

Project | Palace House Farm Cottage.  
Client | Mr + Mrs Marsh  
Ref. | 322MAR01  
Date | October 2023  
Revision | Stage 3 - Planning Application

Design Document - Planning Application

matt wood:architect

## Introduction:

**Project** : Residential alterations + extension,  
Palace House Farm Cottage, Hall Lane, Lathom.  
**Revision** : Stage 3 - Planning Application.  
**Date** : October 2023

- This design document has been prepared on behalf of the client / applicant, Mr + Mrs Marsh, in relation to development proposals at the above property.

- The aim of this document is to provide supporting information to a Planning application to West Lancashire BC Planning, which seeks permission for proposals to extending an existing detached residential dwelling at the above address.

- This design development document incorporates initial concept ideas and proposal drawings that are a response to the Clients' brief and aspirations for extending their home.

- The application is submitted further to a pre-application Planning enquiry [PRE/2023/0229/HOU]. Furthermore, this document reviews the pre-application enquiry guidance provided by WLBC and provides an appraisal of the Applicants' response and subsequent revisions to the proposals for this application.

- The document is prepared for issue to West Lancs BC Planning. Please refer to drawings and information incorporated herewith, indicating the extent, scale and design concept of the proposals.

i n t r o d u c t i o n

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[floor layout plans]  
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[green belt assessment]

Palace House  
Farm Cottage



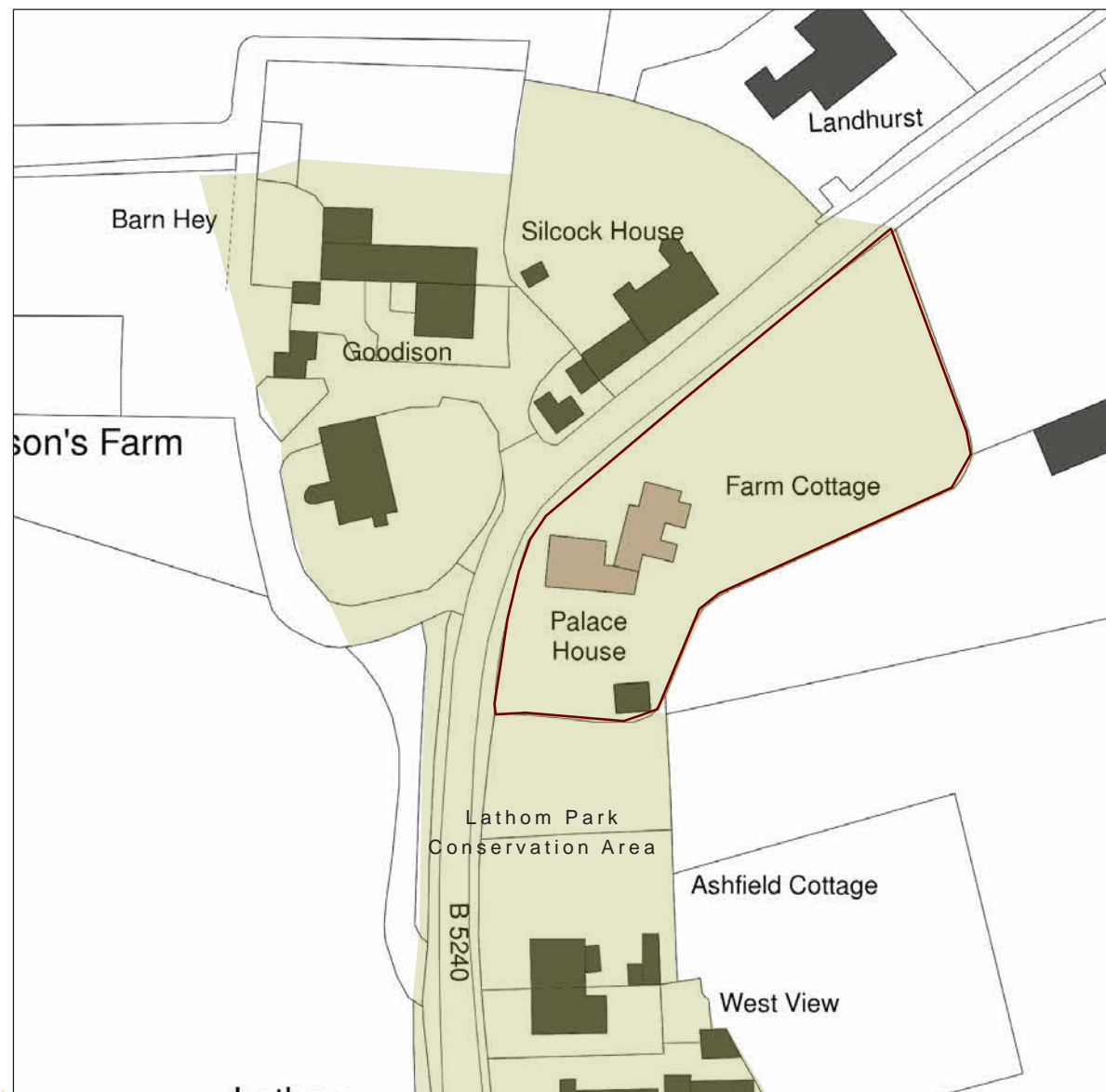
**Assessment:**

**\_Application site + building...**

- The application site is located on Hall Lane, a rural main road connecting Westhead to Ring O'Bells [A5209].
- The road mainly consists of agricultural properties and fields, with rural residential dwellings situated at the roadside in regular intervals.
- The property and land of Palace House Farm Cottage is in the full ownership of the applicant.
- The property is located within the Lathom Park Conservation Area and within Green Belt land.

**\_Design Proposals...**

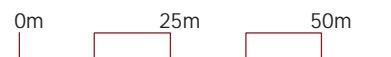
- The Applicant proposes to renovate the existing dwelling, by extending to the rear of the existing buildings. Subsequent to the demolition of existing single-storey buildings, a modern single-storey extension will be added and located in the same footprint as the existing rear outriggers.



assessment of existing  
- site location



[img03] - site location plan.



Scale: 1:1250

**Site Address:**

Palace House Farm Cottage  
Hall Lane  
Lathom  
Lancashire  
L40 5UW

Palace House  
Farm Cottage



[img02] - site aerial photograph.



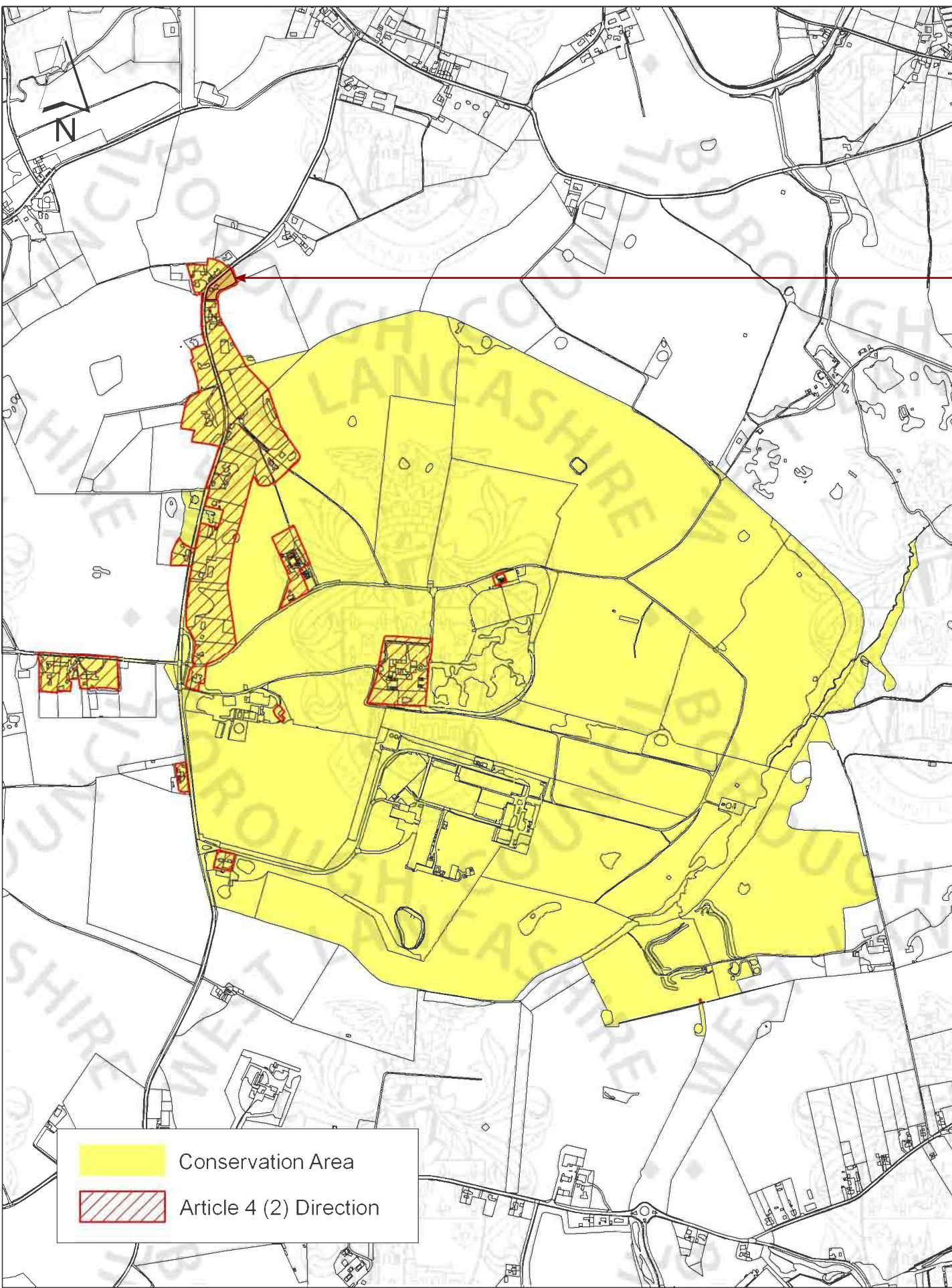


[img04]\_existing site aerial + site photographs.



assessment of existing  
-photographs





Conservation Area  
 Article 4 (2) Direction

Palace House Farm Cottage

**Heritage Statement :**

**Introduction**

- This Heritage Statement forms part of the supporting information for a Householder Planning application seeking permission for a single-storey extension to the rear of Palace House Farm Cottage, as required by West Lancashire BC.
- The statement is provided due to the location of the proposed development, being within the Lathom Park Conservation Area. The dwelling is not a 'listed' asset.
- This Heritage Statement is commensurate in scale and detail to the nature of the development, and included herewith in line with local Planning authority requirements. It is required to ensure that applications which affect the historic environment are made with a full understanding of the significance of the heritage asset and the extent to which its significance may be affected by the proposals.

**The Property + 'Heritage Asset'**

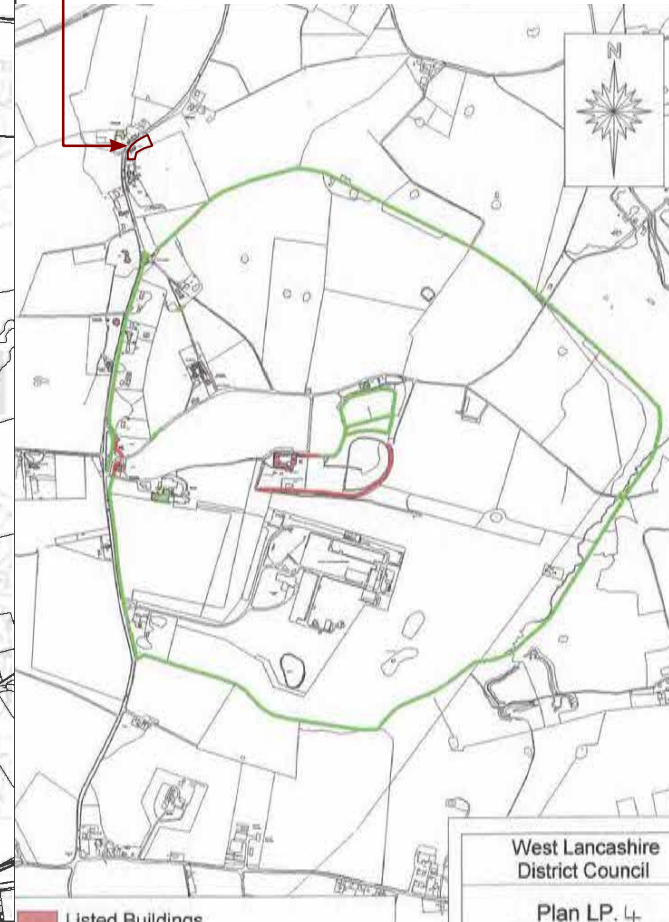
- The WLBC Conservation Area Appraisal [Lathom Park] has been consulted in the preparation of the proposals.
- The Lathom Park Conservation Area was designated by WLBC in 1985, as the area forms part of an historic park landscape. The main focal point of the area was Lathom Hall. The area is characterised by several important buildings in a rural context.
- Palace Farm House Cottage fronts the main road of Hall Lane. Immediately across from the road are Watkinson's Farmhouse and the former Post Office, which are both listed buildings. Together with several other properties in the immediate vicinity the buildings form an important group along Hall Lane.
- Palace Farm House Cottage has undergone several alterations and extensions. The original cottage and barn are retained and have been linked together to create a property of character.

assessment of existing  
- heritage statement

**The Proposals (Statement of Significance and Impact)**

*[Evaluation of impact on the heritage asset.]*

- The proposals presented herewith involve the extension of an existing property. The proposed extensions are mainly contained to the rear of the existing property.
- The extensions do not represent any significant impact on the 'Heritage Asset'. The rear extensions will have very minimal visual impact on the streetscene. The side of the rear extension will be visible from Hall Lane on the approach from the North. However, this is an existing view and the designs have been carefully and well-considered to respect the existing context. This view, seen in context alongside the listed building opposite in a wider perspective, will alter slightly - the roof to the existing rear outrigger will be amended from a pitch roof to a lower flat parapet coping. However, the scale, design and selection of materials proposed are in keeping with the existing dwelling and the immediate area and we believe that the development can be accommodated without adversely affecting the area's character or streetscene. The extension is modern but designed in a style and scale that will provide a unique modern addition without adversely impacting on the character of the existing buildings.
- The pre-application response deemed that *"the overall design and materials of the extension, including the proposed flat roof design, would be considered acceptable"*. Some concern was raised in regard to the design of the proposed projection to the rear, but this has now been reduced to reflect the current existing depth.
- In this regard, it is our opinion that the proposals to extend will not cause significant harm to the character or appearance of the Lathom Park Conservation Area, and will not conflict with the NPPF or Local Plan [Policy EN4].



Listed Buildings  
 Building or structure which makes a positive contribution to the character of the study area

West Lancashire District Council  
 Plan LP. 4  
 Buildings and structures of Architectural or Historic Interest  
 1:11,500 25/9/2001

1:12,500

[img06] - important buildings



**Planning Context:**

**Local Policy Plan + NPPF...**

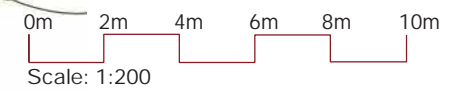
- The applicant proposes to develop the existing site in line with Planning policies. The proposals will give due regard to Planning legislation which requires that proposals be determined in accordance with the adopted plans, unless material considerations indicate otherwise. The local development plan consists of the West Lancashire Local Plan, and the National Planning Policy Framework [NPPF] provides the national policy requirements.

- The NPPF sets out the Government's planning policies and how these are expected to be applied. The NPPF forms the context to which the Local Plan defines policy and is the starting point for assessing planning applications.

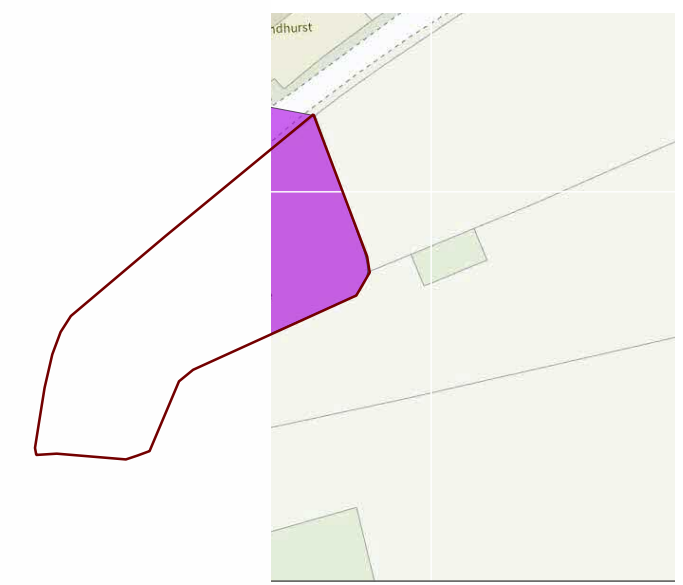
- Locally, the adopted development plan is the West Lancs Local Plan 2012-2027. Policies considered to be relevant for this development are; *Policy GN1 [Settlement Boundaries]; Policy GN3 [Sustainable Development]; Policy RS1 [Residential Development]; Policy EN4 [Preserving + Enhancing West Lancs Cultural + Heritage Assets]; Policy GD1 [Design of Development], together with the Supplementary Planning Documents 'Design Guide' [January 2008] and 'Development in the Green Belt' [Oct 2015].*

- The property is located within the Lathom Park Conservation Area.

assessment of existing  
- context appraisal



- ownership boundary - - - - -
- existing site access points, retained V
- parking / turning area, retained ⊙
- garden area →
- aspect to immediate adjacent dwellings ○ →

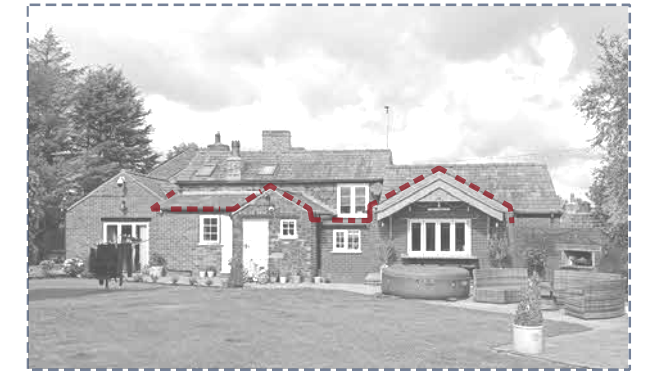


- A = House
- B = Previous extension
- C = Garage

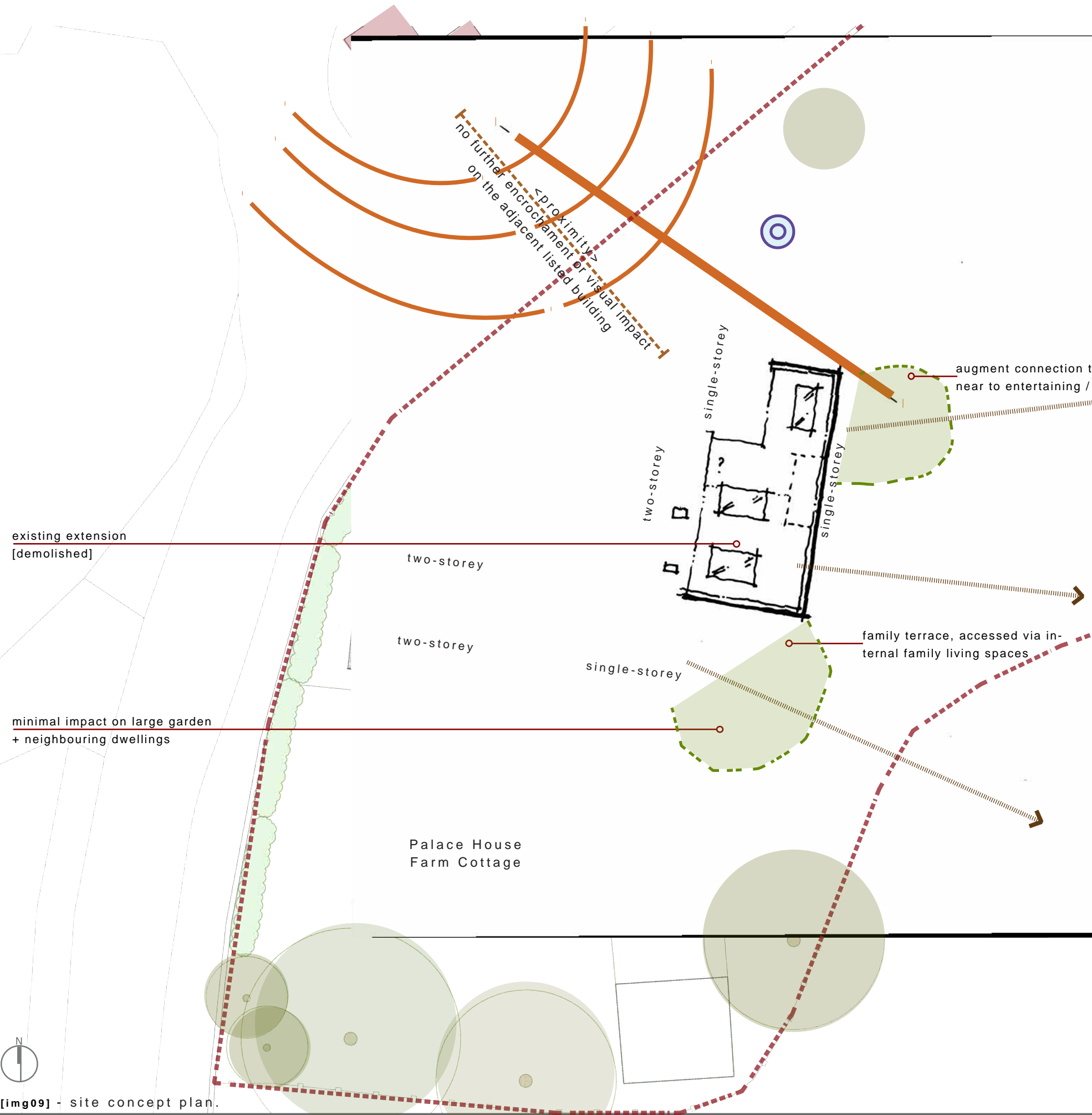
[img07] - existing site layout plan.

[img08] - Lancashire CC Mario map reference [not to scale].

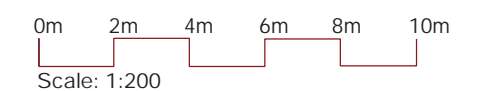




[img09] - existing elevation to rear.



assessment of existing  
- design response



**Design Strategy:**

**Design Proposals...**

Applicant proposes to renovate and extend the property to the rear to provide a coherent room layout and living accommodation. The existing property has a range of rear outriggers that do not relate well to the internal room arrangement of the site. The existing house is disconnected from the rear garden, both in terms of views and movement.

Applicants' design proposals extend the house to the rear, subsequent to the demolition of existing single-storey buildings. A single-storey modern extension is proposed to improve the internal layout of the house and also to provide a coherent architectural response to the cluttered nature of the existing rear elevation.

Format windows and doors will allow long views of the surrounding landscape and visual connection with the immediate residential garden areas. Transitional connections to the garden will be enhanced and improve the relationship and movement between the internal and external spaces.

- ownership boundary
- parking / turning area
- garden area
- terrace / amenity [proposed]
- long views

**Design Strategy:**

**Client Brief...**

- remove collection of previous extension buildings and replace with more coherent layout, single-storey extension
- augment internal connection to the annex building / games room from main house
- new living areas
- remove wall between kitchen + dining room
- augment the connection to the garden

opportunity;  
augment connection  
with the external areas

constraint;  
level changes - house to annex / wc / garage

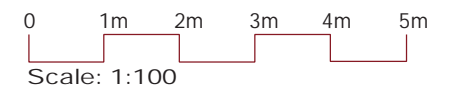
constraint;  
improve convoluted access to the  
entertaining areas

opportunity;  
embrace long views across fields  
to the rear

opportunity;  
outdoor terrace ...sheltered;  
evening sun; surrounded by  
entertaining + living areas



assessment of existing  
- building floor layout plans



site entry  
approach + parking

appropriate location for new extensions ??

existing connections [ movement ]

main entrance points

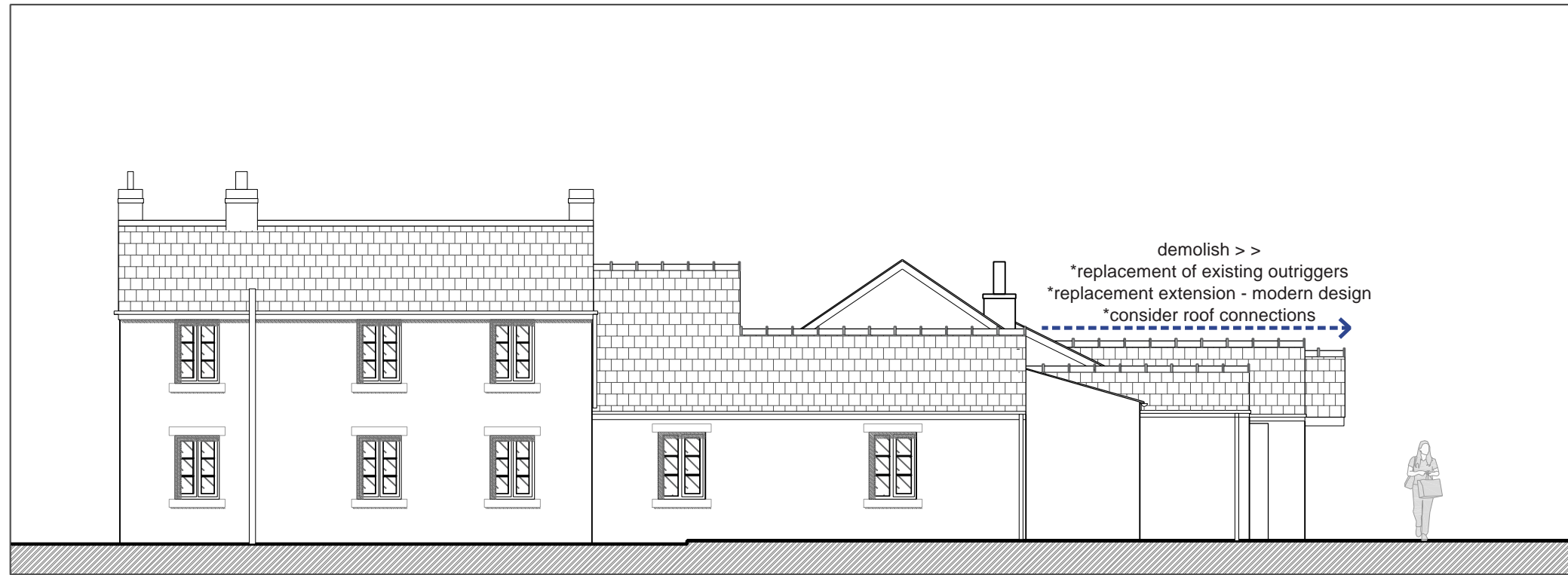
walls to be removed removed ??

visual connections [proposed]



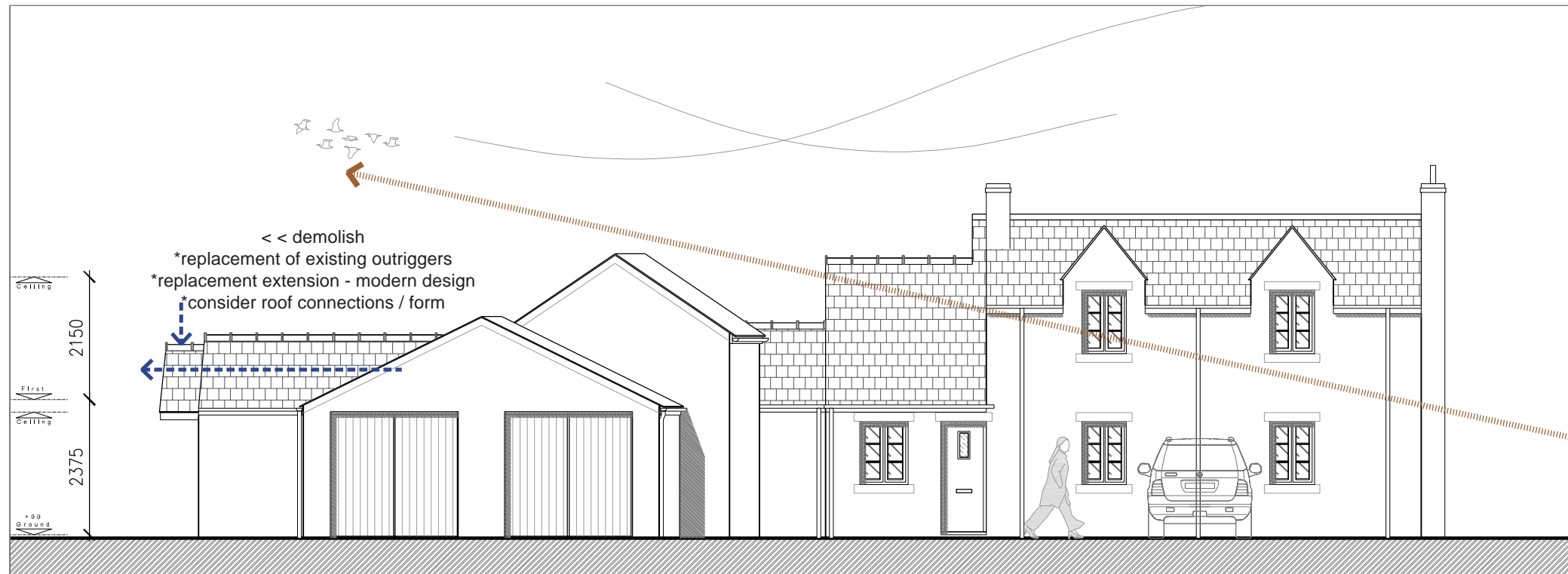
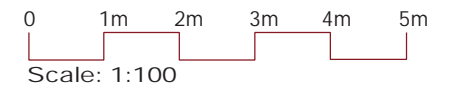
[img10] - existing house layout plans.





02 - South

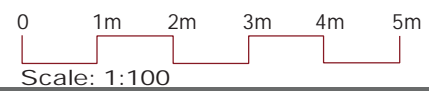
assessment of existing  
- building elevations



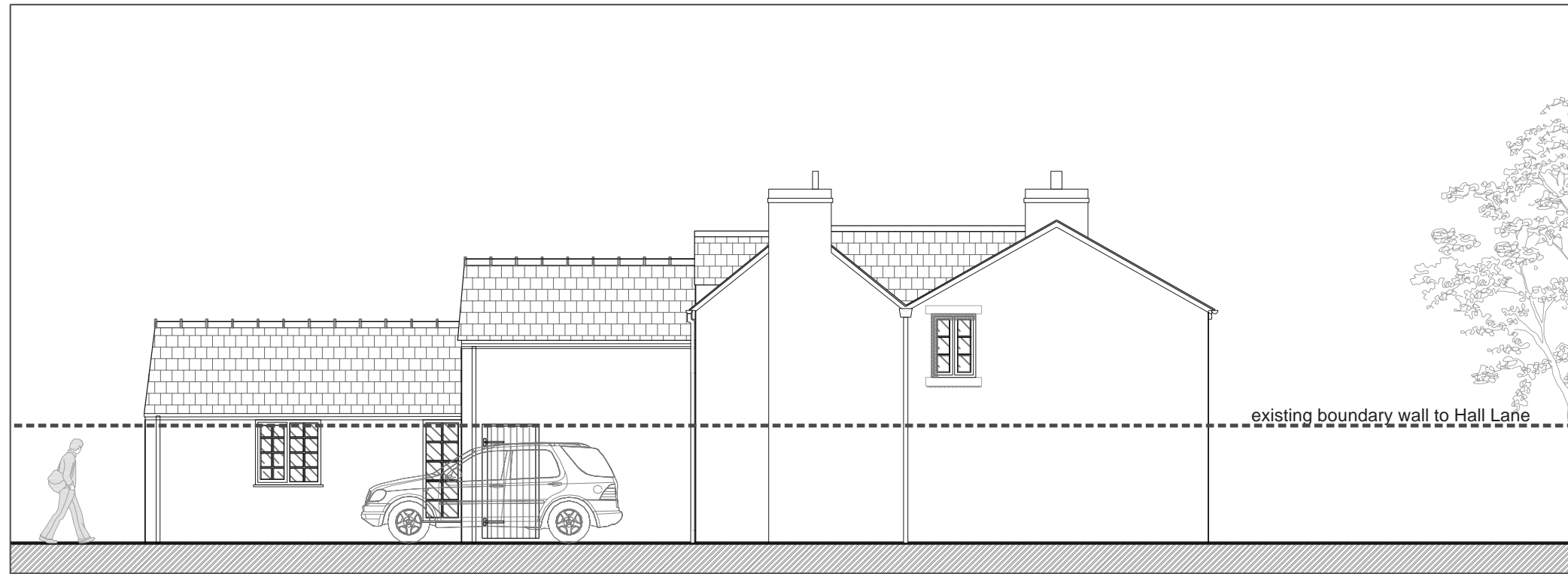
01 - North

- consider height of extension  
- no greater visual impact on the  
Conservation Area streetscene or toward  
the listed building opposite

[img11] - existing house elevations



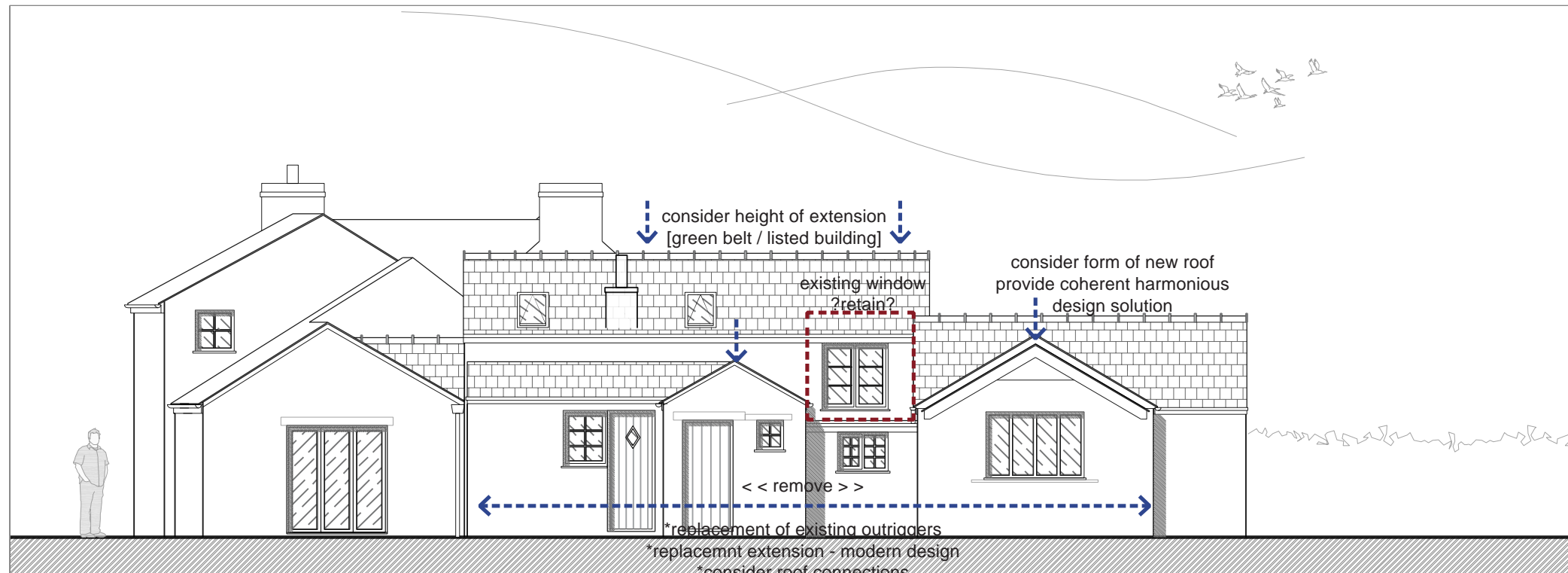
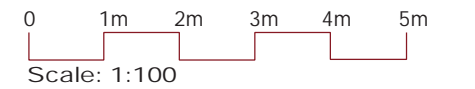




04 - West

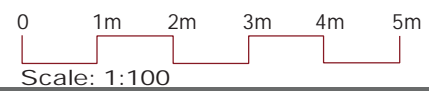
elevation toward Hall Lane + Conservation Area streetscene to remain unchanged  
negligible impact on the aspect and view from the listed buildings opposite

assessment of existing  
- building elevations



03 - East

[img12] - existing house elevations

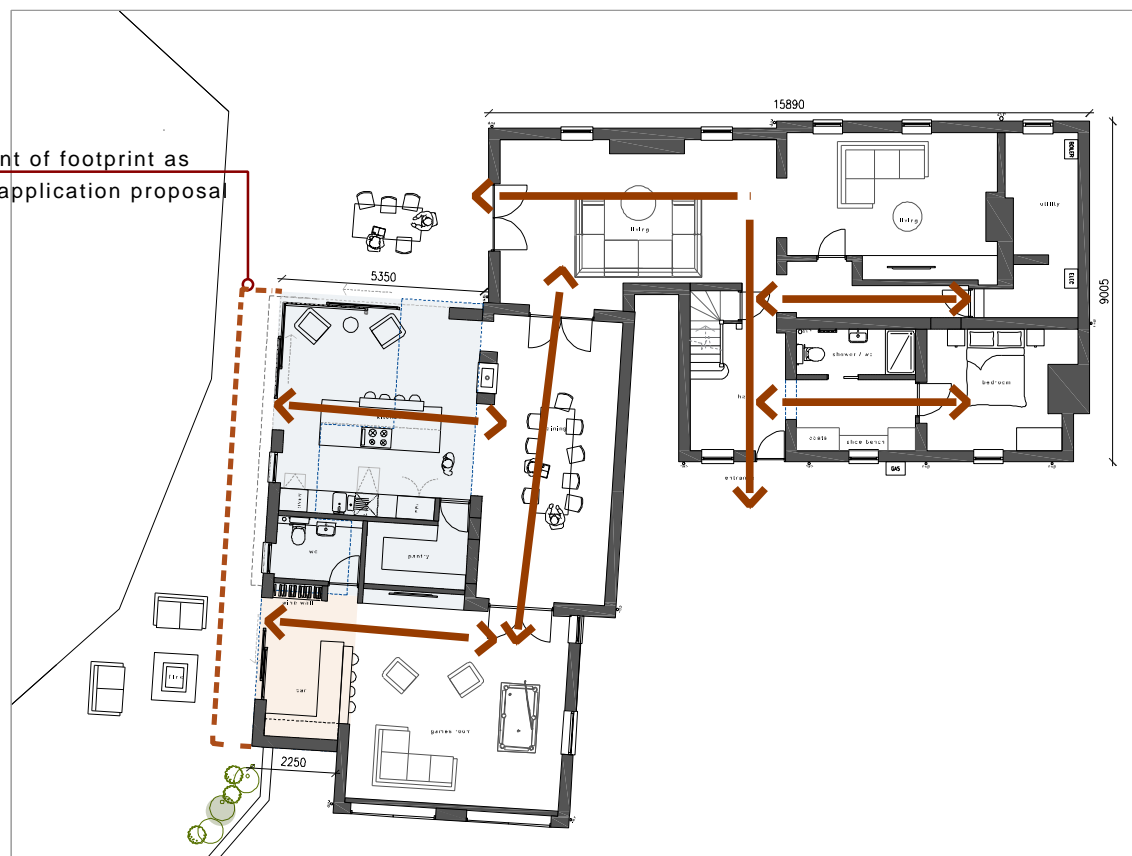






00 - Ground Floor

[img13] - proposed ground floor layout plan [pre-application issue]



00 - Ground Floor

[img14] - proposed ground floor layout plan [Planning application]

**Assessment:**

**\_Pre-application enquiries...**

- The applicant has undertaken pre-application enquiries with the local authority, to discuss the design proposals for the development. The applicant submitted a pre-application enquiry [PRE/2023/0229/HOU] to West Lancs BC on 29th June 2023, for consideration and discussion.

- A report by the case officer Kerry Webster was issued on 05th October 2023 to provide guidance on the submitted proposals [displayed opposite].

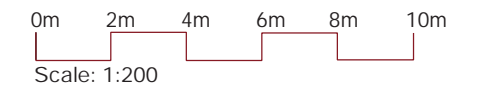
- The case officer raised some concerns over the proposed extension to the property when designs were presented at pre-application stage. The main area of concern related to the volume and scale of the development, and the local authority opinion that the additions would result in a disproportionate addition to the property and detract from the openness of the Green Belt. Some further notes were provided regarding the design, visual appearance and Conservation Area location, relating to the additional projection and 'unnecessary' depth of the building to the rear. However, heritage comments advised that "the overall design and materials of the extension, including the proposed flat roof design, would be considered acceptable" in principle.

- The applicant has responded to the guidance provided at pre-application stage and has amended the scale of the proposals. The volume and projection of the extension to the rear has been reduced, to align with local authority comments.

- In summary, we believe that the changes made to the development proposals respond accordingly to the concerns raised at pre-application stage. It is our understanding that the revised proposals now meet local authority requirements, and the application proposals should be granted approval as applied for.

design strategy

- planning context



**Principle of Development**

**\_Impact on the Green Belt :**

- Policy GN1 of the Local Plan states that development proposals within the Green Belt will be assessed against National Policy and any relevant Local Plan Policies.

- The National Planning Policy Framework notes that the extension to a building in the Green Belt is to be regarded as not inappropriate, providing 'the extension or alteration of a dwelling ... does not result in disproportionate additions over and above the size of the original building.'

- The local authority SPD - Development in the Green Belt [Oct 2015], Policy GB4 Section 2.6 provides guidance on how the Council assess proposals and lists criteria in respect of how an extension to an existing building within the Green Belt would be acceptable.

The SPD on development in the Green Belt Section 2.6 states that the following criteria should be satisfied...

a) The existing building is lawful.

b) The total volume of the proposal, together with any previous extensions, alterations and non-original outbuildings, would not result in an increase of more than 40% above the 'original' building. [The 'original building' is defined by the NPPF as the building as it existed on 1st July 1948 or if constructed after 1st July 1948 as it was built originally.]

c) The design of the extensions or alterations is in keeping with the original form and appearance of the building and does not materially harm the openness of the Green Belt through excessive bulk, or by virtue of its location.

[continued...]



**Design concepts + Planning context:**

**\_Visual Impact, Appearance + Design...**

- Policy GN3 in the WLBC Local Plan provides guidance on how the Council assess proposals in regard to design and layout of a development. In addition, the Supplementary Planning Document 'Design Guide' [Jan 2008] establishes the design principles and expectations that the Council have when considering Planning applications. This guidance, together with our own appraisal and considered design strategy, have informed the evolution of our design proposals.

- We believe that the creative and contemporary approach to the considered design is an appropriate design solution to the applicants' brief, and accords with the local authority's own SPD guidance on design [refer to adjacent extracts].

- We refer to previous successful contemporary extensions / dwellings approved by the local authority, examples of which are referenced opposite. This includes our own recent designs for contemporary additions to listed buildings and a dwelling within a Conservation Area. We feel that successful design need not be limited by any requirements to mimic or imitate an existing architectural period / character.

**\_WLBC Supplementary Planning Document 'Design Guide' [Jan 2008]**

**Part Two - Applying good design principles...[page 22 + 23]**

- New development need not mimic buildings from an earlier architectural period or style but should have a well thought out design.

- Contemporary and innovative designs, which creatively reinterpret traditional forms using high quality materials add to the overall attractiveness of the District and contribute to its overall character. A sensitive architect, with an appropriate brief, should be able to produce a suitable modern design, which acknowledges its local context, materials and typical building forms.

**- Boxed Guidance:**

DP 7. New development proposals need not imitate earlier architectural periods or styles and could be the stimulus for the use of imaginative modern design using high quality materials in innovative ways.

DP 8. Materials should be chosen to complement the design of a development and add to the quality or character of the surrounding environment. The Council promotes the use of natural materials from environmentally responsible sources and materials of high quality, which have been reclaimed, salvaged or recycled.

**Part Three - Raising the standard...[page 29]**

- The materials used should, in most cases closely match those on the main dwelling and complement those commonly used in the area. However in some instances materials which contrast with those used on the main property can be effective in helping distinguish the new work from the old and help break the mass of a building.



[img17] - needless inn barns [planning ref: 2013/1351]



[img18] - owens farm [planning ref: 2016/1280]



[img19] - tan house lane [planning ref: 2017/0759]

rear projection reduced



width of fascia reduced



[img15] - proposed elevation [Planning application]



[img16] - proposed elevation [pre-application issue]

**Assessment:**

[continued...]

**\_Green Belt Assessment...**

- We will address each criterion from GB4 Section 2.6 in turn.

- The existing building is lawful and permanent in nature, being a Class C3 residential dwelling currently owned and occupied by the Applicant. Criterion a) is met, therefore, the Applicant is required to consider the remaining criterion and provide supporting mitigation to satisfy these criteria.

- The concept of what constitutes an extension or alteration to a building within the Green Belt to be materially larger and thus 'disproportionate', is therefore critical in the assessment of this proposal.

- Criterion b) which requires "the total volume of the proposal, together with any previous extensions, alterations and non-original outbuildings" not to result in an increase of more than 40% above the 'original' volume, and Criterion c), which outlines that the proposals should be "in keeping with the original form and appearance of the building and ... not materially harm the openness of the Green Belt through excessive bulk, or by virtue of its location" are somewhat intertwined and can therefore be assessed together.

- However, as referenced earlier, we note that the pre-application report [PRE/2023/029/HOU note 6.15] established that "the overall design and materials of the extension, including the proposed flat roof design, would be considered acceptable". We understand, therefore, that the design, form and appearance of the development proposals are acceptable in principle, and Criterion c) is partially satisfied. [Further commentary on the design principles for the project is provided opposite.]

design strategy  
- planning context

- In this regard, the remaining issue under consideration relates to whether or not the development proposals should be considered as materially larger and therefore disproportionate and likely to cause detrimental harm to the openness of the Green Belt. This will be assessed by determining whether the proposals will result in an increase of more than 40% above the 'original' building, or through excessive bulk, or by virtue of its location.

- In total the volume of the overall cumulative extensions to the property would amount to a 51.5% volume increase from the 'original' dwellings [refer to page 13 for volume calculations]. This exceeds the 40% 'threshold', but the increase in volume of this application amounts to only a marginal increase above the current built volume on the site [+47%].

- The local authority SPD provides further guidance in determining whether a development will have negative impact on the openness of the Green Belt. It is noteworthy that the justification which follows Policy GB4 in the SPD, states that "This figure of 40% is provided as a guide only." The SPD references an example of an extension [Figure 3, page 21] fully contained to the rear of a property and notes that "...Due to its position in relation to the property, the impact of this form of extension upon the perceived openness of the Green Belt would be substantially less than [other] extensions ... it may be possible to have an extension, similar to that shown in Figure 3, but of marginally more than 40% of the original property..."

- In summary, the Applicants' proposals have no further outward projection and the extension is predominantly an infilling of space between existing parts of the 'original' building. Whilst the footprint is slightly larger it does not extend beyond the existing building line, nor encroach further into the Green Belt. The footprint is not considered to result in an adverse impact on the openness of the Green Belt. A more prominent or easily visible expansion of a building would detract more from the perceived openness of the Green Belt than the more concealed nature of our design proposals.

[continued...]





**Assessment:**

[continued...]

**Green Belt Assessment...**

- Furthermore, our submitted plans show that several existing outbuildings will be demolished / amended to facilitate the extension. Existing pitch roof elements will be removed and the new extension will be constructed with a flat roof to provide a harmonious and cohesive solution to the single-storey buildings to the rear. The existing roofline will be reduced in height and the reduction will be a positive visual impact to the perceived openness of the Green Belt.

- Criterion c] of Policy GB1 advises that development should not materially harm the openness of the Green Belt through excessive scale of bulk. We believe that the visible mass and bulk of the single storey element at the rear of the property would not be materially different from the existing property. Furthermore, the spread of development into open Green Belt land is negligible, and the scale and bulk of the development will be no greater - in real visual terms, it is effectively reduced.

- In this regard, we believe that Criterion b] + c] are satisfied. The development aligns with the SPD guidance and has no material effect on the perceived openness of the Green Belt.

design strategy  
- planning context

**Summary...**

- Whilst it is acknowledged that the extended dwelling would have a larger volume than the SPD recommendations, the scale, bulk and location of the new extension should be viewed as appropriate. The prominence and visual expansion of the building will not detract any further from the perceived openness of the Green Belt, and the proposals deemed as acceptable development.

- It should be noted that the Applicant has reduced the scale and footprint of the pre-application enquiry proposals. Furthermore, the external works and extended terrace areas have been removed to reflect the concerns raised by the local authority. The proposals submitted herewith have responded to the concerns and comments raised in the pre-application enquiry and are further justified in the enclosed documents and supporting information.

- In this regard, we believe that it is reasonable to believe that the proposals comply with the NPPF and Local Plan / SPD document and should be viewed as acceptable and granted permission as applied for.

- A = House
- B = Previous extension
- C = Garage
- D = Proposed extension

- ownership boundary
- parking / turning area
- garden area
- terrace / amenity [proposed]
- long views

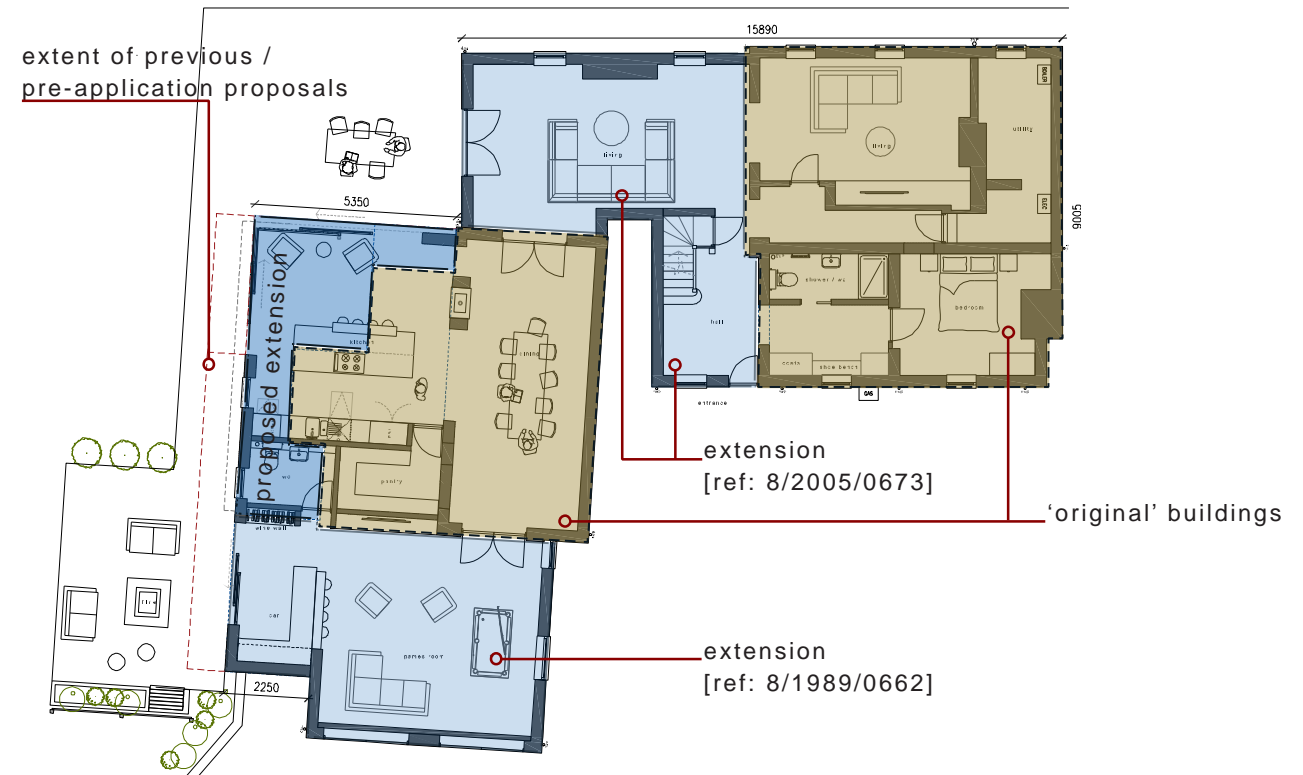


[img20] - proposed site layout plan





**- original buildings**  
 - 'original' house = 600m<sup>3</sup>



**- proposed buildings**  
 - 'original' house  
 - proposed/previous extensions [collated]

-Volume summary...  
 'original' =600m<sup>3</sup>  
 existing, inc. previous extensions =870m<sup>3</sup> [47%]  
 proposed, inc. any retained extensions =910m<sup>3</sup> [51.5%]





- needless inn barns : extension to grade II listed building  
[West Lancs Design Awards Winner 2017]



- marlewood : extension in a conservation area  
[West Lancs Design Awards Shortlist 2019]



- crecent green : residential extension



- high trees barn : barn conversion + extension



- previous projects by matt wood : architect ltd

matt wood : architect ltd

**\_practice profile + experience**

- MW:A Ltd is a contemporary award-winning architectural practice, based in Ormskirk, West Lancashire, specialising in creative modern new homes, extensions, and renovations.

- MW:A believes that every project is unique...every design has its own identity, every client has their own requirements.

- We apply a detailed and enthusiastic approach to every new project. With a sound belief in producing economically responsible, environmentally appropriate, and creative architecture, each project is considered in respect of its own unique elements. Throughout the design process, the project is continually reviewed and honed with the client, and enhanced through application of progressive and innovative design. Our starting point is to understand people and places, client aspirations and site context, and how and where these overlap. We are interested in the details that have the potential to benefit and enrich peoples lives through the design and creative use of space.

- MW:A believes that good and creative design makes a difference; it enhances our environment and the way we live; it is integral to our quality of life and can support change in a constructive and sensitive way. The aim of the practice is to produce high quality modern architecture through imaginative and creative design. A strong belief of producing architecture that is enjoyable and has a positive contribution toward our quality of life is fostered through an applied rigour and sensitive approach to architectural design.

w : [www.mattwood-architect.co.uk](http://www.mattwood-architect.co.uk)



matt wood:architect

