD

Newick House School, Birchwood Grove Road (West Sussex County Council)

Replacement of temporary hut with a larger temporary hut.

NOTE: The previous history is as follows:

BH.02.01681.C3REG - an application for the siting, installation and use of a relocatable classroom unit comprising two classrooms for a

temporary period and for the construction of a retaining wall to the surrounding bank was considered by this Council in August 2002 when the following comments were made:

“Recommend Approval. The provision of additional special needs education for Burgess Hill is welcomed. It is regretted however that the accommodation provided is temporary and that the application should be submitted at such a late stage. It is suggested that ‘temporary’ should be time limited to 2 years until a permanent solution is found. It is recommended that adequate staff parking be provided on-site for the two additional members of staff.”

Mid Sussex District Council APPROVED this application in September 2002.

NOTE: The closing date for comments on the following applications to Mid Sussex District Council is 10 August 2007.

BH.07.01842.FUL (KH) LEYLANDS WARD

141 Leylands Road (Mr A Green)

Conservatory measuring 4.5m x 3.25m on the western side of the property.

BH.07.01908.ADV. (KH) MEEDS WARD

40 Church Road (Jenny Mammell)

1 Projection Sign and 1 Fascia Sign.

BH.07.01924.FUL (EC) VICTORIA WARD

15 Bulbeck Close (: L Alvgren)

Extension to garage and bedroom.

BH.07.01936.FUL

(SK)

VICTORIA WARD

Part of Former Ericsson Site, Charles Avenue

(Driving Standards Agency)

Erection of a single storey reception/office building in connection with the use of the site as a multi purpose testing centre (cars and motorcycles/mopeds) along with associated car parking, boundary treatment and landscaping.

NOTE: The previous history is as follows:

BH.05.01555.FUL - an application for demolition of part of existing buildings, refurbishment and alterations to exterior of remaining buildings, erection of glazed link and provision of ancillary car parking and landscaping was considered by this Council in August 2005 when APPROVAL was recommended.

Mid Sussex District Council APPROVED this application in September 2005.

BH.05.01555.FUL.AP - an application for demolition of part of existing buildings, refurbishment and alterations to exterior of remaining buildings, erection of glazed link and provision of ancillary car parking and landscaping. Amended Plans received showing minor changes to roof plan was considered by this Council in September 2005 when APPROVAL was recommended.

Mid Sussex District Council APPROVED this application in September 2005.

BH.06.00709.OUT - an application for erection of buildings for B1, B2 and B8 uses with associated parking and landscaping was considered by this Council in May 2006 when APPROVAL was recommended.

This has not been determined by Mid Sussex District Council as more detailed plans were requested and have not been forthcoming.

BH.07.01951.FUL

(KH)

VICTORIA WARD

23 Orchard Way

(N Moulds)

Roof conversion.

NOTE: The previous history is as follows:

BH.05.00105.FUL - an application for a roof extension with front and rear dormer windows was considered by this Council on 7 February when APPROVAL was recommended:

Mid Sussex District Council REFUSED this application on 4 March 2005.

BH.05.00861.FUL - an application for roof extension with front and rear dormer windows was considered by this Council in May 2005 when APPROVAL was recommended.

Mid Sussex District Council APPROVED this application in May 2005.

BH.07.01964.FUL (GG) DUNSTALL WARD

54 Foxglove Close (Mr & Mrs Harris)

Conversion of garage into a habitable room.

BH.07.01991.FUL (GG) FRANKLANDS WARD

11 Alexandra Road (Mr & Mrs Hill)

Proposed first floor extension and front single storey extension along with dormer and internal alterations.

NOTE: This site was the subject of a kitchen extension in 1976 (BH.204.76 refers).

BH.07.01999.FUL (GG) MEEDS WARD

134 Chanctonbury Road (Mr A Tuffield)

Extension to front of property to include WC facility.

BH.07.02018.FUL (EC) ST ANDREWS WARD

46 Manor Road (Mr I Young)

Single storey rear extension.

NOTE: The closing date for comments on the following applications to Mid Sussex District Council is 17 August 2007.

BH.07.02111.COU (TM) MEEDS WARD

90 Church Walk (Buckingham Estates)

Erection of single storey rear extension to shop. Change of use from retail to Class A2 (financial and professional services).

BH.07.02113.TEL56 (SK) ST ANDREWS WARD

At the corner of Cants Lane and Kingsway (Stappard Howes)

One 10m high 'simulated telegraph pole' mast complete with three antennas, two radio equipment cabinets, one diplexor cabinet and associated development thereto.

NOTE: The previous history is as follows:

BH.02.01577.TEL56 - an application for the erection of an 11.7m monopole, equipment cabin and ancillary development was considered by this Council in August 2002 when the following comments were made:

“Recommend Refusal. The accuracy of the plans is questioned as the tree which is stated as providing screening of the monopole does not seem to be 120 metres high and is unlikely to achieve its purpose. There appears to be no room for the mast as it will impinge on vegetation between the path and the fence. The reduction in the width of the pavement by 2 feet is unacceptable. It would also be situated on a dangerous bend and could increase the severity of accidents. There is a continuing concern regarding potential health risks caused by mobile phone masts.

No detail has been provided on the box. The box will require sizeable foundations which will kill the vegetation that currently screens Gerald Close.”

Mid Sussex District Council REFUSED this application in September 2002.

BH.07.02117.FUL (KH) LEYLANDS WARD

1 Midfields Drive (Mr & Mrs Dowden)

UPVC conservatory to side extension.

BH.07.02146.TCA

(DS)

VICTORIA WARD

**St Anselm, Slimbridge Road and
Mayward, Gloucester Road**

(Mr & Mrs D Denison)

Fell two Cherries (one at each property).

NOTE: The Trees & Landscape Officer of Mid Sussex District Council has no objections to the work being carried out and his comments are as follows:

“These trees are not immediately apparent from the road and so have little, if any, visual amenity value - certainly not TPO material which would be the only way of preventing their removal. I have absolutely no problem with this.”

BH.07.02157.FUL

(GG)

FRANKLANDS WARD

6 The Warren

(Mr & Mrs Gentry)

Erection of a white UPVC double glazed conservatory to the rear of the property.

NOTE: The previous history is as follows:

BH.01.00773.FUL - an application for a two storey extension to form utility and enlarged bedroom together with single storey extension to enlarge dining room was considered by this Council in June 2001 when APPROVAL was recommended.

Mid Sussex District Council APPROVED this application in June 2001.
