



Planning, Design and Access Statement
Including the Heritage and Sustainability Statements

Stonehurst North Lodge, Selsfield Road, Ardingly

Construction of an infill extension, conversion of an existing garage bay into habitable accommodation at ground and first floor, new conservation style rooflight, replacement garage doors and new fenestration (reinstating an existing window facing the road, a new oriel window at first floor and a new door to the rear at ground floor). Relocation of existing oil tank, new air source heat pump (ASHP) and replace existing paved drive with gravel

At

North Lodge, Stonehurst, Selsfield Road, Ardingly

Planning, Design and Access Statement
on Behalf of
Mr and Mrs Edge

June 2025

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1. Introduction

- 1.1 This is a Planning, Design and Access Statement prepared to accompany a Householder Planning application submission to Mid Sussex District Council for an extension and conversion with internal alterations, new fenestration and external landscaping works at Stonehurst North Lodge, Selsfield Road, Ardingly.
- 1.2 Stonehurst North Lodge is a single storey cottage belonging to Stonehurst House. Stonehurst House and Estate is located on Selsfield Road, opposite the main entrance to Wakehurst Place. Neighbouring properties are some distance away.
- 1.3 The house and its numerous ancillary lodges and service buildings are not listed but the gardens are grade II listed. The site lies within the countryside, the High Weald Area of Outstanding Natural Beauty, a grade II Park and Garden of Special Interest and a Grade Red West Sussex County Council Archaeological Area covering Phillpots Mesolithic Rock Shelters and Iron Age Hillfort, and Stonehurst Registered Park and Garden.
- 1.4 The property is approached by a long driveway that runs south from the access to the north and parallel to the highway.
- 1.5 Stonehurst North Lodge occupies the southern part of the extensive garaging block that serves the main house. The existing boundary treatment – a substantial brick wall to the southern end of the western site boundary and mature hedging and close boarded fencing to the north of the western site boundary, coupled with an absence of neighbouring properties, provide the Application property and the main house with a great deal of privacy.
- 1.6 A Heritage Statement and Impact Assessment (HSIA) has been prepared by Maggie Henderson at HB Archaeology and Conservation. This document accompanies this Householder Planning submission as a separate report, concluding that the proposals submitted herein are sympathetic to the existing Grade II listed park and gardens as well as the main house.
- 1.7 A submission was made to MSDC for pre-application advice in respect of these proposals. The advice made a number of recommendations in respect of the proposals, which have been reflected in the scheme that has been submitted. The advice received is appended to this statement and discussed in greater detail in Section 5.
- 1.8 The proposals placed before the Planning Department are well-considered and of a high standard of design, demonstrating the following:
 - a) The proposed infill extension is sensitive in its scale, adopting a traditional lead flat roof design with a vaulted glazed rooflight, which follows the curve of the existing arched doorway. This detailing demonstrates that the proposals respond to the existing architecture, character and form of the cottage;

- b) The proposed demolition of the existing porch and polycarbonate roof within the courtyard of the cottage is not considered contentious and the principle of this was accepted in the pre-application advice response;
- c) The proposed internal alterations are minor in nature and will not affect the special character or understanding of the listed park and gardens and main house;
- d) The proposed conversion of one garage bay (leaving 4 full size garage parking bays) into living space at ground floor will provide the cottage with more habitable space, commensurate with modern and adaptable living;
- e) A new rooflight is proposed within the internal slope of the of the roof over the living space, to match to the existing;
- f) By replacing all the existing timber windows with high performance double-glazed timber windows with gas-filled cavities, the energy demand of the building will be reduced;
- g) The proposed replacement glazed garage doors will improve the external appearance of the garage block as a whole;
- h) It is proposed to obscure glaze the top half of an existing door that faces the road;
- i) The installation of a new window at the rear of the cottage will have no effect on the main house and the gardens;
- j) The installation of a new oriel window at first floor is to mimic the square bays of the house and will provide a relevant architectural feature, similar to the 'gablets' within the existing roofs;
- k) It is proposed to install floor insulation over the existing and original stable floor tiles, without causing any damage to the existing floor tiles;
- l) The proposals will not affect the amenity of the neighbouring occupiers owing to their subtle nature, the presence of existing boundary screening, and the considerable distance between the property and any adjacent dwellings;
- m) The proposed hard landscaping works, replacing the paved drive with gravel, will greatly enhance the setting of the listed gardens;
- n) The proposed relocation of the heating oil tank and addition of a buried LPG Gas tank in the garden will enhance the setting of the listed building by removing it from a position that is viewed as detrimental to the cottage;
- o) The proposed installation of an Air Source Heat Pump and solar/PV panels and energy storage battery will enhance the properties sustainable credentials utilising renewable energy and have been located so as to be hidden from view from the gardens, main house and the public realm.

2. Use

- 2.1 The existing property has full C3 (residential) use and will retain this following the completion of the proposed works.

3. Amount

3.1 The proposals comprise the following works:

- To infill an existing external utility space
- To convert one bay of the existing 5 bay garage
- To install replacement garage doors
- To glaze the top half of an existing door that faces the road
- To install a new door at the rear of the cottage
- To install a new oriel window to mimic those on the main house
- To install a new rooflight
- To relocate the existing oil tank in accordance with current standards
- To install a new air source heat pump (ASHP)
- To install Solar/PV Solar panels onto the 'inner' roof slope of the garages
- To replace the existing paved drive with gravel, to match to the main driveways

4. Layout

- 4.1 The layout of the existing cottage can be viewed on the accompanying existing plan and elevation drawings. The proposed infill extension will convert the existing external 'service' courtyard, which faces the main access to the house, into a central entrance hall, with natural light and covered access to the existing utility spaces already located here.
- 4.2 The proposed infill extension will connect the existing cottage to the proposed converted garage bay which will provide living space with level threshold access to the driveway and access to the first-floor proposed bedroom space via a new staircase.
- 4.3 The proposed new and reinstated fenestration will provide natural light into living spaces.
- 4.4 It is proposed to make minor internal alterations to walls (create a new doorway) and doorways (block a doorway) within the cottage to improve the layout and access.

5. Planning Statement / Scale

Planning Policies

- 5.1 There are a number of planning policies relevant to this application. As set out in the pre-application advice received, these include:

Mid Sussex District Plan

DP12 – Protection and Enhancement of Countryside

DP16 – High Weald Area of Outstanding Natural Beauty

DP26 – Character and Design

DP34 – Listed Buildings and Other Heritage Assets
DP36 – Historic Parks and Gardens
DP37 – Trees, Woodland and Hedgerows
DP39 – Sustainable Design and Construction
DP41 – Flood Risk and Drainage

Mid Sussex Design Guide

High Weald AONB Management Plan

Planning History

- 5.2 There are no relevant recent planning applications for this property.

Planning Pre-Application Advice

- 5.3 A pre-application enquiry was submitted to the Local Authority and a formal written response was received in June 2024, comprising comments from both the Conservation Officer and the Planning Officer. This followed a site meeting with the Planning Officer. The full text of the advice is provided in Appendix I and overall was supportive of the proposals.
- 5.4 The pre-application advice concluded that the Conservation Officer will be consulted because the building would be considered as a non-designated heritage asset (NDHA).

Heritage Statement and Impact Assessment (HSIA)

- 5.5 This statement must be read in conjunction with the HSIA report prepared by Maggie Henderson, that considers the origins and evolution of the dwelling and its outbuildings over time.
- 5.6 The HSIA provides a positive assessment of the impact of the proposals on both the setting of North Lodge and the wider estate.

Scale

- 5.7 The proposed infill extension is modest in scale, having been designed with a flat roof to have minimal impact on the existing cottage.
- 5.8 The pre-application advice acknowledged that the conversion of the existing garage bay increased the footprint of the cottage but that it was viewed as acceptable because it is contained within the existing building.

Design

- 5.9 By virtue of their sensitive design and detailing, the proposals demonstrate a well-considered and **high standard of design**. The contemporary typology will result in a remodelled and extended listed building of high quality.
- 5.10 The design aspects are covered in greater detail in Section 8 – Appearance, which concludes that the proposals demonstrate compliance with MSDC local planning policies DP26, DP34 and DP35.
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Internal Alterations

- 5.11 Within the existing cottage, it is proposed to create a new doorway to facilitate level bedroom access directly to the sanitary accommodation and block the existing doorway to the bedroom to prevent access to the bedroom from the dining space.
- 5.12 A new doorway will also be created into the garage building within the infill extension allowing access to the proposed living and sleeping accommodation.
- 5.13 The existing cottage will receive thermal insulation (internally) to its external walls and roofs, thereby reducing the demand on heating.
- 5.14 The internal alterations will not be visible externally, with the very minor internal adjustments not affecting the character of the building but improving its layout.

6. Landscaping

- 6.1 The existing driveway concrete paving will be replaced with a gravel finish to match the rest of the driveway and is more in keeping with the rural setting.
- 6.2 The existing oil tank is to be removed, with a new bunded oil tank to be located to the south of the dwelling. The tank will be screened with a fence and new planting as well as the existing mature hedging it will therefore not be visible from the main house.

7. Heritage Statement

- 7.1 As noted in paragraph 5.13, this application is accompanied by a Heritage Statement and Impact Assessment prepared by Maggie Henderson of HB Archaeology and Conservation. This includes the Historic Environment Record data and a discussion of the findings. This Planning, Design and Access Statement must be read in conjunction with the aforementioned Heritage Statement and Impact Assessment report.

8. Appearance

- 8.1 By virtue of their sensitive design and detailing, the proposals demonstrate a well-considered and **high standard of design**. The contemporary typology will result in an extended listed building of exceptional character and architectural merit.
- 8.2 The infill extension has been designed in a traditional style to seamlessly blend with the cottage; a lead flat roof each side of a barrel vaulted glazed rooflight that follows the arch of the existing brick doorway.

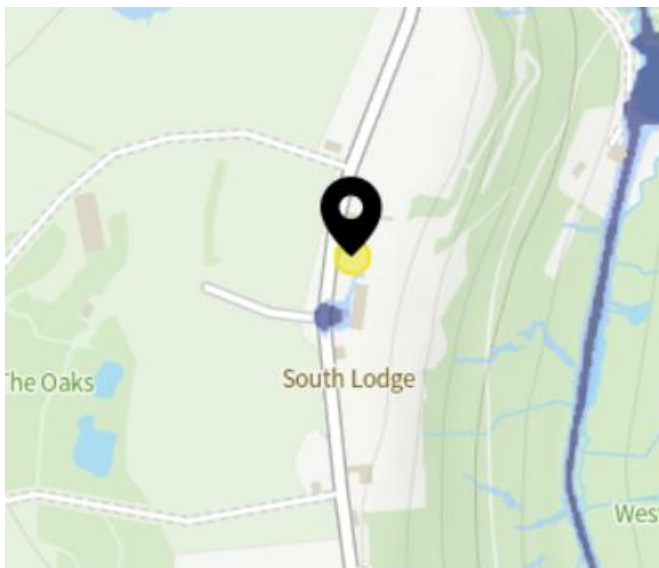
- 8.3 The new fenestration will be in timber frames painted with to match to the existing.

9. Access

- 9.1 The main dwelling will continue to be accessed via its entrance door to the south-facing front elevation.
- 9.2 The proposed garage conversion has been designed with level threshold doors to provide easy access between the property and the driveway. A new staircase will give access to the first floor accommodation.

10. Flood Risk Assessment

- 10.1 The application site sits within Flood Zone 1, meaning that it has a low probability of flooding from Rivers or the Sea.



- 10.2 The extract from the surface water flooding map shows localised flooding on the road to the south of the application property. The proposals will create a small additional roof and the water will be discharged into the existing system.
- 10.3 The new permeable driveway finish will aid water soaking into the ground and thereby eliminating any previous surface water run-off. However, it is noted that the property sits at the top of a steep hill, as can be seen from the map contours.

11. Sustainability

11.1 The proposals have been developed to ensure the refurbished cottage achieves the highest level of sustainability that is feasible, with low energy use in its operation. It is envisaged the following will be incorporated:

- a) The thermal performance of the new building fabric will exceed the standards required by Building Regulations Part L. This will be achieved through the adoption of careful insulation detailing, which in turn will lead to reductions in air permeability and thermal bridging;
- b) The thermal performance of the existing building fabric will, where possible, be improved through the installation of new thermal insulation to the walls and roofs;
- c) To replace all existing timber windows with high performance double-glazed timber windows with gas-filled cavities;
- d) High performance double-glazed sliding doors to the proposed link extension, with gas-filled cavities and thermally-broken metal frames;
- e) Water usage within the new works will be reduced through the installation of flow reducing / aerating taps, and low-flush cisterns.
- f) The existing space and hot water heating system will be provided by a replacement oil-fired boiler, with the existing system pipework extended to suit the new works, and will operate with greater efficiency owing to the higher levels of thermal insulation and airtightness present in the proposed extension and conversion. This 'fabric first' approach significantly reduces the pressures placed upon the primary heating system;
- g) The Air Source Heat Pump and PV Solar panels will help reduce the demand on the oil fired heating and hot water systems.

12. Conclusion

12.1 To conclude, the proposals placed before the Planning Department are well-considered and of a high standard of traditional design, demonstrating the following:

- a) The proposed infill extension is sensitive in its scale, adopting a traditional lead flat roof design with a vaulted glazed rooflight, which follows the curve of the existing arched doorway. This detailing demonstrates that the proposals respond to the existing architecture, character and form of the cottage;
- b) The proposed demolition of the existing porch and polycarbonate roof within the courtyard of the cottage is not considered contentious and the principle of this was accepted in the pre-application advice response;

- c) The proposed internal alterations are minor in nature and will not affect the special character or understanding of the listed park and gardens and main house;
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- l) The proposals will not affect the amenity of the neighbouring occupiers owing to their subtle nature, the presence of existing boundary screening, and the considerable distance between the property and any adjacent dwellings;
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