



Design and Access Statement

Cheriton House, Broad Street, Cuckfield, RH17 5DX

The proposal comprises of the demolition of the existing single-storey garage and its replacement with a single-storey rear extension to the south-west facing elevation. The extension will also be visible from the south-east facing (side) elevation and the north-east facing (front) elevation.

A number of minor internal alterations are proposed too; however, these will not affect the external appearance of the existing dwelling.

The proposals also include minor alterations to the associated hard and soft landscaping to both the front and rear gardens. These works comprise of the formation of new landscaped bed in front of the new extension, new steps to the rear garden and minor amendments to the low retaining walls and associated rear terrace.

Design and Access Statement

on Behalf of

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Contents

1.	Introduction	1
2.	Site & Surroundings.....	2
3.	Use	2
4.	Amount	2
5.	Layout	3
6.	Scale & Mass	4
7.	Appearance.....	4
8.	Access	5
9.	Impact on Neighbouring Amenity	6
10.	Sustainability	6
11.	Landscaping.....	7
12.	Planning Policy Context & Planning History	8
13.	Conclusion	10

1. Introduction

- 1.1 This Design and Access Statement has been prepared to accompany a Householder Planning Application submitted to Mid Sussex District Council for the demolition of the existing single-storey garage and the construction of a new single-storey rear extension at Cheriton House, Broad Street, Cuckfield.
- 1.2 The proposed development seeks to improve the internal layout, functionality and energy performance of the dwelling while maintaining the character of the property and its residential setting within Cuckfield.
- 1.3 A number of minor internal alterations are also proposed; however, these will not affect the external appearance of the existing dwelling.
- 1.4 The proposals include minor alterations to the associated hard and soft landscaping within the front and rear gardens. These works comprise of the formation of new landscaped bed in front of the new extension, new steps to the rear garden and minor amendments to the low retaining walls and associated rear terrace.
- 1.5 Cheriton House is an early 20th century, two-storey, unlisted detached dwelling located on Broad Street in Cuckfield. The property occupies a generous plot within a predominantly residential area characterised by attractive period properties. The house is constructed using traditional materials, including brick elevations beneath pitched tiled roofs, with areas of hanging tile to the rear dormers.
- 1.6 An existing modern extension is located to the rear of the property.
- 1.7 The application site lies outside the designated Cuckfield Conservation Area.
- 1.8 The proposals submitted for consideration represent a carefully considered and high-quality design solution that demonstrates the following:
 - a) The principle of development is supported by the relevant planning policies of the Mid Sussex District Council District Plan, as outlined within the planning section of this document;
 - b) The proposed extension is traditional in appearance, modest in scale and sympathetic to the character of the existing dwelling and its setting;
 - c) External materials will match those of the existing property to ensure visual continuity;
 - d) The design will integrate sensitively with the existing dwelling and enhance the overall appearance of the property;
 - e) Minor hard and soft landscaping improvements will enhance the setting and functionality of the site;
 - f) The site is located within Flood Zone 1 and the proposals will not increase flood risk; and

- g) The development will incorporate sustainable construction measures, including improved thermal performance and the use of locally sourced materials where possible.

2. Site & Surroundings

- 2.1 Cheriton House occupies a generous residential plot on Broad Street within the village of Cuckfield. The surrounding area is characterised by detached and semi-detached dwellings of varied architectural styles set within mature landscaped plots.
- 2.2 To the rear of the property is an existing modern extension and a detached single storey flat roof garage which is of limited architectural merit.
- 2.3 The property is situated on Broad Street within a residential area of Cuckfield characterised by detached and semi-detached dwellings of mixed architectural styles. Properties are set within generous plots with mature landscaping and established boundary treatments.
- 2.4 The application site lies within the built-up area boundary outside the Cuckfield conservation area and the dwelling is not subject to any heritage designation or listing.

3. Use

- 3.1 Cheriton House currently benefits from lawful Class C3 (dwellinghouse) use and will retain this use following completion of the proposed works.
- 3.2 The proposed development relates solely to alterations and extensions incidental to the enjoyment of the existing single private dwelling. There is no subdivision of the property, no intensification of use, and no change in the nature of the residential occupation.

4. Amount

- 4.1 The proposal comprises the following works:
- Demolition of the single storey single brick, flat roofed garage
 - Part demolition of the existing roof on the rear single storey extension to allow for this proposal to connect to it
 - The construction of a single-storey rear extension replacing the existing garage extended to connect to the current rear extension across the rear elevation. This proposal will allow for enlarged open plan living space, a gym, a WC and an enlarged utility / boot room.
 - A number of minor internal alterations are proposed too; however, these will not affect the external appearance of the existing dwelling.
 - The proposals also include minor alterations to the associated hard and soft landscaping to both the front and rear gardens. These works

comprise of the formation of new landscaped bed in front of the new extension, new steps to the rear garden and minor amendments to the low retaining walls and associated rear terrace.

- 4.2 The additional floorspace is modest and proportionate to the size of the existing dwelling and plot.
- 4.3 The extension replaces an underutilised garage and small external area. This proposal does not result in overdevelopment of the site and substantial private amenity space is retained.

5. Layout

- 5.1 The layout of the existing dwelling can be viewed on the accompanying existing plans and elevation drawings.
- 5.2 The proposed remodelling of the existing dwelling will enhance its layout to provide greater convenience for its occupants.
- 5.3 The extension will form an elongation of the current rear extension and simply complete its frontage onto the rear garden.
- 5.4 The extension will create an enlarged kitchen/dining/family space to the rear of the house, strengthen the connection between the house and rear garden and improve internal circulation by the provision of a new utility / boot room at the opposite end. Access to this utility / boot room is provided through the new gym or externally from a new external side door in the south-east elevation of this proposal. This external side door will be access via a new timber gate and fencing to the south-east of the extension.
- 5.5 The extension will also improve frontage onto Broad Street and provide views out over the existing drive and passive surveillance beyond onto the road with the addition of a window from the new extension.
- 5.6 The existing south facing terrace will be fine-tuned to improve circulation from the rear extension.
- 5.7 A small external bin storage area has been provided to move the bins off the drive and screen behind a new timber fence and gate adjacent to the utility room.
- 5.8 The layout has been carefully designed to maintain functional living arrangements without affecting neighbouring amenity.

6. Scale & Mass

- 6.1 The proposed extension is single storey in height. The parapet, ridge and eaves levels have been designed to align with those of the existing rear extension. At the south-eastern end of the extension a pitched roof element has been incorporated to provide a visual termination to the rear extension and to create a focal point when viewed from the driveway and Broad Street beyond. This roof element remains significantly lower than the roof of the main dwelling.

- 6.2 The depth and width of the extension have been designed to ensure the structure remains clearly subordinate to the host dwelling and visually proportionate within the plot.
- 6.3 The proposed rear southern wall is designed to align flush with the existing southern extension wall, allowing the new extension to integrate cohesively with the existing structure and maintain a consistent building line.
- 6.4 The proposed extension is deliberately modest in footprint and height. It is clearly subordinate to the main dwelling and occupies only a small proportion of the total plot, ensuring that the property retains ample private amenity space and that the extension does not dominate the site or its surroundings.

7. Appearance

- 7.1 By virtue of their sensitive design and detailing, the proposals demonstrate a well-considered and high standard of design. The traditional typology is considered to be the most appropriate design response in this scenario, resulting in a remodelled and extended dwelling with the character retained where possible. The proposed extensions ensure the dwelling remains visually and physically connected to its gardens.
- 7.2 The proposal demonstrates a well-considered and high standard of design that adopts a simple and sympathetic form reflecting the character of the existing dwelling.
- 7.3 The proposed extension takes design cues and follows the appearance of the existing rear extension: roof form, window and door sizes and materials.
- 7.4 Proposed materials are traditional and will match or complement the existing house, including:
- Facing brickwork to match existing
 - Clay or concrete roof tiles to match existing
 - UPVC windows and doors in white to match existing
- 7.5 Proposed large glazed doors to the rear elevation provide natural light while remaining appropriate to a garden-facing elevation and match the existing doors within the current rear extension.
- 7.6 The proposed side door is standard height and has glazing to the top half to maximise daylight into the boot / utility room.
- 7.7 The proposed rear (south facing) window size and position align with the existing windows within the current rear extension and the front window sizes and position align with the existing windows found within the original house.
- 7.8 The proposal maintains the established architectural character of the area.
- 7.9 The proposed extension adopts design cues from the existing dwelling and surrounding properties, including roof form, materials and fenestration. This ensures that the development respects the local character of Broad Street and the wider village context, contributing positively to the residential environment.

- 7.10 It is important to emphasise that the works will be undertaken by skilled, local craftspeople. The Applicant fully appreciates the quality of the existing property and therefore understands how important it will be to carry out the works to the highest possible standard using the best quality materials.

8. Access

- 8.1 There are no changes to the main existing vehicular or pedestrian access arrangements to the house.
- 8.2 The dwelling will continue to be accessed via the existing driveway and entrance.
- 8.3 The property will continue to be accessed via the main front door set within the south-eastern elevation accessed off the drive.
- 8.4 An additional external side door is proposed within the south-eastern elevation of the extension, positioned behind a timber gate and fencing. This entrance provides direct access to a boot/utility room, creating a practical secondary access point that helps manage outdoor clothing and footwear before entering the main areas of the dwelling.
- 8.5 The floor levels within the extension will match those of the existing dwelling and low threshold doors will be provided to ensure convenient access between the house and garden.
- 8.6 The hard landscaping will be amended to the rear to improve circulation around the perimeter of the dwelling.
- 8.7 Parking arrangements remain unchanged.

9. Impact on Neighbouring Amenity

- 9.1 The extension is modest in scale and single storey in form. It has been positioned and designed to avoid material harm to neighbouring residential amenity.
- 9.2 There will be no unacceptable loss of light, outlook, or privacy to adjoining properties.
- 9.3 The position and single-storey nature of the extension, together with the orientation of existing windows and boundaries, has been carefully considered to ensure that there is no unacceptable loss of daylight, outlook, or privacy to neighbouring properties. The proposals therefore preserve and respect the amenity of adjoining occupiers.

10. Sustainability

- 10.1 The proposed development at Cheriton House has been designed with sustainability and long-term environmental performance as key considerations.
- 10.2 Although modest in scale as a householder extension, the proposal will improve the thermal efficiency and overall environmental performance of the dwelling.

10.3 Fabric First Approach

The extension will adopt a “fabric first” strategy, prioritising high-performance building materials and construction methods to reduce energy demand, including:

- Enhanced insulation to walls, roof and floor exceeding current Building Regulations requirements
- High-performance double or triple-glazed windows and doors
- Improved airtightness standards
- Minimisation of thermal bridging through careful detailing

This approach reduces operational energy use and improves internal comfort levels year-round.

10.4 Energy Efficiency

The proposal allows for:

- Installation of low-energy LED lighting throughout
- Energy-efficient heating controls
- Potential future integration of renewable technologies such as solar photovoltaic panels

The improved building envelope will reduce reliance on mechanical heating and lower carbon emissions.

10.5 Sustainable Materials

Where practicable:

- Materials will be responsibly sourced
- Existing materials from the demolished structure will be recycled or reused where practical and possible
- Locally sourced materials will be specified to reduce transportation impacts

Durable, high-quality materials will be selected to ensure longevity and reduce lifecycle maintenance demands.

10.6 Water Efficiency

Water-saving measures will include:

- Dual-flush WCs
- Aerated taps and low-flow fittings
- Efficient appliances

These measures reduce water consumption in line with sustainable construction principles.

- 10.7 These measures align with the objectives of the National Planning Policy Framework in promoting sustainable development and high-quality design.

11. Landscaping

- 11.1 The existing garden boundaries are clearly defined by mature hedging, walls and timber fencing providing the well-proportioned gardens with a great deal of mutual privacy. These boundary treatments are to remain.
- 11.2 The proposed extension will sit comfortably and sympathetically within the garden. The proposed extension will only require minor alterations to the existing hard and soft landscaping and these are shown on the proposed site plan. The proposed works will include:
- The terrace extended to the south-east to provide access right across the new extension
 - The existing low retaining walls immediately in front of the main bi fold doors from the open plan living and gym moved to the south to allow for a deeper terrace.
 - An additional stepped access up to the central lawn provided directly in front of the main bi fold doors from the main open plan living space.
- 11.3 The property enjoys a verdant setting and because this proposal replaces an existing garage within a similar footprint this will remain and existing trees unaffected.

12. Planning Policy Context & Planning History

- 12.1 The statutory Development Plan for the site comprises the Mid Sussex District Plan (2014–2031), prepared and adopted by Mid Sussex District Council, together with relevant national planning policy guidance.
- 12.2 **National Planning Policy Framework**

The proposal has been considered against the provisions of the National Planning Policy Framework (NPPF), which sets out the Government's overarching planning objectives.

In particular, the following sections are material to this application:

- Section 2 – Achieving Sustainable Development
- Section 12 – Achieving Well-Designed Places
- Section 14 – Meeting the Challenge of Climate Change, Flooding and Coastal Change

The NPPF promotes high-quality design that is sympathetic to local character, supports sustainable development, and seeks to improve the environmental performance of buildings. The proposed single-storey extension accords with these principles through its modest scale, sensitive design, and enhanced thermal performance.

12.3 **Mid Sussex District Plan (2014–2031)**

The following policies of the Mid Sussex District Plan are relevant to the determination of this application:

- DP24 – Transport and Accessibility

The proposal does not alter access arrangements or parking provision and does not intensify the use of the dwelling. The development therefore complies with this policy.

- DP26 – Character and Design

This policy requires development to respect the character and appearance of the surrounding area and demonstrate high-quality design. The proposed extension is subordinate to the host dwelling, utilises matching materials, and preserves the established residential character of Broad Street.

- DP37 – Biodiversity

The works are confined to previously developed domestic curtilage and will not result in the loss of important habitats. Landscaping improvements provide opportunity for biodiversity enhancement.

- DP39 – Sustainable Design and Construction

The proposal incorporates improved insulation, enhanced glazing performance, and energy-efficient measures consistent with the objectives of sustainable construction.

- DP41 – Flood Risk and Drainage

The site lies within Flood Zone 1. The development is minor in scale and will not increase flood risk on-site or elsewhere, in accordance with this policy.

12.4 **Policy Compliance**

The proposed development is modest, proportionate, and appropriate within its residential context. It preserves neighbouring amenity, enhances the functionality and environmental performance of the dwelling, and respects the character of the area.

Accordingly, the proposal accords with the relevant policies of the Development Plan when read as a whole, as well as with the objectives of the National Planning Policy Framework.

The proposal therefore accords with the Development Plan when read as a whole and there are no material considerations that would indicate that planning permission should be withheld.

12.5 Planning History

12.6 Historical planning records for Cheriton House, Broad Street, Cuckfield have been reviewed through the Mid Sussex online planning register and other property planning summaries.

12.7 Several previous planning applications were submitted throughout the years for alterations to the property and these were as follows:

- **DM/19/4117 (2019)** – Loft conversion including the addition of two rear dormers and three front rooflights, incorporating revised plans received on 27 November 2019.
- **10/02265/FUL (2010)** – Demolition of an existing single-storey rear extension and erection of a new single-storey / part two-storey rear extension.
- **10/01521/FUL (2010)** – Demolition of existing single-storey rear extension and construction of a new single-storey rear extension.

12.8 These decisions reflect a history of incremental improvements and extensions to Cheriton House. None of these previous applications preclude the current proposal, which represents a modest, well-designed single storey extension and associated landscaping appropriate to the scale and character of the property.

12.9 Pre-application Advice

12.10 No formal pre-application advice was sought from Mid Sussex District Council prior to submission.

12.11 The proposal relates to a straightforward householder development comprising the demolition of an existing single-storey rear addition and the erection of a new single-storey rear and side extension to a detached dwelling. The scale and nature of the works are modest, domestic in character, and fall within the typical scope of householder applications regularly determined by the Local Planning Authority.

12.12 The design has been carefully developed to:

- Remain clearly subordinate to the host dwelling
- Respect neighbouring amenity
- Reflect the established character of Broad Street and the wider Cuckfield area
- Comply with relevant local and national planning policies

12.13 Given the limited scale, low planning risk, and clear policy context for such development, it was considered reasonable and proportionate to proceed directly to a full householder planning application.

13. Conclusion

- 13.1 This Design and Access Statement has been prepared in support of a Householder Planning Application for the demolition of the existing single-storey garage and the construction of a new single-storey rear extension at Cheriton House, Broad Street, Cuckfield.
- 13.2 The proposal represents a modest and carefully considered form of development that will enhance the functionality, layout and environmental performance of the existing dwelling while maintaining its established character and residential use.
- 13.3 The extension has been designed to remain clearly subordinate to the host dwelling and to integrate seamlessly with the existing rear extension through the alignment of building lines, roof forms and the use of matching materials. The proposal therefore preserves the architectural coherence of the property and responds positively to the character of the surrounding residential area.
- 13.4 The development will provide improved internal living accommodation, including an enlarged open-plan kitchen and family space, a gym, and enhanced utility and boot room facilities. Minor improvements to the surrounding hard and soft landscaping will further enhance the relationship between the dwelling and its gardens.
- 13.5 Due to its single-storey scale, careful positioning and sympathetic design, the proposal will not result in any unacceptable impacts on neighbouring residential amenity in terms of outlook, daylight, privacy or overbearing impact.
- 13.6 The proposal demonstrates that:
- the scale and massing of the extension are modest and proportionate to the existing dwelling and its generous plot;
 - the design is sympathetic to the character and appearance of the property and the surrounding residential context;
 - the use of matching materials ensures visual continuity with the existing dwelling;
 - neighbouring residential amenity is fully preserved;
 - sustainability measures have been incorporated to improve the environmental performance of the dwelling; and
 - the development accords with the relevant policies of the Development Plan and the design principles set out within the National Planning Policy Framework.
- 13.7 Overall, the proposal represents a high-quality and proportionate improvement to the existing dwelling which respects the character of the property, preserves the amenities of neighbouring occupiers, and positively contributes to the continued evolution of the residential environment of Broad Street in Cuckfield.
- 13.8 When assessed against the relevant national and local planning policies, the proposal is considered to represent sustainable and well-designed development. It is therefore respectfully requested that planning permission be granted.

- 13.9 The proposed development represents a typical form of domestic extension commonly found within established residential areas. It has been carefully designed to remain modest in scale, sympathetic in appearance, and respectful of the surrounding built environment. The proposal will not result in any material harm to neighbouring properties or the character of the area and will instead provide a well-considered improvement to the existing dwelling. The development therefore represents an appropriate and proportionate form of householder development within the built-up area of Cuckfield.