



Design and Access Statement

Project: Address: Rose Cottage, Dairy Lane, Walberton, Arundel, West Sussex, BN18 0PT
Subject: Design and Access Statement
Date: Rev / - February 2026

Householder Planning for Construction of a Detached, Single-Storey Timber Frame Granny Annexe for Ancillary Use to the Main Dwelling

1.0 Introduction

This design and access statement has been prepared in support of the householder planning application as described above at the site known as Rose Cottage, Dairy Lane, Walberton, Arundel, West Sussex, BN18 0PT. The site is identified on the accompanying location plan. This statement should be read in conjunction with the submitted architectural drawings.

The use of the proposed annexe will be ancillary to the main dwelling, and sufficient connection will be retained to it. The proposed annexe is exclusively for the applicant use and will be used solely in connection with the existing dwelling retaining a subservience to it. This application does not seek to create a separate address, nor does it intend to separate the existing garden or alter existing access arrangements.

2.0 The Site

The application site is located on the eastern side of Dairy Lane and occupies a 0.04ha plot. The site comprises a two-storey semi-detached dwelling in the centre of a generous plot which contains

The surrounding area is wholly residential and characterised by a mixture of two storey semi-detached and detached dwellings. Neighbouring plots are generally rectangular in form with properties being set back from the road. The application site is located within the defined Planning Boundary of Walberton, where the principle of new housing is accepted. The site is not located within the Conservation Area and the building itself is not listed.

The site is located wholly within Flood Zone 1 as designated by the Environment Agency, meaning the site has the lowest risk of flooding from both rivers and the sea. In addition, the site is located within the Lidsey Treatment Catchment Area where there is a surface water management plan. A statement accompanies this application which should be referred to for further information.



Figure i. Existing Rear Garden

3.0 Planning History

A quick search of the Arun District Council online planning register reveals no historic planning applications associated with the Site.

4.0 Proposals

It is proposed to construct a granny annexe utilising a proprietary timber frame which offers the most suitable arrangement and sits well within its garden setting. The design of the building is such that it is of a simple rectangular form set below a mono-pitch roof facing the dwelling. The building is to be clad in timber and its roof is to be finished in EPDM. The use of timber cladding is prevalent on outbuildings within the surrounding area and requires little to no maintenance. The elevations would be characterised by uPVC casement windows and French windows set within the cladding, a painted fascia and black uPVC rainwater goods.

5.0 Relevant Policy

National Planning Policy Framework (2019)

The National Planning Policy Framework (NPPF) promotes sustainable development, good design practice and the efficient use of land and resources. The relevant sections of the NPPF are not explored in detail within this statement but have been given due regard throughout the preparation of this application. It is contended that the proposed scheme is wholly compliant with the relevant paragraphs of the NPPF.

Arun Local Plan 2011-2031

The Local Plan policies considered relevant to this development proposal comprise:

- *Policy SP1 Sustainable Development*
- *Policy D SP1 Design*
- *Policy D DM1 Aspects of Form and Design Quality*
- *Policy D DM4 Extensions and Alterations to Existing Buildings*

Walberton Neighbourhood Development Plan 2019-2031

6.0 Planning Assessment

Principle of Development

The proposals seek to create a granny annexe to provide ancillary accommodation for the applicant's family.

Whilst the building is not physically attached to the dwelling, it is intended to have a clear dependency on the main dwelling. A similar outbuilding might be constructed under permitted development and it could be used by members of the family for additional accommodation, therefore it is considered a refusal could not be justified.

The applicant would welcome an appropriately worded condition restricting the use of the annexe to ancillary only. There are no intentions to use the annexe separately and the nature of the site would restrict such proposals in any event. If the LPA consider the use of a condition not to be a sufficient mechanism to control use, the applicant would be happy to agree to a Section 106 to ensure the annexe is never separated off.

Given the above, it is considered the principle of the ancillary annexe – subject to further assessment of design, visual and residential amenity, should be considered acceptable.

Design, Visual and Residential Amenity

Local Plan policies seek to protect the amenity of neighbouring properties and the level of development within the residential curtilage of a given property. The proposed unit is of a single storey building, designed and sited in such a manner that it would not have any detrimental impact in terms of visual amenity. The principle fenestration would front the garden to avoid causing any issues surrounding overlooking. Further, the adjacent boundary treatment would provide an effective screen from the street scene and for the most part from neighbouring properties.

The proposals are considered to have no greater impact on the surrounding area than an outbuilding which

might be permitted under Class E of the General Permitted Development Order. As alluded to above, the proposals are in accordance with Arun Local Plan policies D DM1 and D DM4.

Parking Provision

The application site benefits from off-street parking and the proposals do not generate additional parking requirements in connection with the property. As such, the proposals do not conflict with Local Plan and Parking Standards supplementary planning guidance.

7.0 Design & Access Statement

Design

Planning permission is sought for the construction of a small single storey detached granny annex to the east of Rose Cottage. The annex would provide overflow residential accommodation ancillary to the dwelling and accommodate a living space, kitchen and ensuite bedroom. The building would have a height of 2.85m. Externally, the building would resemble a typical log cabin. As such, it would be built with elevations of timber cladding beneath an EPDM roof. The annex is sited 1m away from the eastern boundary fence and owing to the presence of the fence and the single storey nature of the building it is considered to have limited overlooking potential. Fenestration is focused towards the west facing the main dwelling and would not have an impact on the neighbours in terms of overlooking or loss of privacy. None of the proposed works would be unduly overbearing or result in a significant overshadowing and as such, would have minimal harm on residential amenity.

Amount

The proposed annexe would be single-storey and measure 7m by 4.4m occupying a gross external area of 30.80m. The total floorspace would be approximately 26.40 sqm.

Layout and Scale

The proposed building is sited conveniently and at a distance close to the main dwelling to allow for ease of movement between the two buildings. The annexe would be sited at a minimum of 1m from the adjacent boundaries which comprise a combination of closed board timber fencing and hedges of approximately 1.8m in height.

The layout of the building is such that a generous living space with an open-plan kitchen and dining area is provided leading on to an ensuite bedroom. The building features openings on its primary elevation facing the dwelling and a clerestory window due north.

Use

The site is established in C3 dwelling house use and there are no proposals to change the use of the site in connection with the proposals.

Access

No independent access is to be provided and there are no proposed alterations to existing access arrangements from the highway. Access to and from the Site to the main dwelling and garden setting will not be impacted by the proposals. Access to the annexe would be via a set of French windows located on the western elevation, facing the dwelling.

Appearance

The proposed annexe has been carefully considered to ensure its appearance reflects and harmonises with the garden setting and does not detract from neighbouring visual amenity. The design and materiality of the building will complement and enhance the existing property and mirror the language of the existing structures established within the garden. The following materials will be used in the construction of the proposed annexe:

- **Roof Construction and Covering** mono-pitch roof finished in EPDM
- **Fenestration** uPVC double glazed doors and casement windows and French windows
- **External Cladding** Timber cladding laid vertically
- **Rainwater Goods** uPVC half-round guttering and downpipes, black

The single storey building will respect the primacy of the main dwelling and will be sited in the rear garden towards the sites eastern boundary, visually contained by an existing closed board fence and hedging preventing overlooking from neighbouring dwellings.

Biodiversity, Ecology and Arboriculture

By virtue of the householder planning application, the proposals are exempt from Biodiversity Net Gain assessment and do not seek to alter or remove over 25 sqm of priority habitat to facilitate their introduction. It is the applicant's intent to undertake a series of minor soft landscaping works to facilitate the proposals. A Biodiversity Enhancement Statement has been submitted which should be referred to for further information if required. Additionally, the proposals do not affect the existing dwelling and no consideration has been given to

ecological appraisals of the site. There are no trees affected by the development proposals.

Sustainability

The proposal is to be sited in the rear garden within the residential curtilage of the Site. The structure is to comprise a timber frame with the majority of works taking place offsite ensuring less waste is generated by the development on the whole. The building envelope would be highly insulated to protect the thermal comfort of its occupants and will aspire to exceed the U-values set out in the Building Regulations Approved Document Part L. Generally, the use of high quality and sustainable materials ensures that the annexe would be of a very high quality.

8.0 Conclusion

Householder planning permission is sought for the siting of a granny annexe for family members within the established residential curtilage at the Site. Providing the annexe is used solely in as accommodation incidental to the occupancy of the dwelling (and does not result in the creation of a separate planning unit) its use should not fail to be a material consideration in the determination of an application. Rather, it is proposed this might be controlled by condition to prevent the formation of a separate unit of accommodation on the Site.

In considering the above and concluding the acceptability of the proposed development, we trust that this application warrants officer support and therefore respectfully request that planning permission is duly granted without delay.

B Newton Architecture
February 2026

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