

DELEGATED OFFICER REPORT

Site Address: 20 West Street, Emsworth, PO10 7DY
Proposal: Addition of a small side extension, addition of a glass canopy over the side door and the construction of a garden store at the rear of the garden.
Application Type: Full Planning Permission
Application No: APP/25/00439 Expiry Date: 25/07/2025
Applicant: Mr Newson
Agent: Helyer Davies Architects Case Officer: Jennie Fox
 Helyer Davies Architects Ltd
Ward: Emsworth

Recommendation: **GRANT PERMISSION**

1 Site Description

- 1.1 20 West Street is a ground floor flat within a detached two storey building to the south-west of West Street. The main building is finished in white render with painted timber fenestration under a hipped slate roof and black rainwater goods and detailing. The property has previously been extended to the side at two storey to create a separate entrance and stairs to the first floor flat with a main pedestrian access from West Street. To the north-west of the building there is a driveway accessed from West Street and leading to a rear amenity space used by the ground floor flat at No.20. Past the line of the gates there is a single storey side and rear extension that also form part of the flat, with the main entrance to No.20 within the side extension and accessed from the driveway. A door to the front of the property leads to a bedroom and is a secondary access that appears to have been retained for the sake of preserving the character of the building. The rear amenity space is separated from the road by 1.8m high gates and has been mostly block paved to provide private parking and a courtyard area. There are raised planters around the courtyard with a 2m high brick wall to the south-east boundary and a 1.5m high brick wall to the north-west. To the south-west the site backs on to a single storey building and yard used by The Emsworth Brewery. The yard area is separated from the site by approximately 2.5m high close-boarded fencing and the area in front of the brewery building has been trellised.
- 1.2 The site is within the Emsworth Conservation Area and, although not listed, has been identified as an Other Building of Local Interest within the Emsworth Conservation Area Appraisal. The property at 20 West Street is therefore a Non Designated Heritage Asset and the proposals have been assessed in this context.
- 1.3 The area immediately surrounding the application site is comprised predominantly of two and three storey properties and is a mixture of commercial and residential use. The Emsworth Conservation Area Character Appraisal notes that West Street was the original approach from the west to Emsworth until 1974 and has retained its historic character.

2 Planning History

APP/10/00241 - Single storey rear extension and demolition of outbuildings.,
PERM,08/09/2010

3 **Proposal**

Addition of a small side extension, addition of a glass canopy over the side door and the construction of a garden store at the rear of the garden.

Officer Comment

The description was amended to reflect the removal of a proposed portico over the entrance door following consultation with the Highway Authority and discussions with the agent.

4 **Policy Considerations**

National Planning Policy Framework
Havant Borough Council Borough Design Guide SPD December 2011
Havant Borough Council Parking SPD July 2016

Havant Borough Local Plan (Core Strategy) March 2011

CS11 (Protecting and Enhancing the Special Environment and Heritage of Havant Borough)
CS12 (Chichester Harbour Area of Outstanding Natural Beauty (AONB))
CS16 (High Quality Design)

Havant Borough Local Plan (Allocations) July 2014

DM20 (Historic Assets)
AL1 (Presumption in Favour of Sustainable Development)

Emsworth Neighbourhood Plan Post Examination Version 2020

ENP_H1 (Design & Heritage)
ENP_D1 (General Design Policy)
ENP_D2 (Height, Mass & Materials)
ENP_D3 (Layout, Form & Density)

Listed Building Grade: Not applicable.
Conservation Area: Emsworth

5 **Statutory and Non Statutory Consultations**

Chichester Harbour Conservancy

Letter received 2 July 2025

NO OBJECTION WITH CONDITIONS:-

1) Matching materials / samples of materials to be agreed to ensure the alterations to this Local Interest Building in the Conservation Area and Chichester Harbour National Landscape are carried out sympathetically.

Conditions are to be read in conjunction with the overall recommendation and should not be separated.

Conservation Officer
Site / Location

20 West Street, Emsworth. The site is located within the Emsworth CA and whilst the building itself is not listed, it is of historical character and identified in the Emsworth Conservation Area Appraisal as being an 'Other Building of Local Interest', which positively contributes towards the character of the CA. It is therefore deemed to be a 'non-designated heritage asset – NDHA'.

Legislation

When assessing the proposal, the following legislation and policy context is taken in consideration.

Planning (Listed Building and Conservation Areas) Act 1990

Section 16 of the Planning (Listed Buildings and Conservation Areas) Act 1990 ("1990 Act") requires local planning authorities to have special regard to the desirability of preserving a listed building, its setting or any features of special architectural or historic interest when considering whether to grant listed building consent.

Section 66 of the Planning (Listed Buildings and Conservation Areas) Act 1990 states that in considering whether to grant planning permission for development which affects a listed building or its setting, the local planning authority or, as the case may be, the Secretary of State, shall have special regard to the desirability of preserving the building or its setting or any features of special architectural or historic interest which it possesses.

Section 72 of the Planning (Listed Buildings and Conservation Areas) Act 1990 requires planning authorities, when considering whether to grant planning permission for development which affects a Conservation Area, to have special regard to the desirability of preserving or enhancing the character and appearance of that area.

National Planning Policy Framework (revised December 2024)

Chapter 16 of the NPPF relates to the Historic Environment including paragraphs 202-221. The following paragraphs are most relevant to the determination of this application:

Para 212 states that:

'When considering the impact of a proposed development on the significance of a designated heritage asset, great weight should be given to the asset's conservation (and the more important the asset, the greater the weight should be). This is irrespective of whether any potential harm amounts to substantial harm, total loss or less than substantial harm to its significance'.

Para 214 states that:

‘Where a development will result in substantial harm to, or total loss of, the significance of a designated heritage asset, permission should be refused, unless this harm is necessary to achieve substantial public benefits, or a number of criteria are met. Where less than substantial harm is identified paragraph 208 requires this harm to be weighed against the public benefits of the proposed development

Para 215 states that:

‘Where a development proposal will lead to less than substantial harm to the significance of a designated heritage asset, this harm should be weighed against the public benefits of the proposal including, where appropriate, securing its optimum viable use’.

Havant Borough Local Plan (Core Strategy 2011 and Allocations Plan 2014)

Policy CS11 – Protecting and Enhancing the Special Environment and Heritage of the Havant Borough

Policy CS11 (4) states that planning permission will be granted for development which:

‘Protects and where appropriate enhances the borough’s statutory and non-statutory heritage designations by appropriately managing development in or adjacent to conservation areas, listed buildings, scheduled ancient monuments, historic parks and gardens, archaeological sites, buildings of local historic or architectural interest’.

Policy CS16 – High Quality Design

Policy CP16 (1a) of the Core Strategy states that:

‘Planning permission will be granted for development that is designed to a high standard, which helps to create places where people want to live, work and relax. All development should demonstrate that its design:

- a) Identifies and responds positively to existing features of natural, historic or local character within or close to the proposed development site’.
- b) Integrates with existing local landscape features, promotes wildlife and biodiversity and/or applies characteristics of the local area into the design of a scheme wherever possible to create variety and interest;
- c) Uses the characteristics of the locality to help inform the design of the new development including heights, massing, existing buildings lines, plot widths and depths, materials and proportions of windows and doors;
- d) Is well connected to and integrates with the immediate local area and the wider area by linking to existing pedestrian and cycle routes and encouraging people to use public transport where possible; and
- e) The development does not cause unacceptable harm to the amenity of neighbours through smell, the loss of privacy, outlook, noise and overlooking.

Policy DM20 (Allocations Plan) - Historic Assets

Policy DM20 states that;

'Planning permission will be granted for development proposals that conserves and enhances the historic assets of Havant. It also states that application which affect, or have the potential to affect, heritage assets are expected to provide a Heritage Statement that:

1. Describe the significance of the asset and its setting, using appropriate expertise and where necessary original survey, at a level of detail proportionate to its significance and sufficient to understand the potential impact of the proposal.
2. Sets out the impact of the development on the heritage assets and mitigation that is proportionate to the impact and the significance of the heritage asset, including where possible positive opportunities to conserve and enjoy heritage assets.

Emsworth Neighbourhood Plan – Heritage Policies

Assessment

The proposal is for the addition of a small side extension, addition of a glass canopy over the side door and the construction of a garden store at the rear of the garden.

Overall, the proposals would not result harm to the significance of the Emsworth Conservation Area, as a designated heritage asset. With regards to the NDHA, the proposed physical alterations would not result in harm to the significance of the NDHA.

On this basis, it is considered that the proposal would meet the test set out in S72 of the Planning (Listed Buildings and Conservation Areas) Act 1990 ("1990 Act"), along with the relevant policies in the NPPF and Local Plan.

Conclusion

NO OBJECTION subject to a condition requesting details of all new external materials to be provided and agreed prior to construction.

Officer Comment

Noting that the Chichester Harbour Conservancy also requested details of materials, a prior to commencement condition has been agreed with the agent.

Councillor Charles Robert

No comments received.

Councillor Grainne Rason

No comments received.

Councillor Reuben Mychalecky

No comments received.

Developer Services, Southern Water

Letter received 16 June 2025

Tree planting

We have restrictions on the proposed tree planting adjacent to Southern Water sewers, rising mains or water mains. Reference should be made to Southern Water's publication "A Guide to Tree Planting near water Mains and Sewers" (https://www.southernwater.co.uk/media/pddob0vn/ds-tree-plantingguide-1_nwm.pdf) and the Sewerage Sector Guidance (<https://www.water.org.uk/sewerage-sectorguidance-approved-documents/>) with regards to any landscaping proposals and our restrictions and maintenance of tree planting adjacent to sewers, rising mains and water mains.

Condition:

In order to protect public apparatus, Southern Water requests that if consent is granted, the following pre commencement condition is attached to the planning permission; The developer must advise the local authority (in consultation with Southern Water) of the landscaping proposals in proximity of public apparatus in order to protect it in accordance with Southern Water's guidance, prior to the commencement of the development.

Development Site is not within Southern Water's Supply Area

The development site is not located within Southern Water's statutory area for water supply services. Please contact Portsmouth Water who are the relevant statutory undertaker.

Insufficient Information provided

Construction of the development shall not commence until details of the proposed means of foul drainage disposal have been submitted to and approved in writing by the Local Planning Authority in consultation with Southern Water.

Proposed soakaways

The Council's Building Control officers or technical staff should be asked to comment on the adequacy of soakaways to dispose of surface water from the proposed development. No new soakaways should be located within 5 metres of a public or adoptable gravity sewer, rising main or water main.

No Soakaways should be connected to the public surface water sewer.

For further advice, please contact Southern Water, Southern House, Yeoman Road, Worthing, West Sussex, BN13 3NX (Tel: 0330 303 0119).

Website: [southernwater.co.uk](https://www.southernwater.co.uk) or by email at:

SouthernWaterPlanning@southernwater.co.uk

Officer comment

The comment regarding landscaping was queried as there are no proposed changes to landscaping within the site and it was confirmed that if there were no new trees being planted then this comment could be disregarded. As the water supply and drainage are existing informatives have been added in relation to any proposed foul drainage and soakaways.

Emsworth Residents Forum

No comments received.

Hampshire Highways

Letter received 10 June 2025

Thank you for the consultation on the above. The Highway Authority would make the following comments.

The Highway Authority note that the proposed plans include the addition of a canopy and two decorative columns to the main door on the north-face of the building. As the north fascia abuts the highway, the proposed addition of these features would infringe on highway land.

The proposed columns would reduce the width of the footway. The Highway Authority do not find this acceptable and would not support any application in which the columns are included as part of the development.

With regards to the proposed canopy, this would overhang the highway and would therefore require an appropriate licence under Section 177 of the Highway Act 1980. The applicant would be required to contact the Highway Authority directly to begin the process and is not guaranteed. Should an agreement be deemed acceptable this is drafted by our legal services team and contains details of maintenance in perpetuity, liability, etc and the requirements would run with the property title. The applicant should be aware that all costs associated are to be funded by the applicant. The applicant should also note that the legal agreement contains a clause requiring the applicant to hold appropriate public liability insurance.

In addition to securing this agreement with Hampshire County Council, the canopy would need to meet the following expectations in order to satisfy the Highway Authority in determining this application:

- At least 1m horizontal clearance between the outside edge of the projection and the edge of carriageway;
- At least 2.4m vertical clearance between the verge/footway/cycleway surface and the underside of the projection;
- The minimum vertical clearance for projections above or within 1m of the carriageway will generally be at least 5.3m, unless it can be demonstrated that a lower clearance is acceptable.

The Highway Authority require additional information before the suitability of the proposed canopy can be determined. It is therefore recommended that a holding objection is held on the application until the applicant has indicated how they wish to proceed. A S177 licence application should also be made to the Highway Authority to run in parallel with any planning consent.

Officer Comment

Following discussions with the agent, the proposed portico was removed from the application in response to the above comments. An informative has been added regarding Section 177 licensing.

6 **Community Involvement**

This application was publicised in accordance with the Council's Code of Practice for Publicity of Planning Applications approved at minute 207/6/92 (as amended), as a result of which the following publicity was undertaken:

Number of neighbour notification letters sent: 38

Number of site notices: 2

Statutory advertisement: 06/06/2025

Number of representations received: 0

Comment	Officer Comment
No comments received.	

7 **Planning Considerations**

7.1 Having regard to the relevant policies of the development plan it is considered that the main issues arising from this application are:

- (i) Principle of development
- (ii) Appropriateness of design and impact on the character of the Emsworth Conservation Area, a Non Designated Heritage Asset, and the Chichester Harbour National Landscape
- (iii) Effect on neighbouring properties
- (iv) Biodiversity Net Gain (BNG)

(i) Principle of development

7.2 The application site is located within the defined urban area, therefore development is considered acceptable in principle subject to development management criteria.

(ii) Appropriateness of design and impact on the character of the Emsworth Conservation Area, a Non Designated Heritage Asset, and the Chichester Harbour National Landscape

7.3 The proposals comprise a new glass canopy to a the main ground floor flat entrance, a single storey side extension, and a garden store to the south-west corner of the site. Following concerns raised by the Highways Authority, a proposed portico was removed in favour of a door surround similar to that of No.3 West Street opposite. The door surround does not constitute a material alteration to the appearance of the building and, as there are no Article 4 directives in place at this location, would fall under Class A Permitted Development and is not further considered here.

- 7.4 Policy CS16 of the Havant Borough Local Plan (Core Strategy) 2011 requires that new development responds to, draws inspiration from and respects local context and identifies and responds positively to existing features of natural, historic or local character within or close to the proposed development site. Policies CS11 and DM20 of the of the Havant Borough Local Plan (Core Strategy) 2011 and Policy H1 of the Emsworth Neighbourhood Plan seek to protect and, where appropriate, enhance the borough's statutory and non-statutory heritage designations by appropriately managing development in or adjacent to Conservation Areas. Policy CS12 of the Core Strategy requires, amongst other matters, that development will conserve and enhance the special qualities of the Chichester Harbour National Landscape (formerly AONB).
- 7.5 The proposed garden store would be approximately 4m in length and 3m wide, with a maximum height of approximately 4.6m. Clarification on the relationship between this element of the proposals and an existing garden store at No.24 West Street was sought from the agent and a revised plan was provided indicating that the proposed store would be set at an angle to the neighbouring building in line with the boundary wall. The agent confirmed that the proposed store would be built into the boundary wall with flush eaves and that the two buildings would be similar in height. The proposed store would also be slightly shorter in plan than the existing neighbouring store such that the front walls would align, with the intention that the two buildings appear similar in scale and design when viewed from the street. It is noted that the proposed store would be set well back from the street, at a distance of approximately 24m, and would be behind the access gates with only the roof generally visible from the public realm. As such the proposed garden store is considered to be acceptable.
- 7.6 The proposed extension would infill a space between the existing side and rear extensions and would continue the line of the side extension wall. The extension would be approximately 3.2m long and 2m wide to the north-east but only 1.2m wide at the rear wall. It would be approximately 2.3m in height, matching the height and appearance of the existing side extension. As the extension would be set behind the existing side extension and gates to the site it would not be readily visible within the street scene and from within the site it would appear as a continuation of the existing extension. The proposed extension is therefore considered to be acceptable.
- 7.7 The proposed glass canopy would be a flat structure, situated approximately 2.3m above the ground between the two existing side extensions and in line with the single storey extension roof. This element of the proposals would create no new floor area and, whilst it would be forward of the access gates, would have a slim profile that would have a minimal impact on the overall appearance of the host dwelling and is therefore considered to be acceptable.
- 7.8 In terms of the impact of the proposals on the Emsworth Conservation Area, the Council's Conservation Officer has been consulted and has raised no objection to the proposals following an assessment of the application site. The Conservation Officer requested further details of the external materials to be used, which will be secured through a prior to commencement condition.
- 7.9 Chichester Harbour Consultancy have been consulted with regards to potential impact on the Chichester Harbour National Landscape and have raised no objection to the development, subject to a planning condition to ensure appropriate materials are used.

- 7.10 The materials proposed for the extension would be to match the host dwelling, whilst the proposed store would be in bricks to match the existing boundary wall with a roof. Notwithstanding the descriptions of materials provided, full details of the proposed external materials will be secured by condition to ensure they are suitably in keeping with the appearance of the Non Designated Heritage Asset and the wider Conservation Area.
- 7.11 The design and appearance of the proposal is deemed appropriate in context to the main building and is therefore considered to be acceptable, meeting the requirements of Policies CS11 and CS16 of the Havant Borough Local Plan (Core Strategy). It is considered that the scheme would conserve the visual amenity of the Chichester Harbour National Landscape and the Emsworth Conservation Area, in accordance with Policies CS11 and CS12 of the Havant Borough Local Plan (Core Strategy) 2011 and the tests in Section 72 of the Planning (Listed Building and Conservation Areas) Act 1990 and the Chichester Harbour National Landscape under Section 84 of the Countryside and Rights of Way Act 2000.

(iii) Effect on neighbouring properties

- 7.12 Immediately above No.20 is the first floor flat at No.22. This property does not have access to the rear courtyard area, although there are windows serving a kitchen, bathroom, and bedroom looking out towards it. The proposed extension and glass canopy would not be visible from No.22 as they would be to the side of the property. The proposed garden store would be visible from the rear facing windows overlooking the courtyard, however the proposed store would be at single storey only and would be approximately 15m from the rear wall of No.22. Moreover the proposed store would have only high level windows to the east elevation. The impact to No.22 is therefore considered to be limited and acceptable.
- 7.13 To the north-west is No.24 West Street, a two storey property that has previously been extended to the side and rear, and also has a large single storey building within its rear garden. No.24 has a first floor side window to a stair landing and a ground floor side window to a dining room with the rear extension. No.24 is set at a slight angle to the application site such that the rear facing windows do not look towards the courtyard of No.20. The proposed extension and canopy are relatively small in scale and the proposed extension would not be directly opposite any existing windows. The proposed store would have a front wall in line with the existing store building belonging to No.24, would be similar in height, and the agent has also confirmed that the roof would have flush gable eaves to prevent overhanging of the shared boundary. As such the proposed store is deemed to have a limited impact on the amenity space of No.24 and the proposals overall are considered to have a limited and acceptable impact on this property.
- 7.14 To the south-east are Nos.16-18 and 18a West Street. The ground floor of Nos.16-18 is in commercial use as Emsworth Antiques. The first floor flat at No.18a has an obscured glazed side window serving a kitchen that faces out over the existing rear extension to the host dwelling as well as several rear facing windows. The proposed extension and glass canopy would not be visible from No.18a and the proposed garden store would be at least 10m from the nearest wall of No.18, away from any immediate line of sight. The impact to these properties is therefore deemed to be limited and acceptable.

- 7.15 The property to the south-west of the site is a commercial unit at the rear of Nos.16-18 and has no north-west facing windows. The proposals would not be visible from this property and the impact to it is therefore considered to be minimal.
- 7.16 Consequently, it is considered that the proposal will not appear overbearing or lead to a loss of light, outlook or privacy and would have limited and acceptable impact on the properties immediately adjacent to the application site and the properties opposite or to the rear, meeting the requirements of Policy CS16 of the HBLP (Core Strategy). It is noted no letters of objection were received with respect to the scheme.

(iv) Biodiversity Net Gain (BNG)

- 7.17 It is noted that this application meets the De Minimis exemption requirements relating to Biodiversity Net Gain.

8 Conclusion

- 8.1 The proposed development is acceptable in principle, is appropriate in terms of design and its impact, would conserve the character of the Emsworth Conservation Area, the Non Designated Heritage Asset, and the Chichester Harbour National Landscape, and would have a limited and acceptable impact on the neighbouring properties. On this basis it is recommended for approval.

9 **RECOMMENDATION:**

That the Head of Place be authorised to **GRANT PERMISSION** for application APP/25/00439 subject to the following conditions

- 1 The development must be begun not later than three years beginning with the date of this permission.

Reason: To comply with the requirements of Section 91 of the Town and Country Planning Act 1990 as amended by Section 51 of the Planning and Compulsory Purchase Act 2004.

- 2 The development hereby permitted shall be carried out in accordance with the following approved plans:

General Arrangement Proposed 24098-002 Rev E
Design and Access Statement

Reason: To ensure provision of a satisfactory development.

- 3 No development shall commence until details and / or samples of all external facing materials have been submitted to and agreed in writing by the Local Planning Authority. The approved materials shall be used in situ thereafter unless otherwise agreed in writing with the Local Planning Authority.

Reason: In the interests of preserving the historic and architectural significance of the Emsworth Conservation Area and a Non Designated Heritage Asset and having due regard to policies CS11 and CS16 of the Havant Borough Local Plan (Core Strategy) 2011, policy DM20 of the Havant Borough Local Plan (Allocations) 2014, and the National Planning Policy Framework.