

SITE VISIT REPORT SHEET

Ref:	DM/25/2965
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Site Address:	222 Holtye Road, East Grinstead
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Officer:	Jessica Szollosi
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Date of Visit:	07/01/2026
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The Site (Is block plan correct, levels, trees, highways/access, materials?)

Yes – all plans correct

Retrospective Planning application for the change of use of already converted garage, for short term holiday lets.

Access via private drive off public highway. Parking for at least 5 cars with easy access in and out of property

Converted garage is located to the north west of the building and is accessed via an external door (already constructed and would be classed as PD if it weren't for use as a holiday let).

5 parkings and 1 allocated for the holiday let studio.

Square studio – open plan studio with kitchenette and bathroom with shower to the rear of studio. Large skylight for natural light and small windows in external door.

Studio also accessed via internal door into study within main property.

Adjoining Land (Land use, adj. trees, boundary treatment, materials?)

North: Holtye Road – public highway

South: Residential properties

East: 224 Holtye Road

West: 220 Holtye Road

Street Scene (What is the general character like? Would this be sympathetic?)

No increase in traffic around site. Sympathetic to street scene as no external alterations apart from insertion of door at front of garage.

Other Comments (Main issues, Neighbour Notification correct, any action required?)

Bus stop a minutes' walk west of property