

From: Rebecca Evans <Rebecca@arkiplan.co.uk>
Sent: 16 October 2025 13:20:06 UTC+01:00
To: "Caroline Grist" <caroline.grist@midsussex.gov.uk>
Subject: RE: DM/25/2003: Malthouse Field, London Road, Bolney
Attachments: image001.png, image002.png, Malthouse field_Planning Drawings_16.10.2025.re.pdf

Good afternoon Caroline,

Further to your email of 10 October, please find attached our amended drawings for DM/25/2003 – Malthouse Field, London Road, Bolney:

- **Set:** Job **25-1418 Rev 9**, dated **16.10.2025**
- **File:** *Malthouse field_Planning Drawings_16.10.2025.re.pdf*

Summary of amendments in direct response to your design feedback:

- **Western elevation:** the dormers have been set back from the eaves and standardised in terms of window proportions, widths and alignment so they read clearly as subservient features. The gable and dormer eaves are now consistent, creating a calmer rhythm and a design that responds more respectfully to the existing building. The original dormer design and roof form remain in place and have been replicated where new dormers are proposed, ensuring a consistent architectural language. The gable previously proposed with the open area below on the western side has been removed, and the existing roof will be slightly altered to tie in seamlessly with the existing dwelling, whilst still creating a useable space on the first floor.
- **Eastern elevation:** the drawings are annotated for clarity to make the unchanged and consistent main eaves and ridge explicit. The eaves and ridge lines of the gables remain consistent, and the openings are now matched in size and alignment, creating a more coherent and unified design.
- **Heights & materials:** the main ridge and eaves remain unchanged; proposed materials remain as previously specified to match the host dwelling

These adjustments are intended to rationalise the roofscape and address your concerns about visual complexity and consistency, while keeping the overall height and massing as previously clarified.

For the record, the applicant is not withdrawing the application. We would be grateful if you could hold determination and review these amendments upon your return on Monday 20 October, as previously discussed.

Please confirm safe receipt and that the amended set has been uploaded against the case. If anything further would assist your review, I'll provide it immediately.

We appreciate your cooperation on this matter and hope that the revisions now satisfactorily address the points raised and will lead to a positive outcome.

Kind regards,

Rebecca Evans

Architectural Designer

Direct Dial: 0330 818 1210



Fancy a phone call or Zoom meeting?

[book a time here.](#)

Important! If you send an email "chasing up" a response from me, your conversation thread will automatically move to the top of my email inbox again (ie. the bottom of my email action list). To avoid this happening, please patient and I promise I will get back to you ASAP.

Ps. Did you know you can track your project by logging in to your portal?

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10 October at 17:31, Caroline Grist <caroline.grist@midsussex.gov.uk> wrote:

Dear Rebecca,

Thank you for the email and apologies that I was unable to speak with you before you have finished for the week.

The clarifications are noted. In terms of the proposed amendments a rationalisation is necessary as is reducing the number of gables and dormer windows. Based on what you have described I would be willing to review a revised set of plans, but I cannot confirm at this stage if the changes described would be sufficient to address the concerns previously raised.

With regards to the fees/ processes, as you have noted the planning application fees were nationally changed and the "free go" option was removed. As such this is not something that we can offer any more and a new fee would need to be paid for any subsequent application.

Please be advised that I am now on annual leave and will be returning on Monday 20th October, after which I can advise further.

Kind regards,

Caroline

Caroline Grist

Senior Planning Officer

Development Management

Mid Sussex District Council

01444 477333

Caroline.Grist@midsussex.gov.uk

www.midsussex.gov.uk



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From: Rebecca Evans <Rebecca@arkiplan.co.uk>

Sent: 10 October 2025 08:54

To: Caroline Grist <caroline.grist@midsussex.gov.uk>

Subject: RE: DM/25/2003: Malthouse Field, London Road, Bolney

Good morning Caroline,

I hope my email finds you well.

Further to your email of 8 October regarding DM/25/2003 – Malthouse Field, London Road, Bolney, I wanted to clarify a couple of points and propose targeted amendments that I believe will address your design concerns while retaining the client's objectives.

Clarifications

- **Overall height and massing:** The main ridge and main eaves heights remain unchanged from the existing dwelling.
- **Eastern elevation:** The eaves line is consistent along this facade. I wonder if there may have been a misread here, in any case I'm happy to annotate the drawings to make this explicit.

Proposed amendments (within the live application)

To respond to your comments on visual complexity and dormer/gable composition, we propose to:

1. Western elevation

- Rationalise the roof articulation to create a consistent eaves line.
- Standardise gable widths (and reduce the number if helpful) to achieve a calmer rhythm.

1. Dormers

- Narrow dormer widths and pull them further off the eaves so they read as clearly subservient.
- If preferred, we can reduce the count of dormers to a simpler arrangement.

1. Hierarchy & materials

- Establish a clear primary element (one principal gable) with supporting forms simplified.

If you're comfortable, we can submit these revisions under the current application quickly (with clearly clouded changes and an addendum note explaining the simplifications). Please let me know if you would prefer any additional/sketch options for your review.

Fees / process

Before we advise the applicant on any alternative route, could you confirm:

- Whether you are content to consider these amended drawings under the current application; and
- If you would require a withdrawal and resubmission, whether a new fee would be payable (noting the removal of the former “free go” provision under the national fee changes).

Trees (housekeeping)

The Assistant Tree Officer noted the Tree Plan and Tree Protection Plan were referenced as a separate PDF and requested copies be provided. We have these ready and can send them across immediately to close that point out, if you'd like us to submit via email for speed.

I hope this approach is constructive and addresses the core of your design concerns. I'd be grateful for your steer on amending within the live application and your confirmation on the fee position should withdrawal be necessary.

Kind regards,

Rebecca Evans

Architectural Designer

Direct Dial: 0330 818 1210



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8 October at 18:22, Caroline Grist <caroline.grist@midsussex.gov.uk> wrote:

Dear Rebecca,

DM/25/2003: Malthouse Field, London Road, Bolney

I am writing with regards to the above planning application, for which I am the Case Officer.

Having visited the site and reviewed the submission in full, I am writing to advise of concerns with the proposed scheme in terms of design. The existing property, whilst it has been previously extended, is of a simple design and form that sits comfortably in its surroundings. The proposed scheme seeks to undertake a range of extensions to the dwelling, it is understood, to gain additional first floor space. Externally, however, the proposal is not considered to provide a cohesive design. For example, a range of gabled features are shown across the eastern and western elevations that vary in width and eaves heights. Dormer windows are shown that overhang or sit close the eaves and appear overly wide and, when viewed as a whole, the development presents an overly complicated scheme that does not respond sympathetically to the host dwelling.

Unfortunately, as these concerns relate to the design approach that has been taken, I am unable to recommend any

amendments to the application that would overcome the above issues. I would therefore recommend withdrawing the application and seeking pre-application advice, on a simplified scheme, before making a new application. Details of our pre-application service can be found through the following weblink:

<https://www.midsussex.gov.uk/planning-building/planning-pre-application-advice/>

If you wish to withdraw the application then I would need confirmation of this in writing by Friday 17th October, otherwise the application will be determined as set out above.

Kind regards,

Caroline

Caroline Grist

Senior Planning Officer

Development Management

Mid Sussex District Council

01444 477333

Caroline.Grist@midsussex.gov.uk

www.midsussex.gov.uk



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