

<b>Application Number and Registration Date</b>	<b>MO/2018/0391 (Detailed Householder) 05-Apr-2018</b>
<b>Applicant</b>	<b>Mr L Shanks</b>
<b>Case Officer</b>	<b>Mr David Webb</b>
<b>Amendments /amplifications</b>	<b>Amended by plans received 16/05/2018</b>
<b>Committee Date</b>	<b>6 June 2018</b>
<b>Ward(s)</b>	<b>Westcott</b>
<b>Proposal</b>	<b>Subdivide existing detached dwelling into 1 No. pair of semi-detached dwellings. Erection of single storey side extension and changes to fenestration to include 2 No. dormer windows to west roof elevation.</b>
<b>Site Description</b>	<b>Draycote, Guildford Road, Westcott, Dorking, Surrey, RH4 3NW</b>

**RECOMMENDATION: Approve subject to conditions**

**Summary**

This application has been called-in by Councillor Friend.

The proposal involves the subdivision of the existing detached dwelling into two dwellings with the erection of a single storey addition to the side and insertion of one extra dormer window and the alteration of an existing dormer window to the west elevation. The proposal would create one three bedroom and one two bedroom dwelling. Parking for three vehicles would be provided in total within the curtilage. The design has been amended and Mole Valley’s Historic Environment Officer supports the proposal on heritage grounds. The front parking area has been reduced so as to preserve the front boundary wall for aesthetic reasons within the Conservation Area. The proposal is considered, on balance, to comply with all planning policies and is therefore recommended for approval.

## 1. Development Plan

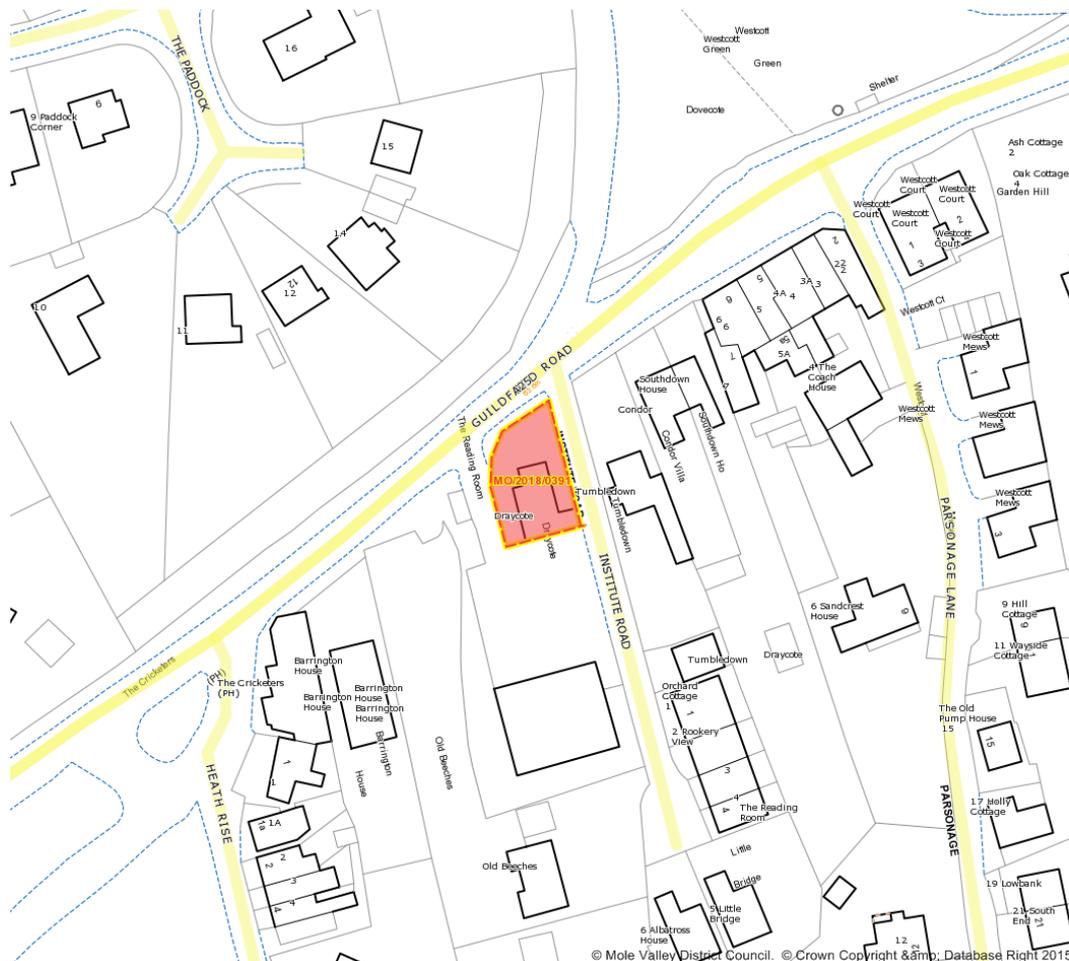
1.1. Large Rural Village, Area of Outstanding Natural Beauty, Conservation Area

## 2. Relevant Planning History

MO/2002/0402 (Unimplemented)	First floor side extension.	Approved with conditions 07-05-2002
MO/2000/1297	Single storey front extension	Approved with conditions 15-09-2000
MO/95/0939	First floor extension of 17m2 above existing ground floor. (Renewal of MO/90/0826/PLA).	Approved with conditions 22-09-1995

## 3. Description of Development

3.1. The application site is located on the southern side of Guildford Road and comprises a detached two storey dwelling. Immediately to the rear of the dwelling is a car park that serves the Westcott Reading Room, a community facility. Institute Road, a one way road, runs along the property's eastern elevation and the one way exit road from the Reading Room's carpark and Institute Road runs along the western elevation of the property.



- 3.2. This application seeks planning permission for the subdivision of the existing dwelling into two dwellings. One dwelling would occupy the rear of the existing building and form a three bedroom unit and the front unit would contain two bedrooms.
- 3.3. The proposal would also include a single storey side extension to form a new entrance door and dining room for the front unit. On the first floor west facing roof slope are two proposed dormer windows. One would serve a bedroom for the rear unit and the other would serve a bathroom to the front facing unit.
- 3.4. The proposals would also include the subdivision of the curtilage with part of the front garden wall removed (part facing Institute Road) to provide two parallel parking bays for vehicles associated with the rear facing unit. The front facing unit would have the portion of the front garden that faces Guildford Road and would have one parking space in a similar position to the existing layout.

#### **4. Consultations**

- 4.1. SCC Highways: *The County Highway Authority has undertaken an assessment in terms of the likely net additional traffic generation, access arrangements and parking provision and are satisfied that the application would not have a material impact on the safety and operation of the adjoining public highway. The County Highway Authority therefore has no highway requirements."*

Mole Valley's Historic Environment Officer states as follows:

*Although unlisted, this is a building of 'local interest' which plays a significant part in the character of this part of the Westcott Conservation Area. It is certainly extremely prominent in the streetscape.*

*When I first looked at the proposal I had significant concerns that the combination of works, including those around the curtilage, would potentially be harmful to the setting of the conservation area and so in conflict with legislation, guidance and policies relating to heritage assets.*

*However, following a detailed discussion with the applicant in which I recommended substantial revisions to the design to retain far more of the architectural features and setting, I am now much more supportive. I am very pleased that the front door and bay window (including the historic plaque) will be retained and that the extension has been remodelled and reduced in volume to reflect the form and detailing of the building. The roof lights have been relocated and the very large sets of fully glazed doors have been halved in size. I now think that the design is acceptable and will not compromise the essential form and architectural language of the original building.*

*Along with concerns about the proposed alterations to the building, I was very concerned about the major changes proposed to the setting, including removing much of the front boundary wall and attractive planted garden in order to create two parking spaces. The wall and garden are, I consider, vitally important to the conservation area streetscape and losing them in order to create sterile hard surfacing for parking, with the cars in full view due to the loss of the boundary wall to the front, would be harmful to the setting of the heritage asset and so in conflict with heritage asset legislation and policies. I am therefore very pleased that one parking space has been deleted in order to retain most of the front boundary wall and far more of the planted garden. I feel that any concern about the loss of one*

*parking space must be balanced by the benefits gained to the setting of the conservation area. The parking to the side is of less concern as it will not be so prominent in the streetscape.*

*In summary, I therefore now feel that the substantial revisions achieved means that the proposal will no longer be harmful to the significance of the Westcott Conservation Area heritage asset, provided the quality of materials and detailing is of a sufficiently high standard.*

*If approval is granted we should therefore condition full external joinery details, sample materials to be seen and agreed, a trial panel of new brickwork to be agreed, including mortar and pointing detail, full ventilation details to be agreed and rainwater goods detail to be agreed.”*

## **5. Representations**

5.1. 6 letters of representation and one letter of representation from the Westcott Village Association have been received at the time of writing this report raising the following summarised concerns:

5.2. Westcott Village Association:

- Parking arrangement dangerous
- Does not enhance the character of the dwelling
- Construction vehicles will cause congestion and annoyance to neighbours during building works
- Proposal will result in cramped appearance on the main road contravening policy ENV24.

Neighbour letters:

- No room for parking on the site / only parking for two cars
- Not sufficient access/dangerous access
- Building works would cause congestion / obstruct access to Reading Room
- Site too small
- Cramped / unsightly
- Side extension does nothing to enhance the dwelling in the Conservation Area

*Officer comment: representations state that building works will cause danger, disruption and congestion. This could be true of every planning application. It is considered that these matters are not material planning considerations in this case due to the minor nature of the physical works (small single storey extension).*

*Representations refer to policy ENV24 (Density of Development). This policy is used when assessing new buildings. This application is for the subdivision of an existing building and a small single storey side extension.*

5.3. Following some small amendments to the plans neighbouring properties have been re-consulted. Any further comments will be added to the addendum to this report.

## **6. Main Planning Policies**

### **6.1. Government Guidance**

National Planning Policy Framework

Section 7 Requiring Good Design  
Section 12 Conserving and enhancing the historic environment

6.2. Mole Valley Core Strategy

CS1 – Where development will be directed  
CS2 – Housing provision and location  
CS3 – Balancing housing provision  
CS13 – Landscape Character  
CS14 – Townscape, Urban Design and the Historic Environment  
CS19 – Sustainable construction renewable energy and energy conservation

6.3. Mole Valley Local Plan

ENV22 – General Development Control Criteria  
ENV23 – Respect for setting  
ENV39 – Development in Conservation Areas  
HSG8 – Subdivision of Dwellings in the Built-up Areas and Villages

6.4. Westcott Neighbourhood Development Plan

WNDP1 – Size, Architectural Style and Character of Housing Development  
WNDP2 - Infill and redevelopment  
WNDP4 – Parking provision

**7. Main Planning Issues**

7.1. The main planning issues for consideration are:

- The principle of development
- Impact upon the character of the surrounding area
- Parking
- Impact upon neighbouring amenities

Principle

7.2. Policies CS1 and CS2 seek for new development to be directed to the main built-up areas of the district with limited development (including redevelopment) on previously developed land within the larger rural villages, of which Westcott is one.

7.3. Policy CS3 seeks a balanced housing market to take into account the local housing needs. The Council will particularly seek the provision of two and three bedroom dwellings suitable for occupation for all sectors of the community including newly forming households, young couples and expanding families. This proposal would create one three bedroom and one two bedroom dwelling.

7.4. Policy WNDP1 of the Westcott Neighbourhood Plan states that:

*“New housing developments should reflect the character of the surrounding area. Where necessary developments should be designed to respect the amenities of surrounding properties in general, and to avoid unacceptable levels of overlooking adjacent properties in particular. Depending on the size of the plot, new housing developments should be built in small clusters of dwellings of varying and*

*sympathetic architectural styles. The size of the new dwellings should reflect the housing demand in the village. Proposals for small developments of houses for 1-4 bed roomed properties within the village core shown on the Policies Map will be particularly supported.”*

- 7.5. The proposal includes the sub-division of an existing dwelling into two dwellings within a larger rural village where development such as new dwellings is directed. Both of the proposed dwellings would comply with both, Local Plan and Neighbourhood Plan policy requirements for the number of bedrooms. It is therefore considered that the principle of this development is acceptable.

Impact upon the character of the surrounding area

- 7.6. The external alterations to the building include a single storey side extension (circled below), alteration of a dormer window and insertion of one new dormer window on the western elevation, alteration of a door opening on the western elevation, the formation of a new opening on the first floor north facing elevation (outlined below) and the alteration of one window to one entrance door on north facing elevation (adjacent to Institute Road) (outlined below).



- 7.7. As the subject site is located within the Westcott Conservation Area, the Council's Historic Environment Officer (HEO) has been consulted. The HEO requested amendments to the single storey side extension which included, moving the front door of the front unit onto a requested new bay-window feature (circled below), setting the extension back from the front elevation and hipping the roof to reflect the character of the building. The subdivision of the front curtilage would not be largely perceptible from outside of the site. The existing front boundary wall would be retained as part of the HEO recommendations. The HEO now supports the development.



7.8. Concerns have been raised stating that the proposal does not enhance the character of the surrounding area. Following the amendments received and the support of Mole Valley’s HEO, this scheme is considered to be acceptable in both Local Plan policy terms and in terms of the Westcott Neighbourhood Plan policy WNDP1.

Parking/Highways

7.9. The proposal includes three parking spaces overall (shown below). Two spaces would be provided to the rear three bedroom unit and one space would be provided for the front unit.



*(Image above darkened to better highlight vehicle parking)*

- 7.10. Policy WNDP4 of the Westcott Neighbourhood Plan states that 2 car parking spaces should be provided per 2 bedroom, or larger, properties. The front unit provides one space which is an amendment to the scheme. On heritage grounds Mole Valley's Historic Environment Officer (HEO) considered that the wall (highlighted above) and garden are,

*“vitally important to the conservation area streetscape and losing them in order to create sterile hard surfacing for parking, with the cars in full view due to the loss of the boundary wall to the front, would be harmful to the setting of the heritage asset and so in conflict with heritage asset legislation and policies.”*

- 7.11. The amendment retains the boundary wall and the front garden which is considered to address the HEO's concerns. The site is located within the heart of Westcott Village which has a local shop and Post Office; furthermore, the site is located on the main Guildford Road with Dorking's town centre less than 2 miles away. On the opposite side of the road from the site is the village green bus stop which has a regular service to Dorking and on the same side as the application site is a bus stop for services to Guildford. In light of these reasons it is considered, on balance, that the proposal is acceptable in terms of parking.
- 7.12. Access and parking provision have been raised as concerns by local residents. In terms of traffic generation, access arrangements and parking provision, Surrey County Council's Highway Authority have been consulted and do not raise any objections to the proposals, and no further requirements are requested from the applicant (i.e. no planning conditions are proposed). The proposal is therefore considered to be acceptable in terms of highway safety and access.

#### Impact upon neighbour amenities

- 7.13. The proposed single storey extension and dormer windows would both be located on the western elevation. The nearest neighbouring property to these additions would be Barrington House (to the west). This neighbouring property is located approximately 30 metres from the proposals. Between the two sites is a belt of tall protected trees and dense hedging; furthermore this neighbouring property is set back further into its plot than the subject site and the proposed extensions. It is considered that the works to the building would not have a detrimental impact upon the amenities of this neighbouring property.
- 7.14. The subdivision of the property is not considered to have any detrimental impacts upon the amenities of neighbouring properties as the windows in the properties would retain their current purposes, i.e. living rooms on the ground floor and bedrooms/bathrooms on the first floor.

#### Sustainability

- 7.15. The proposal would need to include a 10% reduction in total carbon emissions through the on-site installation and implementation of renewable or low carbon energy sources. Compliance with these aspects of policy CS19 can be satisfactorily controlled through the imposition of a planning condition.

#### Community Infrastructure Levy

- 7.16. CIL was adopted by the Council on 1 January 2017. The proposal involves the creation of residential floor space and, therefore, CIL would be liable.

## Conclusion

- 7.17. The proposal is considered to be in a suitable location for the creation of a new dwelling. The proposal would create two dwellings of a size which is sought by both the Local Plan and the Westcott Neighbourhood Plan (WNP). The design of the alterations proposed is considered to be acceptable. The parking provision, whilst less than is sought in the WNP is considered, on balance, to be acceptable given the benefits to the Conservation Area of retaining the front garden and boundary wall, and considering the reasonably sustainable location in terms of local facilities within the village and nearby Dorking Town centre.
- 7.18. The proposal therefore is considered to comply with all local and national planning policies and the policies contained within the Westcott Neighbourhood Plan.

## **8. Recommendation**

Permission be **GRANTED** subject to the following conditions:

1. The development hereby permitted shall be begun before the expiration of three years from the date of this permission.

Reason: To comply with Section 91(1) of the Town and Country Planning Act 1990 as amended by Section 51(1) of the Planning and Compulsory Purchase Act 2004.

2. The development hereby permitted shall be carried out and completed in all respects strictly in accordance with the submitted documents and plan numbers/titles: Proposed plans Both Floors Rev C, Proposed Elevations Rev B contained within the application and no variations shall take place.

Reason: To accord with the terms of the submitted application and to ensure minimal impact on local amenity and the environment in accordance with Mole Valley Core Strategy policy CS14 and Mole Valley Local Plan policy ENV22.

3. Before any above ground works commence, details of the materials to be used in the construction of the external surfaces of the development hereby permitted shall be submitted to and approved in writing by the Local Planning Authority. Development shall be carried out in accordance with the approved details.

Reason: To ensure the development harmonises with its surroundings in accordance with Mole Valley Local Plan policy ENV22 and policy CS14 of the Mole Valley Core Strategy.

4. Any new or altered hard surfacing to be provided to the front of the property shall be constructed from either porous materials or shall make adequate provision for the direction run-off from the hard surface to a permeable or porous area.

Reason: To prevent the increased risk of flooding, in accordance with Mole Valley Local Plan policy ENV25 and policies CS14 and CS20 of the Mole Valley Core Strategy.

5. A refuse and recycling storage facility shall be provided as part of the development, in accordance with detailed drawings to be submitted to and approved in writing by the Local Planning Authority prior to the commencement of the development.

Reason: In the interests of the amenities of the area, in accordance with Mole Valley Core Strategy policy CS14 and Mole Valley Local Plan policy ENV22.

6. Prior to any above ground works commencing, details to reduce the carbon emissions of the predicted energy use of the development hereby permitted by at least 10% through the on-site installation and implementation of decentralised and renewable or low-carbon energy sources shall be submitted and approved by the Local Planning Authority and be implemented prior to the first occupation of the development.

Reason: To optimise renewable energy and its conservation, in accordance with policy CS19 of the Mole Valley Core Strategy.

7. Prior to any above ground works commencing, details of all external joinery shall be submitted to and approved in writing by the Local Planning Authority including materials, method of opening and large scale drawings showing sections through mullions, transoms and glazing bars. Windows and door openings should have a reveal to be agreed. The development shall thereafter be implemented in accordance with the approved details.

Reason: To ensure that the development is in keeping with the character of the locality in accordance with Mole Valley Local Plan policy ENV22 and policy CS14 of the Mole Valley Core Strategy.

8. Before any above ground works commence, details of the guttering and rainwater goods shall be submitted to and approved in writing by the Local Planning Authority. The development shall thereafter be implemented in accordance with the approved details.

Reason: To preserve the visual amenity of the area in accordance with Mole Valley Local Plan policy ENV22 and policy CS14 of the Mole Valley Core Strategy.

9. Before any above ground works commence, full details of all proposed extract flues, ventilation systems and meter boxes shall be submitted to and approved in writing by the Local Planning Authority. The development shall thereafter be implemented in accordance with the approved details.

Reason: To preserve the visual amenity of the area in accordance with Mole Valley Local Plan policy ENV22 and policy CS14 of the Mole Valley Core Strategy.

10. Before any above ground works commence, a trial panel of brickwork shall be completed for inspection and agreement in writing by a representative of the Local Planning Authority. The trial panel shall include proposed brick bond, mortar mix and pointing detail. Thereafter, the development shall be completed in accordance with the approved details.

Reason: To preserve the visual amenity of the area in accordance with Mole Valley Local Plan policy ENV22 and policy CS14 of the Mole Valley Core Strategy.

## Informatives

1. The applicant is advised that the approval of details and/or samples required by condition(s) is subject to a fee, details of which may be viewed on the Council's website under the planning pages.

The fee may cover more than one condition where the details are submitted at the same time. Where subsequent submissions are made, a further fee will be payable per individual submission. The fee should be paid at the time of submission of the formal request.

PLEASE NOTE that this approval process may take up to 8 weeks from the date of the request. Applicants are therefore advised to submit requests in a timely manner.

2. In the interests of sustainability and the reduction of waste your attention is drawn to the desirability of recycling building materials wherever possible. The demolition or dismantling of structures on the site should be considered as part of the development process to maximise the reuse or recycling of materials rather than disposal as waste. For further information about re-use and recycling of building materials, the applicant is advised to ring the Surrey County Council Contact Centre on 03456 009 009.