

## 5.0 Proposed Office & Granny Annexe

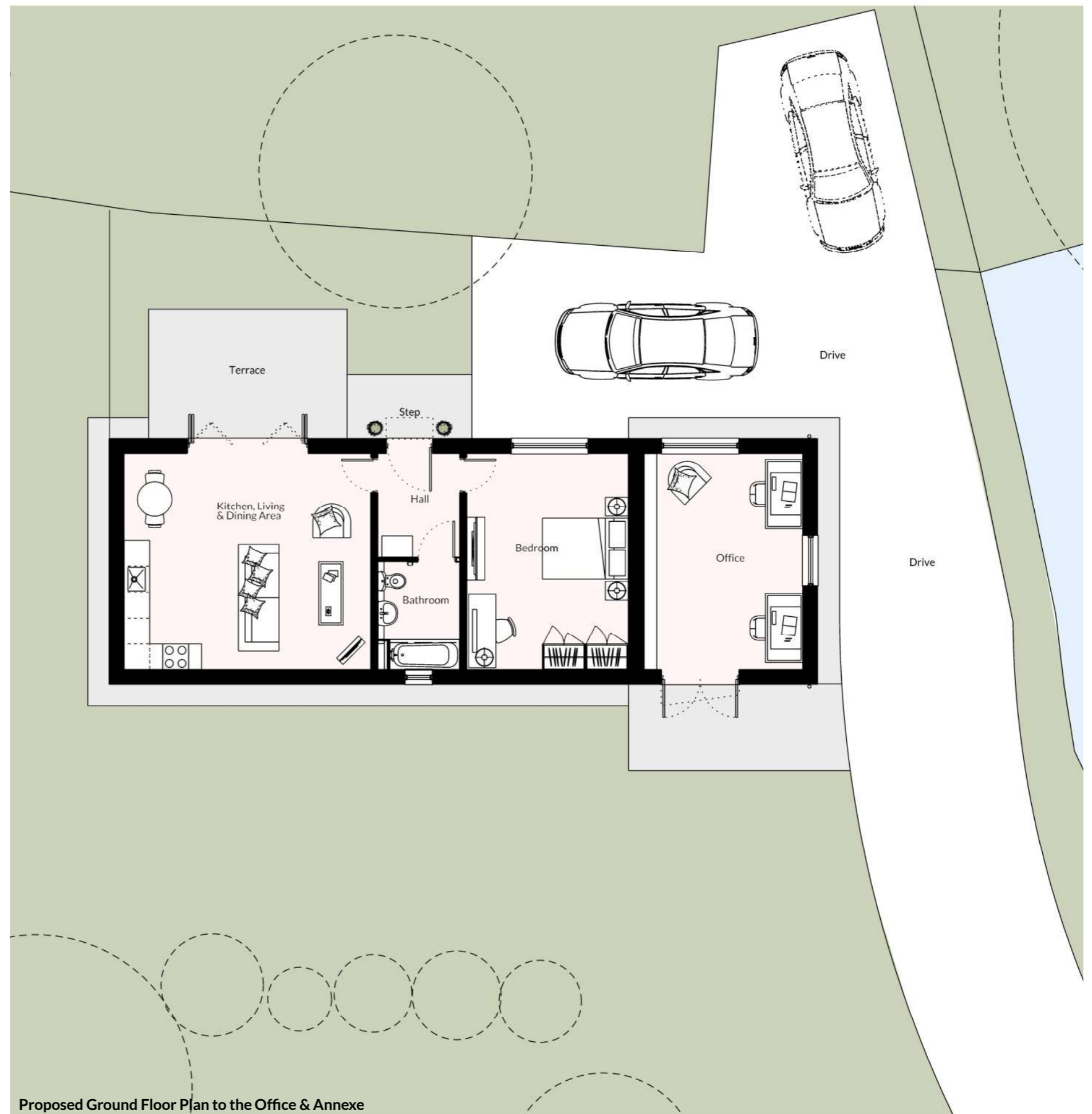
5.1 Unfortunately, the existing office & workshop suffered fire damage (please refer to the existing photos). The Applicants are self employed and primarily work from home. Therefore, the previous office space is still required.

The Applicants are also considering the future with elderly relatives. The provision of a self contained 1 bedroom single storey unit will provide a required "granny annexe". Orientating views & aspect north will maintain an element of privacy between properties, but will allow ease of access for necessary support. The position and aspect of the office provides ease of access between home and workspace with the added visual security over the drive.

The existing main house is the primary building on the site. Any other building would need to be physically subservient to it. With this principle in mind, the office & annexe is clad in a dark stained timber with a slate type roof. This approach maintains the house's primacy and replicates the historic approach to secondary farm buildings within Suffolk.

Other points to note include:

- the annexe would remain in the same ownership as the Applicants.
- the annexe would have its own garden area delineated by existing shrubs & fencing (to match existing).
- the annexe would be accessible via the same site access point from the lane.
- the proposed GIA of the annexe is 59 sq. m. The existing GIA of the main house is 195 sq m. Therefore, the proposed annexe is not overly large in area terms.

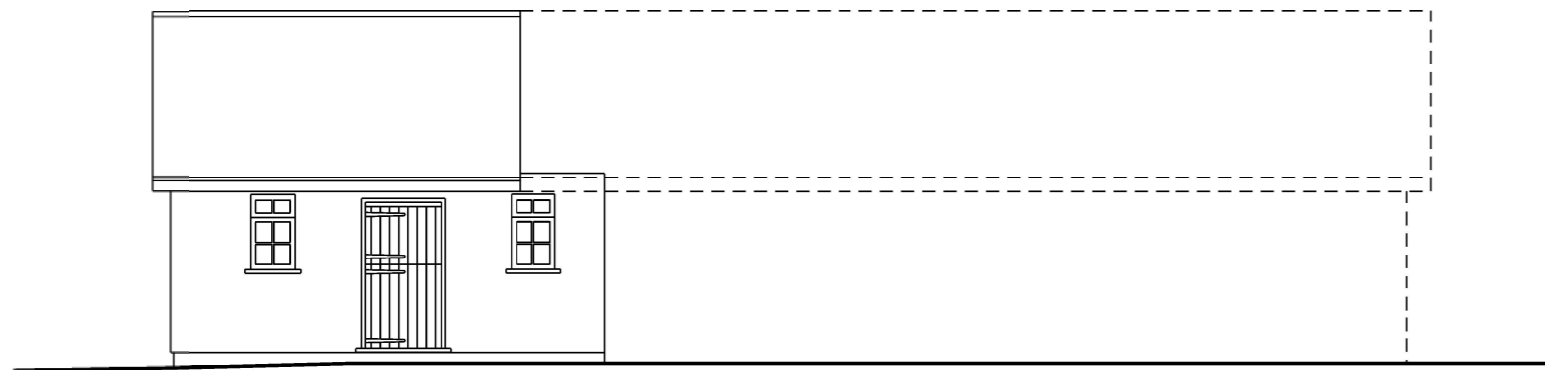




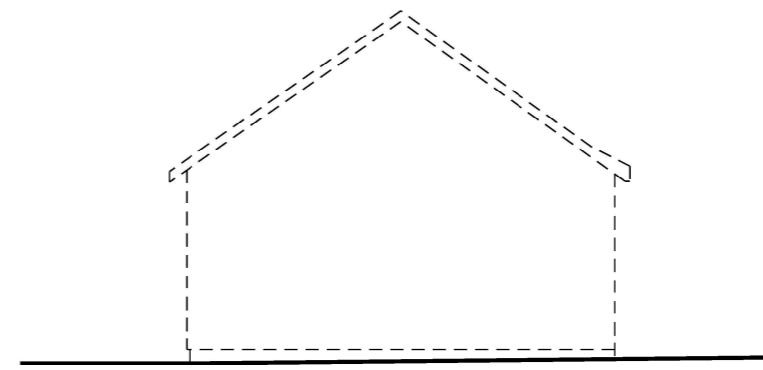
5.0 Existing Office & Workshop (prior to fire damage)

NOTES:  
 DO NOT SCALE FROM THIS DRAWING.  
 PLEASE ALSO REFER TO THE RELEVANT STRUCTURAL AND SERVICES DRAWINGS AND SPECIFICATION INFORMATION.  
 ALL DIMENSIONS TO BE CHECKED ON SITE. ALL OMISSIONS AND DISCREPANCIES TO BE REPORTED TO THE ARCHITECT IMMEDIATELY.  
 © KIRBY ARCHITECTURE LIMITED

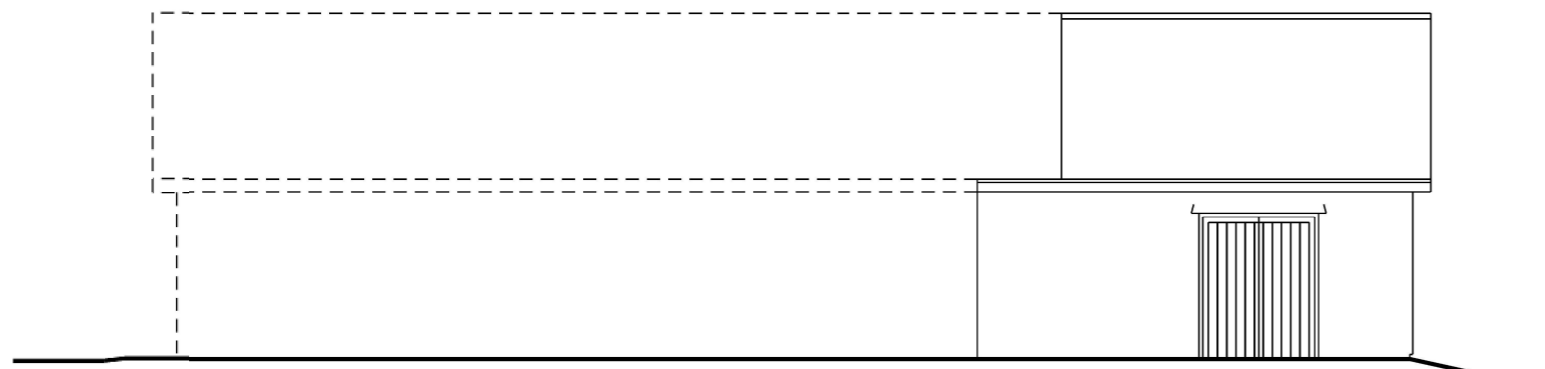
--- Original Building Profile



1 South Elevation



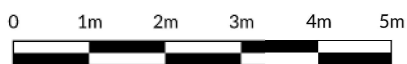
2 East Elevation



3 North Elevation



4 West Elevation



Issued for planning	30/12/21	MT	/
Purpose of Issue	Date	Check	Rev



Malt Office Farm, The Comon, Mezfield, Suffolk, IP20 0LP  
 info@kirbyarchitecture.co.uk www.kirbyarchitecture.co.uk

Project  
 Locks Cottage  
 Chapel Farm Lane, Thornham Parva  
 IP23 8EX

Drawing  
 Existing Office & Workshop  
 Elevations (Post Demolition)

Drawn	Date	Scale
MT	Aug 21	1:100@A3

Job number	Drawing number	Revision
2108	113	/

Original Drawing Size A3

## 5.0 Proposed Office & Granny Annexe - Facade Design

NOTES:  
DO NOT SCALE FROM THIS DRAWING.  
PLEASE ALSO REFER TO THE RELEVANT STRUCTURAL AND SERVICES DRAWINGS AND SPECIFICATION INFORMATION.  
ALL DIMENSIONS TO BE CHECKED ON SITE. ALL OMISSIONS AND DISCREPANCIES TO BE REPORTED TO THE ARCHITECT IMMEDIATELY.  
© KIRBY ARCHITECTURE LIMITED

- Materials:
- Dark grey stained timber cladding
  - Dark grey/black reveals
  - Dark grey/black UPVC or aluminium window & door frames
  - Clear glazing except to bathroom which will be translucent
  - Black UPVC rainwater goods
  - Black aluminium canopy above entrance doors
  - Slate colour roof tiles



1 South Elevation



2 East Elevation



3 North Elevation



4 West Elevation

Issued for planning Purpose of Issue	30/12/21 Date	MT Check	/ Rev



Malt Office Farm, The Comon, Metfield, Suffolk. IP20 0LP  
info@kirbyarchitecture.co.uk www.kirbyarchitecture.co.uk

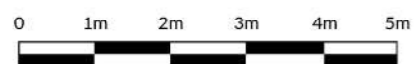
Project  
Locks Cottage  
Chapel Farm Lane, Thornham Parva  
IP23 8EX

Drawing  
Granny Annexe & Office  
Proposed Elevations  
Option 02

Drawn	Date	Scale
MT	Aug 21	1:100 @ A3

Job number	Drawing number	Revision
2108	212	/

Original Drawing Size A3







## 6.0 Planning Policy & Design Guidance Analysis

6.1 This section lists relevant Local Policy & Design Guidance and how the proposals comply.

6.1.1 POLICY GP01 - *Design and layout of development* states:

*POOR DESIGN AND LAYOUT WILL NORMALLY BE REFUSED IN NEW DEVELOPMENT. THE DISTRICT PLANNING AUTHORITY WILL NORMALLY GRANT PERMISSION FOR PROPOSALS WHICH MEET THE FOLLOWING DESIGN CRITERIA:-*

*- PROPOSALS SHOULD MAINTAIN OR ENHANCE THE CHARACTER AND APPEARANCE OF THEIR SURROUNDINGS, AND RESPECT THE SCALE AND DENSITY OF SURROUNDING DEVELOPMENT;*

*- MATERIALS AND FINISHES SHOULD BE TRADITIONAL, OR COMPATIBLE WITH TRADITIONAL MATERIALS AND FINISHES AND SHOULD RESPECT LOCAL ARCHITECTURAL STYLES WHERE APPROPRIATE;*

*- THE SITING OF BUILDINGS AND THE CREATION OF OPEN SPACES BETWEEN EXISTING AND PROPOSED BUILDINGS SHOULD MAINTAIN OR ENHANCE THE CHARACTER OF THE SITE, WITH ATTENTION TO THE TREATMENT OF BOUNDARIES PARTICULARLY ON THE EDGE OF SETTLEMENTS;*

*- LAYOUTS SHOULD INCORPORATE AND PROTECT IMPORTANT NATURAL LANDSCAPE FEATURES, INCLUDING EXISTING TREES, SHRUBS AND HEDGEROWS;*

*- PROPOSALS SHOULD MAKE PROPER PROVISION FOR THE GARAGING, PARKING AND TURNING OF MOTOR VEHICLES AND FOR FOOTWAYS AND ACCESS IN A MANNER THAT DOES NOT DOMINATE THE APPEARANCE AND DESIGN OF THE LAYOUT;*

*- LANDSCAPING SHOULD BE REGARDED AS AN INTEGRAL PART OF DESIGN PROPOSALS;*

*- THE INTERRELATIONSHIP BETWEEN BUILDINGS AND OPEN SPACES IN ANY LAYOUT SHOULD ACT TO MINIMISE OPPORTUNITIES FOR CRIMINAL ACTIVITY, CONSISTENT WITH GOOD LAYOUT AND ARCHITECTURAL DESIGN.*

The proposals comply with the above policy in the following ways:

- The existing workshop building and conservatory didn't necessary follow the materials and details of the existing house with the use of UPVC framing and exposed blockwork. Both of the proposals

follow the materials and details of the existing house. The proposed office & workshop will be clad in a slate type roof finish in line with the approach on historic subservient farm buildings in similar conditions.

- Both of the proposals sit within the footprint and profile of existing structures. Therefore the existing open spaces are maintained between all of the buildings.

- Existing trees and shrubs are maintained. There is a loss in grass area over the extension of the driveway. The driveway will be of permeable nature e.g. gravel or grass grid to encourage natural drainage.

- Both the existing and proposed landscaping is integral to the proposals. Location of windows and doors provide visual connection to both immediate and wider gardens. Existing trees and shrubs are maintained to maintain privacy, shading and backdrop.

- The proposed office is located to provide visual security to/from the access point from Chapel Farm Lane. Again, the granny annexe and office are overlooked from the existing house. Therefore a good level of security is provided throughout.

6.1.2 POLICY CS05 - *Mid Suffolk's Environment* states:

*All development will maintain and enhance the environment, including the historic environment, and retain the local distinctiveness of the area.*

*To protect, manage and enhance Mid Suffolk's biodiversity and geodiversity based on a network of:*

- *Designated Sites (international, national, regional and local)*

- *Biodiversity Action Plan Species and Habitats, geodiversity interests within the wider environment Wildlife Corridors and Ecological Networks*

*and where appropriate increase opportunities for access and appreciation of biodiversity and geodiversity conservation for all sections of the community.*

*Emphasis will be given to the creation new habitats particularly along the Gipping, Upper Waveney and Deben river valley's in connection with flood management schemes and to contribute towards green tourism opportunities.*

*Landscape: The Council will protect and conserve landscape qualities taking into account the natural environment and the historical dimension of the landscape as a whole rather than concentrating solely on selected areas, protecting the District's most important components and encourage development that is consistent with conserving its overall character.*

*Design: Development will be of a high quality design that respects the local distinctiveness and the built heritage of Mid Suffolk, enhancing the character and appearance of the district. It should create visual interest within the street scene and where appropriate encourage active uses at ground floor level, creating uses of public space which encourage people to walk and cycle.*

*Historic Environment: The Council will introduce policies in the other DPDs of the Local Development Framework to protect, conserve and where possible enhance the natural and built historic environment including the residual archaeological remains. These policies will seek to integrate conservation policies with other planning policies affecting the historic environment*

The proposals comply with the above policy in the following ways:

- the proposed materials, details, footprints and profiles follow the existing on-site architecture. Bearing in mind the quality & condition of the workshop and conservatory, the proposals will enhance the setting.

- the proposals are built upon existing building footprints and hard standing. Existing habitats and biodiversity, are maintained. With the provision of a new garden area to the annexe, there will be further opportunity for variety in low level planting.

6.1.3 POLICY FC01 - *Presumption in Favour Of Sustainable Development* states:

*When considering development proposals the Council will take a positive approach that reflects the presumption in favour of sustainable development contained in the National Planning Policy Framework. It will always work proactively with applicants jointly to find solutions which mean that proposals can be approved wherever possible, and to secure development that improves the economic, social and environmental conditions in the area.*

*Planning applications that accord with the policies in this Local Plan (and, where relevant, with policies in neighbourhood plans) will be approved without delay, unless material considerations indicate otherwise.*

Where there are no policies relevant to the application or relevant policies are out of date at the time of making the decision then the Council will grant permission unless material considerations indicate otherwise – taking into account whether:

Any adverse impacts of granting permission would significantly and demonstrably outweigh the benefits, when assessed against the policies in the National Planning Policy Framework taken as a whole; or

Specific policies in that Framework indicate that development should be restricted.

#### Policy FC 1.1

#### Mid Suffolk approach to delivering Sustainable Development

In line with policy FC 1, development proposals will be required to demonstrate the principles of sustainable development and will be assessed against the presumption in favour of sustainable development as interpreted and applied locally to the Mid Suffolk context through the policies and proposals of the Mid Suffolk new style Local Plan.

Proposals for development must conserve and enhance the local character of the different parts of the district. They should demonstrate how the proposal addresses the context and key issues of the district and contributes to meeting the objectives and the policies of the Mid Suffolk Core Strategy and other relevant documents.

The District Council encourages pre-application discussions and/or the use of development briefs and masterplans to address these matters prior to submitting planning applications and in relation to bringing forward proposed allocations. This approach is particularly relevant to the integration of the necessary physical, social and environmental infrastructure within development plans and proposals.

The Council will facilitate the delivery of integrated sustainable development through a variety of means, including the appropriate use of planning conditions and obligations, planning performance agreements, local and neighbourhood plans and orders, the introduction of CIL and supplementary planning documents.

The proposals comply with the above policy in the following ways:

- The proposals involve the demolition and reuse of existing failing structures. Existing footings and base structures are reused which

negates the requirement for excavation and the laying of extensive concrete structures.

- as the proposals are built upon existing footprints, the loss in grass areas/natural drainage is kept to a minimum.

- the proposals have been submitted as part of a previous PreApp submission to understand and respond to the Officer's comments. Please refer to application ref - DC/21/05851.

- the proposed materials, details, footprints and profiles follow the existing architecture. Bearing in mind the existing quality & condition of the workshop and conservatory, the proposals will conserve and enhance the local character .

#### 6.1.4 POLICY H15 - Development to reflect local characteristics states:

*PROPOSED NEW HOUSING SHOULD BE CONSISTENT WITH THE PATTERN AND FORM OF DEVELOPMENT IN THE NEIGHBOURING AREA, THE CHARACTER OF ITS SETTING, PARTICULAR SITE CONSTRAINTS SUCH AS ACCESS AND DRAINAGE AND THE CONFIGURATION OF THE SITE INCLUDING ITS NATURAL FEATURES.*

*ON SITES ALLOCATED IN THE LOCAL PLAN FOR NEW HOUSING IN THE FORM OF ESTATE DEVELOPMENT, THE DISTRICT PLANNING AUTHORITY WILL GENERALLY ENCOURAGE NET DENSITIES IN THE RANGE 25 -37 DWELLINGS PER HECTARE (10-15 DWELLINGS PER ACRE).*

*Note: Net density in estate development excludes social and community facilities, shops, areas required to meet the landscaping and amenity requirements of the development, other existing features to be retained, and roads (other than immediate access roads) provided as part of the development.*

#### Securing Residential Amenity

*2.3.69 An important part of planning control is to protect the amenity of residential areas. Infilling, conversion and redevelopment within built-up areas can make a useful contribution to meeting housing needs. By adapting existing dwellings through conversion or extension, the housing stock can meet changing accommodation needs. Sensitive planning control should ensure the cumulative effect of this development does not damage the character and amenity of established residential areas.*

*2.3.70 Homes with large back gardens can be a feature of many towns and villages. Sometimes it can be acceptable to develop*

*back gardens for new housing which is in keeping with the local environment, but it will require careful planning. There must be a proper means of access and adequate space between old and new buildings to avoid spoiling the amenity of neighbouring houses. Tandem development, consisting of one house immediately behind another and sharing the same access is generally unsatisfactory because of the difficulties of access to the house at the back and the disturbance and lack of privacy suffered by the house in front.*

*2.3.71 Avoiding House Building in areas with Reduced Amenity - there are certain areas where it would be inappropriate to allow new housing because of pollution or nuisance or where the future safety of residents cannot be assured. Noise can affect health and have a direct impact on local amenity. Its impact can therefore be a material planning consideration. Noise from military flying is noticeable in parts of East Anglia. Safeguarding zones and sound contours have been defined by the Ministry of Defence for some military establishments including Wattisham.*

*The District Planning Authority takes account of this information in its decisions on the location of new housing. Smells, dust and dirt are other forms of pollution which through planning control need to be kept away from residential areas.*

*2.3.72 The Planning (Hazardous Substances) Act 1990 allows the District Planning Authority to control the storage and use of substances which could present major fire, explosion or toxic hazards to people in the surrounding area. Housing should be kept away from where substances of this type are stored.*

*2.3.73 House Extensions - the costs and inconvenience of moving have made it increasingly common for householders to extend or adapt their homes rather than move to another property. Most house extensions are acceptable provided that their size, design and the materials used are appropriate and neighbours' amenities are not seriously affected. In most cases, particularly in the countryside, large extensions to relatively small houses can have a detrimental effect on their appearance and the character of the surrounding area.*

The proposals comply with the above policy in the following ways:

- the proposals are both built on and within existing building footprints & profiles. The built net density is therefore not affected.

- to meet the future needs of elderly relatives, the existing workshop building is converted into a self contained single storey annexe. This approach not only makes efficient use of existing buildings but also maintains the excellent surrounding amenity.



## 6.0 Planning Policy & Design Guidance Analysis

- the site has a site area of 0.78 Ha. Therefore there is more than sufficient amenity area for the existing & proposed buildings.
- the existing drive is extended to provide vehicle access to/from the front door of the annexe. There is space for two parking spaces.
- there are no hazardous substances being or to be stored on or near the site.
- the existing cesspit is nearing its intended lifespan and may need to be replaced. The replacement would be sized to allow for the annexe unit.
- the proposals sit within the footprint & profile of existing buildings. Therefore they would not be considered an extension in terms of area gain.
- again, the proposed materials & details have been selected to match the existing house.

### 6.1.6 POLICY H16 - Protecting existing residential amenity states:

*TO PROTECT THE EXISTING AMENITY AND CHARACTER OF PRIMARILY RESIDENTIAL AREAS, THE DISTRICT PLANNING AUTHORITY WILL REFUSE:-*

*- CHANGE TO NON-RESIDENTIAL USE WHERE SUCH A CHANGE WOULD MATERIALLY AND DETRIMENTALLY AFFECT THE CHARACTER AND AMENITY OF THE AREA BY MEANS OF APPEARANCE, TRAFFIC GENERATION, NUISANCE OR SAFETY;*

*- THE LOSS OF OPEN SPACES WHICH CONTRIBUTE TO THE CHARACTER OR APPEARANCE OF AN AREA AND WHICH ARE IMPORTANT FOR RECREATION OR AMENITY PURPOSES;*

*- DEVELOPMENT THAT MATERIALLY REDUCES THE AMENITY AND PRIVACY OF ADJACENT DWELLINGS OR ERODES THE CHARACTER OF THE SURROUNDING AREA. THE CUMULATIVE EFFECT OF A SERIES OF PROPOSALS WILL BE TAKEN INTO ACCOUNT.*

The proposals comply with the above policy in the following ways:

- the proposed external seating and office area is a like for like change in terms of use. The previous workshop is being converted into an annexe. This change of use will enhance the immediate setting as the 20 c. industrial nature of the workshop is replaced with a domestic scale property drawing references from the existing house.

- there is no loss in open area as the proposals are located on existing building footprints. If anything, the loss of the conservatory with the new outside seating area will increase the amount of external space.

### 6.1.7 POLICY H18 - Extensions to existing dwellings states:

*APPLICATIONS FOR EXTENSIONS TO EXISTING DWELLINGS WILL BE APPROVED, PROVIDED THAT THEY:-*

*- ARE IN KEEPING WITH THE SIZE, DESIGN AND MATERIALS OF THE EXISTING DWELLING;*

*- WILL NOT MATERIALLY OR DETRIMENTALLY AFFECT THE AMENITIES OF NEIGHBOURS OR THE CHARACTER AND APPEARANCE OF THE AREA;*

*- WILL NOT RESULT IN OVER-DEVELOPMENT WITHIN THE CURTILAGE.*

*THE CUMULATIVE EFFECT OF A NUMBER OF EXTENSIONS TO THE EXISTING DWELLING WILL BE REGARDED AS A MATERIAL CONSIDERATION.*

*Note: The existing dwelling is defined as the building as it originally stood at 1st July 1948 or, in the case of buildings constructed after this date, as first built.*

The proposals comply with the above policy in the following ways:

- the proposals sit within the footprint & profile of existing buildings. Therefore they would not be considered an extension in terms of area gain. Also, the proposals cannot be considered an overdevelopment due to their siting and the total site area.
- the proposed materials & details have been selected to match the existing house and are therefore in keeping.
- the proposals replace existing 20c. buildings/extensions with high quality buildings which enhance the setting.

### 6.1.8 POLICY H19 - Accommodation for special family needs states:

*Accommodation involving Special Family Needs*

*2.3.74 Provision for special family needs, such as the accommodation of elderly relatives or people with disabilities, may require the alteration or extension of existing dwellings. Annexes for this purpose should normally be physically part of or*

*connected to the original house and should not be regarded as a means of eventually obtaining planning permission for separate accommodation. Applicants will therefore normally be expected to enter into an agreement under the Town and Country Planning Act 1990 to ensure physically separate households are not created. Separate vehicular access will not normally be considered appropriate. Where proposals involve historic buildings particular care will need to be paid to the character and appearance of the listed building and its setting (see Policy HB1 and Policy HB3).*

*IN THE COUNTRYSIDE OR IN OTHER SITUATIONS WHERE A SEPARATE DWELLING WOULD NORMALLY BE UNACCEPTABLE, THE SUBDIVISION OR EXTENSION OF AN EXISTING DWELLING TO PROVIDE A SELF-CONTAINED RESIDENTIAL ANNEX MAY BE PERMITTED TO MEET SPECIAL FAMILY NEEDS.*

*IN THESE CIRCUMSTANCES THE DISTRICT PLANNING AUTHORITY WILL NORMALLY EXPECT THE APPLICANT TO ENTER INTO AN AGREEMENT UNDER SECTION 106 OF THE TOWN AND COUNTRY PLANNING ACT 1990 TO PREVENT A SEPARATE DWELLING BEING CREATED WHICH IS UNRELATED TO THE SPECIAL FAMILY NEEDS IDENTIFIED.*

*WHERE EXTENSIONS ARE REQUIRED TO MEET SPECIAL FAMILY NEEDS THEY SHOULD BE MODEST IN SCALE AND IN KEEPING WITH THE ORIGINAL DWELLING.*

The proposals comply with the above policy in the following ways:

- The Applicants are considering the future with elderly relatives both from the UK and abroad. The provision of a self contained 1 bedroom single storey unit will provide a required "granny annexe". This will allow the Applicants to support their relatives in later years.
- the one bedroom single storey unit is sized to comply with NPPF Technical housing standards – nationally described space standards but also allow the option for further adaptability should specialist assistance be required. The annexe is modestly sized as it sits within the curtilage of the previous office and workshop.
- the proposed external seating area is also modestly sized as it is located on the footprint of the existing conservatory.

6.2.1 *Suffolk Design Guide for Residential Areas* states:**Colour**

4.1.1 Colour is most important, and materials should generally conform to the traditional orange/red, cream/white and grey/black ranges. Generally the material on the roof appears darker than the walls and this is accentuated by weathering. This relationship also has the satisfactory visual effect of tying the building into the landscape rather than associating with the skyline. For these reasons, it is strongly recommended that the traditional arrangement of roofs darker than walls should continue. A red brick house, for instance, with red roof tiles will, from the middle distance, simply lose its form and will appear a shapeless mass in the landscape.

The proposals comply with the above guidance in the following ways:

- The proposals contain a palette of orange/reds, grey/blacks and natural timber.
- The proposed office & annexe building is finished with a darker roof colour than that of the proposed walls.

**Walling**

4.2.1 Use good quality facing bricks without coloured mortars. Avoid yellow/brown bricks and those with pronounced textured faces. Very accurate square cut bricks without imperfections, although easy to lay, produce an uncharacteristic mechanical finish lacking all charm.

4.2.2 Smooth faced rendering can be a good representation of traditional Suffolk plaster finished houses. Avoid rough-cast or pebble-dash. Aim generally for a neutral colour finish (white, ivory, cream or buff) to contrast with the orange/red or dark grey pantiles. Reserve strong colours, as highlights, for woodwork where they will give an attractive emphasis to the pattern of openings. A dark plinth, either in black brick or painted, will give a plastered house a firm looking base.

4.2.3 Tarred or black stained weather-boarding is a common Suffolk tradition for farm buildings. It can be used today in a variety of acceptable ways such as for the upper storey over a brick ground floor, or to clad a single storey lean-to addition. In particular, a separate garage in black boarded walls can reflect the tradition of timber framed out-buildings.

The proposals comply with the above guidance in the following ways:

- The proposed office & annexe is finished with a dark stained timber facade.

**Roofing**

4.3.1 Black or orange clay pantiles and grey slates are predominant traditional Suffolk roofing materials and should be used wherever appropriate. Some inexpensive mass-produced substitutes may be acceptable depending on the context. Avoid using light coloured or brown tiles.

4.3.2 Black plastic gutters and rain water pipes are a perfectly acceptable substitute for the traditional metalware goods. Avoid light grey or brown colours, and shapes other than round, half round and ogee.

The proposals comply with the above guidance in the following ways:

- The proposals includes black UPVC rainwater goods.
- Red clay pantiles are proposed to the external seating area to match the existing main house.
- Dark grey roof tiles are proposed to the office & annexe envelope to reinforce the subservient nature of the building.



Malt Office Farm  
The Common, Metfield  
Suffolk  
IP20 0LP  
[info@kirbyarchitecture.co.uk](mailto:info@kirbyarchitecture.co.uk)