



# HERITAGE, DESIGN & ACCESS STATEMENT

REPLACEMENT OF SINGLE STOREY REAR EXTENSION, INTERNAL ALTERATIONS,  
SUSTAINABILITY IMPROVEMENTS AND CONSERVATION REPAIRS

at

ROSEMARY COTTAGE, MILL LANE, SIDLESHAM, WEST SUSSEX.

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## 1. INTRODUCTION

- 1.1. This Heritage Statement has been prepared by *Meynell Hayes Ltd Architects & Surveyors* on behalf of the Crittall family to assess the impact of the proposals on Rosemary Cottage. This document supports an application for Listed Building Consent and Householder Planning Permission.
- 1.2. A Design and Access Statement has also been incorporated which makes a full assessment of the detailing & layout of the proposals.
- 1.3. The proposed work to Rosemary Cottage includes;

*Replacement of single storey rear extension, internal alterations, sustainability improvements and conservation repairs.*

- 1.4. The primary aspect of the project brief is to undertake essential fabric repair and conservation works to the fabric of Rosemary Cottage. Opportunities to resolve issues surrounding thermal performance, heating and improved ventilation are also a priority for the environmental sustainability and future wellbeing of the building and its residents.

The secondary aspect of the project is the sensitive replacement the single storey rear extension, of lower historic significance. The replacement will be like-for-like in form and scale but of vastly superior built fabric quality providing superior levels of internal comfort and sustainability.

- 1.5. The purpose of the report is to assess the significance of the cottage, and the impact of proposals. The report and associated *Design & Access Statement* cover the following key issues:

- A summary of the design and construction of the cottage and its surroundings,
- A statement of significance related to the cottage and its setting,
- An impact assessment of the proposed works in the context of current planning policy.

- 1.6. The report should also be read in conjunction with the submitted drawings and supporting information including;

- 1205-01 Location and Block Plan
- 1205-02 Existing Floorplan
- 1205-03 Existing Elevations
- 1205-04 Proposed Floorplan
- 1205-05 Proposed Elevations
- 1205 Site Photographic Schedule
- 1205 Historic Building Assessment
- 1205 Method Statement – Materials and Workmanship
- Ecological Impact Assessment
- CIL Forms

## 2. CONTEXT AND HISTORIC SIGNIFICANCE

### 2.1. Context

Rosemary Cottage falls within the Sidlesham Parish and is within the Sidlesham Conservation Area. Mill Lane is adjacent to the SSSI of Pagham Harbour and is therefore within its zone of influence. Rosemary Cottage is in Flood Zone 3.

The cottage is within a predominantly residential area with the exception of the Crab and Lobster pub, which is the cottages' attached neighbour on its North side.



Figure 1: Aerial view with the site roughly outlined red. (Google Maps, 2023)

### 2.2. Designations

Rosemary Cottage is Grade II Listed in January 1986. It is attached to Hawthorn Cottage, which is also included within the Listing description. Historic England List Entry Number: 1026223, reads as follows:

*Dated 1795. One building. Two storeys. Three windows. Rosemary Cottage red brick and grey headers, Hawthorn Cottage stuccoed.*

*Modillion eaves. cornice. Tiled roof. Glazing bars intact. Rosemary Cottage has a stone with the date 1795 and the initials B H M.*

2.3. The existing home is a two storey, 2 bed, pitched roof cottage. Please refer to the separate Historic Building Assessment for further detail of the construction of the cottage.

### 2.4. Significance

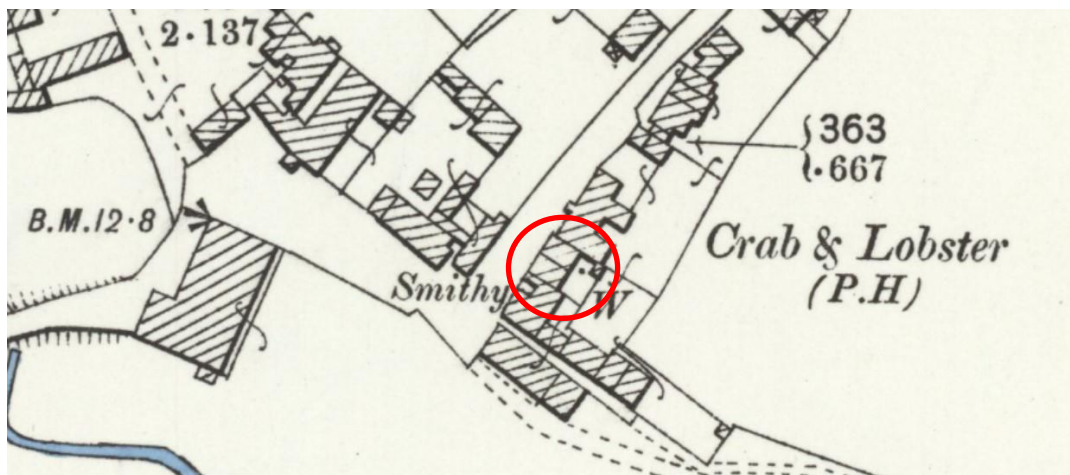
Assessing significance is a key principle for managing change to heritage assets and is embedded within current national and local planning policy.

Significance can be measured according to hierarchical levels; these are generally accepted as:

- Exceptional – an asset important at the highest national or international levels including scheduled ancient monuments, Grade I and II\* listed buildings and World Heritage Sites. Substantial harm should be wholly exceptional.
- High – a designated asset important at a regional level and also at a national level, including Grade II listed buildings and conservation areas. Substantial harm should be exceptional.
- Medium – an undesignated asset important at a local to regional level, including local (non-statutory) listed buildings or those that make a positive contribution to the setting of a listed building or to a conservation area. May include less significant parts of listed buildings. Buildings and parts of structures in this category should be retained where possible, although there is usually scope for adaptation.
- Low – structure or feature of very limited heritage or other cultural value and not defined as a heritage asset. May include insignificant interventions to listed buildings, and buildings that do not contribute positively to a conservation area. The removal or adaptation of structures in this category is usually acceptable where the work will enhance a related heritage asset.
- Negative – features that harm the value of a heritage asset. Wherever practicable, removal of negative features should be considered, taking account of setting and opportunities for enhancement.

#### 2.5. Significance of Rosemary Cottage

The cottage is considered of Medium significance as a good example of a late C18 cottage. Some features including the poor quality, modern single storey lean-to and 'conservatory' at the rear, modern PVC rainwater goods and modern cement mortar pointing may be considered to have negative impact on the appearance of the building.



**Image 1: Ordnance Survey 1898.**

Rosemary Cottage with small detached outbuilding within the rear courtyard, possibly privy.



**Image 2: Ordnance Survey 1934.**

Rosemary Cottage seen with no rear extension or outbuilding.

The assumed privy can be seen in the map from 1898 but not in the map from 1934. This infers that the privy was either demolished at the time of 1934 and rebuilt afterwards or was of insufficient permanence to be noted on the later survey. The rear lean-to and 'conservatory' are believed to be mid-C20 and of low historic value.

#### 2.6. Archaeological Significance

The proposed works are not anticipated to have an impact on archaeology.

### 3. DESIGN AND IMPACT

- 3.1. The likely impact of the proposals and means of mitigation can be assessed against the specific elements of the scheme as outlined within the introduction.

The proposals are described in elements as listed below.

The principal elevation of Rosemary Cottage will see only conservation repairs as part of these planning proposals. The main works of the proposals affect the rear elevation and internal layout.

#### 3.2. **Essential fabric conservation repairs and upgrading**

A number of conservation repairs are proposed and briefly comprise;

- The existing external windows and front door are locally rotten and will be repaired using traditional carpentry techniques. The external joinery will then be redecorated to match the existing colours using a satin finish.
- Areas of the tiled roof and the valley gutter will be repaired 'like for like' to help remedy existing damp ingress
- Externally, areas of cementitious mortar pointing and poor quality infilling of earlier penetrations will be sensitively removed using hand tools where possible and replaced using lime mortar. Samples to be provided in advance of the work.
- Currently the rear PVC gutters are in poor condition and leaking. These will be replaced with black cast iron and the downpipes to the rear elevation will be re-organised and replaced using black painted cast iron to improve their visual appearance.
- Internally, several areas of lath and plaster are in a deteriorated condition and will be locally repaired using 'like for like' lime plaster repairs or stabilised using plaster of Paris to keys within the floor voids.
- The installation of new electrical services, plumbing installations and waste pipework will be carefully routed to avoid undue harm to the historic fabric. Please refer to 'Method Statement' attached for further details.
- To the rear courtyard, the hard concrete surface will be removed and drainage improved to enable the historic walls to 'breathe' and reduce the extent of dampness noted internally.

All repair works will follow best practice guidelines as set out by Historic England.

#### 3.3. **Replacement of single storey extension of lower historic significance**

The existing single storey extension is a modern pastiche of low quality and negatively impacts on the authentic quality of the adjacent historic fabric.

The form and scale of the proposed replacement rear extension will closely match that of the existing poor quality C20 extension (which is believed to have been built in 2 stages). The western most section adjacent the original cottage appears to be an 'infill', constructed of a single skin of brick bedded in hard cement mortar with slate roof over.

The south gable wall of the existing outshot has at some point in the past been removed and this part of the floorplan extended by way of a timber framed single glazed 'conservatory' of low construction quality. The East wall of this part of the extension is part of the garden wall. The replacement extension will be similar in form and scale to that of the existing extensions but with high quality, modern glazing and detailing to ensure that the work is clearly legible as a contemporary extension.

The East and South walls are proposed to be faced externally with brick and rubble flint laid in lime mortar. The existing boundary walls will be retained as far as possible and the structure supported from new foundations.

The glazed screens on the South and West elevations are proposed to have minimal frames, focussing attention instead on the historic materials of the original house and the proposed natural roofing slates.

The existing floor level of the extension falls notably west to east. As part of the removal of the existing extensions, the existing levels will be reduced to provide depth for insulation at floor level. This will also remove the existing modern concrete ground treatment to the courtyard, and replacement with high quality, traditional clay pavements to 'soften' the courtyard space.

Internally, the roof will be vaulted with a roof light to provide morning light from the East into the kitchen/breakfast area.

A fixed triangular window with an oak frame is proposed on the South elevation at high level.

The ridge height of the proposal is marginally higher than that of the existing extensions and the footprint will increase nominally by 2m.sq.

#### 3.4. **Re-ordering of First Floor accommodation**

At First Floor, the current arrangement is mostly formed by modern partitions of timber stud and asbestos cement board panelling construction. A small section of historic timber partition is noted at the head of the stair, including the door to the west bedroom. Refer to historic building Assessment for further details.

Minor alterations are proposed to the layout, to balance the sizes of the bedrooms and avoid the need to enter the second bedroom via the only bathroom facility provided within the property.

The proposals look to move the bathroom to the middle of the plan, thus relieving the rear bedroom of this modern sub-dividing wall. The modern wall that currently divides the front and rear bedrooms will mostly be replaced.

The new bathroom will be formed of modern timber stud partition with plasterboard and skim plaster finish. Minimal fixings will be used to ensure that the work is removable at a later date if required.

The existing door to the west bedroom will be re-used and turned through 90 degrees within a newly formed opening.



3.5. **Installation of Conservation Rooflights to main roof to provide day light and natural ventilation to the bathroom and maintenance access for roofs/valley gutters.**

It is proposed to install three 780x660mm conservation rooflights within the main roof of the cottage. The roof is duo pitched; two rooflights will be on the internal west-facing slope and the other on the external east-facing slope. None will be visible from Mill Lane.

One will provide natural daylight and ventilation to the bathroom space while the others will provide light to the attic store and maintenance access to the roof which is currently inaccessible without scaffold. These will only require the opening up of the modern ceiling finish and adaption of the C20 roof timbers (see Historic Building Assessment for further information).

3.6. **Materials**

Sympathetic materials will be used to respect the quality of the existing cottage and help protect the identity of the heritage asset.

Materials used in the fabric repairs and conservation works will be carefully chosen to be fully materially compatible with the historic fabric.

The replacement single storey extension will be constructed of a handmade clay brick, local or re-used flint, natural roofing slates tiles and powder coated, aluminium framed glazed screens.

All materials will be carefully selected to ensure they are of the highest quality. Sample materials and panels are also offered for review by the Planning Authority to ensure that these details are entirely in keeping.

By taking such an approach to the material finishes, it is believed that the proposed works will visually integrate into the setting.

3.7. **Environmental Sustainability**

A priority of the proposals is the improvement of the cottage's environmental sustainability. This must of course also be balanced with specifying materials that will be compatible with the historic fabric of the cottage.

The thermal performance of the building will be sensitively upgraded using 200mm sheep wool insulation between the ceiling joists within the attic. The overall thermal performance of the cottage will also improve due to the replacement extension being of a superior performance compared to the existing.

It is the intention to apply the principles of sustainable design at all stages of the project. This will include the following;

- Proposed internal fabric repairs will upgrade thermal insulation performance where possible while maintaining breathability to the historic fabric.
- The proposed replacement extension will be insulated at wall, floor and roof levels to current Building Regulations standards.

- All roof lights and the glazed screens will be double glazed. This will conserve energy and reduce the amount of energy required to heat the cottage.
- All replacement lighting will be LED lighting and appliances will be A rated.
- Ventilation of the home will be achieved passively by using opening windows and trickle vents.
- Water efficient fittings will be installed in the proposed replacement bathroom.

3.8. **Access and Parking**

Parking for the cottage is on the road (Mill Lane) to the front (West) of the cottage and is undesignated and not a permit zone. The pedestrian access to the cottage is directly off Mill Lane via the front door. Access to the garden is possible on foot, across the garden of Hawthorn Cottage which is accessed down a passage alongside Hawthorn Cottage.

No changes are proposed to the existing arrangement.

3.9. **Flood Risk**

Rosemary Cottage is in Flood Zone 3. The proposals do not increase the vulnerability of the existing or proposed accommodation to this risk.

#### 4. RELEVANT LEGISLATION AND PLANNING POLICY

4.1. There is no planning history available to publicly view for Rosemary Cottage.

4.2. Planning policy relevant to this application comprises the 1990 Listed Buildings and Conservation Areas Act, and the National Planning Policy Framework (NPPF). Certain Core Strategy policies of Havant Borough Council are also relevant.

#### 4.3. Listed Buildings & Conservation Act 1990

The protection of Listed Buildings and Conservation Areas are an additional system of control imposed by Planning (Listed Buildings and Conservation Areas) Act 1990. Under these provisions, there is substantive duty in relation to Listed Buildings and Conservation Areas (Section 66(1)) that when considering whether to grant planning permission for development which affects a listed building or its setting, decision makers are required to pay special regard to the desirability of preserving the building or its setting or any features of architectural or historic interest which it possesses.

#### 4.4. National Policy

The NPPF defines listed buildings as designated heritage assets and in determining applications local planning authorities should require an applicant to describe the significance of any heritage assets affected including any contribution made by their setting.

In determining planning applications involving heritage assets, the NPPF requires planning authorities to take account of:

- The desirability of sustaining and enhancing the significance of heritage assets and putting them to viable uses consistent with their conservation;
- The positive contribution that conservation of heritage assets can make to sustainable communities including their economic vitality; and
- The desirability of new development making a positive contribution to local character and distinctiveness.

#### 4.5. Local Planning Policy

Policy 40 Sustainable Design and Construction, Policy 43 Chichester Harbour Area of Outstanding Natural Beauty and Policy 47 Heritage and Design of the Saved Local Plan of the Chichester Local Plan Key Policies 2014-2029 is of particular relevance to these proposals.

#### 4.6. Sidlesham Quay Conservation Area

Rosemary Cottage is a significant building on the streetscene of Mill Lane. The cottage is noted in the Sidlesham Quay Conservation Area Character Appraisal & Management Proposals, (Chichester District Council, September 2006) as being grouped with Hawthorn Cottage and The Crab and Lobster pub. It is also noted for its West elevation walling - '*Red brick, often enlivened by the use of blue brick headers to create a chequer pattern*'.

The front elevation of Rosemary Cottage will only receive conservation repairs as part of these planning proposals, therefore enhancing its contribution to the street scene.

The proposals will follow the 'Good Practice Guidance' of the '*Conservation Area Character Appraisal & Management Proposals*' document, in-line with the objective of the "preservation and enhancement" of the area.

## 5. CONCLUSION

- 5.1. Rosemary cottage is a modest grade II listed dwelling in need of repair, improvement, and modernisation in order to become a fit-for-purpose and sustainable family home.
- 5.2. The cottage is considered of Medium Heritage Significance with some features including the poor quality, modern single storey extensions at the rear considered to have negative impact on the heritage asset.
- 5.3. The proposals are for modest amendments to an existing home, with only minor additional footprint proposed as part of the proposed replacement extension in a design and form consistent with that of the existing building. A contextual contemporary design approach has been taken to ensure that the work is clearly legible and does not compete with the earlier fabric.
- 5.4. All work will be of high visual quality using materials, finishes and detailing that have been carefully specified to respect the heritage asset. In combination with a thorough programme of conservation repairs it is felt that the works will help to preserve the significance of the cottage and improve its visual appearance.
- 5.5. Opportunities to improve the environmental sustainability of the building will also be taken where possible. These will include sensitive upgrading and improvement of the existing building (including its thermal performance), a new sustainable heating system and measures to improve energy efficiency and water conservation. Reduction of embodied energy during construction is also important to the scheme and will be achieved through re-use and locally sourcing of materials.
- 5.6. Neighbouring amenity has been considered when designing the extension and alterations and is not felt to be an issue.
- 5.7. The design proposals fall well within local planning guidelines and the Council's Local Plan Policies. In accordance with the presumption in favour of sustainable development this application should be supported with planning permission and listed building consent being granted at the earliest opportunity.

Meynell Hayes Ltd - September 2023

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