



Planning, Design & Access Statement

(includes Ecosystem Services Statement)

Householder planning permission for a proposed two-storey rear extension.

Cibses Cottage, Kidders Lane, Henfield, BN5 9AB

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1. Introduction

- 1.1 Manorwood have been instructed to prepare a householder planning application for our client,. The proposal seeks planning permission for a proposed two-storey rear extension.
- 1.2 This Planning, Design & Access Statement will provide an assessment of the proposed development in relation to the main planning matters to be considered in the context of national and local planning policy requirements.

2. Site Description

- 2.1 Cibses Cottage is a detached residential property located along Kidders Lane, a rural lane to the north-west of the village of Henfield, within the administrative area of Horsham District. The site lies within the wider countryside setting of West Sussex, characterised by dispersed residential dwellings, agricultural land, and mature vegetation.
- 2.2 The property occupies a modestly sized plot and comprises a traditional cottage with associated garden areas and outbuildings. The surrounding area is predominantly rural in character, with a mix of detached dwellings, farmsteads, and open fields. Kidders Lane is a narrow, lightly trafficked country lane with limited formal footways, contributing to the quiet and semi-isolated nature of the site.
- 2.3 The site is bordered by established hedgerows and mature trees, which provide a degree of natural screening and contribute positively to the rural landscape character. The topography is generally flat to gently undulating, typical of the Low Weald landscape.



Figure 1 – Location of site

3. Background & Relevant Planning History

3.1 The table below shows the planning history relating to the site which is discussed in further detail below.

Planning Reference	Proposal	Decision
DISC/24/0235	Application for Approval of Details Reserved by Conditions 1(a) and 2 to approved application DC/24/0667	Approved
HRA/24/0011	Application under Regulation 77 of the Conservation of Habitats and Species Regulations 2017 relating to Prior Approval consent DC/24/0667	Approved
DC/24/0667	Prior Notification for Change of Use of Agricultural Building to a single dwelling house	Prior Approval Required and PERMITTED
DC/08/2517	Chimney to side elevation	Approved

4. Proposal

4.1 The application seeks planning permission for the erection of a two-storey rear extension at Cibses Cottage. The proposed development will extend the existing dwelling at ground and first floor levels to the rear, creating additional internal living accommodation while maintaining the established character and appearance of the host property.

5. Planning Policy

5.1 Section 38 (6) of the Planning and Compulsory Act 2004 and Section 70 (2) of the Town and Country Planning Act 1990 requires planning applications to be determined in accordance with the policies of the Development Plan unless material considerations indicate otherwise.

5.2 In this case the application is for full planning permission for a relatively small area of the wider North Farm redevelopment, so the policies listed below refer to the planning policies specifically relevant to this proposal, as opposed to those relevant to the wider redevelopment site.

National Planning Policy Framework (2024)

- 2: Achieving Sustainable Development
- 4: Decision Making
- 12: Achieving Well Designed Places
- 15: Conserving the Natural Environment
- 16: Conserving the Historic Environment

Horsham District Council (2015)

5.3 The Horsham District Planning Framework (HDPF) was adopted by Horsham District Council on the 27th November 2015. The key policies of relevance to the DAS are outlined on the following pages.

- Policy 26 - Countryside Protection
- Policy 28 - Replacement Dwellings and House Extensions in the Countryside

Horsham Local Plan Review

- 5.4 Horsham District Council formally submitted its Horsham District Local Plan 2023–2040 for independent examination to the Planning Inspectorate on July 2024, and initial hearing sessions were held in December 2024. However, the examining Inspector raised significant concerns about soundness and legal compliance, including whether the Council had properly discharged the Duty to Co-operate and how development constraints such as water neutrality were addressed, leading to a pause of the examination and cancellation of further hearings. In April 2025 the Inspector issued an interim findings letter recommending that the Council consider withdrawing the Plan and prepare a new one, and the Council has been reviewing these findings and engaging with the Inspector on whether the examination can be resumed. Most recently, Horsham has formally requested the re-opening of the examination in light of changes in evidence and policy context, and an exploratory/procedural meeting with the Inspector to discuss the next steps for progressing the Local Plan.

6. Planning Considerations

- 6.1 This section sets out the merits of the proposal and its compliance with national and local planning policy.

7. Principle of Development

- 7.1 The proposed two-storey rear extension at Cibses Cottage, Kidders Lane, Henfield is acceptable in principle as it comprises the extension of an existing lawful residential dwelling within the countryside of Horsham District. The proposal does not introduce a new dwelling or an intensified use of the site, but instead seeks to enhance the functionality and quality of the existing accommodation, which is consistent with the aims of countryside planning policies.
- 7.2 In relation to Policy 26 the development has been carefully designed to respect and maintain the rural character of the surrounding area. The extension is located to the rear of the property, limiting its visibility within the wider landscape, and is of a scale and form that remains subservient to the host dwelling. The use of matching materials and coherent architectural detailing ensures that the proposal integrates effectively with the existing building and does not result in undue visual harm to the character and appearance of the countryside.
- 7.3 With regard to Policy 28, the proposal represents a proportionate addition that does not dominate the original dwelling or result in overdevelopment of the site. The scale, massing, and design have been carefully considered to ensure the extension remains ancillary to the main house, while providing improved living accommodation. As such, the development accords with the requirements of Policy 28, which supports appropriately scaled extensions that respect the character of the existing dwelling and its setting. Overall, the proposal aligns with the relevant policies of the Horsham District Planning Framework and is therefore acceptable in principle.

8. Landscape & Design

- 8.1 The proposed two-storey rear extension at Cibses Cottage, has been carefully designed to accord with Policy 28 of the Horsham District Planning Framework, which requires that extensions to dwellings in the countryside are proportionate, subservient, and sympathetic to the character of the existing property and its rural setting.
- 8.2 The design approach ensures that the extension remains visually subordinate to the host dwelling. This is achieved through its siting to the rear elevation, limiting its prominence in public views, and by adopting a scale and massing that does not dominate the original cottage. The form of the extension reflects the established proportions of the existing building, while the incorporation of a flat roof terrace element is sensitively detailed with a lightweight metal balustrade to minimise visual impact and maintain a low profile within the wider setting.
- 8.3 Materiality has been carefully considered to ensure a cohesive and integrated appearance. The use of matching roof tiles, complementary brickwork, consistent window head details, and white aluminium framed glazing

reflects the palette of the existing dwelling, reinforcing a unified architectural character. These elements ensure that the extension reads as a natural continuation of the original building rather than a competing or incongruous addition.

- 8.4 From a landscape perspective, the proposal retains the established garden setting and boundary treatments, including mature hedgerows and trees that contribute positively to the rural character of the site within Horsham District. The rearward siting of the extension, combined with existing vegetation, ensures that the development will have limited visibility from the surrounding countryside and will not detract from the intrinsic character and appearance of the rural landscape. No significant loss of landscape features is proposed, and the development maintains the spacious and verdant qualities of the plot.
- 8.5 Overall, the proposal demonstrates a high-quality design that is proportionate, contextually responsive, and respectful of both the host dwelling and its countryside setting. As such, it fully complies with the design and landscape expectations of Policy 28.

9. Conclusion

- 9.1 It is concluded that the proposed two-storey rear extension at Cibses Cottage, is acceptable in planning terms and accords with the relevant provisions of the Horsham District Planning Framework. The development represents a proportionate and well-considered extension to an existing lawful dwelling within the countryside and does not result in the creation of a new residential unit or an inappropriate intensification of use.
- 9.2 The principle of development is supported by Policies 26 and 28, with the proposal maintaining the intrinsic character and beauty of the countryside while delivering a subservient and sympathetically designed addition. The scale, siting, and form of the extension ensure that it integrates effectively with the host dwelling and does not result in overdevelopment or visual harm to the wider rural landscape.
- 9.3 In design and landscape terms, the proposal demonstrates a high-quality and coherent approach, utilising appropriate materials and architectural detailing that reflect the existing dwelling. The rearward positioning of the extension, together with the retention of established vegetation, ensures limited visibility from the surrounding area and preserves the rural setting within Horsham District.
- 9.4 Furthermore, the proposal is consistent with the objectives of national planning policy, including the National Planning Policy Framework, by supporting sustainable development through the efficient use and enhancement of an existing residential site without giving rise to adverse environmental or amenity impacts.
- 9.5 Overall, the proposed development is considered to be appropriate in scale, design, and impact, and fully compliant with the relevant local and national planning policies. As such, it is respectfully requested that planning permission be granted.