

DELEGATED OFFICER REPORT

PROPOSAL	Single storey rear extension and rear decking, with two storey side extension and loft conversion of an existing dwelling and alterations to external materials including proposed render and cladding.
LOCATION:	51 Winifred Road, Waterloooville, PO7 7TD
REFERENCE NO:	APP/25/00554
APPLICANT:	Mr Griffiths
APPLICATION TYPE:	Householder planning permission
CONSULTATION EXPIRY DATE:	
APPLICATION EXPIRY DATE:	20/08/2025
WARD:	Waterloo
SUMMARY RECOMMENDATION:	Approve with Conditions

1. Site Description

- 1.1 51 Winifred Road is a two storey semi-detached dwelling to the south-east of the junction between Winifred Road and Muriel Road, set back from the street behind a concrete driveway and lawned front garden with block paving slabs forming a path to the entrance door. The property is finished in red brick and hung tiles with a rendered panel to the bay window gable, and white uPVC fenestration under a plain tiled hipped roof. The original dwelling has been previously extended to the side with a ground floor integral garage under a catslide roof and there is a hipped roof dormer serving a bedroom set within the catslide. There is also a lean to brick extension and white uPVC conservatory to the rear. The private garden to the rear of the site is some 42.8m long, as measured from the back wall of the existing conservatory, and 10.6m wide. At the time of visiting the site initially, the garden was in the process of being cleared and whilst some mature screen planting had been retained the fencing to the east boundary had been removed and much of the remaining fencing was in poor repair. A second visit was made prior to determination and confirmed that replacement 1.8m high fencing had been erected around much of the rear garden. Immediately to the west Muriel Road becomes an unmetalled track serving Nos.36 to 48 that runs alongside the site boundary, separated from the site by further screen planting to around 4m high or more, and a grass verge. There is a gap in the planting that the applicant and historic photos show originally contained 1.8m high timber gates.
- 1.2 The area immediately surrounding the application site is a mixture of residential and commercial. Waterloooville Industrial Estate lies immediately to the south, however properties to the north, east and west are private dwellings in a variety of styles and materials.

2. **Planning History**

APP/24/00298

Installation of a two storey chalet bungalow (Revised). Withdrawn 22/07/2024.

APP/23/00416

Outline application for erection of 1No dwelling with private garden, new access and off road parking for access, landscaping and scale with other matters reserved. Withdrawn 24/08/2023.

3. **Proposal**

Single storey rear extension and rear decking, with two storey side extension and loft conversion of an existing dwelling and alterations to external materials including proposed render and cladding.

Officer Comment

Following discussions with the agent, the description was revised to include an area of decking behind the extension and changes to the external materials.

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**

Developer Services, 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 drainage services. Please contact Portsmouth Water who are the relevant statutory undertaker.

Connection

If the applicant is proposing to use the existing connection, Southern Water will have no objections to the proposed extension.

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

Website: southernwater.co.uk or by email at: SouthernWaterPlanning@southernwater.co.uk

Ecologist

The application is not accompanied by any ecological information. I have therefore carried out my own non-exhaustive desk-based assessment using the application documents, online sources and GIS mapping.

The proposed works will entail substantial disruption of existing roof materials and any roof void/s below, as well as an area of clay hanging tiles at the western elevation. These areas of the building may offer potential for legally protected species including bats. It is not possible for me to conclude that protected species may not be present and impacted.

I would recommend that the applicant provides an ecological assessment, to be provided by a qualified ecologist. The Chartered Institute of Ecology and Environmental Management (CIEEM) (www.cieem.net) holds a database of suitably qualified ecologists. An ecological assessment will determine whether there is any evidence of protected and notable species, and whether the proposed works are likely to result in impacts to those species. Unless the qualified ecologist can conclude that there is no reasonable likelihood of protected species being present (due to negligible potential) or that if present they are not to be impacted by the works, it is likely that further ecological survey work will be required prior to determination of any application. The results of any further surveys should be used to provide an assessment of the likely ecological impacts of the proposed works and to inform any mitigation, compensation and enhancement measures.

NPPF, Circular 06/2005 and Natural England Standing Advice, require that planning decisions are based on full, up-to-date ecological information and it is essential that all necessary survey, assessment and mitigation information is available to the Local Planning Authority prior to determination, particularly in the case of protected sites, habitats and species, which are a material planning consideration. This will enable the Local Planning Authority to determine the application on the basis of full knowledge about the potential ecological impacts of the proposal and to ensure that any impacts can and will be mitigated.

Officer Comment

A Preliminary Ecological Appraisal and Roost Assessment was provided and concluded that a further emergence survey was required. Following a review of the Bat Emergence Survey Report the Council's Ecologist concluded that:

The report details the conclusions of a single bat emergence survey carried out in May 2026. No bats were observed emerging from the dwelling and it is concluded that roosting bats are not a current constraint. No further information is necessary.

Councillor Peter Wade

No comments received

Councillor Gwen Robinson

No comments received

Councillor Ryan Brent

No comments received

6. Publicity and 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: 8

Number of site notices: N/A

Statutory advertisement: N/A

Number of representations received: 0

Comment	Officer Comment
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
- (iii) Effect on neighbouring properties
- (iv) Parking provision
- (v) Impact on ecology
- (vi) 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 include the removal of an existing ground floor rear conservatory, which would be replaced with a single storey flat roofed extension containing an open-plan kitchen and living space and new decking behind. At first floor the existing dormer and catslide roof would be removed and a first floor side extension is proposed that would provide an additional bedroom. A dormer to the rear roof slope is also proposed and the converted loft space would contain a master bedroom.
- 7.4 The proposed two storey side extension would infill an area behind the existing garage and the back of the host dwelling at ground floor and would replace the catslide roof and side dormer at first floor. An existing pitched roof over the porch and garage frontage would be retained so that the addition would appear as a continuation of the host dwelling with a hipped roof to match the attached neighbouring property. As seen from Winifred Road, the proposal would in many ways appear more cohesive and in keeping with the traditional style dwellings in the surrounding area than the existing catslide addition. The proposal would be no closer to the west boundary than the existing side wall and it was noted when visiting the site that little of the dwelling was visible over the grass verge and mature planting that separates the site from the track off Muriel Road. Consequently, the proposed two storey addition is deemed to be acceptable.
- 7.5 The proposed single storey rear extension would be located behind both the host dwelling and proposed side extension and would be approximately 6m in depth with a width of approximately 9.45m, not quite extending as far as the existing side wall. It would have a flat roof to a height of approximately 3.3m with two flat roof lanterns set within it. Immediately behind the extension an area of decking approximately 0.36m high, 1.85m deep and 8.7m wide is proposed. Neither addition would be visible from Winifred Road and the existing screen planting would substantially soften the impact to the track from Muriel Road, also noting that the extension would retain an approximately 1.1m gap to the west boundary. The applicant has expressed the intention to replace the gates and fencing that originally faced the track and it is recommended that this be secured by condition so that there are no visible gaps in the boundary treatment.
- 7.6 For the loft conversion, the proposed dormer would be approximately 5.8m wide, 2.36m high and 3.45m deep, being restricted in size by the hipped design of the proposed side extension roof. It would be set down from the main ridge and in from the eaves and as such would not be overly dominant. It is noted that a number of nearby properties on the southern side of Winifred Road have carried out hip to gable loft conversions with comparable sized dormers of similar design. The proposed dormer is therefore considered to be acceptable.
- 7.7 The agent has provided a Materials Schedule indicating that the host dwelling and extensions would be rendered in white at ground floor with clay brown weatherboarding to the first floor and plain roof tiles in anthracite. Fenestration would be to match existing, as shown on the revised elevations. Materials within the street are generally a mixture of brick, light coloured render, stonepaint, and tile hanging, with tiles in concrete, clay, and slate to the roofs. The proposed render and tiling is therefore appropriate in the context of the wider street scene. Whilst there is limited use of cladding, the colour chosen would be a soft mid-brown similar to tile hanging and render colours and the proposed cladding would therefore be in keeping with the material palette of the locality

and is considered to be acceptable.

- 7.8 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

- 7.9 To the south-east is No.49 Winifred Road, which forms the other half of the semi-detached pair. No.49 has a single storey extension to the rear approximately 7.5m in depth with a parapet wall to the boundary to a height of approximately 3m. The proposed decking would finish approximately level with the end of the parapet wall whilst the proposed extension would finish approximately 1.6m back from this. At the time of first visiting the site the boundary fencing had been removed, however when a second visit was made replacement 1.8m high close-boarded fencing had almost been completed. The siting of the extension and decking are considered acceptable. The proposed dormer would somewhat increase overlooking to the rear garden, however this would not be significantly greater than existing overlooking from the existing first floor windows. Section 5.06 of the Havant Borough Council design Guide SPD (2011) notes that, "Some overlooking of gardens from the upper floors of dwellings will be unavoidable in most urban and suburban housing layouts". Overall, the impact to No.49 is considered to be limited and acceptable.
- 7.10 There are no other immediately adjacent residential properties. Dwellings to the north-west are separated from the application site by a private drive and an industrial estate lies to the south-west.
- 7.11 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 provision

- 7.12 The proposals would increase the number of bedrooms from three to five and therefore sufficient parking for three vehicles is required. Noting that the existing garage is to be retained, the agent has provided a parking plan indicating that up to three vehicles could be accommodated within the existing driveway, thereby meeting the requirements specified in the Havant Borough Council Parking SPD (2016) and in accordance with Policy DM13.

(v) Impact on Ecology

- 7.13 The Council's Principal Ecologist was consulted and requested an ecological assessment to determine whether the proposed works would be likely to result in impacts to protected and notable species. The agent subsequently submitted a Preliminary Ecological Appraisal and Roost Assessment and a Bat Emergence Survey Report, both of which have been reviewed by the Principal Ecologist. The findings are supported and a condition has been included to ensure the work is carried out in line with the recommended enhancements detailed in the Bat Emergence Survey. The proposals are therefore deemed to be in accordance with policy CS11.

(vi) Biodiversity Net Gain (BNG)

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

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 Interim Head of Planning be authorised to **GRANT PERMISSION** for application APP/25/00554 subject to the following conditions.

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

Proposed Block Plan D8425_22/01 P2

Proposed Parking Plan D8425_22/02 P1

Proposed Floor Plans D8425_22/15 P2

Proposed Elevations and Section AA D8425_22/20 P3

Materials Schedule received 14 October 2025

Preliminary Ecological Appraisal and Roost Assessment October 2025 by ACP Consultants Ltd

Bat Emergence Survey Report June 2026 by ACP Consultants Ltd

Reason: To ensure provision of a satisfactory development.

- 3 The external materials used shall be as indicated on the submitted forms, Materials Schedule, and hereby approved plans, or 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 Prior to the occupation of the extension hereby permitted parking provision for a minimum of three vehicles shall be provided as shown on the Proposed Parking Plan D8425_22/02 P1 and thereafter kept available for that purpose. The proposed hard surface shall either be made of permeable or porous materials or provision shall be made to direct run-off water from the hard surface/s to a permeable or porous surface within the site.

Reason: In the interests of highway safety and to ensure adequate provision for surface water drainage, having due regard to policies CS15 and DM13 of the Havant Borough Local Plan (Core Strategy) 2011 and the National Planning Policy Framework.

- 5 Notwithstanding the provisions of the Town and Country Planning (General Permitted Development) Order 2015 (as amended) or any order (or any order revoking, re-enacting or modifying that Order), replacement close-boarded fencing and gates shall be erected as shown on drawings D8425_22/01 P2 and D8425_22/20 P3. The fencing and gates shall be erected prior to the first use of the rear extension and rear decking hereby permitted and retained as such thereafter unless otherwise agreed in writing by the Local Planning Authority.

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.

- 6 Development shall proceed in accordance with the ecological enhancement measures within the Bat Emergence Survey Report (ACP Consultants Ltd, June 2026) unless otherwise agreed in writing by the Local Planning Authority.

Reason: to provide ecological enhancement in accordance with the Environment Act 2021, NPPF, NERC Act 2006 and Policy CS11 of the Havant Borough Core Strategy March 2011.

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.