

DELEGATED OFFICER REPORT

Site Address: 28 Baybridge Road, Havant, PO9 5PG
Proposal: Partial removal and replacement of existing annex extension with raised roof height.
Application Type: Full Planning Permission
Application No: APP/25/00401 Expiry Date: 14/07/2025
Applicant: Coloma
Agent: Miss Travers-Ayre Case Officer: Jennie Fox
 Thorns Young
Ward: Leigh Park Central and West
 Leigh

Recommendation: **GRANT PERMISSION**

1 Site Description

- 1.1 28 Baybridge Road is a two storey terraced property to the south-west of Baybridge Road. The main pedestrian access is from Baybridge Road and there is a secondary access from Bentley Court at the rear of the site to the rear garden and a former garage and store. The garage and store were partially converted to ancillary annex use in early 2021, with a store area retained at the rear utilising the garage door. Planning permission was not sought for the annex conversion at the time and this application therefore also seeks to regularise works already carried out. The property is finished in brick and hung tiles to the front and white uPVC cladding to the rear with white uPVC fenestration under a flat roof. At the rear the property has been extended with a conservatory that infills the space between the host dwelling and outbuilding. The small area of amenity space remaining is mostly comprised of a path between the conservatory and pass gate within the rear wall with shrub planting against the 1.8m high close-boarded fencing to the south-east boundary and low level planters against the outbuilding. To the front the property is set back behind a small garden area bounded by a low brick wall. There is no existing parking provision within the site.
- 1.2 The area immediately surrounding the application site is residential and is comprised of two storey dwellings of a generally similar age and style to the host dwelling. Properties nearby are characterised by very small courtyard style rear gardens containing outbuildings, many of which have been variously extended and altered.

2 Planning History

No relevant history.

3 Proposal

Partial removal and replacement of existing annex extension with raised roof height.

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

CS16 (High Quality Design)

DM13 (Car and Cycle Parking on Residential Development)

Havant Borough Local Plan (Allocations) July 2014

AL1 (Presumption in Favour of Sustainable Development)

Emsworth Neighbourhood Plan Post Examination Version 2020

N/A

Listed Building Grade: Not applicable.

Conservation Area: Not applicable.

5 Statutory and Non Statutory Consultations

Councillor Jason Horton

No comments received.

Councillor Munazza Faiz

No comments received.

Councillor Sharon Collings

No comments received.

Developer Services, Southern Water

Letter received 30 May 2025

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.

Existing Southern Water Assets

Please see the attached extract from Southern Water records showing the approximate position of our existing sewer and water main assets crossing/in the vicinity of the development site. The exact position of the public assets must be determined on site by the applicant in consultation with Southern Water before the layout of the proposed development is finalised. To get in contact to confirm the exact position of the asset please visit;

https://www.southernwater.co.uk/media/ph4fk3pe/ds-location-of-rising-mains_pb.pdf.

For information on required stand off distances from public sewers please refer to:

<https://www.southernwater.co.uk/media/st5orjvm/stand-off-distances.pdf>

From reviewing the submitted documents, Southern Water has concluded that the applicant is proposing to use the existing drainage scheme. Therefore, we have no objections.

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:

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: 5

Number of site notices: 1

Statutory advertisement: Not applicable.

Number of representations received: 2

Comment	Officer Comment
I would like to know what height the new building will be. [Redacted]. Please supply details of the new build extension.	The commenter was contacted by email to confirm dimensions of the proposal.
Regarding planning application APP/25/00401 for the partial removal and replacement of an existing annex extension with a raised roof height at 28 Baybridge Road, Havant, PO9 5PG, [Redacted] wishes to express its support for this proposal. [Redacted] position that ancillary and modular developments make efficient use of existing residential plots. Such projects support flexible living arrangements, including multigenerational setups, and offer a sustainable response to housing and care pressures without necessitating large-scale new developments. The enhancement of the annex, through a raised roof height, reinforces its ancillary nature and demonstrates an efficient use of space that complements the main dwelling. While the proposal is commendable, we gently advise consideration of the scale and layout to ensure it remains proportionate and integrated with the existing residential environment. It is crucial that the annex maintains its connection to the main dwelling to	

prevent any risk of separation, which could undermine its ancillary status.	
[Redacted]	

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 area
- (iii) Effect on neighbouring properties
- (iv) Use of the annex
- (v) Parking provision
- (vi) Amenity space
- (vii) Developer Contribution
- (vii) 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 area

7.3 The proposals comprise the enlargement and reroofing of the existing annex to the rear of the site. The annex would contain a living/bedroom area, small kitchen, and shower room similar to the current annex accommodation, and would remove an existing store area that currently retains the original garage door. The existing conservatory roof is shown as being revised from a flat roof to a low monopitch, however when a visit to the site was made the monopitch appeared to be part of the original conservatory.

7.4 The existing annexe would be enlarged by approximately 1.1m in width and would therefore have a width of 4.1m whilst the length would remain as existing. The height of the existing annexe is staggered where it has been created out of two buildings and would go from approximately 2.5m and 2.8m to 2.9m by the rear boundary and 3.2m by the host dwelling. The proposals to the annex would be situated at the rear of the property and would therefore not be visible from Baybridge Road, but would be seen from Bentley Court and Sharp's Copse to the south. Bentley Court provides access to a number of garages and outbuildings belonging to properties on Baybridge Road linked by brick boundary walls. Whilst the existing garage door would be removed as part of the proposals, overall there would be little additional mass and bulk added to the existing annex and the proposed brick wall that would replace the door would be in keeping with the existing rear boundary treatments. The materials proposed would match those of the existing annex. The proposals are therefore deemed to be acceptable in terms of appearance.

7.5 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 Policy CS16 of the HBLP (Core strategy). It is considered that the scheme would

not result in an adverse impact on the visual amenity of the locality.

(iii) Effect on neighbouring properties

- 7.6 To the north-west is No.26 Baybridge Road, which is the end of the terrace the host dwelling is part of. No 26. Has previously been extended to the rear with a conservatory that has a parapet upstand where it adjoins the host dwelling. The north-west wall of the existing annex currently forms part of the boundary treatment between the two properties. Further clarification was sought from the agent on the eaves of the proposed flat roof, which are not shown in detail on the proposed drawings, and the agent confirmed that these would be flush to the wall as existing with the guttering overhang to the rear over hardstanding within the ownership of the applicants. Whilst the height of the wall to the boundary would increase, the addition would be marginal and would be similar in height to the existing parapet wall of No.26. The proposals are therefore considered to have a limited and acceptable impact to this property.
- 7.7 To the south-east and also adjoining the host dwelling is No.30, which has a similar garage and store arrangement in the rear garden. Whilst the proposals would be marginally closer to the shared boundary with this property a separation gap of 2.6m would be retained, as well as the existing close-boarded fence boundary treatment and shrub planting. Given the relatively modest scale of the proposals and that the proposed fenestration would not be visible over the fence and planting, the impact to this property is deemed to be limited and acceptable. There are no other properties immediately adjacent to the site.
- 7.8 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) Use of the annex

- 7.9 The relationship between the proposal and the host dwelling would be similar to existing, with no internal connection and the annex accessed from a side door to the rear garden. The existing annex can be accessed independently via the pass gate to the rear garden and therefore could potentially be utilised as a self-contained unit, however it is noted that this arrangement has at this point been in place for several years. It is important that the ancillary relationship between the annexe and existing dwelling be maintained, as independent occupation would suffer from lack of facilities and amenity space and would result in an intensive use of the site, out of keeping with the character of the area and in contravention to the NPPF, policy CS11, and Allocations Plan policy DM24. The agent has provided a supporting statement confirming that the annex would be used only by family members and its use will be conditioned to ensure ancillary occupation.

(v) Parking provision

- 7.10 The host dwelling has three existing bedrooms within the main house as well as an additional bedroom within the existing annex. The conversion of the garage has resulted in the loss of the single original parking space and, had permission been sought at the time of conversion, evidence of parking provision would have been required. The agent has therefore provided a Parking Survey to assess on-street

parking availability at the locality of the site. The Parking Survey, presented with supporting photographs, found that there was reasonable provision for on-street parking within Baybridge Road across a seven day period including evenings and weekends. It is also noted that the existing annex and parking arrangement have been in situ for several years and that the proposal seeks only to enlarge the existing accommodation. It is therefore considered that the requirements of Policy DM13 have been met.

(vi) Amenity space

- 7.11 The proposals would somewhat reduce the existing rear amenity space, however it is noted that this is already unusually small in size and essentially consists of an access path with planters to the south-east boundary. The proposals would therefore not significantly alter the layout or use of the existing space or result in an unacceptable loss of amenity provision.

(vii) Developer contributions

- 7.12 The CIL rates to be applied to development are set out in the Havant Borough Community Infrastructure Levy Charging Schedule, which was adopted by the council on the 20 February 2013. This followed two public consultation exercises and an Examination into the Charging Schedule by an independent Examiner. The Examiners Report concluded that the Havant Borough Council Community Infrastructure Levy (CIL) Charging Schedule provided an appropriate basis for the collection of the levy in the borough. The levy is charged at £80 per square metre (plus indexing) on new floorspace (measured as gross internal area) outside of Emsworth and Hayling Island.
- 7.13 The scheme would be Community Infrastructure Levy (CIL) liable due to the proposed use and the appropriate forms have been submitted. The gross new internal floor space for the building has been calculated by the agent as 6 sqm which generates a total CIL liability of approximately £480 plus indexing. It is noted that a self-build residential annexe exemption has been claimed in relation to the development.

(iv) Biodiversity Net Gain (BNG)

- 7.14 It is noted that this householder application is exempt from the 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 on the character of the area, 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/25/00401 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:

Location Plan received 15 July 2025

Block Plan received 15 July 2025

Enlarge Existing Rear Annex 9057:25

Reason: - To ensure provision of a satisfactory development.

- 3 The external materials used shall match, in type, colour and texture, those of the existing building so far as practicable.

Reason: In the interests of the amenities of the area and having due regard to policy CS16 of the Havant Borough Local Plan (Core Strategy) 2011 and the National Planning Policy Framework.

- 4 The accommodation hereby permitted shall be occupied solely for purposes incidental to the occupation and enjoyment of the existing dwelling and shall not be used as a separate unit of accommodation.

Reason: The unit of accommodation is not in a satisfactory position, has insufficient amenity space, and has insufficient on-site parking to be occupied separately from the main dwelling, having due regard to policies CS16 and DM13 of the Havant Borough Local Plan (Core Strategy) 2011 and the National Planning Policy Framework.