

DELEGATED OFFICER REPORT

PROPOSAL	Conversion of existing garage to create additional ancillary living accommodation for use as an office / hobby room and utility room. Construction of a dormer window on the north facing roof slope.
LOCATION:	17 Spring Gardens, Emsworth, PO10 7AU
REFERENCE NO:	APP/25/00653
APPLICANT:	Mr Geoff Worthington
APPLICATION TYPE:	Householder planning permission
CONSULTATION EXPIRY DATE:	23/01/2026
APPLICATION EXPIRY DATE:	08/12/2025
WARD:	Emsworth
SUMMARY RECOMMENDATION:	Approve with conditions

1. Site Description

This application site comprises a two storey, detached dwellinghouse located on the east side of Spring Gardens, Emsworth. This property has a pitched roof with a gable to one side and catslide roof slope to the other. The property is sited at the end of a cul de sac and is surrounded by other residential dwellings. The site is located within the Conservation Area and the Chichester Harbour AONB.

2. Planning History

Is there any planning history relevant to the current application?

APP/23/00196- summerhouse to rear of property- Approved

3. Proposal

Conversion of existing garage to create additional ancillary living accommodation for use as an office / hobby room and utility room. Construction of a dormer window on the north facing roof slope.

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.

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

Emsworth Conservation Area Character Appraisal March 2010
Emsworth Management Plan March 2010
Chichester Harbour AONB Supplementary Planning Document
Chichester Harbour Management Plan 2024-2025

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)
DM13 (Car and Cycle Parking on Residential Development)

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 and 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

Conservation Officer

Assessment

The application is for the proposed conversion of existing garage to create additional ancillary living accommodation for use as an office / hobby room and utility room. Construction of a dormer window on the north facing roof slope.

The conversion of the garage would be mainly internal works however, it is proposed to change the garage door to a new window which would match the existing fenestration. Overall, there are no concerns relating to this element of the proposal as it would not result in any harm to the significance of the Emsworth Conservation Area.

The other element of the proposal would be for the construction of a flat roof dormer window to be positioned on the lower part of the side facing cat slide roof. It is proposed to finish this with a uPVC shiplap cladding in a light grey or cream. While dormer structures are present within the immediate vicinity, they are generally modest, traditionally proportioned, and centrally located within the roof plane. The proposal, however, introduces a larger than typical, flat-roofed dormer positioned unusually low on the catslide roof slope—an elevation that is visually experienced from Spring Gardens, within the Emsworth Conservation Area. The combination of the dormer's massing, position within the roof slope, and the use of uPVC cladding would introduce an element that reads as contrived and architecturally incongruous. Its form and materiality would disrupt the legibility of the existing cat slide roofscape. Consequently, the proposed development is

considered to result in less-than-substantial harm to the architectural significance and visual character of the Emsworth Conservation Area.

Overall, it is considered that the proposal (the dormer window) would result in less than substantial harm to the Emsworth CA and therefore would not meet the test set out in S72 of the Planning (Listed Buildings and Conservation Areas) Act 1990 ("1990 Act"), and would be contrary to the relevant policies in the NPPF, Local Plan and Emsworth Neighbourhood Plan.

Conclusion

OBJECTION

Case officer comment : Objection removed following amendments to proposed dormer

The originally proposed dormer comprised a larger than typical, flat-roofed dormer positioned unusually low on the catslide roof slope—an elevation that is visually experienced from Spring Gardens, within the Emsworth Conservation Area. The combination of the dormer’s massing, position within the roofslope, and the use of uPVC cladding would introduce an element that reads as contrived and architecturally incongruous. Its form and materiality would disrupt the legibility of the existing cat slide roofscape. Consequently, it would have resulted in less-than-substantial harm to the architectural significance and visual character of the Emsworth Conservation Area.

However, the amended dormer is reduced significantly in size and repositioned within the existing roof slope and removes the uPVC cladding. This address the previous areas of concern to the extent where the heritage objection to the impact on the CA is now removed. Overall, it is considered that the proposal would not result in harm to the to the Emsworth CA, in that it 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, Local Plan and Emsworth Neighbourhood Plan.

Conclusion

NO OBJECTION

Chichester Harbour Conservancy

Recommendation – No objection, subject to agreeing samples of external materials.

Emsworth Residents Forum

Southern Gas - HP Pipeline

Chichester Harbour Conservancy

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
Press Advert	31st October 2025	31/10/2025	21/11/2025	Is in conservation area

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

Number consulted: 10

I support this application [Redacted];-
Its a sensible extended use of the property with no detriment to the heritage or immediate residential area. In mass, form or area.

[Redacted] I comment on the materials;
Matching brickwork at ground level - to the principle elevation- would provide a seamless blend to the existing - render is currently on the first floor walls only.
UPVC cladding to the dormer would not be inkeeping.
A proprietary cementous type weatherboard cladding, in a dark brown, will compliment the existing roof tile and brick wall colours. As on many other dormers seen within the locality.
Obscured glazing isn't necessary to the dormer room; most properties within 20m overlook one another
and lead flashings to roof and wall abutments are typical.

I wish the applicants a positive permission to this application in the very near future.

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, conservation area and Chichester Harbour National Landscape
- (iii) Effect on neighbouring properties
- (iv) Parking
- (v) 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,
Conservation Area and Chichester Harbour National Landscape

7.3 The application site is within the Chichester Harbour National Landscape (formerly known as Area of Outstanding Natural Beauty). The site is also within the Emsworth Conservation Area.

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. Policy CS11 of the of the Havant Borough Local Plan (Core Strategy) 2011 seeks 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 and Listed Buildings. Policy CS12 of the Havant Borough Local Plan (Core Strategy) 2011 seeks to conserve and enhance the qualities of the Chichester Harbour AONB (as defined in the Chichester Harbour AONB Management Plan).

7.5 The special qualities of the National Landscape (as defined in the Chichester Harbour AONB Management Plan) include; 'The particularly strong historic character and associations' and 'The picturesque harbourside settlements.'

7.6 Policy H1 of the Emsworth Neighbourhood Plan requires that 'Any new development or alteration to an existing structure that affects, or has the potential to affect a heritage asset (whether designated or undesignated) will be required in its design, scale and materials to conserve or enhance the significance of the heritage asset, the wider historic character of Emsworth, and to have regard to the design guidance within this neighbourhood plan.'

7.6 Section 72(1) of the Planning (Listed Building and Conservation Areas) Act 1990 requires that special attention be paid to the desirability of preserving or enhancing the character or appearance of Conservation Areas

7.7 7.3 Paragraph 201 of the NPPF requires that LPAs 'identify and assess the particular significance of any heritage asset that may be affected by a proposal (including by development affecting the setting of a heritage asset) taking account of the available evidence and any necessary expertise. They should take this into account when considering the impact of a proposal on a heritage asset, to avoid or minimise any conflict between the heritage asset's conservation and any aspect of the proposal.'

7.8 The Emsworth Conservation Area is significant because it comprises an old town located between two small creeks (adapted for mill ponds), with a medieval layout of streets and alleyways. It grew in importance from the 13th century and was especially prosperous in the 18th century as a port with fishing and trade.

7.9 This proposal is for the conversion of the internal garage to living space and for the addition of a dormer to the side elevation roof slope. The dormer scale and design has been amended following the initial submission of the application following concerns from the case officer in regards to design and overlooking and from the Heritage Officer due to the appearance of the dormer within the Emsworth Conservation Area. This has now been reduced in scale and alterations made to the window visibility.

7.10 The proposed alterations to the garage include the reconfiguration of the space internally to create a hobbies room and office with a window to the front elevation and door and window to the rear elevation. Upon inspection of the original decision notice there does not appear to be any condition restricting such a change . This alteration is not considered to have any harmful impact on the host dwelling nor the surrounding area .

7.11 The proposed dormer would have dimensions of approximately 2.2 metres height by 2.2 metres width and would be sited within the north western roof slope . This dormer would serve an office at first floor and proposed materials would match the existing dwelling. The appearance of the dormer is considered to be subservient in appearance to the host dwelling and is similar to other examples of dormers in the immediate vicinity.

7.12 The site is located within the Emsworth Conservation Area and therefore Havant's Heritage Officer has been consulted in this regard. They have not objected to the proposal and , following confirmation of the applicant that materials will match existing , are happy to accept a matching materials condition.

7.13 The site is also located within the Chichester Harbour National Landscape and therefore the Chichester Harbour Conservancy have been consulted in regards to this proposal. They have not objected and have also accepted a matching materials condition.

7.14 The design and appearance of the proposal is deemed appropriate in the context to the main building and is therefore considered to be acceptable. Furthermore, the proposal would preserve the character and appearance of the Conservation Area and there would be no material harm to its significance. The proposal would conserve the special characteristics of the National Landscape (AONB), it would accord with the Chichester Harbour AONB Supplementary Planning Document (SPD) and the Chichester Harbour Management Plan 2024-2025. The proposal would accord with Policies CS16, CS11 and CS12 of the HBLP (Core strategy), it also meets policies H1, D1, D2 and D3 of the Emsworth Neighbourhood Plan. 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

7.15 To the north of the application site is no 16 Spring Gardens. The proposed dormer window would be sited on the roof slope adjacent to the rear of no 16 and any impact on the rear of no 16 has been carefully assessed . The proposed dormer window will be obscure glazed up to 1.7 metres above finished floor level, with the windows to be top opening to ensure that this would not result in any harmful views down towards private amenity spaces .

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) Parking

7.17 This proposal would result in the loss of one parking space in the garage . As 3 cars could be parked on site it is considered that the parking need has been met for this property as per the requirements of the Havant Parking SPD.

(v) Biodiversity Net Gain

7.18 This application is exempt from the requirements relating to Biodiversity Net Gain as it is a householder application.

8 Conclusions

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 Executive Head of Place be authorised to Approve with conditions for application APP/25/00653

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:

Amended proposed first floor plan uploaded on the 16.02.2026

Amended proposed side (NW) elevation uploaded on the 16.02.2026

Amended section AA uploaded on the 16.02.2026

Amended block plan with proposed dormers uploaded on the 16.02.2026

Proposed ground floor plan uploaded on the 23.10.2025

Proposed front elevation uploaded on the 16.02.2026

Proposed rear elevation uploaded on the 16.02.2026

Heritage statement uploaded on the 23.10.2025

Site plan uploaded on the 23.10.2025

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.

Informatives:

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:

Offering a pre-application advice service, and

Updating you of any issues that may arise in the processing of your application and where possible suggesting solutions, and,

In this instance:

You were updated about issues after the initial site visit,