DESIGN AND ACCESS STATEMENT

29 Gagglewood
Mannings Heath
West Sussex
RH13 6JR



March 2025

Purpose of Document

This document is intended to support a Planning Application for a change in use relating to an existing 35m^2 extension (built in the 1980's) forming part of an existing primary residence that is proposed to be used as short term holiday let accommodation.

This document should be read in conjunction with the various appended drawings and photos submitted with the application.

Physical Context of the Site and Its Surrounding

The application site is located within the countryside, as determined by the Horsham District Policy Framework (HDPF).

The site is located near to the northern edge of the village of Mannings Heath, approximately 3 miles from central Horsham. The site comprises a detached two-storey dwelling (1950's) with an existing side extension (1980's) set within a modest plot of circa 1 hectare.

The site is located on the eastern side of 'Gagglewood' a residential road within the village of Mannings Heath that adjoins Golding Lane. Access to the site is via Gagglewood.

The following are photographs of the site in its current form and there are no planned changes to the exterior of the building or related access.

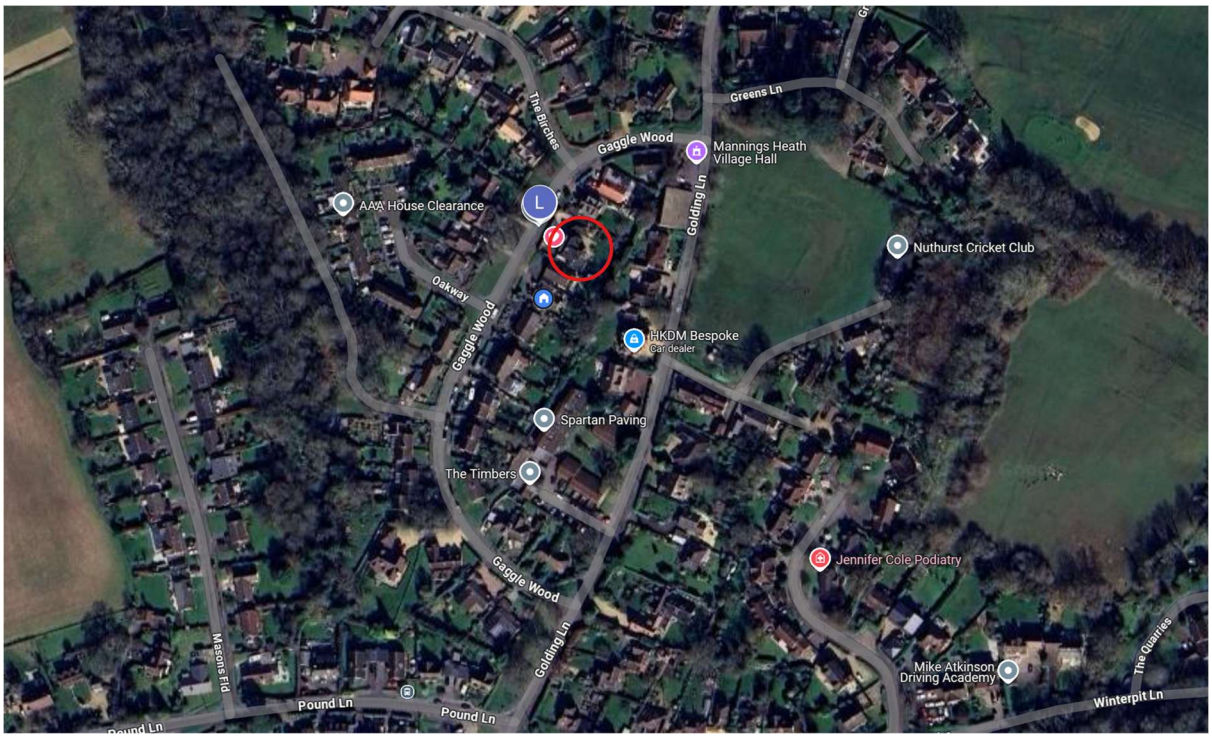


Fig 1. Red circle denotes the location of 29 Gagglewood – RH13 6JR



Fig 2 - Existing Front Elevation showing access to the existing side extension



Fig 3 - Existing Front Elevation showing existing parking provisions both off street (driveway) and on street.



Fig 4 - Existing Front Elevation showing existing side access to existing extension / proposed holiday let accommodation



Fig 5 - Existing Front Elevation showing existing side access to existing extension / proposed holiday let accommodation



Fig 6 - Existing courtyard garden leading to existing front entrance of 1980's side extension. This will be the access door for guests staying in the holiday accommodation



Fig 7 - Existing Rear Elevation showing the existing 35m2 flat roof extension (1980's) on the left, as proposed for short term holiday accommodation



Fig 8 - Existing Side Elevation (north looking south) showing the existing 35m2 flat roof extension (1980's) on the left with french doors – as proposed for short term holiday accommodation

Planning Context

We are not aware of any similar recent planning applications in Mannings Heath for short term holiday let accommodation (mixed use as part of existing main residence) but we are aware that the local area is in need of short term holiday accommodation and that there is a need to better support local tourism.

Details of the Proposal – Use, Layout and Scale of the Development.

The purpose of this application relates to an existing 35m2 side extension (built 1980's) on our main primary residence (No 29 Gagglewood – RH13 6JR) which we plan to use as self-contained accommodation for short term holiday lets.

We anticipate letting this space out for around 70-100 days per annum depending on demand.

The main house was built in the 1950's and the extension was added in the 1980's. We purchased the property in 2014 at which time the extension was being used as a snooker room, and we refurbished it into an office and kids playroom.

The extension has always had its own front door as well as French door at the rear. It was originally connected to the main house via a pair of glass double doors that lead directly into our lounge, however, we have replaced these doors with lockable FD60 fire door and acoustic panelling to create a self-contained space within the extension.

We recently refurbished the extension into an ensuite bedroom and put in a kitchen sink so that friends or guests could stay in there with some independence.

We would like to now let it out for short term holiday lets as we understand that there is a demand for such accommodation given the various wedding venues in the area as well as visitors who come due to the proximity to Gatwick, Southlodge, Leonardslee, Knepp Estate, the South Downs and many other local areas of interest.

Floor Area

The floor area of the existing extension is approximately 35m2 and this has not changed and there are no plans to change it.

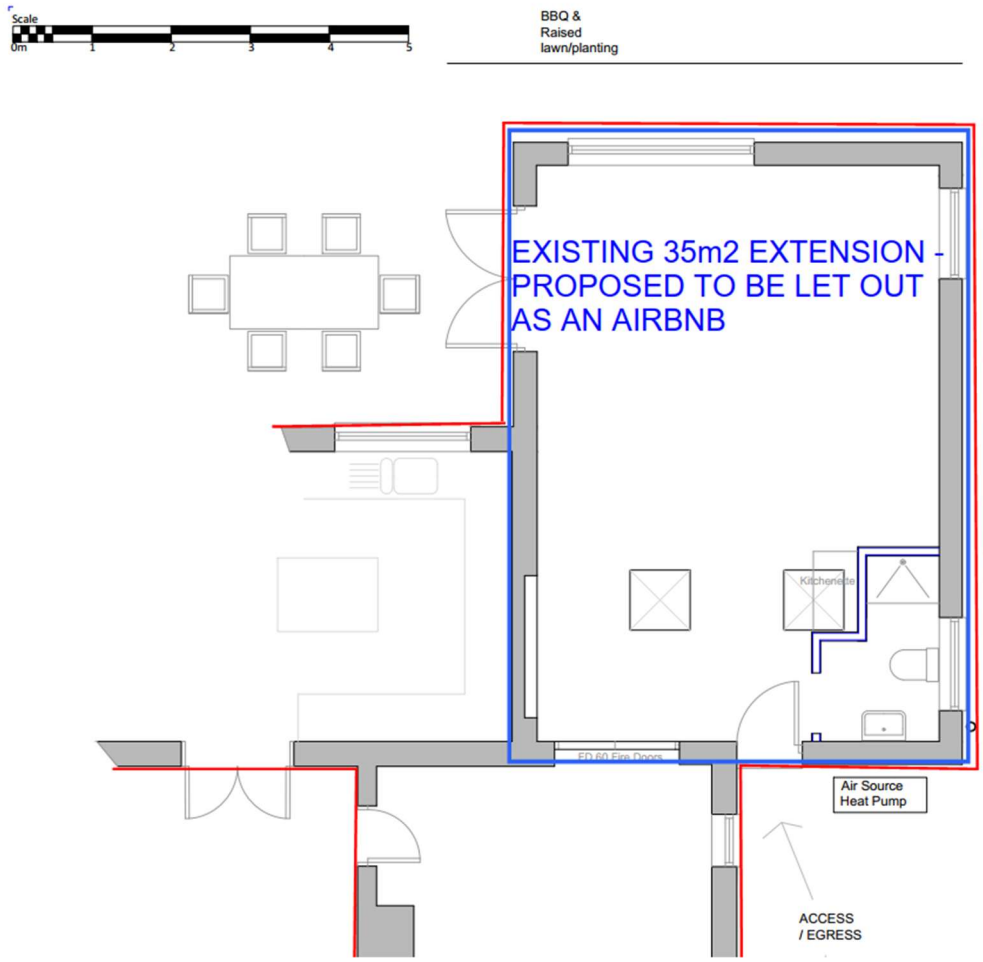


Fig 9 - Existing floor plan showing the existing 35m2 flat roof extension (1980's) at the southern rear of the property (blue line) contained within the existing property (red line)

Appearance

There will be no change to the existing external appearance of the house. The extension is semi-hidden behind a fence in the front garden of the property.

Sustainability, Biodiversity and Trees

There is no planned external building works associated with this application. The room has been repainted and refurbished internally only.

There will be no impact on any existing trees or hedges within the site as there is no external work planned or needed.

Access and Parking

Guests will access the existing extension by the existing front path on the property and via a dedicated lockable gate set within an inner fence located inside the front garden of the main house. Please refer to photos at the front of this document.

We have provision for 3 cars on our driveway (off street) and there is also ample on-street parking for any guests in Gagglewood. There is no change to any existing access or parking.

Please refer to the photos at the front of this document for reference.

Fire & Life Safety

The existing extension has two (2) mains powered smoke detectors. The previous internal double door connecting the extension to the main residence has been replaced with a lockable FD30 fire door.

Neighbourhood Consultation

We have already consulted with our immediate neighbours at No 22, No 24, No 27 and No 31 Gagglewood, each of which are supportive of our plans to let out our existing extension as a holiday let.

Summary

The proposal contained herein does not involve any external building work or any changes to the footprint or elevation of 29 Gagglewood; it is just in reference to a

change in use for short term holiday let accommodation pertaining to an existing extension on the house. The proposal will hence not cause any harm to the character or appearance of the surrounding area and will not result in an overdevelopment of the site.

There are existing parking provisions available off street and on-street.

We trust this application for (partial) change of use will be supported due to it providing much needed tourist accommodation in the local area.