



Design and Access Statement and Flood Risk Assessment

Extension **at**
Penland Farm Cottage, 7a Timbergate Drive,
Haywards Heath, RH17 5LH

Originator: JT
Date: 13.03.2026
Revision: -



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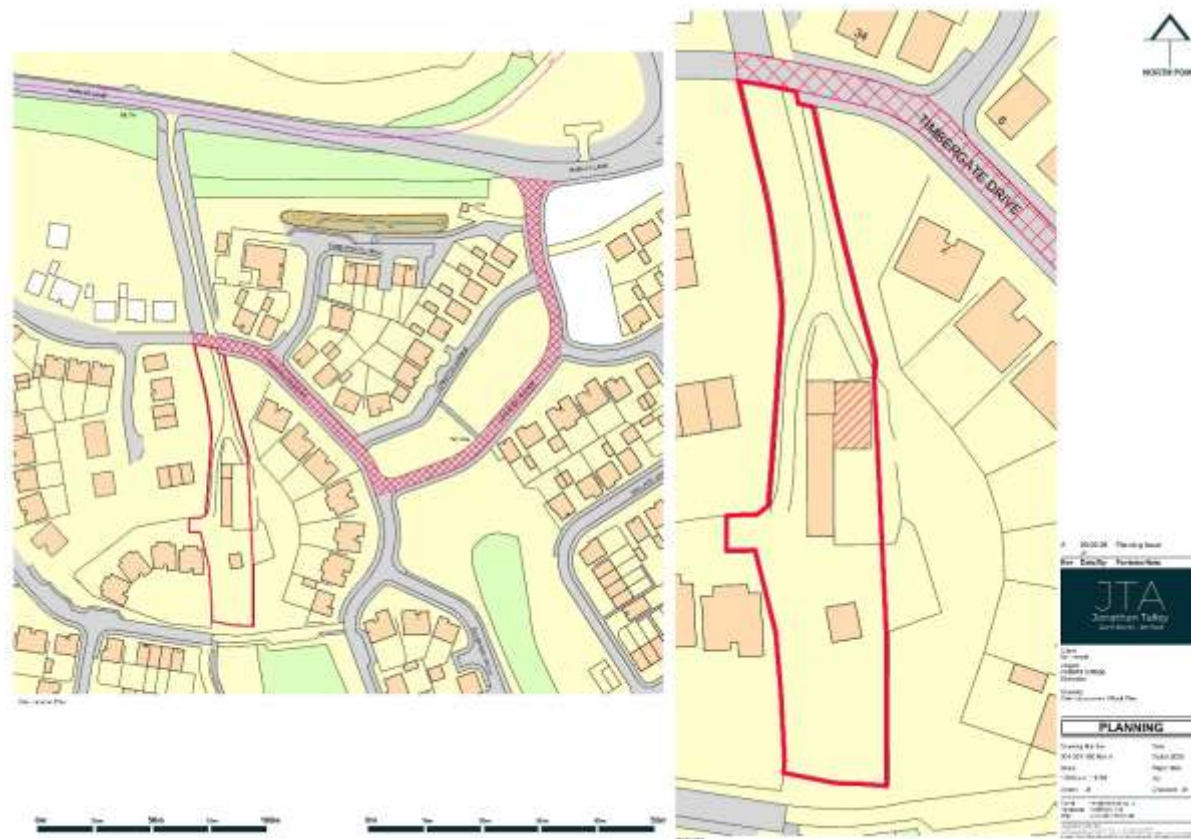
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Introduction

This Statement has been created to provide supporting information in support of the Planning Application for an extension at the property known as Penland Farm Cottage

The Purpose of this document is to highlight the constraints and importantly the opportunities at the property, as a whole, and propose some options as to how the opportunities could be realised. This will then provide some information and options for consideration.

The site is situated within an established residential area.



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Existing Plan

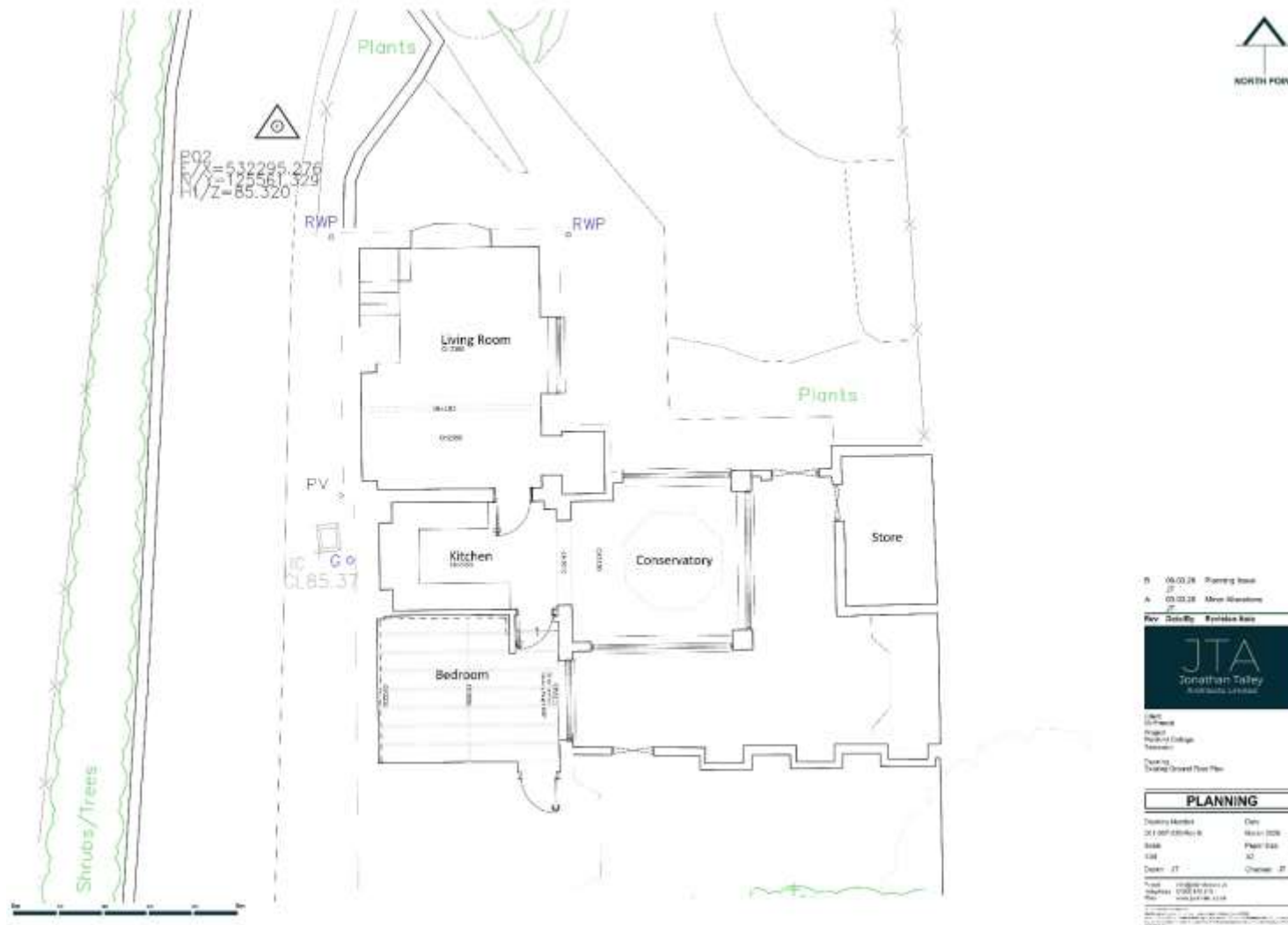
The existing property is a detached cottage of minor architectural merit. The site is surrounded by the recent Penland Green development. The boundaries are well defined and are a combination of walls and fencing with established planting providing shelter and privacy.

The existing house is made up of a render and hung tile finish. The cottage is made up of a bedroom and bathroom on the first floor then a small living space and kitchen with conservatory accompanying the second bedroom on the ground floor. The accommodation is tight and the family feel the extension would provide a more adequate space for them to stay in the home.

The property benefits from a good-sized garden and offers an opportunity for a respectful extension. The garden will remain an adequately large size after the extension has been built due to the siting and orientation.

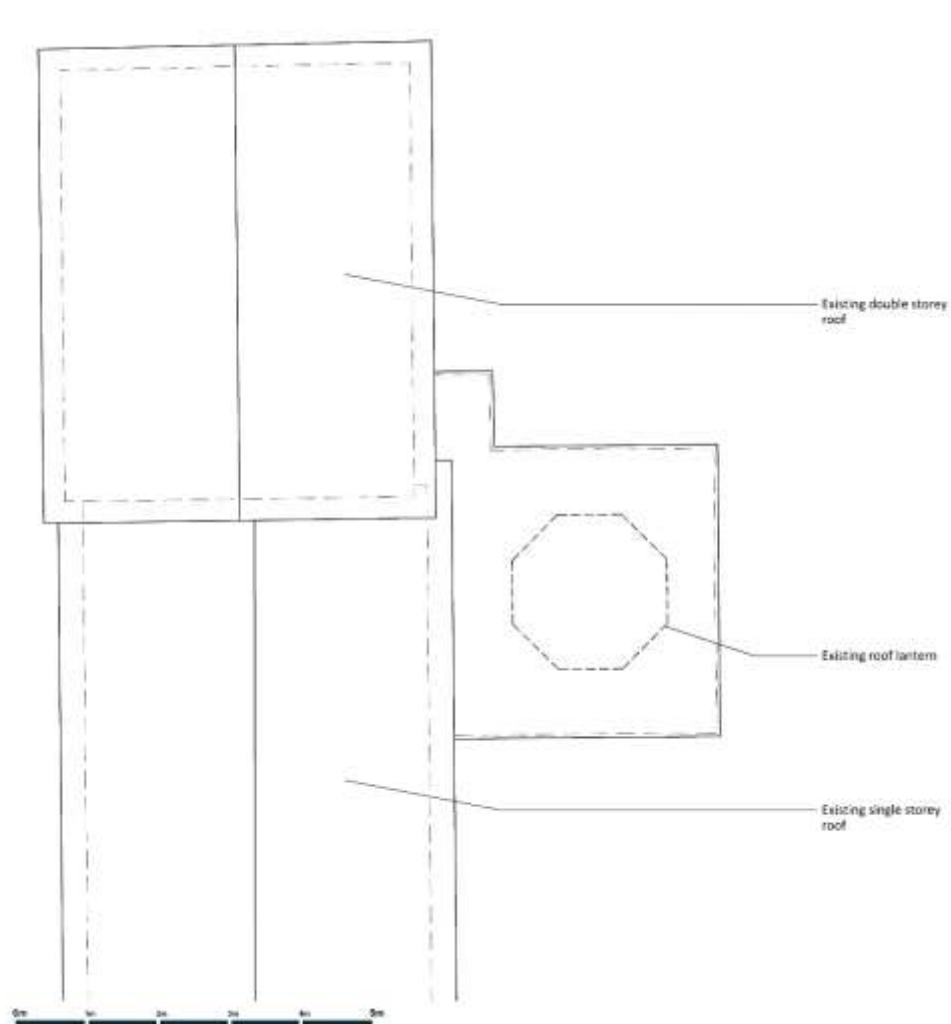
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Existing Ground Floor Plan



Penland Farm Cottage, 7a Timbergate Drive, Haywards Heath, RH17 5LH

Existing Roof Plan



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Existing Elevations



JTA
Jonathan Talley
Architects Limited

Client
M. P. Smith
Project
Penland Farm Cottage
Location
Haywards Heath, Sussex
Drawing
EXISTING ELEVATIONS

PLANNING	
Drawing Number	001
Drawing Date	10/10/2020
Scale	1:50
Sheet	1 of 1

Drawn by: J. Talley
Checked by: J. Talley
Date: 10/10/2020

Rev: 001
Date: 10/10/2020
Description: Existing Elevations



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Client:
Mr Poulton
Project:
Penland Cottage
Drawn:
JTB
Drawing:
Existing Elevation

PLANNING

Drawing No:	01-001-01 Rev A	Date:	19/01/2020
Scale:	1:50	Page No:	43
Sheet:	A	Sheet:	43

Drawn: JTB
 Checked: JTB
 Date: 19/01/2020

A 08/03/20 Planning Issue
 Rev: 01
 Status: Issued
 Revision Note:



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Drawn:
 01/04/20
 Project:
 Penland Cottage
 Extension
 01/04/20
 Drawing:
 Elevation Section Drawing

PLANNING			
Drawing Number:	01/001/02 Rev A	Scale:	1:50
Project:	Penland Cottage	Page:	11
Drawn:	01/04/20	Checked:	01/04/20

From: 01/04/20 to 01/04/20
 To: 01/04/20 to 01/04/20
 By: 01/04/20 to 01/04/20
 For: 01/04/20 to 01/04/20

A. 01/04/20 Planning Issue
 Rev: 01/04/20 Revision Note



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Proposal

It is proposed to construct the single storey extension to the side of the property in place of the existing conservatory and patio area.

It is proposed to be a single storey extension that shows a clear difference to the existing home rather than replicating the materiality and the aesthetic of the cottage. Instead, it is proposed to be clearly distinguishable from the original building rather than creating a pastiche that attempts to mimic historic construction. The result would be a contemporary intervention that is sympathetic in scale, proportion and quality.

Internally it is proposed that the space extends the kitchen room to form an area for relaxing and study, while offering views and access to the garden. It is also proposed to provide a covered overhang to enable the applicant to sit in a sheltered position to enjoy their garden. This sheltered area will make use of a light-coloured timber so as to add a natural warmth. Using zinc cladding alongside a light-toned timber provides a modern, high-quality finish that contrasts with the existing structure while still complementing it. Zinc offers durability, longevity and a refined appearance that weathers naturally over time, while the timber introduces warmth and softness to balance the metal surface.

It is important to the applicant that views are maintained into the garden from the living space of the extended area.

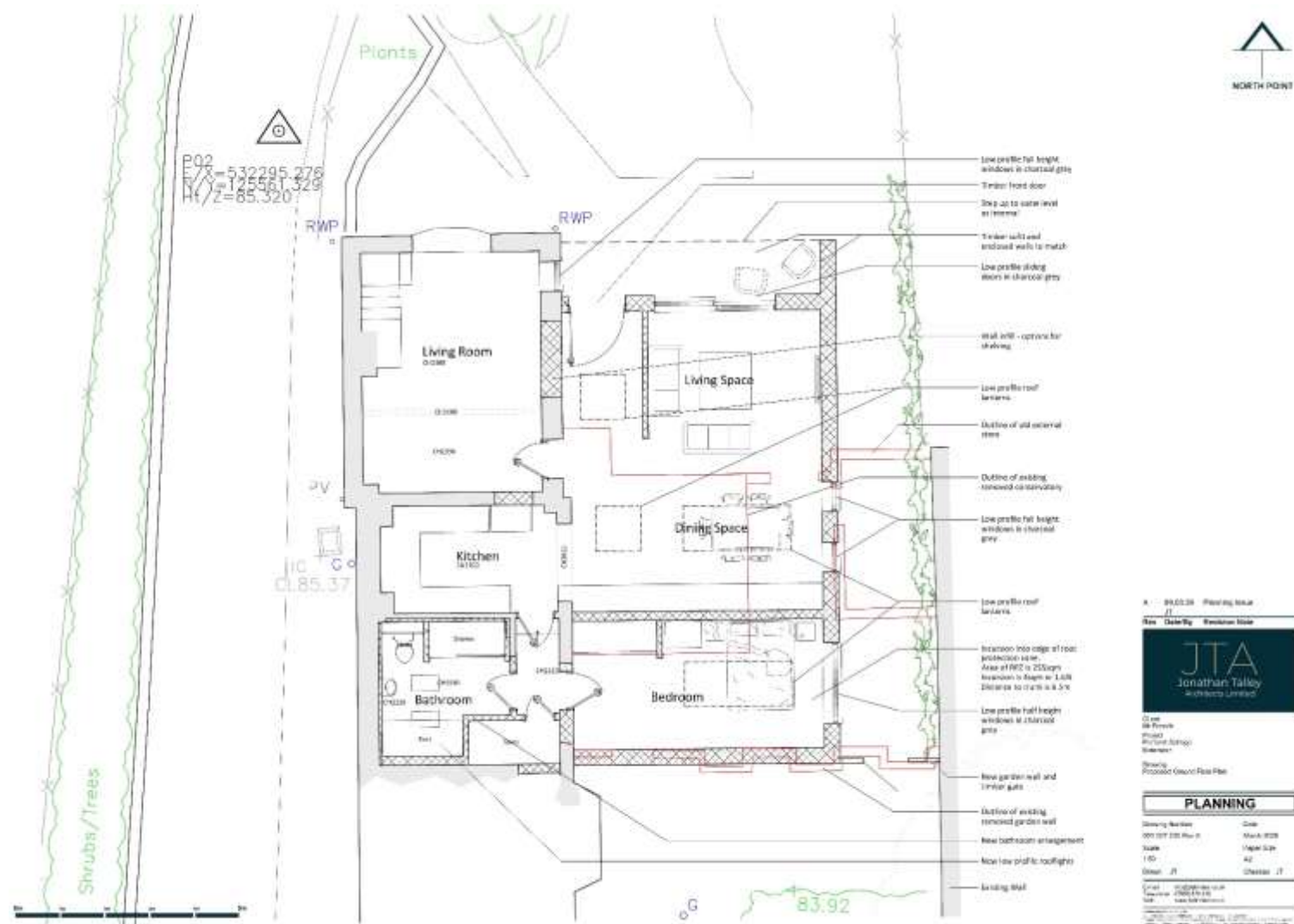
The extension is not out of place within the setting and will have a negligible impact on any other property. Care has been taken to ensure the neighbouring properties are not impacted. Care has been taken and the applicant has reduced the height of the extension to an appropriate level while still maintaining space for sufficient insulation and internal ceiling height. There is no potential for increased overlooking either to or from the extended property.

Efforts have been made to make use of the underutilised space rather than impact the garden spaces. We would not be affecting any trees (very much a requirement of the client)

The applicants are keen that this is a home that they can continue to live in for the years to come.

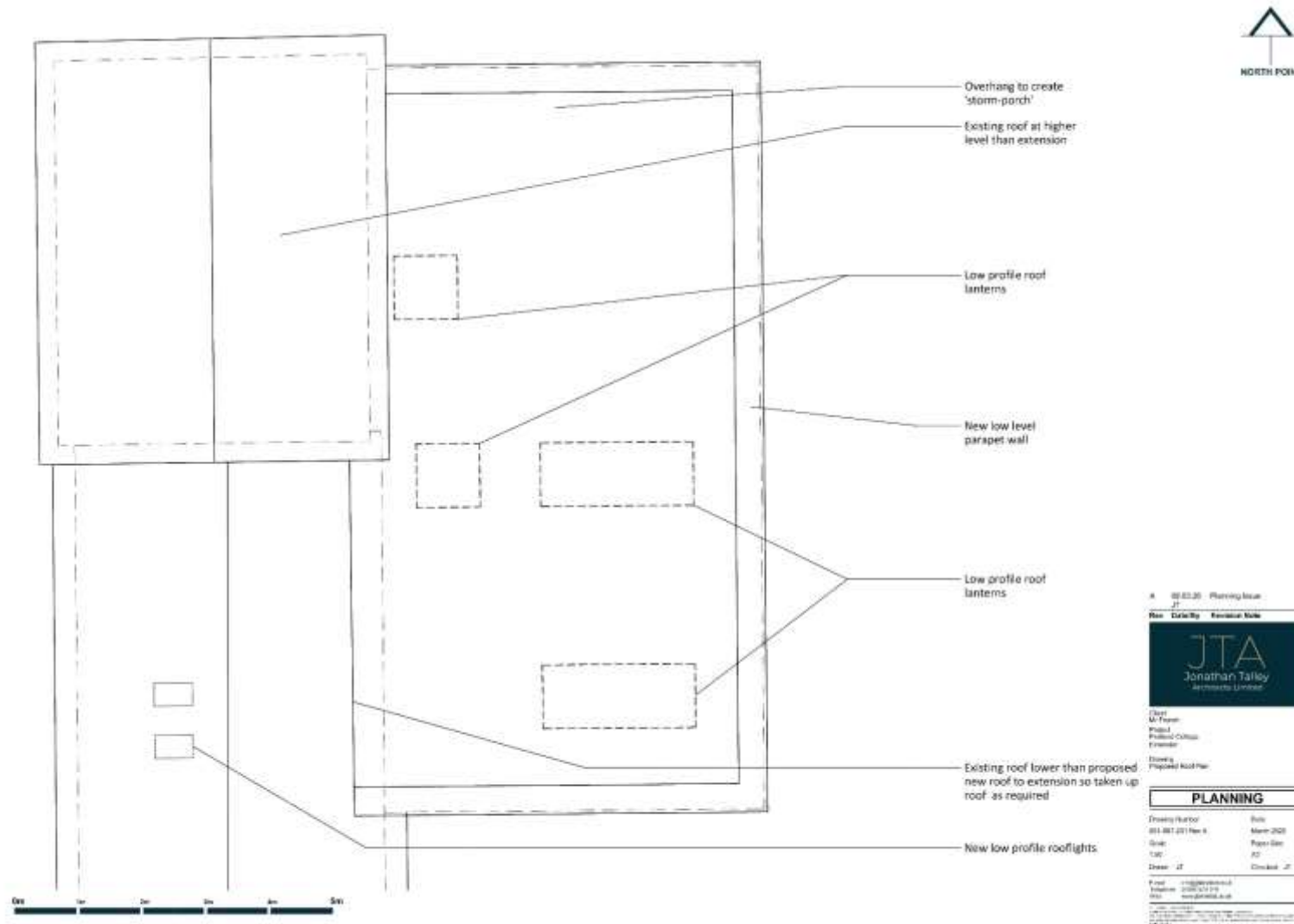
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Proposed Ground Floor Plan



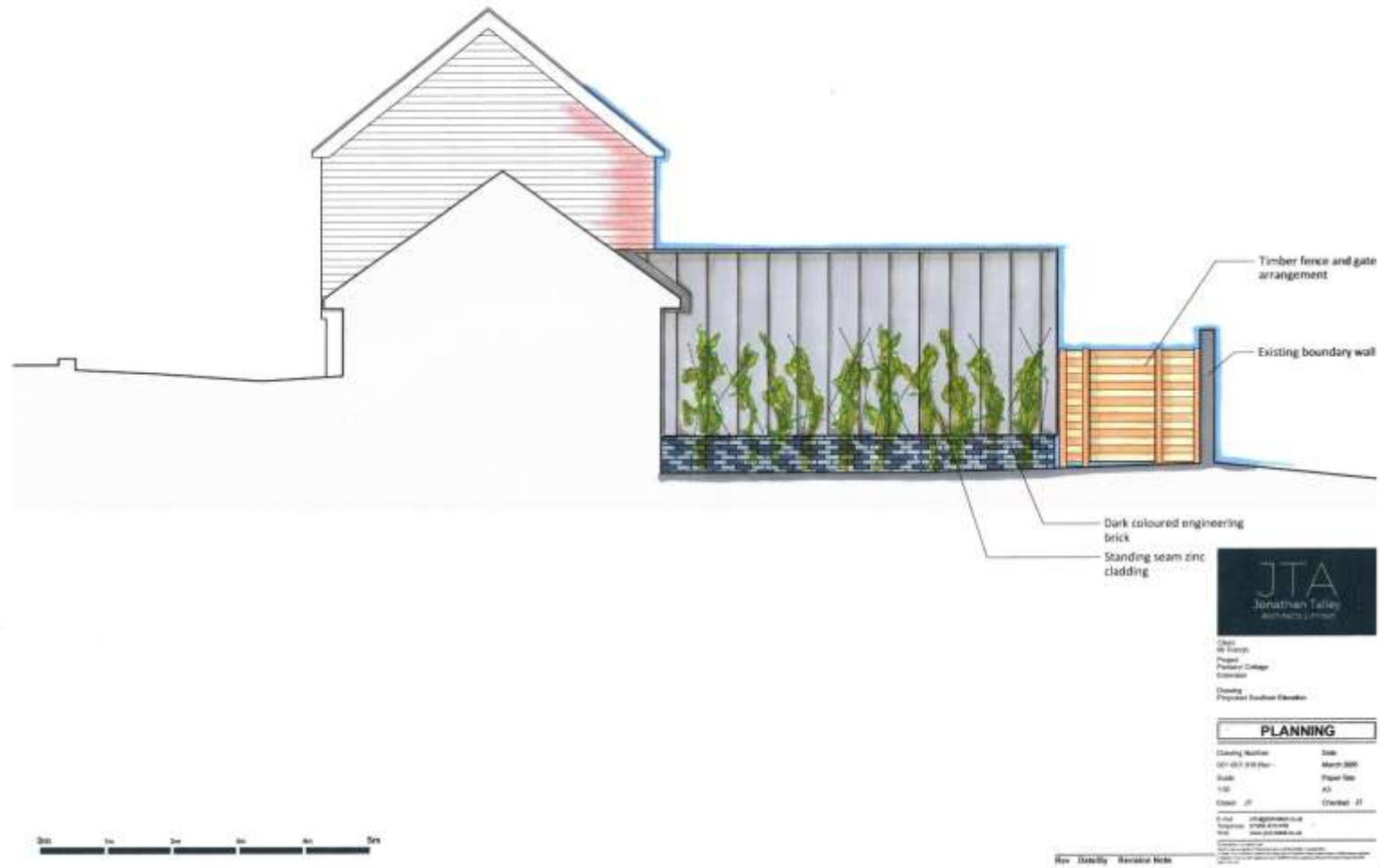
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Proposed Roof Plan

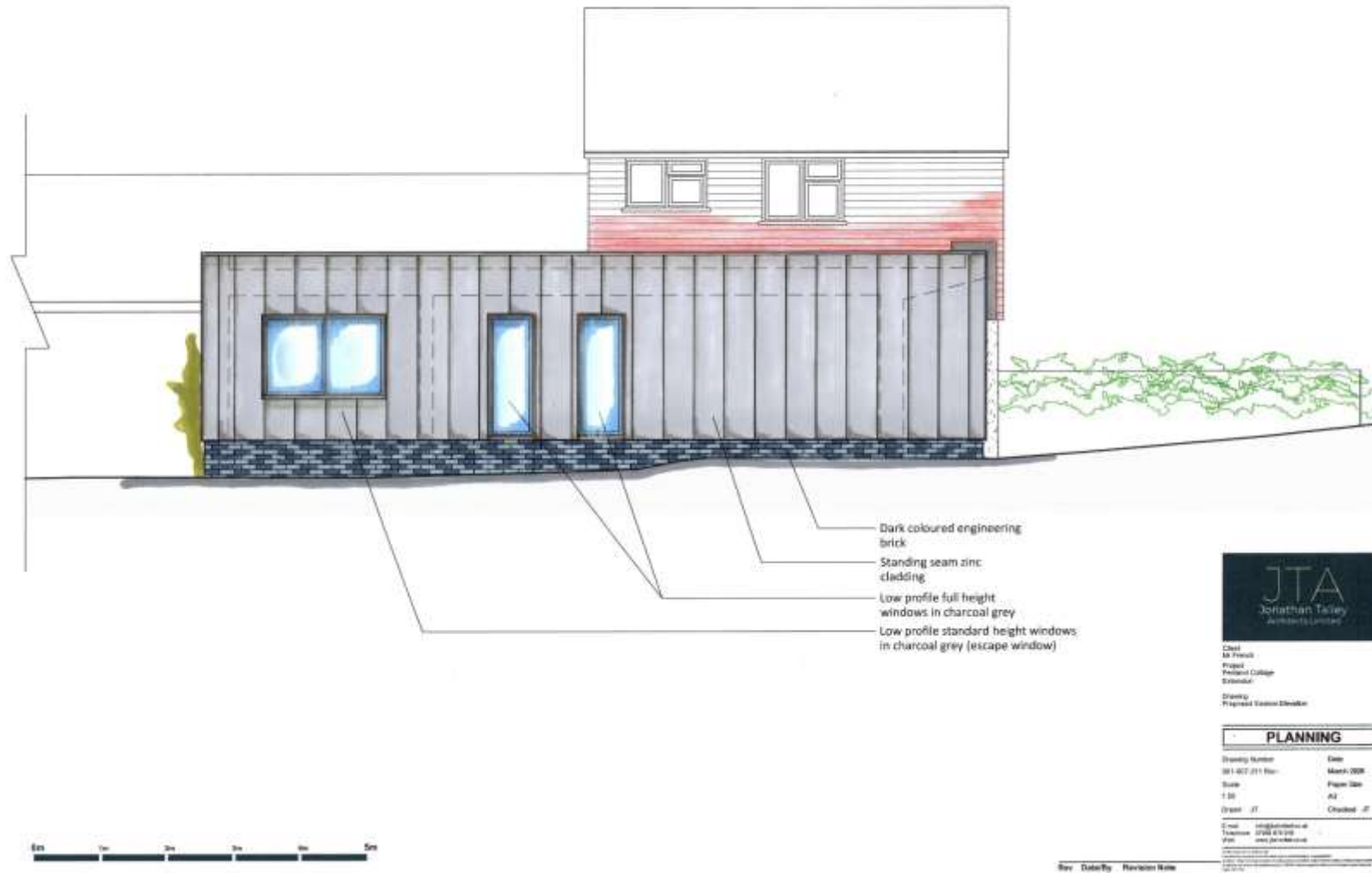


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Proposed Elevations



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Client
Mr French
Project
Penland Cottage
Location
Droghda
Proposed Northern Extension

PLANNING

Drawing Number	Date
001-001-010 Rev	March 2020
Scale	Project Size
1:50	A3
Drawn: JT	Checked: JT
Email: jon@jtalley.co.uk	
Telephone: 01892 216 100	
Web: www.jtalley.co.uk	

Rev: Date: Revision Note:



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Parking

Vehicle access and service arrangements are not changing.

Landscaping

It is proposed that there is a limited amount of landscaping implemented within the scheme. The extension site is currently a domestic scale patio area. It is also proposed to provide a new planter to break up the visual of the new clad extension. The patio will have appropriate drainage linked to the existing drainage system.

It is not proposed to alter the boundary treatment apart from general maintenance.

Trees

It is not proposed to remove any trees on site and nor is it expected to impact any neighbouring trees.

Tree T21 has been shown on plans with a standard root protection area (RPA), based on their average trunk diameters. However, it is more likely that the RPAs have been curtailed in the northeast direction due to an existing wall and previous development.

The proposed extension is located 6.5m from the trunk of T21 and the incursion into the root protection zone accounts for less than 1.5% of the estimated 255sqm of the root protection zone.

A careful approach will be adopted to construction with initial excavations being carried out by hand and under arboricultural supervision. Notwithstanding the previous information, we will recommend a precautionary approach to construction.

Where excavation is required in proximity to RPAs, initial excavation will be carried out with the use of hand tools only to a depth of approximately 500mm. Excavation will also be carried out under arboricultural supervision.

Once beneath 500mm depth, excavation will continue with the use of an excavator fitted with a toothless bucket. Any exposed roots with a diameter below 25mm will be carefully cut back to the excavation edge.

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Materials

In regard to external finishes, it is proposed that the materials used are to be sympathetic to the existing materials. The existing is made up of a white render and hung tiles. It is proposed that materials used will be complementary and be a vertical zinc cladding and a light-coloured timber

It is proposed that a flat roof with rooflights will be incorporated as part of the works

It is proposed that samples are not submitted as part of the application due to the ongoing difficulties with this being accepted by the vast majority of Local Authorities.

Sustainability

Sustainability is very important to the applicant, not only in reducing energy usage and therefore reducing bills, but also for the environment. It is proposed that the extension starts with a 'Fabric First' outlook. High levels of insulation will be initially very important and provide a starting point to build from.

It is proposed to utilise natural light as much as possible and reduce the need for lighting during the day. Any lighting will be proposed to be low energy fittings such as LED bulbs.

Documents Submitted

Design and Access Statement
CIL Form
001-007-100 Site Location and Block Plan
001-007-220 Existing Ground floor
001-007-221 Existing Roof Plan
001-007-230 Proposed Ground floor
001-007-231 Proposed Roof Plan
001-007-300 Existing Southern Elevation
001-007-301 Existing Eastern Elevation
001-007-302 Existing Northern Elevation
001-007-310 Proposed Southern Elevation
001-007-311 Proposed Eastern Elevation
001-007-312 Proposed Northern Elevation

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Flood Risk Assessment

This is a flood risk assessment prepared to accompany the Planning Application for an side extension at Penland Farm Cottage

The property is in Flood Zone 1 – the lowest risk. The Environment Agency Flood Risk Checker for the property highlights the following;

Rivers and Sea Risk

Very low risk Very low risk means that this area has a chance of flooding of less than 0.1% each year.

Surface Water Risk

This flood risk summary reports a very low risk from surface water

Reservoir Risk

Flooding from reservoirs is unlikely in this area.

Ground Water Risk

Flooding from groundwater is unlikely in this area.

Mitigation

The property is not highlighted as being within a surface water flooding risk area although mitigation measures could be provided to minimise impact on the existing system.

The mitigation measures proposed do not extend beyond those usually provided and would include:

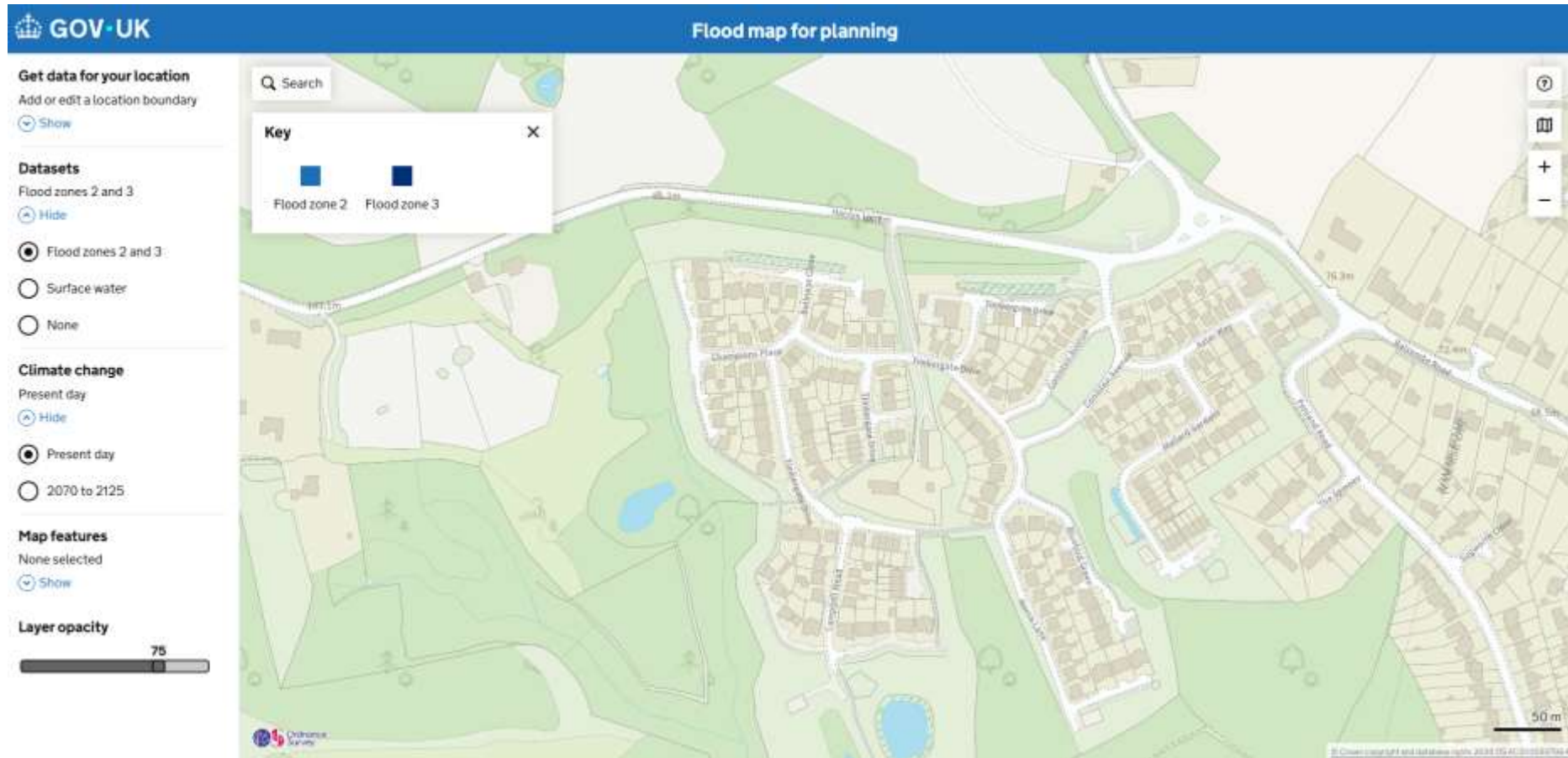
Retention of existing surface water drainage around the house.

Use of permeable block paving into a suitable base or the use of drainage channels into the existing surface water drainage provision

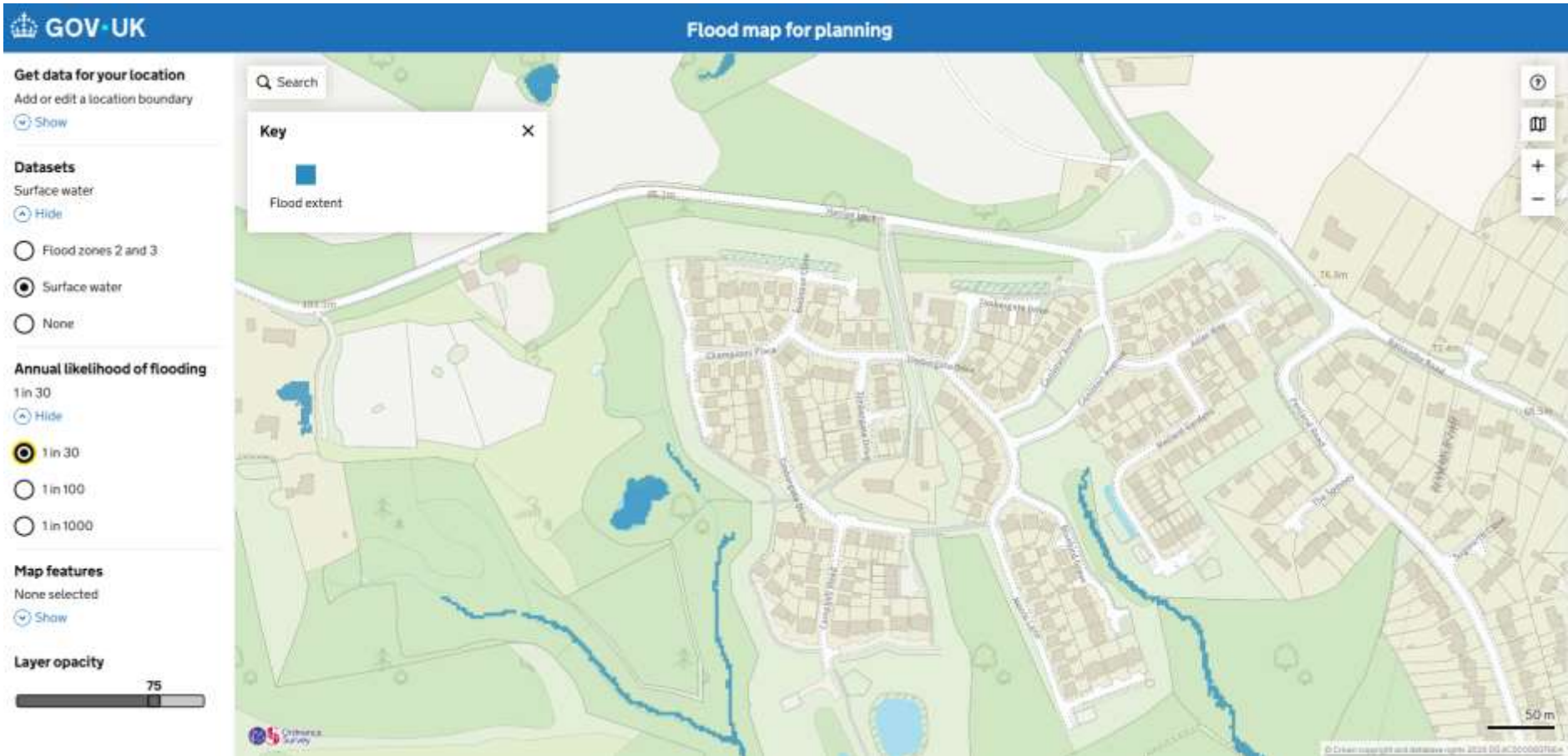
The provision of a soakaway, has been reviewed and it is proposed that the garden space may be appropriate for the provision of a soakaway subject to more in-depth site investigations.

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Photos



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Conclusion

The applicant has owned the property for several years and as such does not want to move from the location. The application is being made to facilitate a better family environment via the extension to provide an area for work and socialising linking directly to the garden space.

In terms of materiality, it is proposed that the new materials are selected to complement the existing to ensure the extension sits comfortably with the existing house but is not a pastiche of the existing. Using zinc cladding alongside a light-toned timber provides a modern, high-quality finish that contrasts with the existing structure while still complementing it. Zinc offers durability, longevity and a refined appearance that weathers naturally over time, while the timber introduces warmth and softness to balance the metal surface. Together, these materials create a contemporary aesthetic that remains respectful to the character of the existing building without competing with it.

Attempting to replicate the original materials exactly can sometimes highlight differences in construction methods or detailing, resulting in an extension that feels less authentic. By deliberately distinguishing the new work, we avoid this issue and instead create a clear yet harmonious relationship between old and new.

Our intention is therefore to design an extension that sits comfortably alongside the existing property, enhancing the overall composition while remaining honest about its contemporary origin.

It is hoped that the Local Authority supports the application as there is minimal impact on the neighbouring properties and none to the overall streetscape.

The garden is large and can easily maintain sufficient area for play and relaxation after including the extension. With the extension's proposed location proposed, this will have a negligible impact on the neighbouring properties.

Should a site visit be required please contact Jonathan Talley Architects directly. We look forward to your comments and subsequent approval, however please do not hesitate to contact us to discuss any part of the application at your earliest convenience.

On behalf of Jonathan Talley Architects Limited



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