

DELEGATED OFFICER REPORT

PROPOSAL	Loft Conversion with rear dormer
LOCATION:	23 Park Way, Havant, PO9 1HH
REFERENCE NO:	APP/25/00947
APPLICANT:	Mr Sean Potter
APPLICATION TYPE:	Householder planning permission
CONSULTATION EXPIRY DATE:	05/01/2026
APPLICATION EXPIRY DATE:	13/01/2026
WARD:	St Faiths
SUMMARY RECOMMENDATION:	Approve with Conditions

1. Site Description

- 1.1 This application site is a two storey, mid terrace dwellinghouse located on the south side of Park Way, Havant. This property is of brick construction with a porch and paved driveway providing parking space towards the front of the site. Towards the rear is a garden area. Many of the properties have been extended in some form towards the rear. The site is not within a flood zone.

2. Planning History

No relevant planning history

3. Proposal

Loft Conversion with rear dormer

4. Policy Considerations

In accordance with Section 38 (6) of the Planning and Compulsory Purchase Act 2004, this decision has been taken having regard to the policies and proposals in the National Planning Policy Framework, the Development Plan, and all other material planning considerations identified in the Planning Considerations section of the report.

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)

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)
DM20 (Historic Assets)

Listed Building Grade: N/A

Conservation Area: Adjacent to Black Dog Conservation Area.

5. Statutory and Non Statutory Consultations

Conservation Officer

Site / Location

The site is located in Park Way, Havant and comprises a two-storey, mid terrace dwelling. Part of the site is located in the Black Dog Conservation Area however, this only relates to the very end section of the rear garden, which backs onto properties in West Street.

Legislation

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

Planning (Listed Building and Conservation Areas) Act 1990

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 are most relevant:

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'.*

The building subject to this application is not listed, but is deemed to be a non-designated heritage asset (as set out in the introduction) and therefore the following paragraph is also relevant:

Para 216:

'The effect of an application on the significance of a non-designated heritage asset should be taken into account in determining the application. In weighing applications that directly or indirectly affect non-designated heritage assets, a balanced judgement

will be required having regard to the scale of any harm or loss and the significance of the heritage asset’.

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.

Assessment

The house subject to the application sits outside of the conservation area, whilst the rear part of the garden, just falls within the Black Dog Conservation Area. Nonetheless, the proposed dormer window would match with others along the terrace (including one recently implemented at No. 27).

Overall, the proposal would not result in harm to the setting of the Black Dog Conservation Area and would therefore meet the test within Section 72 of the Planning

(Listed Buildings and Conservation Areas) Act 1990, along with the relevant parts of the NPPF and adopted local plan policies.

Conclusion

NO OBJECTION

Cllr D Berwick

No comment received

Cllr G Harris

No comment received

Cllr P Munday

No comment received

Cllr L Fairhurst

No comment received

Cllr P Gray

No comment received

Cllr M Lind

No comment received

6. Publicity and Community Involvement

This application was publicised in accordance with the Council's Local Code of Corporate Governance and the Statement of Community Involvement.

Publicity Type	Publicity Details	Start Date	End Date	Reasons
Site Notice	Site notice 26.11.2025	26/11/2025	17/12/2025	Is in conservation area
Press Advert	First Press Notice	05/12/2025	05/01/2026	Is in conservation area

Neighbouring properties consulted (as defined by the Statement of Community Involvement)

Number consulted: 12

- No comments received

Material planning considerations are addressed in Section 7.

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 and conservation area
- (iii) Effect on neighbouring properties
- (iv) Parking
- (v) CIL
- (vi) Biodiversity Net Gain

(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 and conservation area

7.3 A section of the end of the garden is included within the Black Dog Conservation Area as shown on the Council's GIS mapping system however there is some discrepancy between this and the original Black Dog Conservation Area map which shows a section of land separating the rear gardens of properties along Park Way and the Conservation Area boundary which no longer appears to be in place or was drawn inaccurately on the original map. If the site were to be within the Conservation Area this would mean permitted development allowances would be removed however due to the questionable siting of the Conservation Area boundary, in this instance it has been judged it is more likely the map has been misdrawn and the site is not within the Conservation Area. A site notice has been posted and the Council's Conservation Officer has been notified as a precaution. The Council's Conservation Officer raises no objection to the proposal. If the site were to be within the Conservation Area Section 72 would apply. 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.

7.4 This proposal comprises an 'L shaped' dormer located on the rear elevation roof slope of the host dwelling- this would sit along the entire width of the rear roof slope and the two storey projecting outrigger. The additional space created by the dormers would include a bedroom with an ensuite bathroom and office to the rear. The office would be served by both rear and a side elevation windows on the projecting dormer. There would also be an obscure glazed window the bathroom. To the front roof slope would be two velux rooflights serving the bedroom. The dormers would total approximately 38m³ in total volume with the dormers set approximately 25cm up from the eaves line. The dormer to the main roof would have a ridge height level with the main ridge line. The two storey element of the property to the rear has a ridge line set down below that of the main dwelling , however the proposed dormer will have a height rising above this. The dormer would be faced in tiles to match the existing roof in order to appear less prominent in the roof slope.

- 7.5 The Havant Borough Design Guide has clear guidance in relation to dormers :

5.48 Dormers should not dominate the roof or the existing building. To help avoid this they should be the same size or preferably smaller than the windows below. Generally the dormers should have pitched roofs, with slopes in keeping with the existing roof

5.49 Special consideration needs to be given to dormers in conservation areas, historic town and village centres and adjacent to listed buildings. In these instances consideration needs to be given to the local context. Dormers may not be appropriate in these instances.

5.50 Applicants should also explore the possibility of gaining light through windows in gable walls and rooflights. As discussed above these may not be acceptable in all instances. Rooflights on the roof fronting a street should be avoided, these should be located to the rear. New dormers, rooflights and windows should not have an adversely negative effect on the privacy of neighbours.

- 7.6 It is judged that the dormer would appear relatively bulky on the roof slope and would not accord with the guidance contained within the Design Guide SPD. It would not appear as a clearly subservient addition to the roof. However, Officers note several properties within the terrace benefit from similar sized L-shaped dormers. Despite the concerns raised in regards to the design, it is considered that given the questionable siting of the Conservation Area boundary as stated above there is a permitted development fallback position (whilst the side window would not be within permitted development, the rest of the structure would be) and therefore this is deemed to be acceptable in terms of its scale, form and appearance.
- 7.7 Having regard to the above, 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
- 7.8 The application property sits within a linear terrace of dwellings, all of which benefit from two storey outriggers. To the east of the application property is no 21 Park Way. The dormers would face away from this property and whilst there would be an additional window at second floor level, this is not deemed to result in harmful overlooking to private amenity areas of this property.
- 7.9 To the west of the application site is no 25 Park Way. The dormer windows would have an outlook west and would have views mainly towards the roof slope of no 25. Whilst there are side elevation windows at no 25, there are also existing side elevation windows on the application property which already face towards the neighbour's windows. The proposed dormer windows would not directly overlook these windows given that it would be one storey higher. Furthermore, the proposed windows would also not offer direct views down to private amenity spaces above existing levels experienced within the terrace.
- 7.10 The application property benefits from a relatively long rear garden. To the south (rear) of the application site there is a mix of residential and commercial uses. The nearest residential property is roughly 50m from the development. This separation distance comfortably exceeds the minimum requirements outlined in the Design Guide and

would not harm neighbouring residential amenity through overlooking, overbearing or overshadowing impacts.

- 7.11 Consequently, it is considered that the proposal will not appear overbearing or lead to overlooking 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) Parking

- 7.12 This proposal would result in a total of 3 bedrooms on site plus an office however the office would be of a size which could be used as a bedroom. For this reason 3 parking spaces would be required on site - it is judged this could be accounted for on the driveway to the front of the site .

(i) CIL

- 7.13 The proposal is not CIL liable as it would be a householder development below 100sqm in area.

(ii) Biodiversity Net Gain

- 7.14 The proposal is a householder planning application which is exempt from providing mandatory BNG.

8 Conclusion

- 8.1 The scale, siting and design of the proposal is considered to be acceptable and would have limited and acceptable impact on the neighbours and the locality and is therefore considered to be appropriate and recommended for approval.

9. RECOMMENDATION:

That the Development Manager be authorised to Approve with Conditions for application APP/25/00947

Conditions:

1	<p>The development hereby permitted shall be begun before the expiration of 3 years from the date on which this planning permission was granted.</p> <p>Reason: To comply with Section 51 of the Planning and Compulsory Purchase Act 2004.</p>
2	<p>The development hereby permitted shall be carried out in accordance with the following approved plans:</p> <p>Location Plan</p> <p>Block Plan with Parking</p> <p>S-POTTER_01A 1 of 1 (Existing and Proposed Plans, Elevations and Sections)</p> <p>Design and Access/Heritage Statement</p> <p>Reason: - To ensure provision of a satisfactory development.</p>
3	<p>The external materials used shall match, in type, colour and texture, those of the existing building so far as practicable.</p> <p>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.</p>

Informatives:

1	<p>In accordance with paragraphs 38-50 of the NPPF Havant Borough Council (HBC) takes a positive and proactive approach and works with applicants/agents on development proposals in a manner focused on solutions by:</p> <p>Offering a pre-application advice service, and</p> <p>Updating you of any issues that may arise in the processing of your application and where possible suggesting solutions, and,</p> <p>In this instance:</p> <p>Your application was acceptable as submitted and no further assistance was required.</p>
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