



27<sup>th</sup> November 2023

Planning Department,  
 Uttlesford District Council  
 Council Offices  
 London Road  
 Saffron Walden  
 Essex  
 CB11 4ER

Dear Sir / Madam

**RE: Chequers, Bardfield Road, Little Bardfield, Essex, CM7 4TW – Proposed new dwelling forming separate enclosed courtyard. Creation of a new vehicular access to Chequers. New boundary separation between new dwelling and existing Chequers site and turning the existing annexe into a separate dwelling in its own right.**

1.0 Please find enclosed the following documents for the full planning and listed building consent application for the above site. The following documents have been submitted through the online planning portal with reference PP-12490014.

<b>Schedule of documents</b>	
Drawing 01A	Location and Block Plans
Drawing 02A	Topographical Survey
Drawing 03	Barn 1 – Existing Ground Floor Plan
Drawing 04	Barn 1 – Existing First Floor Plan
Drawing 05	Barn 1 – Existing Roof Plans
Drawing 06	Barn 1 – Existing Elevations
Drawing 07	Barn 2 – Existing Floor Plans
Drawing 08	Barn 2 – Existing Elevations
Drawing 09A	Existing Site Plan
Drawing 10	Proposed Ground Floor Plan
Drawing 11	Proposed First Floor Plan
Drawing 12	Proposed Roof Plan
Drawing 13	Proposed Elevations (1 of 2)
Drawing 14	Proposed Elevations (2 of 2)
Drawing 15B	Proposed Site Plan
Drawing 16	Plot Distributions
Drawing 17B	Analysis of Proposal
Drawing 18C	Visibility Splays
Drawing TK001B	Vehicle Tracking
Document	Design, Access & Heritage Statement



Document	Transport Statement
Document	Arboricultural Impact Assessment and Method Statements
Document	Arb Appendix 1-6
Document	Biodiversity Checklist
Document	Ecological Survey and Assessment
Document	Application Form

- 2.0 The application site and its surrounding context has been recognised for its historic significance, where the proposal identifies its sensitive assets and the opportunity to introduce a new dwelling on the disused menage.
- 3.0 Prior to this planning submission, a pre-application advice meeting was held on site with the Planning Officer and the Council's Heritage Officer which revealed that this scheme has the potential to be successful. Their guidance was taken into consideration throughout the design process and can be summarised as follows:

<b>Table of pre-app responses from the local authority and heritage team</b>	
<b>LPA</b>	<b>Agent Response</b>
There is no objection in principle to the erection of a barn type dwelling. The addition of a new dwelling addresses the Council's housing supply needs and is seen as a positive contribution.	Noted
The design of the new dwelling should consider a height that limits the potential impact to the setting of the adjacent Chequers heritage assets.	<p>The new dwelling has been designed with the context taken into consideration and adheres to a comparable scale. A variation of single storey and 1 ½ storey elements in line with the council's recommendations, creates a harmonious blend within the landscape to prevent any overbearing-built presence.</p> <p>The glazing at first floor level facing Chequers is also limited to avoid any intrusive light spill and to protect the amenity privacy of the neighbouring and application plots.</p>
Although the impact to the Chequers listed building would be minimal given the substantial vegetation screening along the boundary, a detailed setting assessment shall be required to allow for a full understanding of the impacts.	<p>An in-depth analysis of the proposal and its impact on the surrounding context has been presented in the Design Access and Heritage Statement document, which assesses the design in relation to the recognised assets.</p> <p>As requested by the LPA, some 3D analysis of</p>



	<p>the forms was undertaken to understand the relationships between the existing listed building and the proposed dwelling, which revealed that the setting of the heritage asset will be minimally impacted overall.</p>
<p>The use of high quality and traditional materials are the key to a successful scheme. The use of black weatherboarding, plain clay tiles and timber or aluminium windows would be acceptable. There is no objection to a contemporary approach however the agricultural character of the site should be preserved.</p>	<p>Please refer to the proposed elevations for the material references and final dwelling design. The proposal is designed to adopt a barn form and materiality reflecting an agricultural character. The design is accompanied by simple detailing for a more contemporary feel.</p> <p>As recommended during the pre-app meeting, the development is in accordance with the Essex Design Guide and respects the Essex vernacular.</p>

- 4.0 As part of the proposals, the applicant wishes to create a new vehicular access to the south of Chequers to safely accommodate his cars and visually improve the setting of the listed building. Although this was not discussed at the pre-app meeting, the existing parking to Chequers is located to the north boundary and provides an inadequate space which does not meet the standards as set out in the Uttlesford Parking Standards document. The proposals ensure that compliant parking is included internally which is reflective of the surrounding parking arrangements, while overall improving highway safety.
- 5.0 In summary, the pre-application advice meeting revealed that the principle of this proposal is likely to be acceptable, where the heritage team and the LPA have been involved throughout the design process to ensure that a successful scheme can be achieved.
- 6.0 We trust the drawings and above information is acceptable however if you require any further information then please do not hesitate to contact us. We hope to positively engage with the LPA to ensure that a successful outcome can be achieved.

Yours Faithfully

Alexandra Calugar  
*Undergraduate Architectural Assistant*