

DESIGN & ACCESS STATEMENT

Proposed alterations to the existing dwelling, including the erection of a single-storey rear extension, together with the removal of trees within the application site.

Hurstmead
22 Lewes Road,
Haywards Heath,
RH17 7SN

July 2026
Version 3

Hurstmead, Lewes Road, Haywards Heath



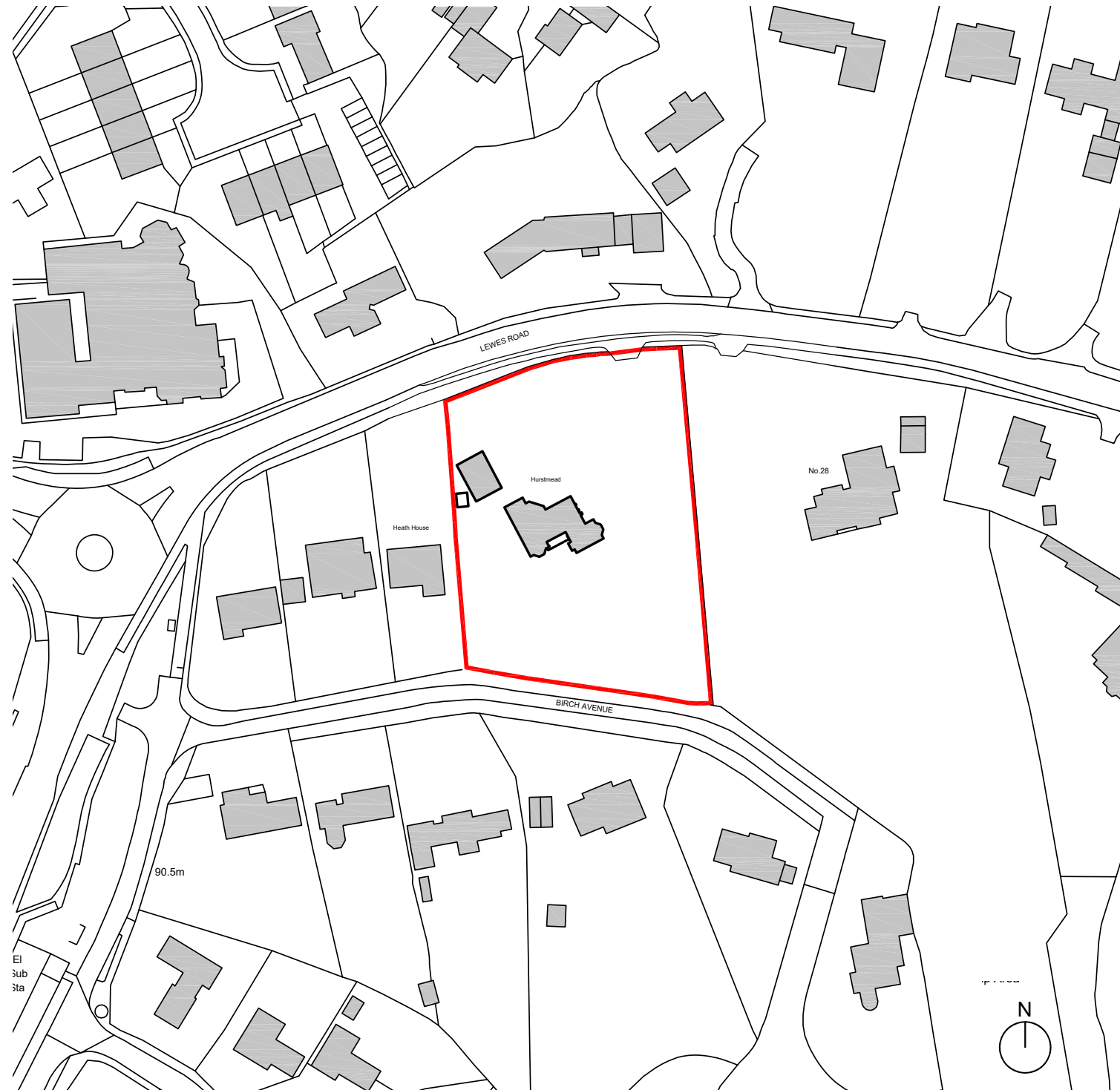
William Emmett_Architect

Contents

- 1. Introduction
- 2. Site Context
- 3. Planning Context
- 4. The Proposals
- 5. Landscape Proposals
- 6. Sustainability
- 7. Access
- 8. Summary

Appendices

1. Introduction



OS map showing the site location. Red line outlining ownership boundary.

NTS

This Design and Access Statement has been prepared in support of the proposed development at the existing dwelling – ‘Hurstmead’. The statement sets out the design principles that have informed the proposals and demonstrates how the development has been carefully considered in response to the site’s context, its surroundings, and the relevant national and local planning policies.

The proposals contained within this statement relate to the existing dwelling. A planning application will be submitted separately for proposals associated with the existing tennis court.

This document should be read alongside the following:

- Tree Survey by Broad Oak Tree Consultants Ltd
- Tree Constraints Plan by Broad Oak Tree Consultants Ltd
- Preliminary Ecological Assessment by Marsh Environmental Ecological Consultants
- Bat Survey Report by Co-Ecology Ltd
- Heritage Statement by Ecotecture Ltd
- Proposed Landscape Plan by Landscape Perspective Ltd

Appendices

1. Proposed window detail for all replacement windows.

2. Site Context

Hurstmead is an unlisted detached house located on the southern side of Lewes Road within the Lewes Road Conservation Area. The house is set within a plot of approximately 1 acre. It is located within the built-up boundary of Haywards Heath.

Hurstmead was built in the early 1930s and designed by the noted local architect Harold Turner, executed in a restrained Arts and Crafts style typical both of his work and of the period. The design incorporates traditional materials and forms, including hipped clay tiled roofs with deep projecting eaves, articulated brick chimney stacks, brick and tile-hung elevations, and timber/steel casement windows. Extensions and alterations were undertaken during the 1950s and 1980s. As part of these works, a substantial double garage and a tennis court were constructed within the grounds of the property.

Existing condition

The dwelling has been uninhabited for several years and has fallen into disrepair over time. The dwelling now requires significant renovations to bring back up to 21st century standards – this includes replacement glazing as well as a replacement roof.

Similarly, the site contains a number of trees that have not been actively managed, resulting in overgrowth and a decline in their overall condition.



A – Rear elevation (South-East)

B – Front elevation (North-West)

C – Side elevation (North-East)

D – Boundary to Lewes Road with existing dilapidated fence.

E – Existing dining room and external canopy to rear elevation.

3. Planning Context

Lewes Road Conservation Area

Although no Conservation Area Appraisal has been prepared or adopted for the area, the document 'Conservation Areas in Mid Sussex' provides a brief summary of its defining characteristics. It describes the Conservation Area as being characterised by low-density development, reflecting the gradual transition between the surrounding rural landscape and the adjacent urban area. The following features make a particular contribution to the character of the Conservation Area:

- the variety of age and style of the buildings, most of which are large properties set well back from the road within spacious grounds;
- presence of trees and hedges around and between the buildings;
- the presence of grass verges, hedges and 'fingers' of agricultural land between dwellings which contribute to the rural character of the Area; and
- the low density of development which creates a gradual transition from the countryside to the urban area Conservation Area:

Mid Sussex Design Guide

Mid Sussex District Council's Mid Sussex Design Guide SPD adopted Nov 2020 provides guidance on the approach to be taken with alterations and extensions to existing buildings:

Principle DG49: General principles for extensions: Extensions should respond to the design of the original dwelling and applicants will be expected to demonstrate how local character has informed the design proposal. Extensions should also normally be designed to be well-integrated with the existing scale, form and massing allowing the original building to remain the dominant element of the property whether it has one or several additions.

There are two general approaches to extending a property:

- *Designing in the style of the existing building by closely matching its facing materials, architectural features, window sizes and proportions; and*
- *Designing in a contemporary style that takes its cues from key aspects of the existing building that might include its underlying form and proportions, facing materials, window design and other specific architectural features. The success of this approach is particularly reliant on high quality facing materials and finishes, and this will normally need to be demonstrated through detailed elevations and section drawings.*

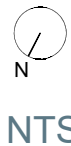
Principle DG51: Rear extensions which are not visible from the street and do not negatively impact on neighbouring properties can be expressed in many forms, including by adopting a contemporary architectural approach. With reference to DG49, they should nevertheless have consideration for the character of the existing building and the relationship of the extension with the side boundaries and adjacent buildings and gardens.

Pre-Application Advice

Two pre-application meetings were undertaken prior to the submission of this application. An initial site meeting was held on 8th January 2026 with Anna Tidey and Emily Wade of Mid Sussex District Council, followed by a further site visit by Anna Tidey on 4th June 2026. The advice provided during both rounds of pre-application discussions has informed the evolution of the proposals, and the scheme has been developed to respond to the comments received.



4. The Proposals



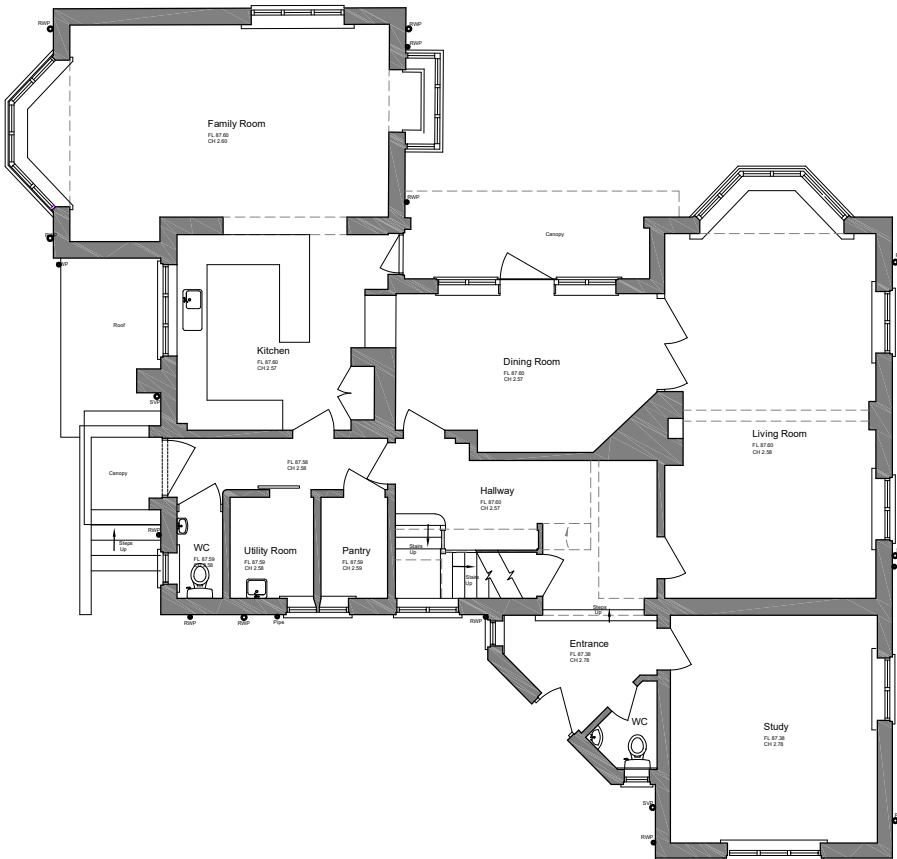
Layout

The proposed reconfiguration of the existing layout responds to the requirements of modern living, including the creation of a larger open-plan kitchen/family room with direct access to the garden. The majority of the proposed works are internal and have minimal impact on the existing building envelope. The proposed infill extension improves the functionality and flow of the internal layout while remaining subservient to the existing dwelling.

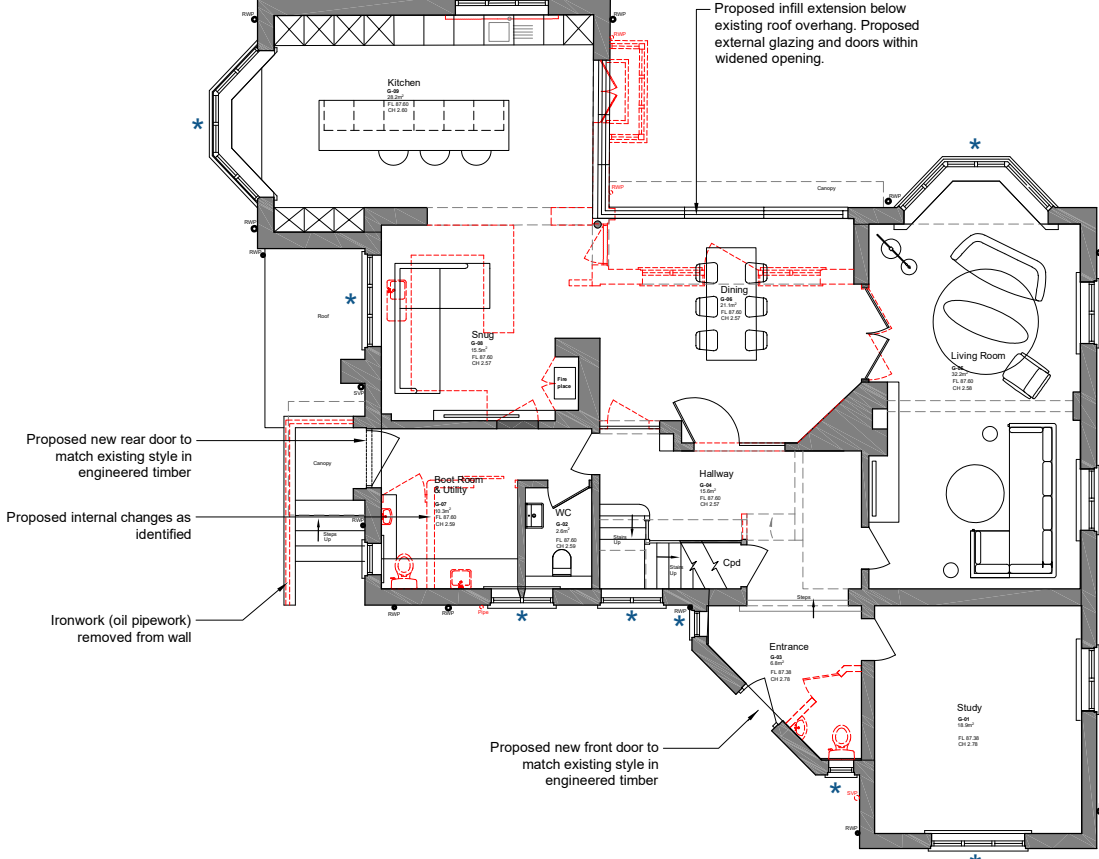
The proposed first-floor alterations include the addition of en-suite bathrooms and the creation of a larger principal bedroom suite with a dressing room, formed by combining the space currently occupied by two existing bedrooms.

Appearance

The proposed minor alterations to the elevations are intended to reflect the existing architectural style and accord with the Design Guide (SPD), specifically Policy DG49. The proposed windows will follow similar proportions to existing and will match the replacement windows proposed elsewhere on the property. Where a window has been completely removed, tile hanging is proposed to match the existing façade, primarily on the 1980s extension.



Existing Ground Floor Plan
Drawing: HLR_FA_101_Existing Ground Floor Plan



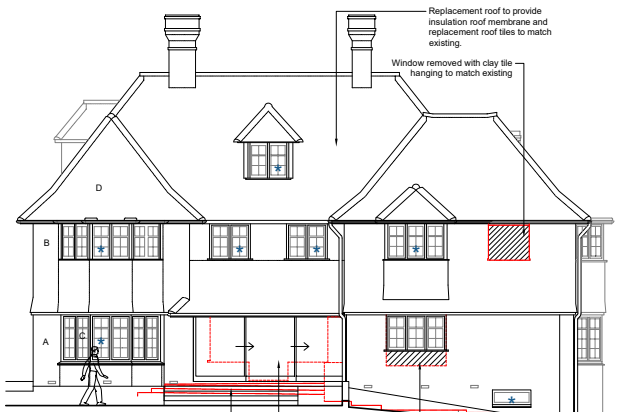
Proposed Ground Floor Plan
Drawing: HLR_FA_201_Proposed Ground Floor Plan



Existing
Front Elevation
Minimal changes are proposed to the front elevation facing Lewes Road.



Existing
Rear Elevation
Minimal changes are proposed to the rear elevation facing Lewes Road.



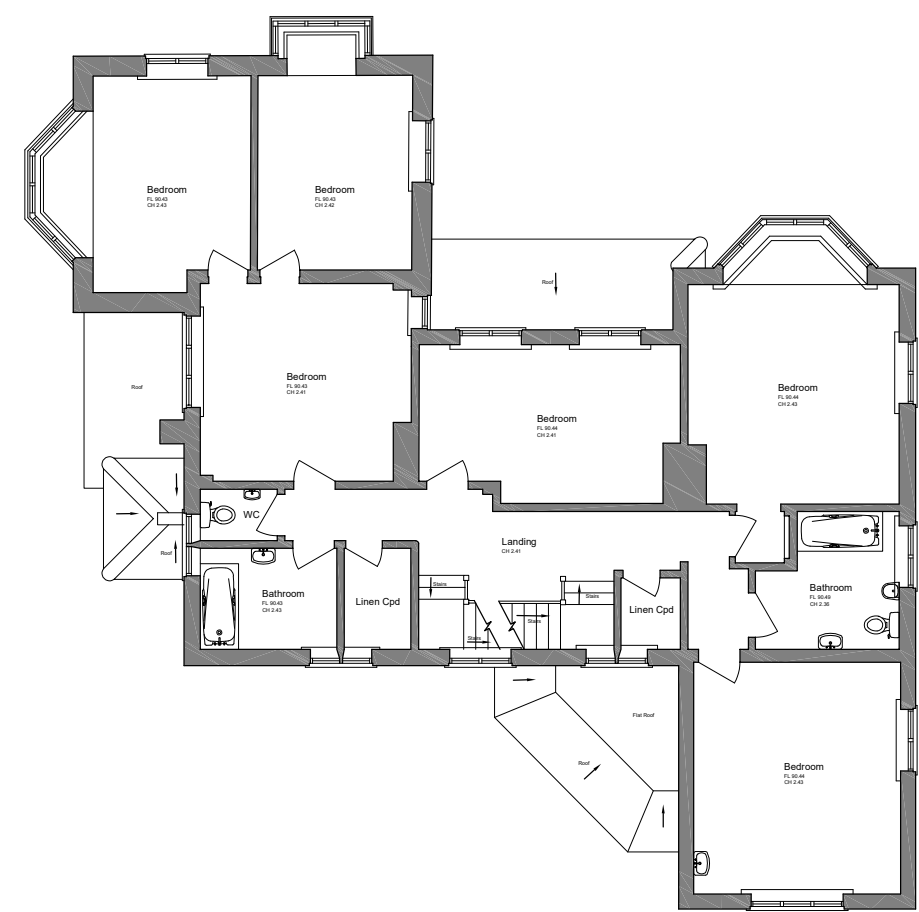
4. The Proposals

Proposed Extension

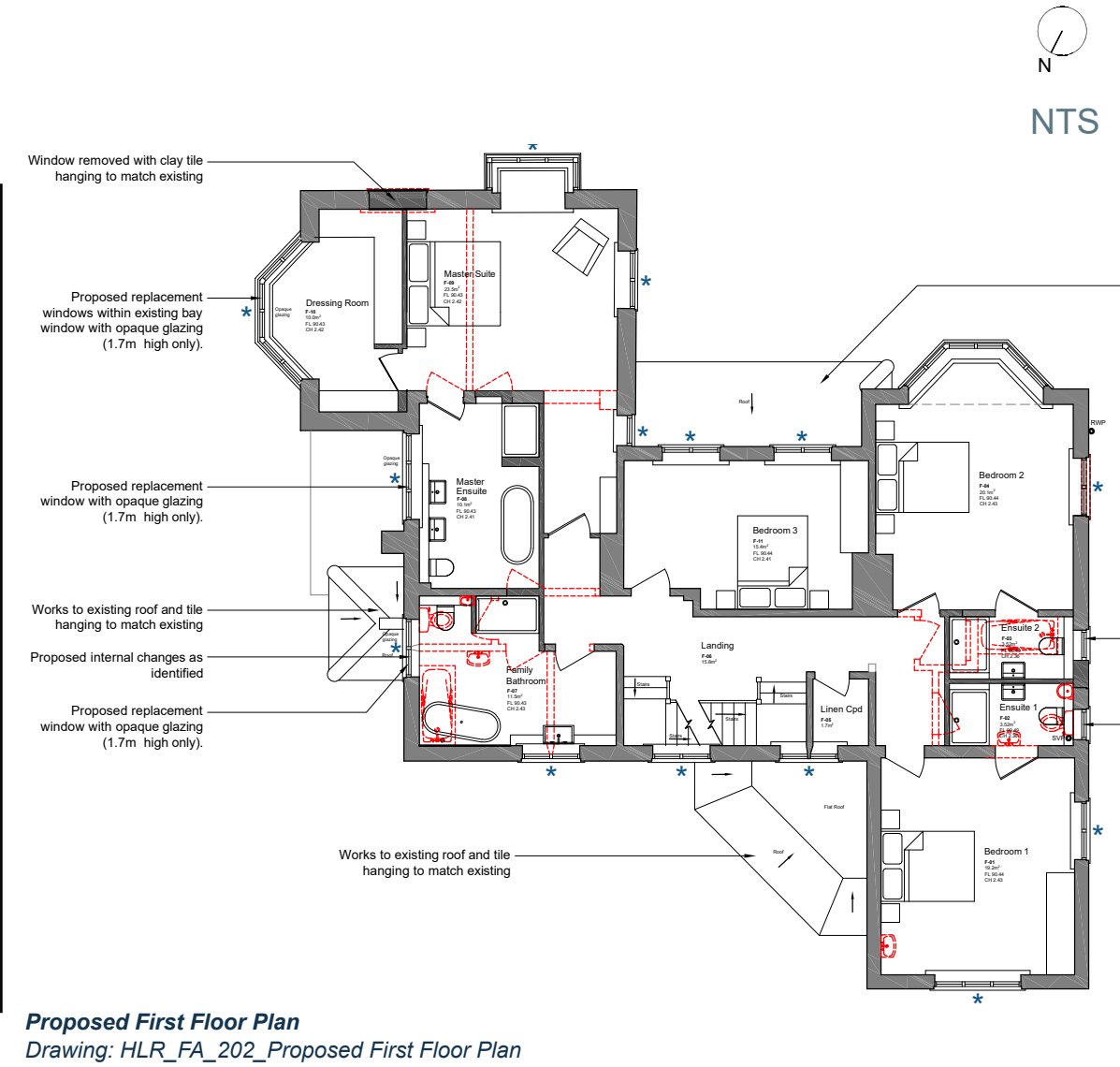
A small infill extension is proposed (totalling 5m2), incorporating glazed doors opening onto the garden. Although the glazing adopts a contemporary design, it is concealed from public view, being located at the rear of the property and infilling an area of existing glazing. The retention of the existing canopy further reduces the visual impact of the extension and associated glazing. Furthermore, being single storey, the proposal accords with Design Guide Policy DG51. The height of the proposed glazing aligns with the adjacent existing windows, providing a cohesive appearance while enhancing the connection between the kitchen, dining area, and garden.

It is proposed that the frames will be aluminium, matching the material of the replacement glazing installed elsewhere on the property.

Overall, the proposed alterations to Hurstmead are minimal, particularly to the principal elevation facing Lewes Road and main characteristics of the Conservation Area. The proposed roof coverings and tile hanging will match the existing materials.



Existing First Floor Plan
Drawing: HLR_FA_102_Existing First Floor Plan



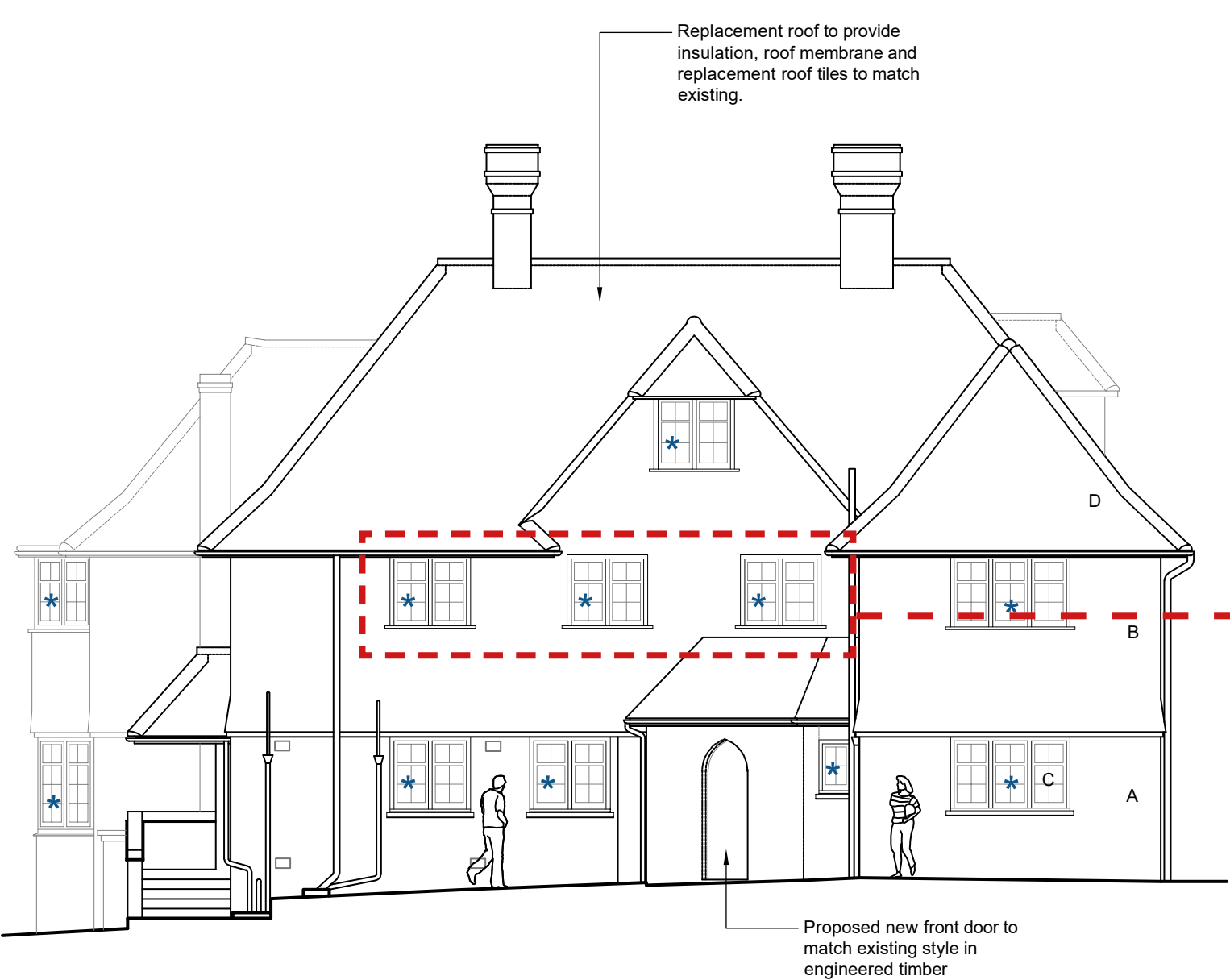
Proposed infill extension



Proposed 3D View- Rear Elevation

- Existing canopy roof now forming part of the proposed infill extension.
- Proposed new glazing in the location of the 1980's bay window.
- Proposed reconfigured steps and patio area.

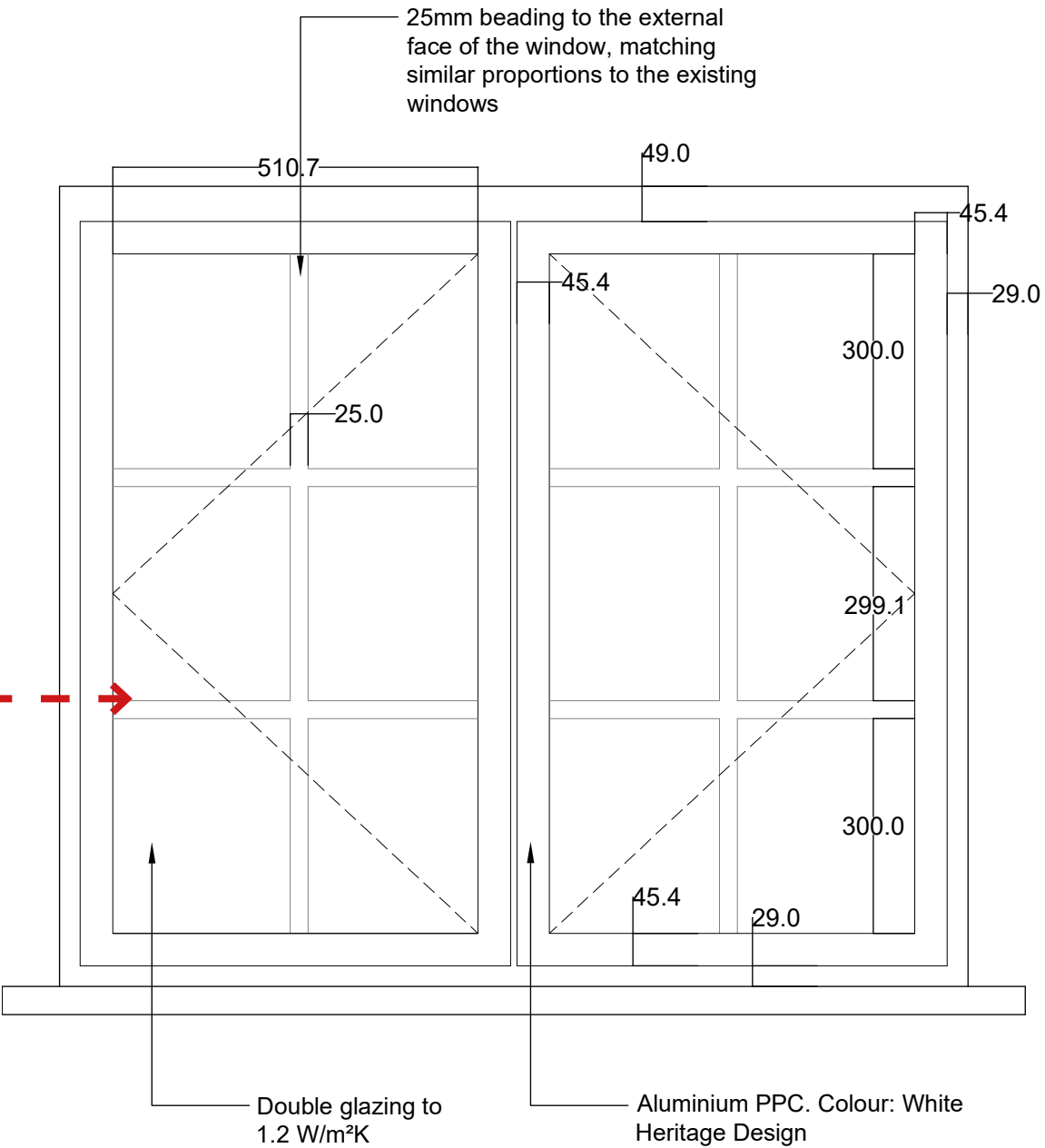
4. The Proposals- Replacement Windows



A - Proposed North-West Elevation

With the exception of the proposed infill extension, which incorporates contemporary glazing, all other windows are proposed to be replaced with heritage-style aluminium glazing. The replacement windows will have similar proportions, glazing bar arrangement, and beading details of the existing windows to preserve the building's character.

A 1:10 scale elevation of the proposed window design is provided, with further details included in Appendix 1.



B - Proposed Window Elevation Type 1 (External Elevation)
Scale 1:10

5. Landscape Proposals

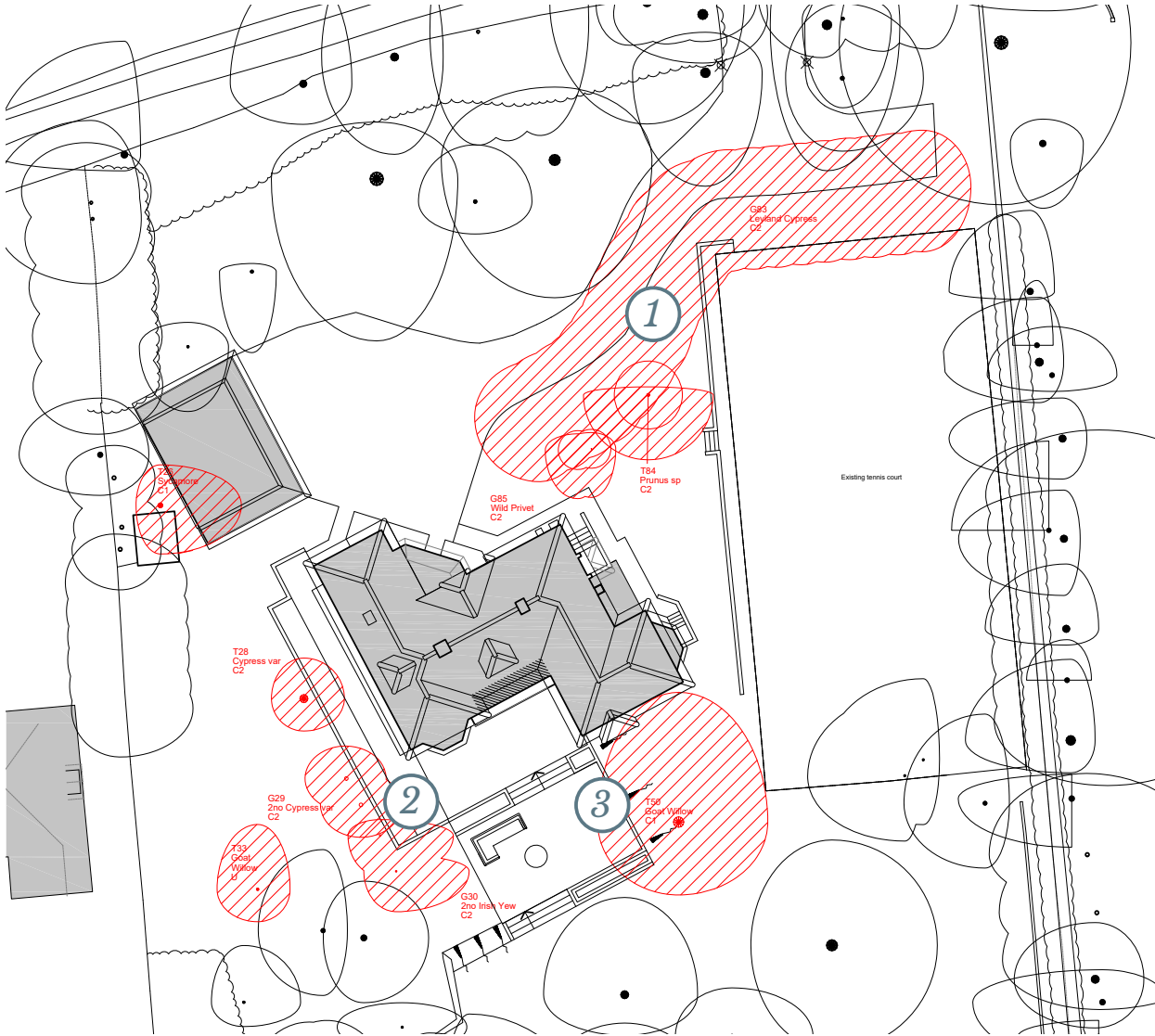
Trees

- An Arboricultural Survey has been undertaken to assess the condition, quality and retention value of the existing trees in accordance with the relevant British Standard, BS 5837:2012. This survey accompanies this planning application.
- The proposals include the removal of trees which are located in close proximity to the existing dwelling and driveway. All trees identified for removal are classified as Category C or below, indicating that they are of low quality and limited value. The Council's Tree Officer was consulted as part of the second pre-application process and raised no objections to the proposed tree removals.
- A new boundary fence is proposed to replace an existing dilapidated picket fence along the Lewes Road frontage. In accordance with advice from officers at MSDC, a traditional Sussex-style post and rail fence is proposed in order to retain and enhance the verdant character of the area.

Site Proposals

- The existing rear terraces will be reconfigured to accommodate the level changes associated with the proposed infill extension. The existing terraced garden will largely be retained, with the current terrace arrangement remaining in principle.
- An additional terraced area is proposed within an existing lawned area at existing ground levels. The increase in hard landscaping is substantially offset by the removal of the existing steps and several pathways between Hurstmead and the tennis court, which are in a dilapidated condition and are no longer fit for purpose.
- As part of the wider proposals to enhance the property's frontage onto Lewes Road, areas of existing hardstanding and sections of the driveway will be removed to create new planted landscape areas adjacent to the entrance.

- Existing gaps within the tree belt along Lewes Road and the western site boundary will be infilled with new specimen trees. These new plantings will compensate for the proposed removal of low-quality trees, enhancing the site's visual amenity and biodiversity.



Extract from drawing: HLR_FA_160_Proposed Tree Works Plan

 Proposed trees for removal.

6. Sustainability

The proposed improvements to the building envelope, including the replacement of existing single-glazed windows with double-glazed units, together with the installation of an upgraded heating system, will enhance the overall energy performance of the dwelling. In addition, improvements to the existing roof will facilitate further thermal upgrades, contributing to improved energy efficiency and occupant comfort.

A Preliminary Ecological Assessment (PEA) has been carried out for the site and the existing dwelling. Following the findings of the assessment, bat emergence surveys were undertaken by a suitably qualified ecological consultant. The resulting report accompanies this planning application.



7. Access

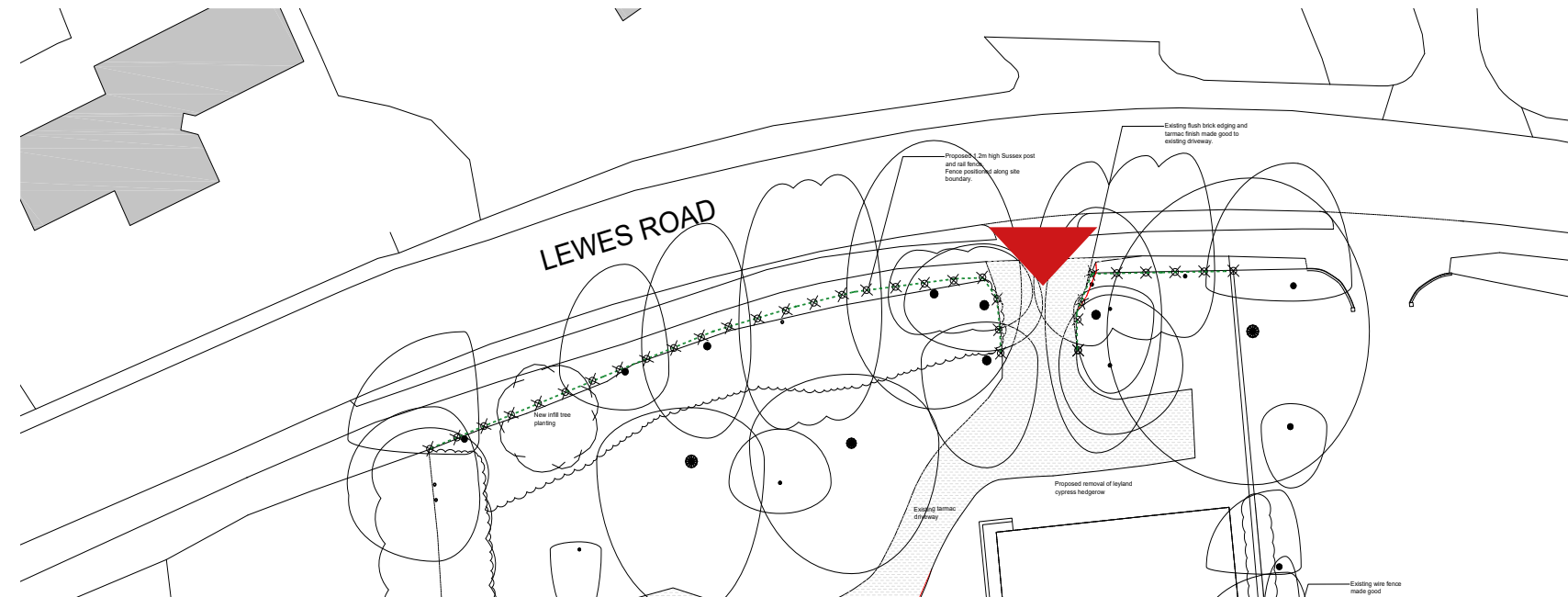
An existing vehicular access is located at the north-eastern corner of the site. This access will be retained, with only minor works proposed to make good the surrounding brick edging and tarmac surface.

Minor alterations are proposed within the existing parking area, namely the introduction of a new planted area adjacent to the property and the removal of an existing path. These changes are not considered to affect the existing parking arrangement or reduce the number of available parking spaces.

8. Summary

The proposals forming part of this application seek to comprehensively refurbish and sensitively enhance the existing dwelling to meet the needs of modern living. The works have been designed to retain the character and appearance of the property, while improving its functionality, accessibility, and energy performance. The proposals have also been informed by feedback received from MSDC during the pre-application process.

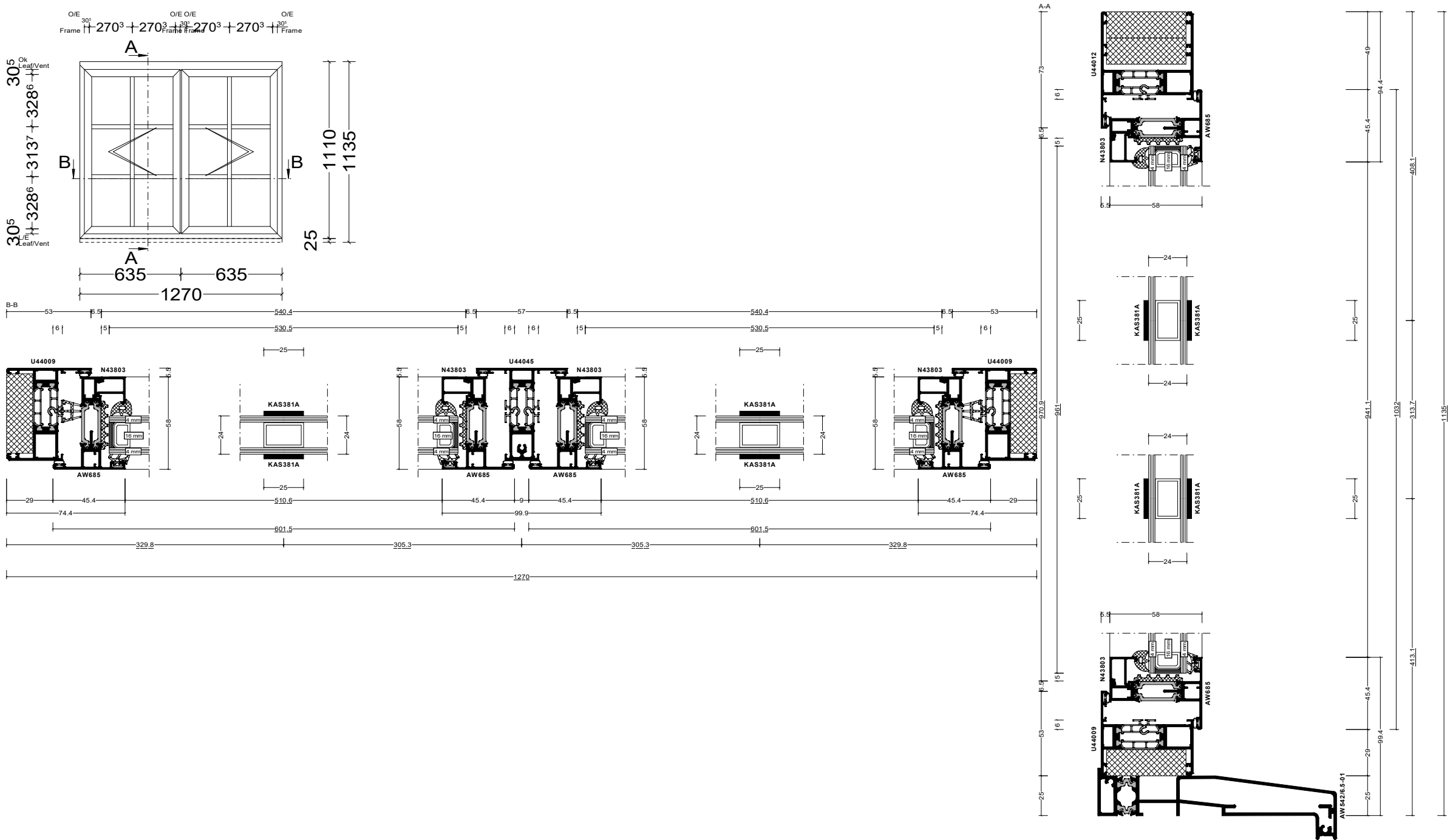
Overall, the proposals represent a high-quality and sustainable refurbishment that accords with the relevant policies of the Mid Sussex Design Guide SPD.



Proposed Site Plan
Extract from drawing: HLR_FA_150_Proposed Site Plan

Appendix: 1

Pos. 001, Quantity: 1
Window - 1 Floor - WF-1
Job: Q2605790
System: AluK GB 58BW / 58BD Residential HI - 58BW ST, Heritage, 58BW & 58BD Square Slide In
Exterior view



- 2x 5000EA Trickle Vent White
- 1x AW+ Offset 5mm Shootbolt 945-1400mm
- 10x Run-up/Anti Jemmy Block (13mm)
- 2x 13 - 14mm Cavity Pull-in Block
- 2x AW+ Rebate Centre Keep R/H
- 2x AW+ Rebate Centre Keep L/H
- 2x RH 58BWST Keep
- 2x 9mm Smart Spindle with retainer
- 2x LH 58BWST Keep
- 1x Prolinear Curve RH Cranked Handle (Locking) White
- 2x 12 Defender Side Hung 13mm Stack Height
- 1x Prolinear Curve LH Cranked Handle (Locking) White
- 1x AW+ Offset 5mm Shootbolt 945-1400mm
- 2x 4mm Tgh/4mm Tgh Low E plus + Argon
- 24mm 0.51 m² 531 x 961mm
- Glazing Bars
- 0 A-GS-308

