

PLANNING, DESIGN, AND ACCESS STATEMENT

Hurley Farm, Turners Hill Road, East Grinstead RH19 4LB

On behalf of Mr & Mrs Upton

April 2025

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1 INTRODUCTION

- 1.1 This Planning, Design, and Access Statement has been prepared on behalf of Mr & Mrs Upton, to support a Householder Planning Application for conversion of part of the existing garage, and associated alterations to the workshop, laundry, guest accommodation and associated facilities, into living accommodation for their daughter, and granddaughter, providing a multi-generational home.
- 1.2 The replacement dwelling constructed in 2020 (Planning ref. DM/18/4503), retained an adjoining linear building to the north-east. This structure currently accommodates the garage, workshop, laundry, and guest facilities. There additional detached outbuildings on the site do not form part of this application.
- 1.3 The portion of the dwelling to be adapted was part of the original house and is clearly shown as such in both existing and proposed drawings submitted under Planning application DM/18/4503, as well as in the image below:

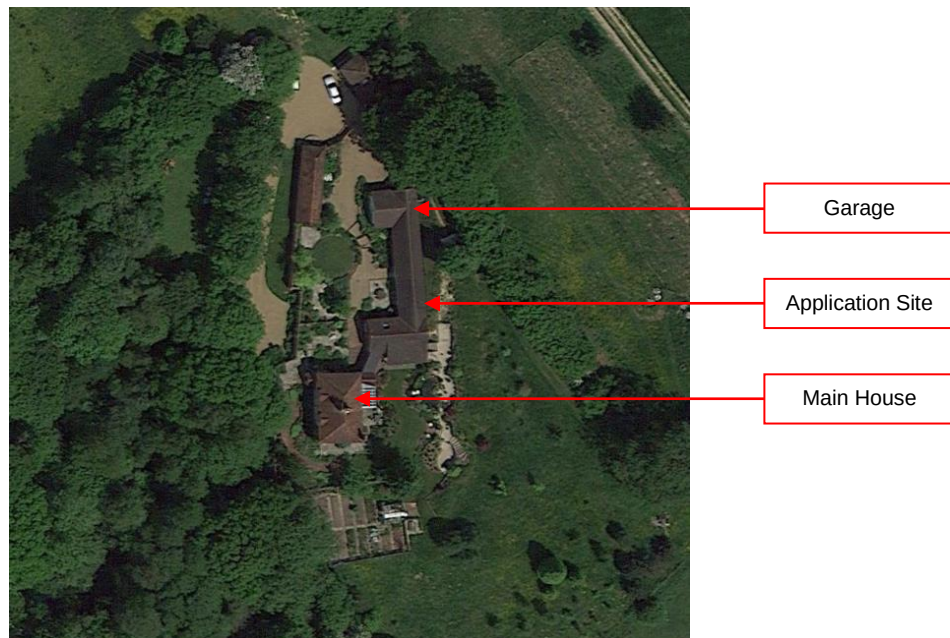


Fig. 1: Aerial view from 2013. Source: Google

- 1.4 This statement outlines the site details, proposed development, and how the design responds sensitively to planning policy, character, and context.

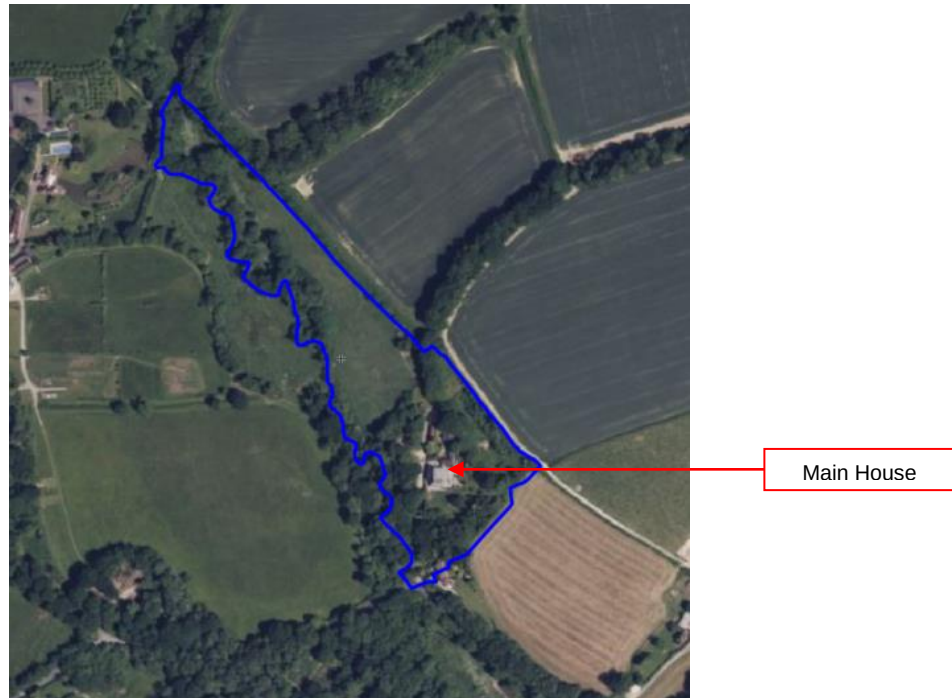


Fig. 2: Aerial view showing the site boundary in blue. Source: Bing



Fig. 3: General view of the site; main house on right of image

2 THE SITE

- 2.1 Hurley Farm lies to the south-east of East Grinstead, north of Turners Hill Road, and east of the River Medway. The site is well-screened and bounded by trees which separates it from the surrounding open countryside.
- 2.2 The house sits within a cultivated garden, including a walled courtyard to the north, adjacent to the proposed development.
- 2.3 The land slopes gently from north to south and more significantly from east to west, toward the River Medway.

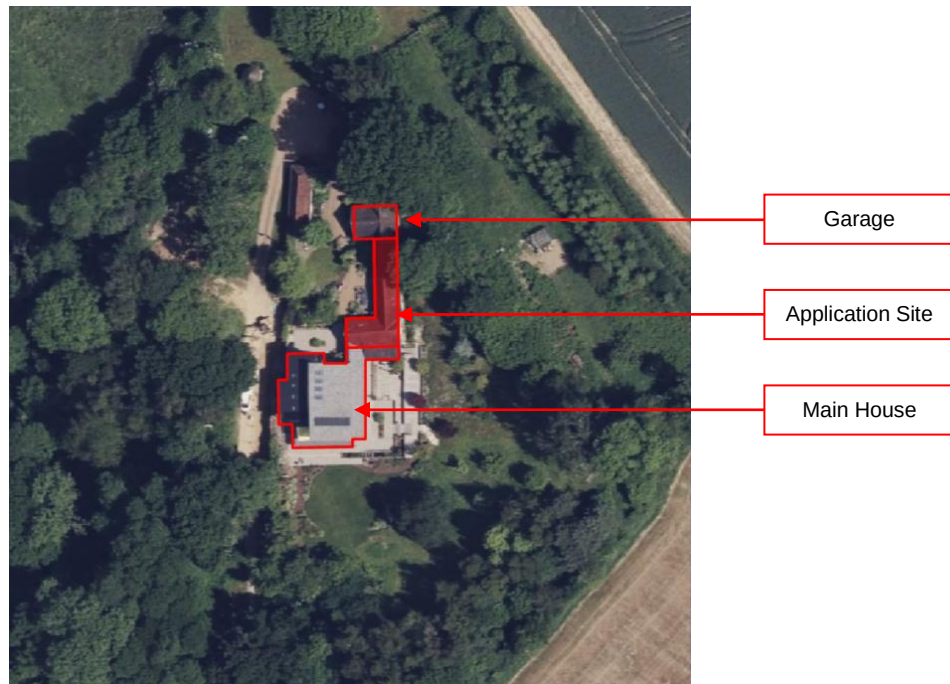


Fig. 4: Aerial view showing the house outlined in red; the shaded area denotes the part-garage, workshop, laundry, and guest accommodation.
Source: Bing

- 2.4 The site extends on all sides of the house, significantly running north-west, bounded by the River Medway, and a line of trees and a public footpath to the

- north-east. The public footpath runs around the house on its western side, sharing the access track adjacent to the house (fig.11).
- 2.5 Topography, embankments, and tree cover naturally screen the proposed changes.
- 2.6 Planning history available online shows applications dating from 1996, commencing with conversion of outbuildings to use in conjunction with an existing business, and minor alterations to the former dwelling.
- 2.7 In 2008, application 08/01830/COU was approved for the *Conversion of office blocks 2 and 4 to holiday lets. Conversion of workshop and extension block 1 to provide garages and workshop in connection with the dwelling house and link infill to workshop block 3 converted to utility space at ground floor and hobby/games room at first floor and link to main house.*
- 2.8 This is followed in 2018 with application DM/18/4503 for the *Demolition of existing 4 bedroom dwelling, construction of replacement dwelling*, which was approved. Other than applications to discharge conditions, there have been no further planning applications.
- 2.9 The current proposal converts part of the retained structure to provide extended family living, while aligning the architectural treatment with the main dwelling.
- 2.10 Relevant examples of similar design proposals therefore include:
1. DM/18/4503 at Hurley Farm – construction of a contemporary dwelling with white render, grey cladding, slate roofing, and angular forms.
 2. DM/23/1608 at Fen Place Mill - a new contemporary home adjacent to Hurley Farm, using lime render, zinc standing seam roofs, timber cladding, and contemporary dormers.

3 THE PROPOSAL

- 3.1 The proposal responds to the client's brief for a flexible, independent living space to accommodate extended family.
- 3.2 The existing building — at one time, a barn and stable complex — currently includes a two-storey laundry and guest suite alongside a garage and workshop. This structure will be retained and adapted.
- 3.3 The alterations include creating three bedrooms within the roof space and reconfiguring ground-floor accommodation. The existing ridge (running north-south) will be lifted by 200mm to accommodate insulation, and with dormers, will optimise the available headroom.
- 3.4 The external form remains clearly legible, and the dormers are modest and contemporary, visually connecting the existing utility and guest wing with the main house.
- 3.5 Massing is carefully composed to step down from the main dwelling to retain the existing massing relationships.
- 3.6 The proposed material palette — white render, grey cladding, zinc roofing, and aluminium-faced timber windows — closely matches the existing house.
- 3.7 The eastern dormer, while long, is screened by a raised bank and mature trees and is not visible from the adjacent public footpath.
- 3.8 Views from the public footpath are minimal and fleeting, the proposed alterations largely hidden by trees, embankments, and existing buildings. Careful attention has been paid to visual integration with the wider site as shown in the images below:



Fig. 5: View from the access track looking east; main house on right



Fig. 6: View as fig. 5, showing proposed alterations

- 3.9 The structure is generally sound. The garage/workshop floors have been previously insulated and include underfloor heating. Partial rebuilding is anticipated only where structurally necessary.
- 3.10 This part of the house will continue to be served by an air source heat pump. The 'fabric first' approach prioritises high insulation standards to reduce energy demand.
- 3.11 Access into the new living accommodation will be step-free from the courtyard. Internal level changes remain due to existing site gradients, but key areas are accessible.

- 3.12 The proposal considers Approved Document M (M4[1]) for visitable dwellings, ensuring reasonable provision for access and use.



Fig. 7: View from the public footpath / track looking south



Fig. 8: View as fig. 7, showing proposed alterations

4 PLANNING POLICY

4.1 Relevant planning policy documents:

- National Planning Policy Framework (NPPF)
- Mid Sussex District Plan 2014-2031
- Mid Sussex District Plan 2021-2039 (Submission Draft)
- East Grinstead Neighbourhood Plan (November 2016)
- Mid Sussex Design Guide (SPG November 2020)

Designations

- 4.2 The site lies outside the High Weald National Landscape but within the Ashdown Forest 7km Zone of Influence. Policy designations relate to countryside protection and rights of way.



Fig. 9: Extract from Mid Sussex Adopted Policies Map 11a, East Grinstead

National Planning Policy Framework

- 4.3 The National Planning Policy Framework 2024 (NPPF) sets down the Government's planning policies for England and how these are expected to be applied, providing a framework for local plans and decisions on planning applications. Most relevant to the proposed alterations is section 12, Achieving well-designed spaces.

Mid Sussex District Plan 2014-2031

- 4.4 Relevant policies from the Plan adopted by Mid Sussex District Council in March 2018 include the following which are most relevant to this application:

DP6	Settlement Hierarchy
DP12	Protection and Enhancement of Countryside
DP16	High Weald Area of Outstanding Natural Beauty
DP17	Ashdown Forest Special Protection Area (SPA) and Special Area of Conservation (SAC)
DP22	Rights of Way and other Recreational Routes
DP26	Character and Design
DP27	Dwelling Space Standards
DP28	Accessibility
DP29	Noise, Air and Light Pollution
DP37	Trees, Woodland and Hedgerows
DP38	Biodiversity
DP39	Sustainable Design and Construction
DP41	Flood Risk and Drainage

Mid Sussex District Plan 2021-2039

- 4.5 Upon adoption, the new District Plan 2021-2039 will replace the current District Plan 2014-2031, and it is therefore important to consider the relevant policies:

DPS1	Climate Change
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DPS2	Sustainable Design and Construction
DPS4	Flood Risk and Drainage
DPS6	Health and Wellbeing
DPN1	Biodiversity, Geodiversity and Nature Recovery
DPN2	Biodiversity Net Gain
DPN3	Green and Blue Infrastructure
DPN4	Trees, Woodland and Hedgerows
DPN6	Pollution
DPN7	Noise Impacts
DPN8	Light Impacts and Dark Skies
DPC1	Protection and Enhancement of the Countryside
DPC4	High Weald Area of Outstanding Natural Beauty
DPC6	Ashdown Forest SPA and SAC
DPB1	Character and Design
DPT2	Rights of Way and Other Recreational Routes
DPH11	Dwelling Space Standards
DPH12	Accessibility
DPI7	Water and Wastewater Infrastructure

East Grinstead Neighbourhood Plan

4.6 Aiming to guide future development to meet local needs and aspirations while respecting constraints, the East Grinstead Neighbourhood Plan seeks to deliver sustainable development by managing growth, protecting character and environment, and improving amenities and infrastructure. The Plan has been considered, and below are the policies most relevant to this application:

EG1	Protection of the High Weald AONB
EG3	Promoting Good Design

Mid Sussex Design Guide

- 4.7 The Mid Sussex Design Guide aims to ensure high-quality, sustainable, and inclusive development that respects the district's unique character and context. Notably, section 09 relating to Household Extensions.

5 PLANNING APPRAISAL

Character and Design

- 5.1 The proposed alterations address the existing design, which lacks architectural merit and is incongruous with the main house. In accordance with NPPF Section 12, the design aims for a high-quality, beautiful, and sustainable outcome sympathetic to local character and the surrounding built environment, creating a cohesive sense of place with the contemporary aesthetic of the main dwelling. Materials will match or complement the existing house, ensuring a unified design. Furthermore, in line with Mid Sussex District Plan policy DP6, the proposal facilitates multi-generational living through the sensitive alteration of the existing dwelling. The proportionate form of the alterations respects the scale, height, materials, and site coverage of the surrounding area, maintaining the existing footprint and harmonizing with the main house.

Visual Impact

- 5.2 Situated outside the High Weald National Landscape, the proposal has been carefully designed to minimize visual impact. The existing site topography and substantial mature planting and trees provide effective screening, ensuring the intrinsic beauty and tranquillity of the countryside are maintained. While the site's inherent topography and vegetation already limit visibility, the proposed alterations are modest, well-considered, and sympathetic to the scale and form of the main house, incorporating a stepped-down volume running away from the house to the north. As demonstrated by strategic views (Figures 5, 6, 7 & 8), the visual change from the public footpath is de minimis, representing a minor and temporary element within the wider visual context of the existing house, outbuildings, and walled garden.

Amenity Impact

- 5.3 The closest property, Orchardside (circa 70m south), will not suffer any loss of privacy. This is attributed to Hurley Farm's elevated position, the specific location of the proposed alterations, and the established mature tree screening.

Trees

- 5.4 The proposal will not require the pruning, removal, or any other impact on existing trees, woodland, or hedgerows. The building footprint remains unchanged. The house is situated within established mature planting, including a courtyard garden, lawn, and paved areas.

Sustainability

- 5.5 Waste reduction is central to the proposal through the retention and alteration of the existing building. Energy consumption will be minimized by implementing a "fabric first" approach with high-quality insulation. Existing sustainable features, such as the air source heat pump for heating and hot water, will be maintained. Enhanced glazing will maximize passive solar gain and will provide natural light and ventilation, lessening the need for artificial lighting and improving the wellbeing and comfort of the occupants.

Highways

- 5.6 The existing access will remain unchanged, and the proposal is expected to result in minimal discernible change in vehicle numbers. Notably, the cessation of associated business use approximately 15 years ago has already significantly reduced vehicle movements. Therefore, no detrimental impact on highways is anticipated.

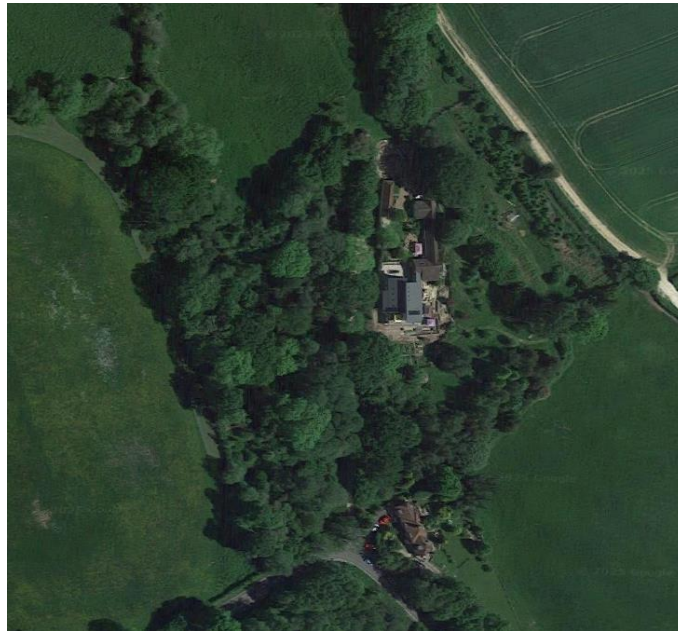


Fig. 10: Aerial view showing screening of site. Source: Google.



Fig. 11: Ordnance Survey map showing terrain. Dashed green line denotes public footpath. Source: Bing.

Ecology and Biodiversity

- 5.7 The existing managed gardens surrounding the house currently support garden birdlife, and the adjacent established trees and fields offer a diverse range of habitats. Critically, the proposed alterations to the existing dwelling will have no negative impact on these valuable habitats. Furthermore, opportunities for ecological enhancement, such as the inclusion of bird boxes or native planting within the garden curtilage, could be explored to further support local biodiversity in line with relevant planning policies.

6 Conclusion

- 6.1 The proposed alterations to Hurley Farm are a well-considered, policy-compliant response to a real and growing need for multi-generational housing. The design respects the character of the main house, sensitively adapts the retained structure, and makes intelligent use of sustainable technologies. Its form, scale, and materials are carefully integrated to ensure visual cohesion, while the existing wing remains clearly subordinate to the host dwelling.

The application is consistent with national and local planning objectives — from achieving well-designed spaces (NPPF §12), to delivering inclusive, accessible housing (DP28, DPH12), and enhancing energy performance through a fabric-first strategy (DP39, DPS2). Its minimal visual impact, ecological sensitivity, and retention of mature trees further demonstrate the proposal's appropriateness in a rural setting.

For these reasons, we respectfully request that Mid Sussex District Council grants planning permission for this sustainable and family-focused adaptation at Hurley Farm.



Fig. 12: View looking east showing proposed alterations