

Mr R Williamson  
Rosewood House  
1 Youngs Way  
Cheriton  
Alresford  
SO24 0EY

Our Ref: SDNP/21/00090/PRE  
Contact Officer: Mary Bird  
Tel. No.: 01730 234268

19 January 2021

Dear Mr R Williamson

### **PRE-APPLICATION ADVICE**

**Proposal:** Raising of roof, garage and store, extension to property  
**Site Address:** Ashdell Farm, Headmoor Lane, Four Marks, Alton, Hampshire, GU34 3ES,

Thank you for your correspondence received 6 January 2021 seeking pre-application advice.

#### **Executive Summary**

I understand that you are the prospective purchaser of the above dwelling and are seeking guidance with regard to a number of alterations you would like to undertake on the dwelling and site. You have indicated that you would like to increase the height of the roof of the dwelling in order to add further accommodation at first floor level. You would also like to erect a large detached outbuilding to the south of the dwelling to provide garaging and further accommodation associated with the dwelling. You are also seeking to clarify the residential boundaries of the site.

I can confirm that formal planning permission is required to increase the height of the roof of the dwelling and for the erection of an outbuilding within the site. You will need to submit a householder planning application for the proposal and the necessary forms can be accessed via the Planning Portal.

The following policies of the adopted local plan are of note for your proposal. SD2 (ecosystem services), SD5 (design), SD8 (dark night skies) SD25 (development strategy) and SD31 (extensions). You may wish to view these policies in full via the council website.

Policy SD31 is a policy of restraint and seeks to restrict the amount of floor area that can be added to a site to no more than a 30% uplift over the original floor area. The original floor area is considered to be the floor area that existed on the site on 18th December 2002. It is unclear from your proposal how much additional floor area your proposal will represent. It is also important to note that the floor area of significant outbuildings is included in this calculation so you will need to include the floor area of the proposed garage and accommodation above in your proposal.

You have not included any plans or sketches of the proposed extensions and as a result I am unable to comment on their acceptability in terms of policy SD5. I would suggest that you consider the percentage uplift your proposal represents and then prepare sketches of your extensions on that basis. I would be happy

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in due course to offer more detailed guidance on receipt of a sketch scheme.

I note that you are also seeking clarification with regard to where the boundaries of the residential curtilage are. It is difficult to give any degree of clarity on this matter as the aerial photograph I have access to is unclear and there are no earlier planning applications that set out the boundaries in a precise manner. I would suggest that you may wish to consider submitting a Certificate of Lawful Use application to legally establish what area of land has been used for private garden area for this dwelling over a period of 10 years or more. It will be necessary to include supporting evidence to verify your claim and this could be done by way of Affidavids from the current owner or neighbours to the site who would be able to support your claim. The onus of proof with regard to a Certificate of Lawfulness is on the applicant. The necessary application forms can be accessed via the Planning Portal.

I trust that this letter has clarified the position for you.

If you pursue a formal planning application please note that the requirements of the South Downs National Park Authority Local Validation List will apply with regard to the information required to be submitted. Further information is available at <https://www.southdowns.gov.uk/planning/making-an-application/local-validation-list/> .

It would be advisable to contact the Building Control department at your Local Authority to check if building regulation approval is required.

Please note that the advice contained within this letter constitutes an informal Officer's opinion and does not prejudice, nor is binding upon, any future decision taken by the South Downs National Park Authority.

Yours sincerely,

Mary Bird  
Principal Planning Officer  
For and on behalf of South Downs National Park

