

From: Katherine Williams
Sent: 03 December 2025 11:03:23 UTC+00:00
To: "'Sophie Hulton-Harrop'" <Sophie.Hulton-Harrop@mottmac.com>
Cc: "Tim Butcher" <Tim.Butcher@mottmac.com>
Subject: RE: DM/25/2283 and DM/25/2472 - Queen Victoria Hospital, Holtye Road, East Grinstead
Attachments: RE: DM/25/2283 and DM/25/2472 - Queen Victoria Hospital, Holtye Road, East Grinstead

Hi Sophie,

The additional information has been sent over to Anna for comment.

With regards to the changes to the entrance ramp and louvers these amendments would be non-material and a S96a can be submitted. This will need to be submitted and approved before the conditions can be discharged to ensure there is no discrepancy.

Kind Regards

Katherine Williams BSc (Hons) MSc
Senior Planning Officer
Mid Sussex District Council
01444 477214

www.midsussex.gov.uk



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From: Sophie Hulton-Harrop <Sophie.Hulton-Harrop@mottmac.com>
Sent: 02 December 2025 13:46
To: Katherine Williams <Katherine.Williams@midsussex.gov.uk>
Cc: Tim Butcher <Tim.Butcher@mottmac.com>
Subject: RE: DM/25/2283 and DM/25/2472 - Queen Victoria Hospital, Holtye Road, East Grinstead

Hi Katherine,

Please find attached the updated elevation & landscape drawings to show the following:

- **Stone clad wall** – the stone cladding has been removed from the design. The finish material will now be fair-faced concrete.
- **Handrail Metal railing** - installed along the access path, including ramp and stair areas has now been clearly annotated.

- **Block paving** - at the western fire escape has been replaced by permeable paving to allow permeability to match drainage design.
- **Bricks** –Britley Olde English Buff A2605 Bricks as the primary material.

I believe you now have everything required to discharge Conditions 4, 5 and 6.

To be regularised via a S96(a) nonmaterial amendment application:

- **Change the entrance ramp** – the updated design was shown on the submitted Landscape General Arrangement Plan (1442-HUN-XX-00-DR-A-05-0005 P02) I have also attached this for reference. The design has changed due to the updated topographical survey, which provided different spot levels in relation to the ones adopted during the early stages of the design, and up to the planning submission. The external levels around the building, have been adjusted to optimise the access to the new facility, with particular emphasis on the relation between the building entrance and the existing car park, making this levelled access. The design has changed from a dog-leg shape to a straight ramp on the lower part of the site, as well as optimizing the other ramps and stairs that provide access to the new facility. This will benefit wayfinding and disabled access to the building, improving the accessibility to the building in relation to the approved plans. I've attached the original approved design and the updated for you to see the difference.

Many thanks,

Sophie

Sophie Hulton-Harrop

Town Planner

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sophie.hulton-harrop@mottmac.com

Mott MacDonald Restricted

From: Sophie Hulton-Harrop

Sent: 28 November 2025 10:39

To: 'Katherine Williams' <Katherine.Williams@midsussex.gov.uk>

Cc: Tim Butcher <Tim.Butcher@mottmac.com>

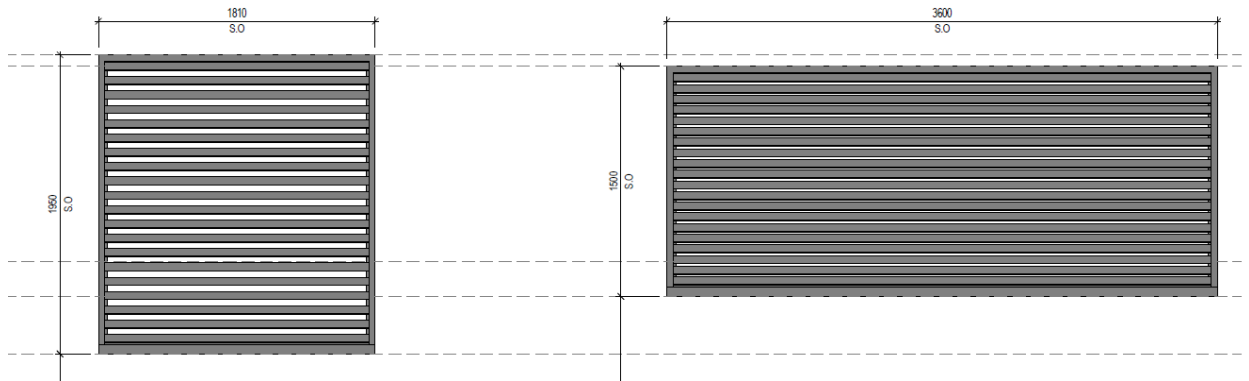
Subject: RE: DM/25/2283 and DM/25/2472 - Queen Victoria Hospital, Holtye Road, East Grinstead

Hi Katherine,

Regarding the updated louver design, please see more detail below.

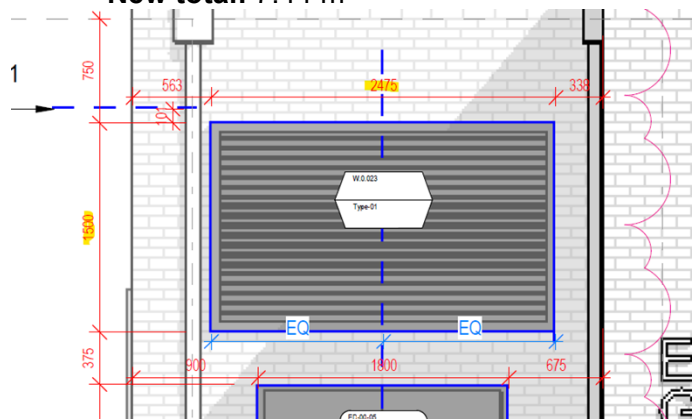
The areas previously considered for the louvers were:

- **East side (square opening):** 3.44 m²
- **West side (rectangular opening):** 5.40 m²
- Total:** 8.84 m²



Due to clashes with columns and MEP minimum opening requirements, we are now proposing similar-sized openings for both locations:

- **Each opening: 3.72 m²**
New total: 7.44 m²



Please can you confirm that this change would constitute a Non-material Amendment and therefore a S96a application can be submitted?

Many thanks,

Sophie

Sophie Hulton-Harrop

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sophie.hulton-harrop@mottmac.com

From: Katherine Williams <Katherine.Williams@midsussex.gov.uk>

Sent: 27 November 2025 09:29

To: Sophie Hulton-Harrop <Sophie.Hulton-Harrop@mottmac.com>

Cc: Tim Butcher <Tim.Butcher@mottmac.com>

Subject: RE: DM/25/2283 and DM/25/2472 - Queen Victoria Hospital, Holtye Road, East Grinstead

Hi Sophie,

Thank you for your email.

Anna Kramarczyk has the following questions regarding the proposed changes.

- The new updated landscape plan is missing the key for the *Balustrade with Handrail Metal railing installed along the access path, including ramp and stair areas. Powder-coated finish (PPC) in RAL 1019*. Can this be clearly annotated.
- Regarding **Louver design** - *changed due to clashes with the structural grid, identified at detailed design stage. The dimensions of the louvers have changed slightly to accommodate the position of the structural columns and other building fabric elements*. Can I ask to describe 'slightly' in some numbers so I can get a better understanding of the scale of impact of this change.

Kind Regards

Katherine Williams BSc (Hons) MSc
Senior Planning Officer
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From: Sophie Hulton-Harrop <Sophie.Hulton-Harrop@mottmac.com>

Sent: 25 November 2025 17:40

To: Katherine Williams <Katherine.Williams@midsussex.gov.uk>

Cc: Tim Butcher <Tim.Butcher@mottmac.com>

Subject: RE: DM/25/2283 and DM/25/2472 - Queen Victoria Hospital, Holtye Road, East Grinstead

Hi Katherine,

In terms of the remaining information to be submitted:

- **Bricks** – I can confirm that we will use the Britley Olde English Buff A2605 Bricks as the primary material. The drawing will be updated to reflect this
- **Stone clad wall** – the stone cladding has been removed from the design. The finish material will now be fair-faced concrete. The drawing will be updated to reflect this.

We propose to submit an updated drawing to show these changes to discharge Condition 4 (External Details).

There are three other minor design changes which I wanted to run past you as well:

- **Change the entrance ramp** – the updated design was shown on the submitted Landscape General Arrangement Plan (1442-HUN-XX-00-DR-A-05-0005 P02) I have also attached this for reference. The design has changed due to the updated topographical survey, which provided different spot levels in relation to the ones adopted during the early stages of the design, and up to the planning submission. The external levels around the building, have been adjusted to optimise the access to the new facility, with particular emphasis on the relation between the building entrance and the existing car park, making this levelled access. The design has changed from a dog-leg shape to a straight ramp on the lower part of the site, as well as optimizing the other ramps and stairs that provide access to the new facility. This will benefit wayfinding and disabled access to the building, improving the accessibility to the building in relation to the approved plans. I've attached the original approved design and the updated for you to see the difference.
- **Block paving** - at the western fire escape to be replaced by permeable paving to allow permeability to match drainage design.
- **Louver design** - changed due to clashes with the structural grid, identified at detailed design stage. The dimensions of the louvers have changed slightly to accommodate the position of the structural columns and other building fabric elements.

We propose to submit these changes as a Non-material Amendment application (S96a). The changes are non-material as they do not significantly alter the approved development or its impacts. Please can you confirm that you would be happy with that approach?

Many thanks,

Sophie

Sophie Hulton-Harrop

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Mott MacDonald Restricted

From: Katherine Williams <Katherine.Williams@midsussex.gov.uk>

Sent: 07 November 2025 10:51

To: Sophie Hulton-Harrop <Sophie.Hulton-Harrop@mottmac.com>

Subject: RE: DM/25/2283 and DM/25/2472 - Queen Victoria Hospital, Holtye Road, East Grinstead

Dear Sophie,

Following your previous email I have discussed this with Anna, and consider on balance that balustrades are acceptable.

Please see the attached email from Anna, regarding the brick samples and outstanding information.

Kind Regards

Katherine Williams BSc (Hons) MSc
Senior Planning Officer
Mid Sussex District Council
01444 477214

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From: Sophie Hulton-Harrop <Sophie.Hulton-Harrop@mottmac.com>

Sent: 04 November 2025 13:57

To: Anna Kramarczyk <Anna.Kramarczyk@midsussex.gov.uk>; Katherine Williams <Katherine.Williams@midsussex.gov.uk>

Subject: RE: DM/25/2283 and DM/25/2472 - Queen Victoria Hospital, Holtye Road, East Grinstead

Hi both,

In response to the comment regarding the balustrade – this is a matter that the building design has already addressed post pre-application advice. I have attached the pre-application roof plan that we submitted as part of our pre-app advice request. The balustrade is shown around the perimeter of the roof to allow for maintenance of the solar panels and roof guttering.

I have also attached the roof plan which received planning permission. The balustrade was taken in, to a more central position on the roof, only surrounding the solar panels at your suggestion to minimise its visibility. The hospital has compromised on this as it means that maintenance of the guttering will have to be done using ladders, which has both cost and health & safety implications. Under the Work at Height Regulations 2005 we have a duty to reduce or eliminate working from height where possible.

The position and height of the balustrade have been approved via the planning permission. The location of the balustrade is confirmed on Approved Plan: Proposed Roof Plan 100120806-MM-A1-EG-GA-AR-0002 P04. The height and finish of the balustrade is confirmed on Approved Plan: Proposed Elevations 100120806-MM-A1-EG-EL-AR-0100 P04 which refers to '1100mm high self-supporting balustrade, galvanised finish to the PV area on the roof'.

The elevations (also attached) show a line of sight from a person standing at street level, and the balustrade, in its new position, will not be visible in close views from Holtye Road. Speaking to a few manufacturers, they do not recommend or provide any other colour than galvanised steel, which is designed with a zinc coating to protect the steel. We would recommend against painting this ourselves as this may impact the warranty and reduce the balustrade's intrinsic sustainability. Therefore, to paint the balustrade would not reduce the visibility of the balustrade, yet it would have ongoing cost and maintenance implications for the NHS.

Kind regards,

Sophie

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Mott MacDonald Restricted

From: Anna Kramarczyk <Anna.Kramarczyk@midsussex.gov.uk>

Sent: 03 November 2025 12:09

To: Katherine Williams <Katherine.Williams@midsussex.gov.uk>

Subject: RE: DM/25/2283 and DM/25/2472 - Queen Victoria Hospital, Holtye Road, East Grinstead

Hi Katherine.

In response I would like to remind the applicant that the issue of the roof balustrade and its possible negative visual impact on the building appearance and street view was raised by me at the early consultations stage.

The balustrade is required for fall protection during maintenance and, at the necessary height, will be clearly visible from the street. It should therefore be designed as an integrated element rather than appearing as an unfinished, "stuck-on" addition.

Thank you
Anna

Anna Kramarczyk-Dillon

Architect / Urban Designer

Major Development

Mid Sussex District Council

My working days are Monday, Wednesday and Thursday

From: Katherine Williams <Katherine.Williams@midsussex.gov.uk>

Sent: 27 October 2025 09:49

To: Anna Kramarczyk <Anna.Kramarczyk@midsussex.gov.uk>

Subject: FW: DM/25/2283 and DM/25/2472 - Queen Victoria Hospital, Holtye Road, East Grinstead

Hi Anna,

Please see the below response from the agent.

Thanks

Katherine Williams BSc (Hons) MSc
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From: Sophie Hulton-Harrop <Sophie.Hulton-Harrop@mottmac.com>

Sent: 27 October 2025 09:24

To: Katherine Williams <Katherine.Williams@midsussex.gov.uk>

Subject: RE: DM/25/2283 and DM/25/2472 - Queen Victoria Hospital, Holtye Road, East Grinstead

Morning Katherine,

In response to the Urban Design Officer's comments regarding painting the balustrade, the client (NHS) believes that painting a galvanised steel balustrade may impact maintenance regime and may create associated risks i.e the balustrade not being clearly visible in the event of nighttime access.

I will be in touch as soon as I have further information relating to the other points raised.

Kind regards,

Sophie

Sophie Hulton-Harrop

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Mott MacDonald Restricted

From: Sophie Hulton-Harrop
Sent: 24 October 2025 09:13
To: Katherine Williams <Katherine.Williams@midsussex.gov.uk>
Subject: RE: DM/25/2283 and DM/25/2472 - Queen Victoria Hospital, Holtye Road, East Grinstead

Thaks for sending this across, I'll speak to the team today.

Sophie Hulton-Harrop

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From: Katherine Williams <Katherine.Williams@midsussex.gov.uk>
Sent: 23 October 2025 17:18
To: Sophie Hulton-Harrop <Sophie.Hulton-Harrop@mottmac.com>
Subject: DM/25/2283 and DM/25/2472 - Queen Victoria Hospital, Holtye Road, East Grinstead

Dear Sophie,

Please see the attached comments from the Flood Risk and Drainage Team and the Urban Designer, requiring further information.

Kind Regards

Katherine Williams BSc (Hons) MSc
Senior Planning Officer
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