DELEGATED OFFICER REPORT

PROPOSAL	**Loft conversion with dormers added to front elevation, raised ridge, new hip to gable creations. Side extension.**
LOCATION:	2 Waterloo Close, Waterlooville, PO8 8QJ
REFERENCE NO:	APP/26/00069
APPLICANT:	Mrs Lynne Hinks
APPLICATION TYPE:	Householder planning permission
CONSULTATION EXPIRY DATE:	25/03/2026
APPLICATION EXPIRY DATE:	28/04/2026
WARD:	Hart Plain
SUMMARY RECOMMENDATION: Approve with Conditions	

1. Site Description

1.1 This application site comprises a detached bungalow located on the east side of Waterloo Close Waterlooville. It is sited in a corner plot located where Waterloo Close meets Chaplains Avenue. This property has a tiled, hipped roof with brickwork to the elevations. The property is in an urban and residential area, with the character of the streetscenes that it faces (Waterloo Close's and Chaplain Avenue's) featuring a mix of one and two storey properties on Waterloo Close and two storey properties on Chaplains Avenue.

2. Planning History

Is there any planning history relevant to the current application?

Yes - APP/23/00058 - Single storey side extension – Approved 22/03/2023

3. Proposal

3.1 Loft conversion with dormers added to front elevation, raised ridge, new hip to gable creations. Side extension.

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
Chichester Harbour Management Plan 2024-2025
Havant Borough Council and Chichester District Council Joint SPD - Chichester Harbour Area of Outstanding Natural Beauty

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)

Emsworth Neighbourhood Plan Post Examination Version 2020:**N/A**

Listed Building Grade: **N/A**
Conservation Area: **N/A**

5. Statutory and Non Statutory Consultations

Southern Water	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 Gravity Sewer - tree, buildings, assets within stand-off distance The 100 mm diameter gravity sewer requires a clearance of 3 metres on either side of the gravity sewer to protect it from construction works and to allow for future maintenance access. No development or tree planting should be carried out within 3 metres of the external edge of the public gravity sewer without consent from Southern Water. All existing infrastructure should be protected during the course of construction works. Please refer to: https://www.southernwater.co.uk/media/st5orjvm/stand-off-distances.pdf Condition In order to protect public sewers, Southern Water requests that if consent is granted, the following condition is attached to the planning permission; The developer must agree with Southern Water, prior to commencement of the development, the measures to be taken to protect the public sewers. Proposed works involve demolition

	In order to protect and safeguard the existing water supply apparatus, Southern Water requests formal notification of any proposed demolition works prior to such works being undertaken. **Officer comment**: It is noted that in relation to the previous side extension APP/23/00058, southern water did not raise an objection and the proposed extension is no closer to the sewer line than that application. The sewer line is shown as being approximately 5.5 m off the position of the sewer. The recommended condition is not considered reasonable to impose, and an informative will be added if permission is forthcoming advising the applicants to contact Southern Water if the works will impact sewer lines.
Councillor Ann Briggs	No comments received
Councillor Elaine Shimbart	No comments received
Councillor James Blades	No comments received
Ecologist	The application is not accompanied by any ecological information. I have undertaken my own non-exhaustive desk-based assessment using the application documents, photos of the dwelling, and GIS mapping. I am content that the proposed works are unlikely to result in ecological impacts. No further information is required.
HBIC	Within 50m: Notable and Protected Species: Slow-worm, Common Pipistrelle in flight. **Officer comment**: this is assessed in section 7 of the report.

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.

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

Number consulted: 9
Number of Representations: 2 Objections

Comment	Officer comment
Good morning, (REDACTED) we have received notice that 2 Waterloo Close, Waterlooville PO88QJ have applied for loft conversion with dormers added to front elevation, raised ridge, new hip to gable creations. Side extension. Our main concerns are:	

• loss of light (REDACTED) (please may we request a daylight and sunlight assessment (REDACTED) I respectfully ask the council to consider this when accessing the application. Summarised comment – Overlooking from 2No side windows Disruption from works No.2 no longer have a driveway	This is assessed in section 7 of the report. This is assessed in section 7 of the report. If works raise concern at the construction phase and create a statutory nuisance these matters can be investigated under Environmental Health legislation. Noted, however the proposed parking arrangement is considered acceptable and will be conditioned.

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
(iii) Effect on neighbouring properties
(iv) Biodiversity Net Gain (BNG)
(v) Parking
(vi) Ecology

(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 proposal would be readily visible upon both street scenes of Waterloo Close and Chaplains Avenue.

7.4 The proposed front dormers are considered to accord with the guidance contained within the Havant Borough Design Guide SPD which states "*Dormers are considered an acceptable way of providing light and ventilation to existing buildings. They should be designed to sit back into the roof, back from the front line of the wall below, in from the verge and below the existing ridge line. 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*". As the dormers accord with the guidance contained within the Havant Borough Design Guide SPD they are considered to have an acceptable impact upon the character of the dwelling and upon visual amenities.

7.5 Regarding the proposed side extension, it would not extend beyond the established building line on Chaplains Avenue and would only comprise a relatively minor increase of footprint for the dwelling, regarding this, it is considered an acceptable addition to the dwelling.

7.6 Regarding the raised ridge line and proposed gable roof to the property, officers have considered this as important to assess due to the significant visual change which would result from the scheme. The proposed gable roof design is not considered out of keeping, with properties north of the dwelling on Waterloo Close featuring hipped roofs immediately to the north of the site and further north/northwest featuring catslide roofs and a gable roof and the proposal is not considered to be out of keeping for the Waterloo Close Streetscene. On Chaplains Avenue, the predominant roof form is a catslide roof and the proposed gable roof is not considered to detract from the Chaplains Avenue Streetscene. Regarding the proposed ridge raising, the increase of height would be considered acceptable upon Chaplain Avenue's streetscene as these are predominantly two storey dwellings and the increased height would not be out of keeping. Regarding the impact upon Waterloo Close's streetscene, the three properties to the north of No.2 (Nos 4,6 and 8) on the eastern side of Waterloo Close feature lower ridge heights in keeping with the existing ridge height of No.2, however to the north of these properties the streetscene features two storey dwellings. Officers consider that there would be an acceptable juxtaposition between the one and storey elements of the Waterloo Close and Chaplains Avenue streetscenes, and on balance consider the raised ridge height to have an acceptable impact upon the streetscene.

7.7 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) 2011. It is considered on balance that the scheme would not result in an adverse impact on the visual amenity of the locality.

(iii) <u>Effect on neighbouring properties</u>

7.8 To the eastern, northern and western sides of the application site are properties at No.12 Chaplains Avenue, No.4 Waterloo Close and No.1 Waterloo Close. Due to proximity, the main impact to assess would be in regard to these properties.

No.12 Chaplains Avenue

7.9 The proposed front dormers would be shielded by the proposed new roof and would acceptably impact No.12 Chaplains Avenue. It has been considered important to assess the impact of the raised ridge, hip to gable roof alterations and the side extension to the dwelling. It is noted that No.12 features 3No obscure side windows in proximity to the works. Whilst these would be impacted, as they do not appear to be the primary source of fenestration to the rooms they serve, officers on balance consider the impact to be limited and acceptable. Regarding the impact upon No.12's rear elevation officers have performed a 45 degree angle test regarding depth as found in figure 5.12 of the Havant Borough Design Guide SPD, and note it passes the depth test and is therefore considered acceptable in this regard. Whilst there would be an impact upon the rear amenity space to the rear, as the impacts would primarily be upon No.12's side driveway and on balance officers consider this as acceptable.

No.4 Waterloo Close

7.10 The works would not be unacceptably overshadowing or be unacceptably overbearing upon this property. Regarding overlooking, officers have considered it important to assess the impact of the 2 No. northern (side) windows. The agent has amended the plans to note that the window would be obscure and only openable at a minimum of 1.7 metres above finished floor level which will be conditioned if permission Is forthcoming, in light of this, the windows would acceptably impact No.4 Waterloo Close.

No.1 Waterloo Close

7.11 The works would not be unacceptably overshadowing or be unacceptably overbearing upon this property. Regarding overlooking concerns, officers have considered it important to assess the impact of the front dormers upon No.1. The proposed front dormers would feature an approximate 17 metre separation distance from No.1's amenity space across the road which is considered to be acceptable.

7.12 Consequently on balance it is considered that the proposal would not appear overbearing or lead to a loss of light, outlook or privacy and on balance 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) 2011. It is noted 2 letters of objection were received with respect to the scheme however the concerns expressed - as responded to in Section 6 and in this Section of the report - are not considered to warrant a refusal of the application.

(iv) Biodiversity Net Gain (BNG)

7.13 It is noted that this householder application is exempt from the requirements relating to Biodiversity Net Gain

(v) Parking

7.14 The application proposes an increase in occupancy from 2 to 4 bedrooms which requires 3 parking spaces on site to accord with the Havant Parking SPD. This has been shown on the plans, and the proposed parking arrangements will be conditioned prior to first use of the extension if permission is forthcoming, In light of this, the proposal is considered to accord with Policy DM13 of the Havant Borough Local Plan (Core Strategy) 2011 and the Havant Parking SPD and is considered acceptable in this regard.

(vi) Ecology

7.15 The application site has been located to be within 50 metres of notable and protected Species: Slow-worm, Common Pipistrelle in flight. The Council's Ecologist has been consulted regarding bat risk and has not objected. The proposal only proposes a minor increase in footprint and the domestic scale of the extension is considered unlikely to unacceptably impact the slow worm species.

8 Conclusion

8.1 The proposed development is on balance acceptable in principle, is on balance appropriate in terms of design and its impact on the character of the area, and on balance would have a limited and acceptable impact on the neighbouring properties. On this basis it is recommended for approval

9. RECOMMENDATION:

That the Interim Head of Planning be authorised to Approve with conditions for application APP/26/00069

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:

   Drawing Number: L-HINKS 02A Revision B: Amended existing and proposed plans: Uploaded 25/03/2026

   Location Plan: Uploaded 03/02/2026

   Block Plan: Uploaded 03/02/2026

   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 car parking, servicing and other vehicular access arrangements shown on the approved plans to serve the development hereby permitted shall be made fully available for use prior to the first use of the extension hereby permitted and shall be retained thereafter for their intended purpose.

   Reason: In the interests of highway safety and having due regard to policy DM13 of the Havant Borough Local Plan (Core Strategy) 2011 and the National Planning Policy Framework

5. Notwithstanding the provisions of any Town and Country Planning (General Permitted Development) Order 2015, prior to first occupation of the works hereby permitted the 2. No windows in the first floor on the northern (side) elevation shall only be openable to a height of no less than 1.7m above finished floor level and shall feature textured glass which obscuration level is no less than Level 4 of the Pilkington Texture Glass scale (or equivalent) and retained as such thereafter.

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

Informatives:

1. 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,

2. Please be aware that Southern Water has identified a sewer line located within the curtilage of the application site, if works are likely to impact this sewer line, please contact Southern Water, Southern House, Yeoman Road, Worthing, West Sussex, BN13 3NX (Tel: 0330 303 0119).