



Southwold Building & Design
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Your ref:
Our ref: DC/23/4214/PREAPP
Date: 27 November 2023
Please ask for: Gerald Chibumu
Direct dial:
Email: planning@eastsoffolk.gov.uk

Pre-application planning advice

Application ref: DC/23/4214/PREAPP

Location:

Homeleigh
The Common
Southwold
Suffolk
IP18 6HR

Proposal:

Pre Application Advice - The owner of the property was sent an email dated 26th September 2023 from Lucille Reed at East Suffolk Council. The reference of this letter is ENF/23/0311/DEVELOPMENT. The letter was in regard to a complaint the Council had received regarding the erection of an extension above the garage at Homeleigh without planning permission.

The extension in this position has been in place to the owner's knowledge since 1994. Recently however, the extension side and front had fallen into disrepair. the glazed side was replaced with studwork and white upvc cladding. The front, which previously had been aluminum sliding doors with two side panels, was replaced with two stud end panels clad with white upvc and the centre section was left open. This construction as not considered suitable for a building within the Southwold Conservation Area and hence East Suffolk's letter confirmed that the extension should be removed, or that a Planning Application should be sought with the rider that any detail should show how the proposed extension would be sympathetic to and in keeping with the local Conservation Area.

Southwold Building & Design Consultancy Ltd have been appointed to try and find an alternative to the side and front elevations of the extension that would be acceptable within the Conservation Area. Attached are drawing No's 001 and 002 showing the existing and proposed plans and elevations

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of the extension as it is at present and how it is proposed to deal with the building so that it is in keeping with the Conservation Area.

This Pre-app application seeks advice on the revised proposal so that the extension can be kept in place in principal as it has been in this position since at least 1994.

Officer advice

Pre-application advice is sought for the revised design of a first floor canopy over roof terrace. The applicant has been advised that works carried out to date are not appropriate within the Conservation Area.

Site Description

Homeleigh is a two-storey detached dwelling which is located to the east of The Common and is within the Southwold Settlement Boundary. The site is located within Southwold Conservation Area and within the setting of a Grade II Listed Building (Church of the Sacred Heart, and attached Presbytery) and a few other listed buildings located to the north-east in High Street. The surrounding area is predominantly residential although the High Street is located to the east (rear) of the property. The dwelling is not a Listed Building, nor is it identified as an important building within the Conservation Area Appraisal. The property is set back on its plot.

Proposal

According to the submitted details, the proposal seeks advice on an existing first floor extension which was erected above a ground floor garage, and a proposed revision to the works carried out. The submitted details state that a covered terrace area has been in existence since 1994 and was erected with planning permission.

Following a complaint received by East Suffolk Council, an enforcement case was raised (ENF/23/0311/DEV). The applicant has stated that the structure of the extension especially the side and front walls had fallen into disrepair and remediation works have been carried out with the glazed side being replaced with studwork and white upvc cladding. The front, which previously had been aluminium sliding doors with two side panels, was replaced with two stud end panels clad with white upvc and the centre section was left open.

The applicant was informed that the construction works are not considered suitable for a building within the Southwold Conservation Area and hence East Suffolk's letter confirmed that the extension should be removed, or that a Planning Application should be submitted showing how the proposed extension would be sympathetic to, and in keeping with, the local Conservation Area.

Planning history:

ENF/23/0311/DEV - Unauthorised Development - Erection of an extension - Pending.

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DC/PREAPP/15/3333 - Conversion of integral garage with study and french windows, build new double garage at front of property, remove first floor sunroom and replace with bedroom extension, retain and improve existing balcony, ground floor extension of kitchen, replace/update/improve existing windows and refurbish cottage in grounds. Advice Given on 22/09/2015.

DC/97/0278/FUL - Construct new workshop. Application Permitted on 11/08/1997.

Assessment:

Policies WLP8.29 (Design) of the Local Plan and SWD6 of the Southwold Neighbourhood Plan requires development to demonstrate high quality design which reflects local distinctiveness and furthermore, demonstrate a clear understanding of the form and character of the built, historic and natural environment and use this understanding to complement local character and distinctiveness, respond to local context and the form of surrounding buildings in relation to and the overall scale and character, layout, site coverage, height and massing of existing buildings.

This is further supported by Policies WLP8.37 (Historic Environment) and WLP8.39 (Conservation Areas) which states that proposals for development should seek to conserve or enhance Heritage Assets and their settings and should be of a particularly high standard of design and materials in order to preserve or enhance the character or appearance of the area.

For the development to be considered acceptable, the design must accord to the requirements of the above policies. The use of upvc cladding within the Conservation Area in the form as existing is not appropriate and an application for its retention is unlikely to be supported.

The proposed design would replace the upvc cladding with red brick to match the side wall of the property. This choice of material would be much more acceptable in the Conservation Area. It is not clear exactly what form and appearance the original terrace area had - it would be useful to have an idea of this if a formal application is made as we would assess the proposal against the lawful size/design/appearance of the property, not compared to any unauthorised works as existing.

The proposed drawings also refer to the use of k-rend however it is unclear exactly where this would be - presumably the front elevation. This would likely be acceptable as set behind the existing front wall of the terrace and therefore screened from public views. It is not clear what the original or proposed roof material would be. Assuming the previous structure was light-weight and the proposal is for similar, this is likely to be unobjectionable.

It also appears that the garage door below this area has been bricked up with a pedestrian door installed. It is not clear exactly when these works took place or exactly what works have been carried out. It is advised to include details of this in any future application for clarity.

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Without knowing the original appearance, design or layout of this space, it is again difficult to consider any impact on residential amenity however if it would be of a similar form, scale and use, it is not likely to have any unacceptable impact.

Conclusion

The works as carried out are unlikely to be acceptable if an application were made for their retention; however the proposed drawings showing a similar sized structure of a similar form using red brick to match the existing side wall, and assuming a similar front elevation to that previously on the property, the revised scheme is likely to be supported by officers. It will, however, be important to undertake a site visit to fully consider the potential impacts as part of any formal application. If a formal application is made, we will need details of the original structure that was there, not just of the existing in its unauthorised form.

Planning applications can be made online via the Planning Portal or forms downloaded from www.planningportal.gov.uk.

Planning policy

WLP8.29 - Design (East Suffolk Council - Waveney Local Plan, Adopted March 2019)

WLP8.37 - Historic Environment (East Suffolk Council - Waveney Local Plan, Adopted March 2019)

WLP8.39 - Conservation Areas (East Suffolk Council - Waveney Local Plan, Adopted March 2019)

National Planning Policy Framework 2023

SWD6 - Design (Southwold Neighbourhood Plan, 'Made' February 2022)

SWD7 - Parking (Southwold Neighbourhood Plan, 'Made' February 2022)

Historic Environment Supplementary Planning Document (East Suffolk Council, Adopted June 2021)

Related applications:

Reference no	Proposal	Decision	Date
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Constraints

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Article 4 (1) Direction - Name: Direction Under Article 4(1) Housing In Multiple Occupation
Article 4 (2) Direction - Name: Southwold No.2 Order
Areas of Outstanding Natural Beauty - Name: ENV1 AREA OF OUTSTANDING NATURAL BEAUTY
SCC Archaeological Sites - MONUID REF: MSF24447
Community Infrastructure Levy SCDC WDC - CIL Charging Zone SCDC WDC: Zone 4
CIL Charging Zones - East Suffolk 1.8.23 - CIL Charging Zone East Suffolk: Zone 1 and Holiday Lodges
Conservation Area - Name: SOUTHWOLD
DC Case Polygons - DC Reference: DC/11/0115/TCA
DC Case Polygons - DC Reference: DC/12/1125/TCA
DC Case Polygons - DC Reference: DC/12/0522/TCA
DC Case Polygons - DC Reference: DC/13/3499/FUL
DC Case Polygons - DC Reference: DC/13/2417/FUL
DC Case Polygons - DC Reference: DC/13/0552/TCA
DC Case Polygons - DC Reference: DC/97/0278/FUL
Neighbourhood Plans - Name: Southwold Neighbourhood Plan Area
Planning Enforcement - Planning Enforcement Reference: ENF/23/0311/DEV
Environmentally Sensitive Area - Name: SUFFOLK RIVER VALLEYS
Public Rights of Way - Route Code: E-477/013/0
Public Rights of Way - Route Code: E-477/013/0
Public Rights of Way - Route Code: E-477/013/0
LB Listed Buildings - Listed Building Reference: LB1344
LB Listed Buildings - Listed Building Reference: LB0888
LB Listed Buildings - Listed Building Reference: LLB0860/2012
LB Listed Buildings - Listed Building Reference: LB0890
Waveney Local Plan (Adopted March 2019) - Name: Policy WLP8.18 - New Town Centre Use Development
Waveney Local Plan (Adopted March 2019) - Name: Policy WLP8.39 - Conservation Areas
Waveney Local Plan (Adopted March 2019) - Name: Policy WLP1.2 - Settlement Boundaries
Recreational Disturbance Avoidance - Name: RAMS Zone B
Recreational Disturbance Avoidance - Name: RAMS - Zone Of Influence
SSSI Impact Risk Zones - Consult: All planning applications (except householder) outside or extending outside existing settlements/urban areas affecting greenspace, farmland, semi natural habitats or landscape features such as trees, hedges, streams, rural buildings/structures.
Suffolk Water - Water Resource Zone - Name: Suffolk Water - Water Resource Zone

As with all pre-application advice, the Council is not bound with regard to its final decision on any future application. Please note – this pre-application advice is given on the basis of National and Local Planning Policies applicable on the date the advice is given.

Additional Planning and Building Control information can be found online at www.planningportal.gov.uk. If a planning application is needed online applications can be submitted at the same address.

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Case Officer: Rachel Smith, Senior Planner (Development Management), 07887 452719
Authorising Officer: Joe Blackmore, Principal Planner (Development Management)



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