

Planning Statement - Design & Access Statement

REV4 - 10 07 2025

Park Centre, 60 Park Rd, Burgess Hill RH15 8ET

Context

The site is situated on Park Road, near the northeastern corner of St John's Park, and lies within the St John's conservation area. A short walk to the west along Park Road leads to Providence Strict Baptist Chapel, a Grade II listed building with a similar façade. To the south, the Parish Church of St John, also a Grade II listed structure, adds to the area's historical significance.

According to information from the Park Centre website (<https://parkcentre.org.uk>), "The St John's Institute, now known as the Park Centre, was built in 1872 and gifted to the town by 19th-century artist and philanthropist Emily Temple. Originally, the Institute served various recreational and leisure activities, including concerts and major events such as religious and political meetings. More recently, the building has functioned as a 'Find It Out Centre' for WSCC, providing local residents with advice, information, and support and serving as a youth centre."

The site is bordered by neighbouring properties on both sides and at the rear, all of which overlook the Park Centre. Beyond the northeast boundary lies a small wooded area that separates the Park Centre and adjacent properties from the Marle Place playground.

No trees or shrubs are on the site and 95% of the outdoor space is covered by non-permeable materials. At the front of the building, there are six parking spaces directly accessible from Park Road.

The original Victorian structure has a gross internal area of 395 sqm and has been extended twice at the rear during the mid/late 20th century, adding 313 sqm with a two-storey extension. The site closed to the public in 2021 and now requires significant structural and cosmetic renovations before it can be reopened.

Justification

This project aims to enhance public spaces for the community of Burgess Hill, a vision widely supported by the Park Centre committee and improving functionality is essential for the building to thrive. Additionally, the current state of the building is derelict, necessitating substantial structural and cosmetic work.

The project will introduce several new spaces that can be utilized independently, thanks to newly created side access points. This approach seeks to diversify the building's use and accommodate as many people as possible, ensuring accessibility for all, including disabled users. These multipurpose areas are colour-coded in the plans

for clarity, promoting efficient space utilization while addressing fire safety requirements.

The proposed first-floor extension on the west side will provide toilet facilities and essential storage, allowing the hall to accommodate up to 144 people.

An extension on the east side, referred to as the "red room" in the plans, will serve as a potential exhibition space. Internal alterations to the existing Victorian building will connect this new gallery to the café area. The boundary between the Park Centre and No 58 Park Road consists of a combination of fencing and wall structures. Most of this boundary features a hedge exceeding 4 meters in height, which will conceal the proposed ground and first-floor extensions.

A 'changing place' facility will be added, making the Park Centre a more inclusive and comfortable environment for wheelchair users and the general public.

The potential rental of some rooms, along with the various activities and community events hosted at the building, including the café, will generate income to support its long-term maintenance.

Amount

The proposed two-storey side extensions have been meticulously designed to maximize the functionality of the site. This will create an additional 127 sqm of internal space, increasing maximum occupancy to 335 people.

The west side first-floor toilet block extension will add 15 sqm, including a covered external walkway leading to one of the side entrances of the building.

The east side extension, known as the "red room," will span two storeys and cover 82 sqm, with a mezzanine overlooking the gallery entrance.

In addition to upgrading existing building elements to comply with current regulations, the proposal includes 99 sqm of biodiverse green roof space, significantly benefiting local wildlife, a consideration often overlooked in previous site modifications.

The main existing pitched roof will be insulated and equipped with solar panels, utilizing the 102 sqm roof area effectively.

Scale

The heights of the proposed extensions are designed to harmonize with the existing surroundings.

On the west side of the building there shall be a small two-storey extension with flat roof, that will on the ground floor provide a covered entrance area and toilet facilities on the 1st floor. This roof will be lower than the existing adjacent flat roofs.

In the east extension, the 1st-floor roof will match the height of the west extension and shall sit below the eaves of the original Victorian building. The first floor has been set back on the east side to avoid encroaching on the neighbouring property (No 58).

Landscaping

At the front, there shall be six parking spaces with a central ramp leading up to create level access to the building. There is to be a ramp at both side elevations to also provide level access into these areas of the building. The new driveway will be in porous resin and slope up towards the building. Timber flower planters separate the parking space area to the pedestrian area. A flower bed is located next to the bin storage area.

Lighting will be incorporated into the front elevation (wall-mounted), the side extensions (ceiling-mounted) and the rear garden.

All hardstanding shall be porous resin on the front and sides of the building.

Currently, the rear of the building consists of an uneven hardstanding with no vegetation or habitats. The proposal seeks to transform this area into an accessible garden featuring bushes and plants. This space will include new benches, planters, timber decking, and a covered outdoor area. Raised flower beds will be built along pathways and ramps, designed at accessible heights for wheelchair users. The garden will also benefit from adequate lighting. A planting area shall also be created on the east side at the front of the building.

Access

The main access from Park Road will remain unchanged. Bike storage will be provided on the west side of the building, and a dedicated disabled parking space shall also be provided in the car park.

The ground floor of the building will be level with the front platform that is accessible from the driveway. The design ensures wheelchair accessibility throughout the property, by equalizing internal floor levels where possible and adding a new lift, platform lifts, and ramps.

There is to be a modular ramp to the right side elevation, providing access into the purple room.

Appearance - Existing

The front elevation has undergone several modifications throughout the 20th century. The original portico was demolished and replaced with a painted timber and glass

porch featuring a felt roof. Two first-floor windows on the front elevation have been boarded up with plywood as well as many of the windows on the side elevations. The entire front elevation has been painted white, and wall-mounted lighting has been installed above the front door. The front pediment has been filled with what appears to be render. The right side of the front elevation was extended to mirror the left side of the elevation and a lift was installed behind which is now out-of-use. An original large central window on the front elevation above the main entrance has been lost.

The side elevations remain unpainted, preserving the original brickwork, lintels, and cornice details.



Image of Park Centre from 1910 from article *Emily Temple: Burgess Hill Benefactress*.

Full article available at <https://parkcentre.org.uk>



Image showing the current appearance of Park Centre

Appearance - Proposed

The design proposal aims to blend traditional and contemporary styles, utilizing matching bricks, full-height glass, and green roofs.

The glazed porch will be removed and replaced with a brick portico that responds to the design and scale of the original brick portico that has been lost.

On the front elevation, removing the existing paint has been trialled, however, this has shown that the condition of the brickwork is too poor to be exposed. Instead, a white paint finish to the front elevation is proposed, matching existing. All boarded-up windows throughout shall be reinstated. The two blocked-up windows on the east side of the front elevation will be reinstated, restoring the symmetry of the front elevation and allowing more natural light into the proposed gallery behind. All windows on the front elevation, within the original staircase area or within the first-floor hall will be traditional double-glazed timber box sashes. This restoration honours the building's original design and character while enhancing energy efficiency. While other windows will be powder-coated aluminium with a white finish. A recessed false window above the main entrance shall be established on the front elevation to align with the original central window that has been lost. This shall help to restore the original composition of the front elevation.

The existing front elevations is at the moment a mix with rendered area for the pediment and painted brickwork underneath. We were hoping to be able to bring back the existing brick aspect of the front elevation as shown in a picture from 1910 attached above, however this is not possible, as per explanation below:

“The contractor attempted several chemical cleaning methods before resorting to sanding, but unfortunately, none were effective. It appears that the elevation has been repeatedly painted over the past 60 years (according to local residents' accounts), and using a gentler method than sandblasting has proven unsuccessful in removing the paint.

Concerning the overall condition of the original elevation, we are particularly concerned about the state of the gable end. As shown in the attached picture, this area was rendered some years ago, and attempting to reveal the brick here will likely cause significant damage to the underlying structure. It is possible that the gable end may need to be rebuilt entirely.

Additionally, upon revealing the existing brickwork, we observed that a different type of brick was used for the front extension (on the right side when facing the building). The mortar used here is also a different thickness and in cement compared to the original building, which is thinner and in lime. This contrast in materials may create an awkward visual disparity if this section is left as part of the same elevation.

We also noted that the original blue band brick on the existing elevation has lost much of its colour and contrast, which now stands out in relation to the surrounding brickwork.”

We complemented this investigation with the pictures below to illustrate the above.



Therefore, we are opting for a natural lime render finish to the front elevation, with ashlar lines to match next door. This will give a uniform and qualitative finish to the building, using natural materials.

The out-of-use lift on the east side will be removed.

The proposed sides extensions will be constructed with brickwork that matches the original colour. The existing pitched roof will be upgraded to meet building regulations, utilizing like-for-like slate tiles and incorporating in-line solar panels.

The gallery entrance will feature full-height glazing set back from the front elevation, partially concealing it from street view and creating a covered porch area.

The proposed green roofs will include a stepped cornice detail at eaves level.

Five full-height narrow frosted glass windows with hidden frames will be installed on the east elevation within the gallery, and a roof light adjacent to the mezzanine will be added, remaining invisible from the street scene.

The timber bin storage structure at the front will complement the brick colour. An information board attached on posts next to the bin storage will be visible from Park Road, informing local residents about events and activities at the Park Centre.

Regarding the condenser units on the roof, in order to minimise its visual impact, they could all be located behind the pitch roof and be covered by a composite or metal cover. The colour of the cover will be brown matching the existing brick work.

The detailed hard and soft landscaping includes a planting area to the driveway as well as timber planters across the front elevation. For the driveway and paths materials, we will install a resin surfacing, for the parking area we would like to use “golden pea” or “golden beach” (or similar approved) and for the ramp access and higher level we would like to use a slightly clearer colour like “desert gold”.

Please note that the drainage team has highlighted concerns regarding the non-permeability of the ground and the risk of surface water flooding. As a precaution, we propose using a porous resin material to mitigate the potential impact of rising water onto the resin surfacing, if the water table becomes high. Additionally, we have included a drainage system designed to collect surface water and redirect it to the rainwater drainage system.

This proposal complements the original design and presents an opportunity for the rejuvenation of the existing building and coordination of the various modifications that have been made over the years.

Foul Drainage

The existing foul drainage system runs along the west side of the building and is already connected to the public sewer. We plan to utilize the current drainage route and may increase flow pending permission from the relevant authority.

Rainwater Drainage

Currently, rainwater drainage is directed into the public foul sewer. We aim to improve this by implementing Sustainable Drainage Systems (SuDS).

Porous resin shall be used for the landscaping hard surfaces, allowing some natural drainage. Aco style drains shall also be installed in the landscaping that shall direct rain water into a proposed attenuation tank at the back of the building and a further proposed attenuation tank and rainwater harvester at the front of the building.

It is proposed that rainwater collected from the main dual-pitched roof of the building that is currently discharged into the mains sewer, instead be discharged into the rainwater harvester and attenuation tank, thus improving on the existing drainage situation.

The proposed green roofs shall help to moderate the flow of rainwater to the east side of the building, that has been identified as most at risk of flooding.

The intention is to provide the 'Red Room' on the east side of the building with enhanced flood protection, in accordance with the criteria requested by the planning drainage team:

- Raise the floor of the Red Room extension to create a floor void of at least 300 mm from above the existing ground level to the underside of the new suspended floor.
- Remove the composite cladding from the side of the modular ramp, and allow the ramp to be floodable.
- Have a minimum of a 1 metre opening onto the void in every 5 metre length of wall on all sides.

We also provided a flood assessment report and updated our project to reflect the report guidelines regarding the management of the rainwater, especially on the East side of the project.

Sustainability Assessment

The proposed construction will adhere to current regulations, ensuring insulation is integrated into all elements to comply with Part L of building regulations. All glazing will be double-glazed, and existing roof insulation and coverings will be upgraded.

- In-line solar panels are planned for installation on the existing pitched roof, as indicated in the drawings.
- Use of SuDS.
- Extensive green roofs will be incorporated into the extensions.
- The garden area will feature trees and bushes, replacing the current hardstanding.
- Water-saving dual-flush toilets will be installed in all new bathrooms.
- All lighting will utilize LED fittings.
- The entire site and building will be designed for wheelchair accessibility.
- The layout allows different areas of the building to be separated via access routes and circulation, enhancing efficiency and comfort for all users.