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Design & Access Statement for the proposed alterations & extension at The British Legion, 28 Windhill, Bishop's Stortford, CM23 2NG

1.0 Introduction

- 1.1 This Design and Access Statement has been prepared to accompany a Full Planning Application for the alterations and extension at The British Legion, 28 Windhill, Bishop's Stortford, CM23 2NG.
- 1.2 This statement addresses the points required for the Design and Access Statement and those set out in the National Planning Policy Framework (NPPF) issued in December 2023.
- 1.3 The building subject of this application is a Grade 2 town house formerly used as a British Legion Club during 70 years from 1948 and now vacant since 2017.
- 1.4 The property comprises a detached, three storeys building with a single storey annex wing elongating from the left side corner of the building.

2.0 The site and the existing buildings

- 2.1 The site lies on Windhill on the northern flank of the Bishop's Stortford Conservation Area.
- 2.2 The site has several trees in the rear garden and it is surrounded by buildings of different sizes and character to the north, west and east. The southern elevation faces Windhill and provides an important asset on the street scene.
- 2.3 Pedestrian accesses to the property are provided via the prominent columnated porch on Windhill and a small gate to the left of building, leading to the rear garden.
- 2.4 No car access is provided at the moment. Parking is allowed on the street for residents.
- 2.5 The British Legion is a Grade 2 Listed and much of it has been altered in the past to provide for the new use of the building.

3.0 Planning History

- 3.1 Previous Planning History is detailed within the table below.

Application Ref.	Proposal	Decision
3/21/1646/FUL	Change of use of social club to dwelling with alterations. Part demolition and reconstruction,	Granted 03.05.2022

	roof alterations. Construction of single storey extension for new swimming pool and 2 bay garage to the rear. Creation of new driveway with brick pillars and gates and pedestrian access. External alterations to include new doors and railings to the front elevation.	
3/21/1647/LBC	Part demolition and re-construction, roof alterations. Construction of single storey extension for new swimming pool and 2 bay garage to the rear. Creation of new driveway with brick pillars and gates and pedestrian access. External alterations to include new doors and railings to the front elevation. Internal alterations including removal of doors and some stud wall and restoration of finishes.	Granted 03.05.2022
3/20/2025/FUL	Demolition of boundary wall and retaining wall and erection of replacement retaining wall and creation of access way	Withdrawn
3/20/2026/LBC	Demolition of boundary wall and retaining wall and erection of replacement retaining wall and creation of access way	Withdrawn
3/20/1907/FUL	Relocation of pillar box	Awaiting decision
3/13/0371/LB	Replacement notice board	Granted 21.05.13
3/04/0470/FP	First floor office suite	Granted 30.04.04
3/99/0044/FP	Rear two storey extension, reposition existing conservatory	Granted 07.05.99

4.0 The proposal

- 4.1 The proposal is a variation of the already approved drawings to suit findings and value engineering following commencement of works. As per previous application it seeks to restore the original use of the property to a single dwelling house, providing with a complete restoration of the internals, the replacement of the forlorn rear extension with a more in line double storey extension, the complete restoration of the prominent front and rear elevations, the re-instatement of the vehicular access to the west of the dwelling and a new outbuilding to be sited in the rear garden that will provide for a 2no. bay garage and a swimming pool.
- 4.2 A more detailed description of the proposals is contained within the Heritage Statements and the amended Schedule of Changes.
- 4.3 The character of the existing building will be preserved and it will be actually enhanced by re-giving it its original appearance consequently to its restoration.

4.4 All the proposals are detailed within this Design and Access Statement and Heritage Statement and on the planning application drawings numbered:

Architect's drawings:

- 114920-001 -Site Plan – Existing
- 114920-012 -Ground & Cellar Floor Plan – Existing
- 114920-013 -First Floor Plan – Existing
- 114920-014 -Second Floor Plan – Existing
- 114920-015 -Roof Plan – Existing
- 114920-021 -Elevations & Sections - Existing
- 114920-101f-Site Plan – Proposed
- 114920-102b -Drainage Strategy Plan – Proposed
- 114920-111f-Ground & Cellar Floor Plan – Proposed
- 114920-112e-First Floor Plan – Proposed
- 114920-113e-Second Floor Plan – Proposed
- 114920-114e-Roof Plan – Proposed
- 114920-115e-Swimming Pool -Floor Plans – Proposed
- 114920-121g-Elevations & Sections - Proposed (Sheet 1)
- 114920-122e-Swimming Pool Elevations & Sections - Proposed
- 114920-141c -Views - Proposed
- 114920-142b -Views - Proposed
- 114920-143c -Views - Proposed
- 114920-201c-Removals - Site Plan
- 114920-202c-Removals - GF Plan
- 114920-203b-Removals - FF Plan
- 114920-204b-Removals - SF Plan
- 114920-205b-Removals - Roof Plan
- 114920-206b-Removals - Elevations & Sections

5.0 The use

5.1 The planning application relates to the residential use.

6.0 Amount

6.1 Details of the proposed extensions are detailed on the submitted drawings and the supporting design and access statement as well as in the heritage statement including the revised schedule of changes.

7.0 Layout, scale and appearance

7.1 The proposed alterations present a simple layout reflecting what is current on site.

7.2 The scale of the proposed alterations and extensions reflects the proportions of the existing building.

7.3 The appearance of the proposal will preserve the quality of the existing building.

7.4 The proposal would not harm the significance of the Listed Building.

8.0 Landscaping

8.1 A re-arrangement of the garden and hard standing areas is visible on the submitted drawings.

9.0 Access

9.1 The new car access will be created next to the existing pedestrian access to the west side of the building. The new wrought-iron gates will be set back at least 6m from the street kerb.

10.0 Conclusion

10.1 In context the proposal is considered to be of appropriate design with the existing building and those in the vicinity of the site.

- 10.2 The proposals do not differ much from what was already approved, it actually retains more of the existing fabric.
- 10.3 The proposal will not harm the building and it is considered to be of an appropriate scale, form and design.
- 10.4 For all of these reasons, your positive comments and support for the proposed alterations set out in this listed building consent application are sought.