



Committee Report
Planning Committee North – 11 June 2024

Application no DC/24/1124/FUL

Location

Ingleside
3 Cloutings Close
Kelsale Cum Carlton
Saxmundham
Suffolk
IP17 2RX

Expiry date 20 May 2024

Application type Full Application

Applicant Mrs Margret Rowe

Parish Kelsale Cum Carlton

Proposal Side extension and self contained annex

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1. Summary

1.1. This application seeks planning permission in respect of the development of a single storey side extension and self-contained residential annex at Ingleside, 3 Cloutings Close, Kelsale Cum Carlton.

1.2. Kelsale-Cum-Carlton Parish Council object due to the following reason:

"At the full Parish Council meeting held on Wednesday evening it was agreed by all the Council to object to this planning application, as it would set a precedent for the other properties in that area."

1.3. The application was presented to the Referral Panel on the 14th of May 2024 as the objections from the Parish Council were contrary to the officer's 'minded-to' recommendation of approval. The Panel decided that the application should be determined by Planning Committee.

1.4. The proposal is compliant with local and national planning policy and therefore it is recommended that planning permission be granted.

2. Site Description

2.1. The application site accommodates a two-storey detached dwelling situated within the settlement boundary of Kelsale Cum Carlton. The site lies to the west of the B1121 and is located at the corner of Cloutings Close, which lies just off the Main Road.

2.2. The property is of a brick and render exterior with a clay pantile roof and hosts a generous curtilage area which wraps around the dwelling and is enclosed with a mixture of fencing and hedging. The dwelling benefits from off-road parking in the form of a detached double bay garage located to the east of the main dwelling, as well as a driveway area to the front. The dwelling is largely bounded by residential properties and their associated curtilage, with its immediate neighbours on Cloutings Close being detached dwellings of a similar scale and design. The five residential properties within the enclave were permitted under planning application C/97/0234, approved in May 1997.

2.3. The subject dwelling does not sit within the Kelsale Conservation Area (which encompasses areas to the east of the B1121), the Suffolk and Essex Coasts and Heaths National Landscape, a Site of Special Scientific Interest, a flood zone, nor is it a Listed Building.

3. Proposal

3.1. The application seeks permission for a single storey side extension and a self-contained annexe.

3.2. The single storey side extension is to project from the north-western elevation of the main dwelling by approximately 3.285m. The extension is to have a lean-to roof and measure a maximum height of approximately 3.65m, with an eave's height of approximately 2.70m. The extension is to be fronted in red stock brickwork, with clay pantiles. One white uPVC

window is to be located to the front elevation and one to the rear elevation; with two rooflights also proposed.

- 3.3. The proposed annexe is to be situated to the south-east of the main dwelling, behind the existing garage. The annexe is to measure an area of approximately 40m², and will accommodate one bedroom, a shower room, and a shared kitchenette and living space. The annexe will have a maximum height of 4m, with an eaves height of 2.4m. The annexe would be finished in stained black horizontal weatherboarding on a red brick plinth and will have a pitched roof of slate with stained black eaves. Fenestration will be located to the western and northern facing elevations, as well as two roof lights in the northern facing roof slope.

4. Consultees

Parish/Town Council

Consultee	Date consulted	Date reply received
Kelsale-cum-Carlton Parish Council	4 April 2024	26 April 2024
At the full Parish Council meeting held on Wednesday evening it was agreed by all the Council to object to this planning application, as it would set a precedent for the other properties in that area.		

5. Third Party Representations

- 5.1. Four representations of Objection have been received, raising the following concerns:
- The development would ruin the quietness of the area;
 - Lack of light into the annex;
 - The linear internal layout of the annex and lack of windows poses an evacuation risk;
 - The annex is in the lowest corner of a sloping plot and drainage of both surface water and sewage has not been addressed;
 - The proposed single-storey side extension is close to the neighbouring boundary fence and affects a brick wall which links the two properties;
 - The annex could be used as a holiday let, business, rental or sold separately that will generate more traffic, parking and access difficulties for neighbours;
 - The wastewater and sewage from the annex would have to travel upwards to the existing septic tank which may not be large enough to cope with the extra demand.
- 5.2. Concerns have also been raised over an existing covenant that restricts any new building or extensions, which was imposed as the time of development for all properties in Cloutings Close.
- 5.3. The full comments can be viewed on Public Access.

6. Publicity

None.

Site notices

Site Notice Type	Date Posted	Expiry date	Reason
General Site Notice	12 April 2024	3 May 2024	General Site Notice

7. Planning policy

National Planning Policy Framework 2023

SCLP3.3 - Settlement Boundaries (East Suffolk Council - Suffolk Coastal Local Plan, Adopted September 2020)

SCLP11.1 - Design Quality (East Suffolk Council - Suffolk Coastal Local Plan, Adopted September 2020)

SCLP11.2 - Residential Amenity (East Suffolk Council - Suffolk Coastal Local Plan, Adopted September 2020)

SCLP7.2 - Parking Proposals and Standards (East Suffolk Council - Suffolk Coastal Local Plan, Adopted September 2020)

SCLP5.13 - Residential Annexes (East Suffolk Council - Suffolk Coastal Local Plan, Adopted September 2020)

8. Planning Considerations

Principle - Residential Annexes

- 8.1. Policy SCLP:5.13 - Residential Annexes of the Suffolk Coastal Local Plan states that an annex to an existing dwelling will be supported where:
 - (a) the annex is smaller in scale and ancillary to the host dwelling;
 - (b) does not involve the physical separation of the residential curtilage;
 - (c) no separate access is required;
 - (d) the annex is either an extension or is well related to the host dwelling
 - (e) in the case of a new build annex, it is not feasible to create the annex through an extension or the conversion of an outbuilding;
 - (f) There is sufficient off-road parking;
 - (g) There is no significant adverse effect on the landscape or visual amenity.
- 8.2. The policy also states that conditions or planning obligations will be applied to limit occupation to use as an annexe, and therefore to prevent future use as a separate dwelling.
- 8.3. When considering the proposal against the above criteria, the proposed annexe would remain smaller in scale to that of the existing dwelling, and is therefore deemed to be suitably ancillary to the host dwelling. The annex is to be positioned approximately 3.7m to the south-east of the main dwelling, and 0.68m south of the existing garage, therefore officers are content that the annex is well related to the host dwelling. There is no physical

separation of the residential curtilage proposed, nor a separate access to the proposed annex, thereby the proposal conforms to SCLP5.13b and c. The close sitting of the proposed annex in comparison to the main dwelling is judged to reduce the chance that the site could be subdivided in the future, which is also contrary to SCLP5.13.

- 8.4. There is no feasible alternative to creating an annex through an existing outbuilding, without removing some of the existing parking provision for the property. The property accommodates a double-bay garage and a driveway, which provides four parking spaces, and therefore adequate off-road parking at the property is provided (as per Policy SCLP7.2 and the Suffolk County Council Adopted Parking Standards).
- 8.5. Furthermore, officers are satisfied that the proposed annexe would not generate any significant adverse impacts on the visual amenity of the area, which will be discussed further below.

Design and Visual Amenity

- 8.6. Policy SCLP11.1 states that the council will support proposed development that demonstrates a clear understanding of the local character of the built environment. Therefore, the overall scale and character of house alterations and extensions should demonstrate consideration of the component parts of the buildings and the development as a whole in relation to its surroundings.
- 8.7. The house alterations and extension SPD states that extensions and alterations to existing dwellings should respect the character and design of the original building.

Single-Storey Side Extension

- 8.8. The proposed single-storey side extension would project from the north-western facing elevation of the main dwelling, and would occupy space currently inhabited by a garden path and side gate. Whilst the extension would increase the massing of the property towards the north-western border, in mitigation, this boundary does not run parallel to the property, and instead splays out at the rear, thus leaving a larger space between the proposed development and the boundary as it extends to the rear. As such, this curtilage area is considered to be of an appropriate size in order to accommodate such an extension without appearing as overdevelopment.
- 8.9. Furthermore, the single-storey nature of the extension would not facilitate the dominance of the extension when read against the two-storey scale of the main dwelling. The lean-to roof would also allow the structure to smoothly merge into the property without creating an obvious physical separation between the extension structure and the main dwelling.
- 8.10. With regard to materials, the proposed single-storey side extension is to be fronted in red stock brickwork to match the existing found on the existing garage. This brick, whilst a new addition to the façade of the property itself, is not resisted, as it reflects the material used on other subsidiary additions to the property, and therefore reinforces the subservient nature of the extension.
- 8.11. Furthermore, given the modest scale of the extension, officers are satisfied the render of the main dwelling will remain the dominant material, which will soften the visual impact

and help preserve the character of the original dwelling. The use of matching clay pantiles and white uPVC for the windows proposed to the front and rear elevations would help to provide unifying elements between the extension and the main dwelling.

- 8.12. Due to the sitting of the dwelling at the corner of a private road located just off the Main Road, views of the property will remain limited to the enclave only. Nonetheless, the extension, with respect to its scale and design, is not judged to look overly prominent or unseemly when read from the streetscene. The proposed red brick is not a design feature considered to be out-of-place in the immediate area, given the presence of the existing garage. As such, officers are satisfied that the proposed extension remains sympathetic to the aesthetic and character of the existing building, as well as the surrounding residential area.

Residential Annexe

- 8.13. Turning to the proposed annexe, as mentioned above, it is considered to be appropriate in comparison to the scale of the main dwelling and will be read as suitably ancillary. The proposal is proportionate to the size of the plot and would not be considered as overdevelopment.
- 8.14. The annex is proposed to be fronted in stained black horizontal weatherboarding, which, whilst it does not visually correspond with the render of the main dwelling, is similarly not resisted. Indeed, black horizontal boarding is reflected on the front gable of the existing garage, which would sit in front of the proposed annexe. As such, the use of this material is judged to be an acceptable choice, as it would be consistent with the materials used on the existing ancillary building. The darker colour would also help to recess the annexe, allowing it to be clearly subservient when read from the surrounding streetscene.
- 8.15. Given the proposed positioning of this annexe behind the existing garage, only partial views of the development would be achieved from within the enclave; with these views increasing on approach to the property. However, officers are satisfied that due to the modest scale and the use of materials reflecting a similar appearance to the existing garage, the proposed annexe would have minimal impact on visual amenity of the streetscene and would thereby not adversely impact the aesthetic of the surrounding area.
- 8.16. Overall, both the proposed single-storey side extension and the residential annex are considered to be of an acceptable design and would not have a detrimental impact on the existing character host dwelling or the aesthetic of the wider area. This proposal is therefore deemed to be compliant with Policy SCLP11.1 - Design, the House Alterations and Extensions Supplementary Planning Document and the National Planning Policy Framework.

Impacts on neighbouring amenity

- 8.17. Policy SCLP11.2 states that the proposed development is required to be located and designed with regard to the amenity of both existing and future residents. It is also designed to prevent any adverse effects on neighbouring properties, such as overlooking, loss of privacy and loss of daylight or sunlight etc.

- 8.18. The host dwelling is considered to have two immediate neighbours, No.2 Cloutings Close to the north, No.4 Cloutings Close to the east, and Hedgerows to the south.

Single-Storey Side Extension

- 8.19. Due to the positioning of the side extension, residential amenity concerns would not be generated for the neighbouring No.4 or the Hedgerows; however, the extension would project towards the boundary with the neighbouring No.2, and therefore consideration must be given to any possible impact of the development on this dwelling.
- 8.20. Concerns have been raised regarding the side extension and its impact on a brick wall that connects the two properties. However, officers are satisfied that the modest scale of the development, together with the separation distance between the development and the shared boundary, which increases to the rear of the development, is sufficient enough not to contribute to any significant sense of overbearingness, nor likely to generate any residential amenity concerns through the loss of views, sunlight or daylight. The proposed side extension is also to be connected to the existing wall with a pier, which is considered to cause minimal impact.
- 8.21. Furthermore, given the proposed areas of glazing on the front and rear of the side extension would be situated at a ground floor level, and focused towards areas of the subject property's residential curtilage, no direct line of sight into any neighbouring residential amenity space would be generated, thus there would be no loss of privacy or overlooking. Similarly, the proposed rooflights to the northern facing roof slope of the extension would not facilitate any opportunities for overlooking into neighbouring private amenity space and will be used for lighting purposes only.

Residential Annexe

- 8.22. The proposed annex is to be positioned just 0.52m from the boundary with the neighbouring No.2 Cloutings Close, and 0.4m from the boundary with Hedgerows. Nonetheless, given the single-storey nature of this annex, together with the existing fencing and tall hedging - which would help to screen the majority of the views of the annexe from the residential properties, and the large separation distance between the annexe and the main neighbouring dwellinghouses, the proposal is not considered to be overbearing, nor likely to generate any residential amenity concerns through the loss of views, sunlight or daylight.
- 8.23. Similar to the above, all areas of glazing proposed to the annexe are to be located at a ground floor level, and face towards the subject dwellings residential curtilage; therefore, no new direct lines of sight into any private amenity spaces will be generated by the proposal. Furthermore, the proposed rooflights to the northern facing roof slope of the annexe would similarly not facilitate any opportunities for overlooking into neighbouring private amenity space and will be used for lighting purposes only.
- 8.24. Overall, whilst the Local Planning Authority can appreciate the concerns raised by the neighbouring properties, the proposal is not considered to compromise the residential amenity of surrounding dwellings, and therefore would comply with SLP11.2: Residential Amenity.

Other Matters

- 8.25. Concerns have been expressed over the future use of the annexe as a holiday let. However, it must be noted that if the annexe was to be used as a holiday let in the future, a further planning application would be required and would be assessed against the relevant policies at that time.
- 8.26. It has not been made clear at this stage how the annexe would connect to the main sewer. For a minor application such as this, this is not necessary and would be covered by the Building Regulations at the construction stage. Similarly, fire safety measures have not been included in this application, however this would also be covered by the Building Regulations at the construction stage.
- 8.27. Concerns have also been raised regarding the disruption of the proposed developments; however, given their minor scale, it is not considered reasonable for a construction management plan to be conditioned. Furthermore, concerns regarding additional parking have been expressed; however, the proposal does not require further parking provisions to be established at the property, as the dwelling already exceeds the maximum number of spaces required in the Suffolk County Council Adopted Parking Standards.
- 8.28. Some third-party representations have also noted the presence of a covenant, which restricts any new building or extensions for all properties in Cloutings Close. The Agent has since confirmed development is permitted if a plan is approved by the vendor, in this instance this is Hopkins and Moore. The covenant in question is a standard CP1 arrangement issued at the first purchase, and is only valid for a maximum of 10 years from issue, which is now out of date. Irrespective of this, it is considered to be a private matter between the owner and the previous seller. It is not a material planning consideration.

9. Conclusion

- 9.1. Overall, it is considered that the proposed scheme is of an acceptable scale and design that would not have an adverse impact on neighbouring amenity, nor the aesthetic of the surrounding area. The proposal is therefore considered to comply with the relevant planning policies, legislation and guidance listed above, therefore, the application is recommended for approval subject to conditions.

10. Recommendation

- 10.1. To approve, subject to the conditions below.

11. Conditions:

1. The development hereby permitted shall be begun not later than the expiration of three years from the date of this permission.

Reason: This condition is imposed in accordance with Section 91 of the Town and Country Planning Act 1990 (as amended).

2. The development hereby permitted shall be carried out in all respects strictly in accordance with:
- Drawing No. AB101 Location Site Plan, Block Plan (received 25.03.2024);
 - Drawing No. AB104 Proposed GF Plan of Annex (received 25.03.2024);
 - Drawing No. AB103 Proposed GF Plan (received 25.03.2024);
 - Drawing No. AB102 Proposed W, E, N, S Elevations on Annex. Proposed E, N, W Elevations on House (received 25.03.2024);
- ; for which permission is hereby granted or which are subsequently submitted to and approved by the Local Planning Authority and in compliance with any conditions imposed by the Local Planning Authority.

Reason: For the avoidance of doubt as to what has been considered and approved.

3. The materials and finishes shall be as indicated within the submitted application and thereafter retained as such, unless otherwise agreed in writing with the local planning authority.

Reason: To ensure the satisfactory appearance of the development in the interests of visual amenity.

4. The hereby permitted annex shall not be occupied or let as a separate dwelling but shall be used only for purposes incidental to the use of the dwellinghouse to which it relates or for occupation by a relative, employee or parent of the householder or his/her spouse.

Reason: The development is not such that the local planning authority would be prepared to approve as a separate dwellinghouse in its own right.

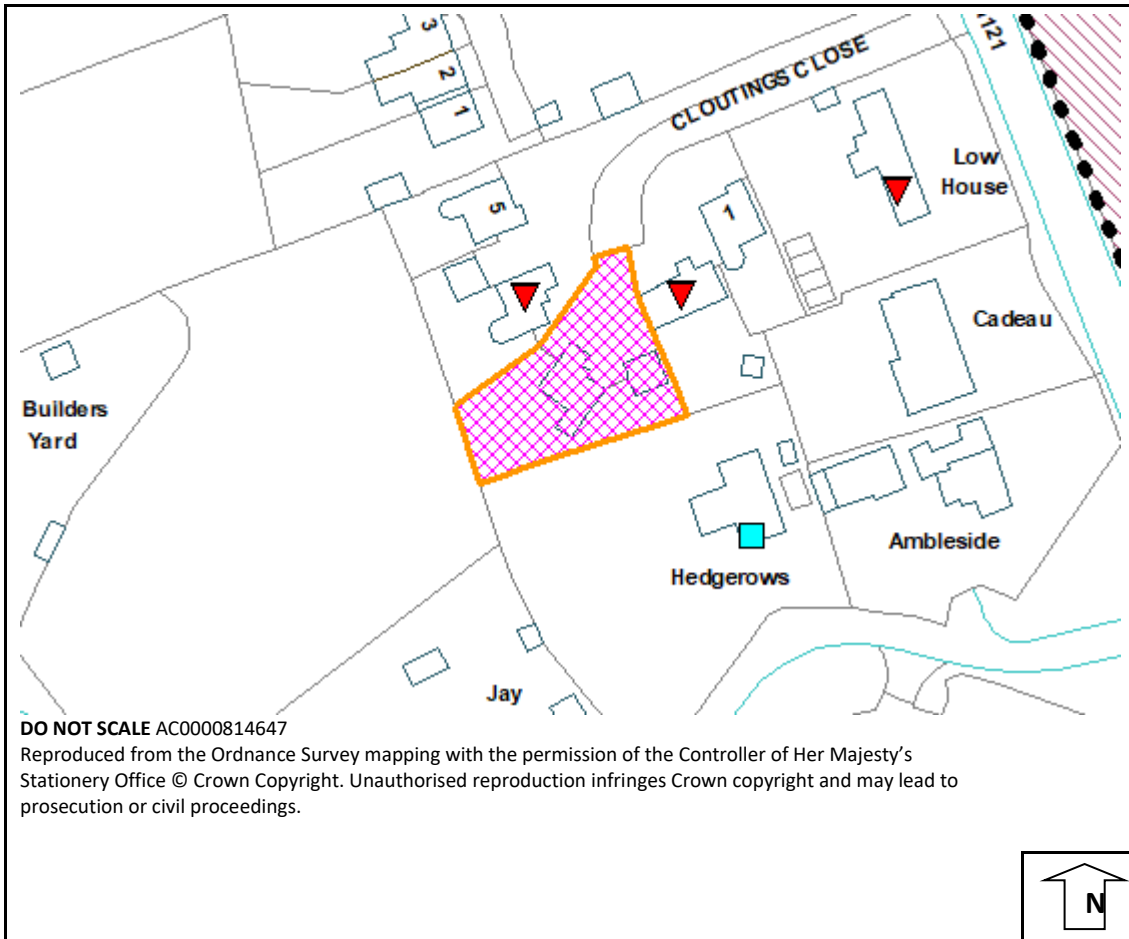
Informatives:

1. The Local Planning Authority has assessed the proposal against all material considerations including planning policies and any comments that may have been received. The planning application has been approved in accordance with the objectives of the National Planning Policy Framework and local plan to promote the delivery of sustainable development and to approach decision taking in a positive way.

Background information

See application reference DC/24/1124/FUL on [Public Access](#)

Map



Key



Notified, no comments received



Objection



Representation



Support