

Design & Access Statement

In respect of:

Cedar Cottage

Ashurst Wood, RH19 3SD

Full planning permission application (PP Reference: PP-14338768) for the removal and replacement of the existing rear conservatory, and installation of solar panels to the SSW facing roof of the existing host building.

2532

Oct-Nov 2025

Revision P05



INTRODUCTION

- 1.01 This document has been prepared for full planning application submission to Mid Sussex District Council, on behalf of the applicant/ owner of Cedar Cottage, by Cowan Architects Ltd. The purpose of this document is to set out the following:
- 1.02 An introduction to Cedar Cottage, including a site overview and its setting within Ashurst Wood, referencing its position within the High Weald Area of Outstanding Natural Beauty (AONB).
- 1.03 The specific needs present at Cedar Cottage, which this application seeks to address and an explanation of the aspirations and brief prepared by the client, which informed the design approach and development of the proposed scheme.
- 1.04 An overview of the relevant legislation and guidance influencing the proposals, with particular reference to planning policy for development within the High Weald AONB.
- 1.05 This statement is to be read in conjunction with a full set of planning application drawings submitted by Cowan Architects.



Existing view from conservatory towards Ashdown Forest

SITE OVERVIEW

- 2.01 Cedar Cottage is a two-storey detached private dwelling house located within Ashurst Wood and the High Weald Area of Outstanding Natural Beauty (AONB). It lies within Mid Sussex District, in the county of West Sussex, South East (England) region of the UK. The property enjoys outward views towards Ashdown Forest, a key factor that has informed the design of the proposed replacement conservatory.
- 2.02 The existing house sits within a large plot enclosed by hedges and established planting, which provide privacy and softens the relationship between the building and its surroundings, allowing it to sit naturally within the AONB.
- 2.03 The site slopes gradually towards the rear garden, which is defined by a line of mature hedges and trees along the boundary. At the front, the garden and driveway remain open, with access leading to a garage positioned at the front of the property.
- 2.04 The wider landscape context is characterised by the distinctive wooded setting of the High Weald, with long views towards Ashdown Forest. This context makes a significant contribution to the setting of Cedar Cottage and has informed the emphasis on transparency and lightness in the proposed design, ensuring it frames rather than obstructs these views.
- 2.05 The neighbouring properties are characterised by dwelling types of relatively similar architectural style and build line. The surrounding houses are predominantly detached and generally traditional in form and material.



Front (North) Elevation (View from Cansiron Lane)



Existing Site Location Plan (Not to scale).

3.01 SITE ACCESS

Cedar Cottage is located on Cansiron Lane, a long-established rural lane on the edge of Ashurst Wood.

The property is easily reached by car via the A22, providing links to East Grinstead.

Local bus services connect the village to surrounding towns, and East Grinstead station provides rail access to London and the South East.

Vehicular access to the site is directly off of Cansiron Lane, and the proposal will not alter existing access.



Ariel View - Google Maps



Transport & Site Access Diagram

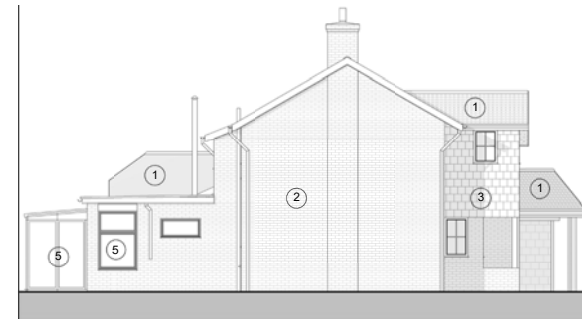
4.01 PHOTOGRAPHIC ANALYSIS



5.01 EXISTING DRAWINGS (Not to scale).



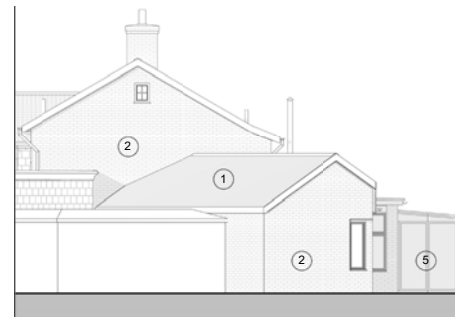
① Existing North Elevation
1 : 100



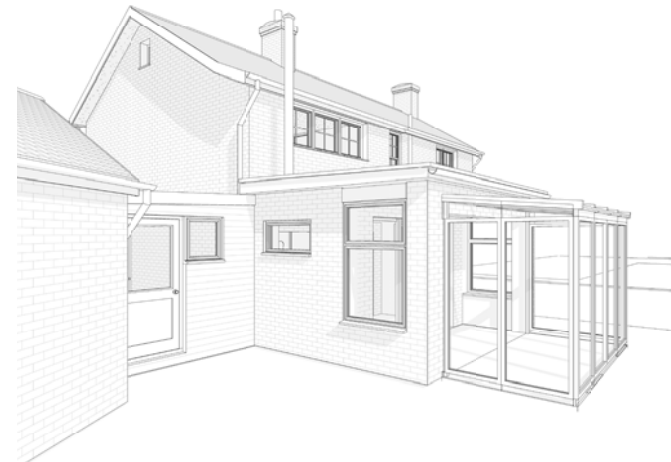
② Existing East Elevation
1 : 100



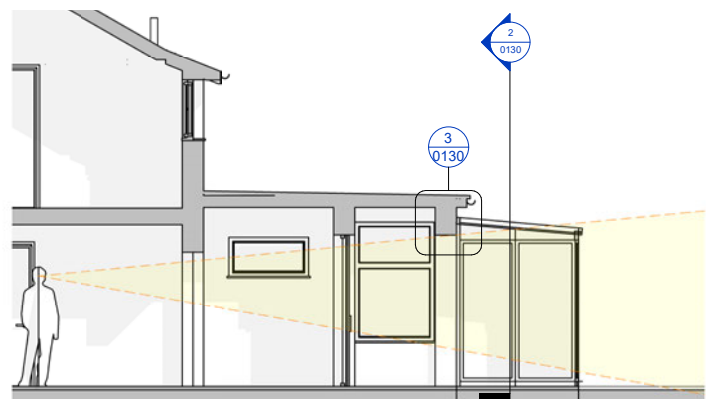
③ Existing South Elevation
1 : 100



④ Existing West Elevation
1 : 100



Existing 3D View 1



① Existing Section 1
1 : 50

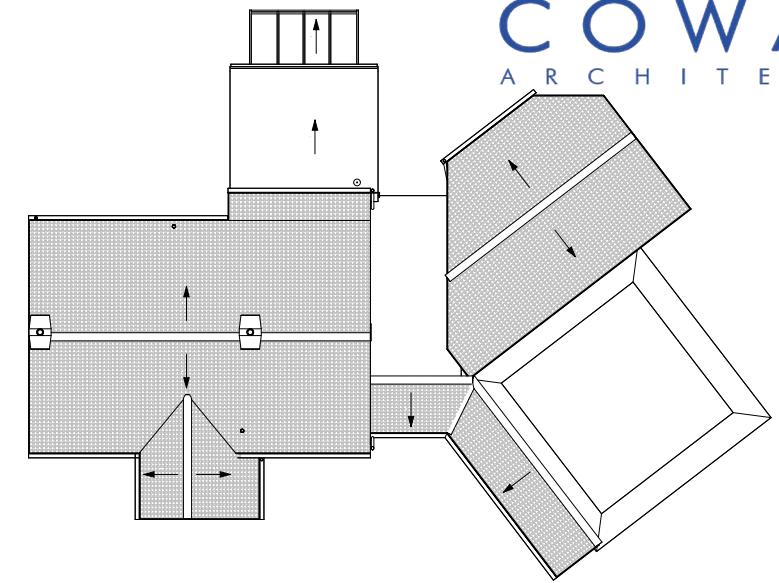
VISUAL SCALE 1:50 @ A3



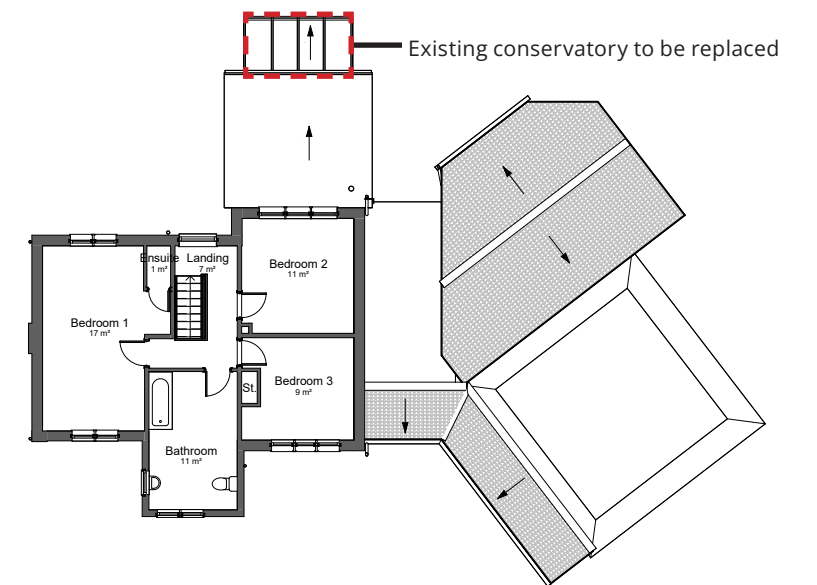
② Existing Section 2
1 : 50



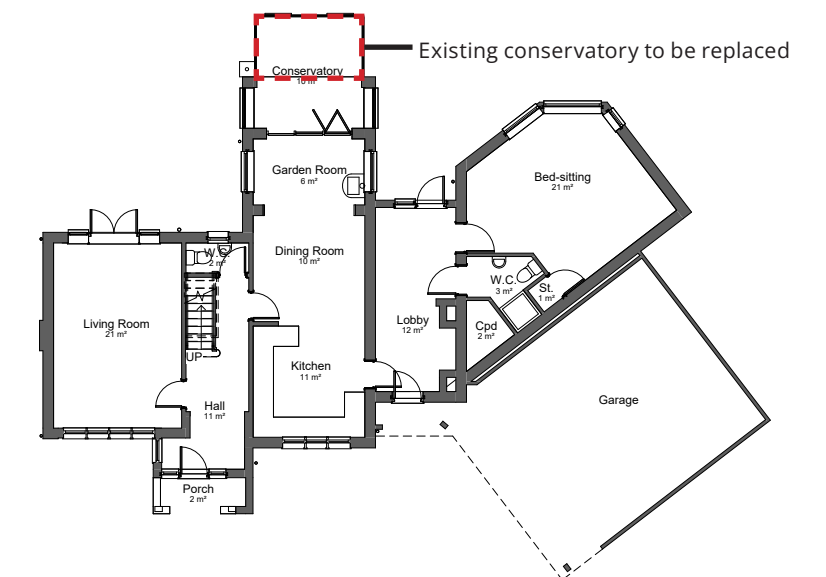
Existing 3D View 2



Existing Roof Plan



Existing First Plan



Existing Ground Floor Plan

DESIGN

6.01 USE

The existing use of the property is Class C3 (residential dwelling house), and this will remain unchanged.

6.02 AMOUNT

The existing conservatory has a floor area of 5.8m².
The proposed replacement will be 12.9m² and built on the footprint of the existing slab, as illustrated on the proposed floor plans.
The table below sets out the existing and proposed gross internal floor areas (habitable space). No alterations are proposed to the first floor; the only change relates to the replacement of the conservatory.

EXISTING GIA	PROPOSED GIA	INCREASE
Ground: 119.5m ²	Ground: 121.5m ²	Ground: 2m ²
First: 60m ²	First: 60m ²	First: 0m ²
Total: 179.5m ²	Total: 181.5m ²	Total: 2m ²

6.03 LAYOUT & SCALE

The layout of Cedar Cottage comprises a hallway, living room, kitchen, dining room, garden room leading to the conservatory, a bed-sitting area with W.C., and a garage. This arrangement establishes a clear vista through the house, creating a visual connection that naturally draws users into the rear garden.

The proposed conservatory will extend slightly further into the garden and align with the external face of the existing brick columns, providing increased usable space while remaining modest of the existing host built forms and topographical characteristics currently found on the site.

6.04 APPEARANCE

The proposed conservatory has been carefully designed to remain in proportion with the host dwelling, presenting an elevation that respects the existing appearance. Conceived as a lightweight, glass structure, it maximises views, openness, and natural daylight. This emphasis on transparency allows the extension to serve as a subtle intervention, framing rather than obstructing views of the rear garden and Ashdown Forest beyond.

The style and materials; powder-coated aluminium fine line frames and triple glazing, ensure functionality, performance, and cohesive integration with both the house and its wider setting. The roof will slope back toward the house to maximise views and will be drained via a valley box gutter, maintaining a low and unobtrusive profile. The bespoke design of the box gutter collects water from both the existing and new roofs. The same profile formed in leadwork turns downwards to form a vertical channel for rainwater and allowing a clean junction between the existing house and new glass construction.

Overall, the contemporary design enables the conservatory to sit comfortably alongside the existing dwelling while establishing its identity as a modern yet subservient addition.

6.05 LANDSCAPING

The proposed works are contained entirely within the private rear garden of Cedar Cottage. No alterations are proposed to the wider landscape setting, and the existing mature hedges, trees, and established planting will be retained to preserve both privacy and the character of the plot.

6.06 SUSTAINABILITY

The proposed conservatory will be a lightweight structure with high-performance glazing and integrated solar control to minimise energy use and overheating. The development will be designed to meet the requirements of Approved Document Part L of the Building Regulations, ensuring energy efficiency is embedded into the scheme. In addition, new solar panels (PVs) are proposed to the roof of the property, further reducing energy demand and supporting a shift to renewable energy. Existing trees and mature hedges will be retained, supporting biodiversity, maintaining natural screening, and reinforcing the landscape character of the site within the High Weald.

6.07 ACCESS

The proposed conservatory has been designed to be accessible and inclusive, meeting or exceeding the standards set out in Approved Document M, Volume 1 of the Building Regulations.

Existing vehicular access will be retained, with no alterations proposed. Refuse collection arrangements will remain unchanged and will continue to allow Council operatives to undertake collections as existing.

6.08 DRAINAGE

All surface water from the proposed conservatory roof will be collected via a valley box gutter, discharged into hoppers and rainwater down pipes, and directed into soakaways connecting with the existing drainage runs.

No new foul water drainage infrastructure is required as part of the proposed development.

6.09 FLOOD RISK

The application site is located within Environment Agency Flood Zone 1, which is defined as having a low probability of flooding. Residential development and extensions are considered appropriate in this zone, and the proposed replacement conservatory does not increase flood risk on-site or elsewhere.



Flood map for planning

Your reference	Location (easting/northing)	Created
Unspecified	542637/136648	17 September 2025 12:28

Your selected location is in flood zone 1, an area with a low probability of flooding.

6.10 PLANNING HISTORY

GR/097/75 – Single-storey extension to be used as accommodation for an older relative. Permission granted.

GR/161/96 – Extension to form bathroom and porch/hall, alterations to fenestration, additional tile hanging, and covered way to garage. Permission granted.

GR/236/99 – Demolition of existing garage and lean-to and erection of new double garage with covered way. Permission granted.

GR/236/99/AP1 – Amended plans for new double garage. Permission granted.

13/02931/FUL – Replacement of existing conservatory with a new contemporary “glass room,” plus the introduction of doors and a new balcony at first-floor level. Permission granted.

6.11 RELEVANT PLANNING POLICY

The proposal has been developed to comply with the following adopted policies and guidance:

Mid Sussex District Plan (2014-2031)

DP6: Settlement Hierarchy — supports development within defined settlements, provided scale and character are respected. A replacement conservatory within the curtilage aligns with this.

DP17: Ashdown Forest SPA & SAC Policy — addresses the protection of the Ashdown Forest Special Protection Area and Special Area of Conservation, including preserving views as part of the special landscape setting.

DP26: Character and Design — requires all development, including extensions, to be well-designed, reflect local distinctiveness, and respond to context (landscape, materials, layout).

DP28: Accessibility — supports inclusive design in development.

DP29: Noise, Air and Light Pollution — expects development to avoid harmful impact on amenity, light, environment.

Mid Sussex Design Guide SPD (2020) — provides detailed design guidance under DP26, including how extensions should integrate with existing built form, use materials in keeping with context, retain landscape features etc.

National Planning Policy Framework (NPPF) — national policy requiring good design, conserving local character, and protecting the natural environment.

6.12 POLICY COMPLIANCE SUMMARY

The proposed conservatory replacement aligns with the adopted Local Plan policies. It is modest, subservient to the host dwelling, well-designed with materials sympathetic to its setting, inclusive in terms of accessibility, and carefully respects views and landscape in the Ashdown Forest / High Weald context.

6.13 BIODIVERSITY NET GAIN

The proposal involves the removal and replacement of an existing rear conservatory within the curtilage of a dwelling house. The development does not increase the overall footprint, land take, or impact on habitat, and therefore falls within the 'de minimis' exemption from the biodiversity net gain requirement. No habitats will be lost or degraded as a result of the works, as the conservatory sits entirely on previously developed land (residential garden area). Accordingly, the general biodiversity gain condition does not apply.

7.01

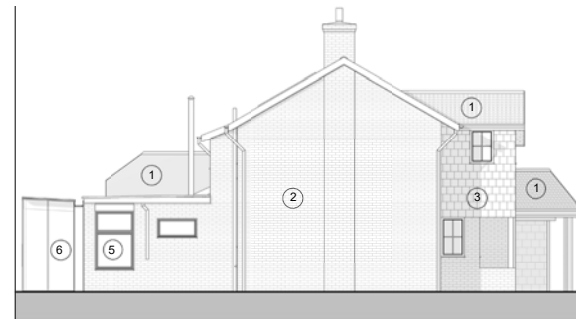
PRECEDENT IMAGES



8.01 PROPOSED DRAWINGS (Not to scale).



① Proposed North Elevation
1 : 100



② Proposed East Elevation
1 : 100

Existing Materials

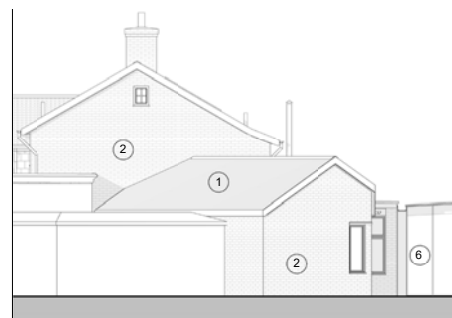
1. Brown Clay Roof Tiles
2. Facing Brickwork
3. Red Clay Hanging Tiles
4. Timber Weatherboard Cladding
5. uPVC Windows

Proposed Materials

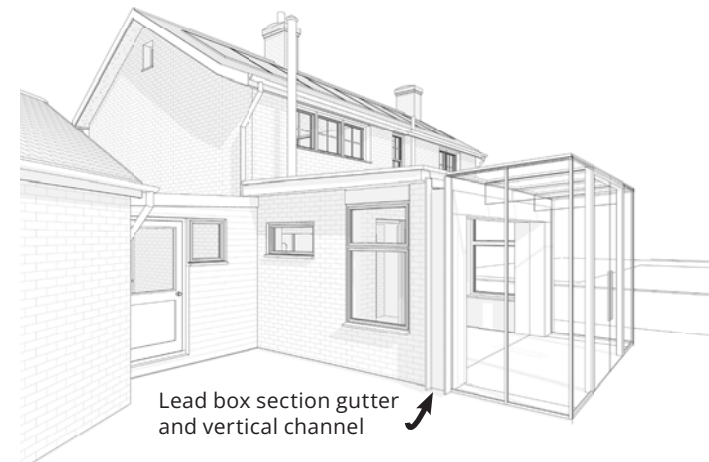
6. Aluminium & Glazing



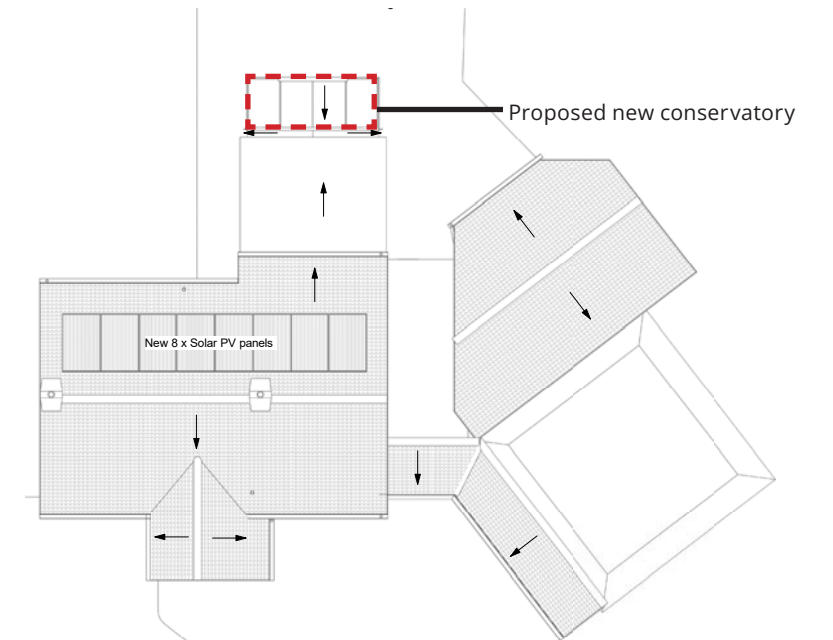
③ Proposed South Elevation
1 : 100



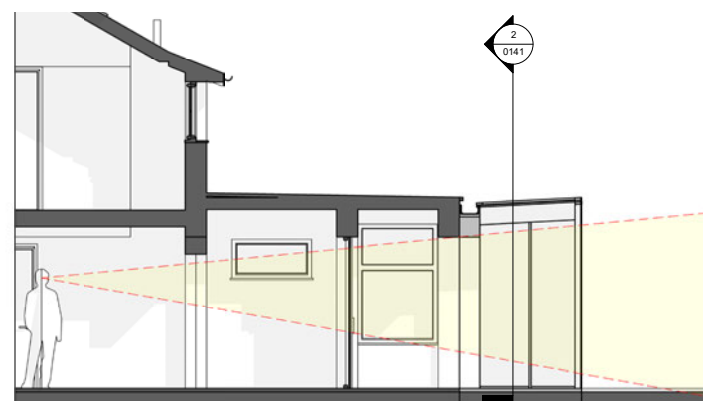
④ Proposed West Elevation
1 : 100



Proposed 3D View 1



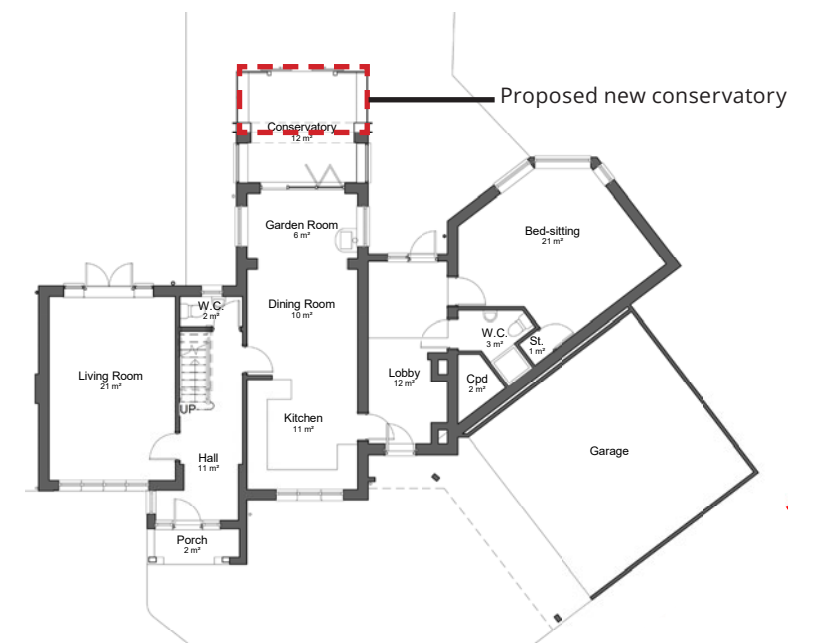
Proposed Roof Plan



① Proposed Section 1
1 : 50



② Proposed Section 2
1 : 50



Proposed Ground Floor Plan



CONCLUSION

We respectfully ask that Mid Sussex District Council support this application on the following grounds:

The proposal is compliant with the Mid Sussex District Plan 2014–2031, the Mid Sussex Design Guide SPD, and national planning guidance, and will make a positive contribution to the character of the area.

The replacement conservatory has been designed to improve the longevity, accessibility, and usability of the dwelling for the applicant.

The design has been carefully conceived to frame outward views towards Ashdown Forest, improving the property's relationship with its garden and wider landscape.

The scheme will not result in any loss of privacy, overlooking, overshadowing, or reduction in natural light or outlook for neighbouring residents, thereby complying with local policy requirements for residential amenity.

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