



Design and Access Statement

Mulberry Cottage
Old Place, High Street, Lindfield, RH16 2HU

Replacement of rooflight with conservation rooflight. Removal of dormer and replacement with a conservation rooflight. Construction of new dormer window to match existing dormer windows. Replacement of modern timber doors with Crittall style doors and reinstatement of original gates. Replacement of casement windows to match existing. Reconfiguration of internal layout. Removal of modern plasterboard ceiling to expose roof structure. Installation of roof insulation at rafter level. Replacement of garage doors. Minor landscaping works.

At

Mulberry Cottage
Old Place, High Street, Lindfield, RH16 2HU

Design and Access Statement
on Behalf of
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June 2026

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1. Introduction

- 1.1 This is a Design and Access Statement prepared to accompany a Householder Planning and Listed Building Consent application for:

Replacement of rooflight with conservation rooflight. Removal of dormer and replacement with a conservation rooflight. Construction of new dormer window to match existing dormer windows. Replacement of modern timber door with Crittall style door and reinstatement of original gates. Reconfiguration of internal layout. Removal of modern plasterboard ceiling to expose roof structure. Installation of roof insulation at rafter level. Replacement of garage doors. Minor landscaping works.

- 1.2 Mulberry Cottage, together with the adjoining Sundial Cottage and White Cottage, is a former stable building, which is thought to have been converted to domestic use in the mid to late 20th century.
- 1.3 The building once formed part of the service complex of Old Place which lies to the east.
- 1.4 The property is located at the end of a private driveway to the east of Lindfield Highstreet, to the north of Lindfield.
- 1.5 The property is Grade II listed and sits within the boundaries of the Lindfield Conservation Area.
- 1.6 A Pre-application submission was made to Mid Sussex District Council (DM/25/3175) and following discussions with the Conservation Officer, Emily Wade, the proposed scheme was revised.
- 1.7 This application relates to the revised scheme.
- 1.8 This application is accompanied and should be read in conjunction with a Heritage Statement prepared by Natalie Aldrich of Manorwood, dated June 2026.

2. Use

- 2.1 The property is a semi-detached residential (use class C3) property.
- 2.2 This use will continue following the completion of the proposed works.
- 2.3 The garage use is ancillary to the domestic use of Mulberry Cottage and will remain so following completion of the proposed works.

3. Amount

- 3.1 The property was recently acquired by the applicants who wish to undertake refurbishment and alterations to improve the usability of the building as a modern family home, while enhancing where possible the original character of the building.
- 3.2 The building requires repair and refurbishment throughout.
- 3.3 The existing ground floor layout is subdivided into many smaller rooms with an unusual and impractical layout.
- 3.4 Access to the main ground floor and first floor rooms requires travel from the front door through the Entrance Hall and then the Kitchen.
- 3.5 The stairs to the first floor are accessed through the Dining room.
- 3.6 The proposed ground floor re-configuration will open-up the Kitchen and Dining areas to provide an open plan 'heart of the home', with direct access to all other rooms and stairs to the first floor.
- 3.7 The ground floor WC is to be relocated to allow formation of a new utility room.
- 3.8 Replacement of the existing double doors in the dining area with Crittall style glazed double doors will improve natural light and maximise connectivity between new open plan area and the courtyard outside.
- 3.9 Old cast iron gates, originally located in this external door opening, are to be reinstated as part of this work.
- 3.10 The existing front door serving the Entrance Hall is very narrow and difficult to access with a buggy or pram. The proposed work includes widening this opening and providing a new door with similar detailing to match existing.
- 3.11 The existing first floor comprises one very large master bedroom and one smaller, yet good sized second bedroom.
- 3.12 The proposed first floor re-configuration will make much better use of the space and provide three good sized double bedrooms, one with ensuite shower room.
- 3.13 To enable this re-configuration, two new dormers are to be formed to match existing details, while one existing dormer is to be removed and replaced with a conservation rooflight.
- 3.14 The first-floor ceilings are to be vaulted to expose historic structure and improve ventilation.

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- 3.15 New insulation is proposed at rafter/ceiling level which will remove impermeable modern finishes and significantly improve the energy performance of the building.
 - 3.16 The existing garage doors are in a poor state of repair. New doors are proposed to replace the existing doors, to a similar design and dark stain to match existing details.

4. Layout

- 4.1 The proposed ground floor re-configuration will significantly improve the layout for modern family living.
- 4.2 The proposed first floor re-configuration will make much better use of the space and provide three good sized double bedrooms.
- 4.3 The proposed changes will have no impact on the overall footprint and layout of the external features of the building.

5. Scale

- 5.1 The scale of the development is minimal as the proposed work is largely contained within the existing building envelope.
- 5.2 The only change effecting the external appearance and volume of the building relates to the proposed new first floor dormer windows.
- 5.3 The two new dormer windows will be identical in scale and detailing to the existing dormer windows, with one existing dormer to be removed.
- 5.4 Widening of the existing north elevation door opening will be minimal and will not alter scale significantly and will maintain the original intention of the design.

6. Landscaping

- 6.1 To the rear courtyard, an area of the existing paving is proposed to be lifted and replaced with lawn to soften the landscaping, provide a contrast to the extensive brick paving around the property, and provide a soft area for children to play safely.

7. Appearance

- 7.1 Widening the north elevation door will be minimal and will not alter scale significantly, and will maintain the original design intention, with minimal impact on external appearance.
- 7.2 The existing south elevation double doors are modern and obscure the original openness of the stable doorway, which would only have been obscured by the iron gates. The new Crittall doors will reinstate this feeling of openness. This combined with reinstatement of the iron gates, will be a significant improvement to the appearance of the south elevation.
- 7.3 The new dormer window to the south elevation, with all details to match existing, combined with removal of the existing dormer will maintain the original balance of this roofscape.
- 7.4 The new dormer to the north elevation is an enhancement of the building, improving the balance of the roofscape on this elevation.
- 7.5 Replacement of the existing 'Velux' style rooflight on the north elevation with a more sympathetic conservation style rooflight will enhance the appearance of the building.

8. Access

- 8.1 The north elevation door width will be slightly increased, providing improved access into the building.