

Planning Differences for Meeting 28th April 2026

26/00169/FUL 60 The Spinnaker

Demolition of existing conservatory to be replaced with proposed single storey sunroom, conversion of loft over garage to form an at home study. Alterations to fenestration.

SWFTC Minute: PE-25-386

“The Planning and Environment Committee has NO OBJECTIONS to this application.”

Chelmsford City Council: Refused

See attached Officer Report and Decision Notice from Chelmsford City Council.



DECISION MADE BY THE DIRECTOR OF SUSTAINABLE COMMUNITIES

Application No	:	26/00169/FUL Full Application
Location	:	60 The Spinnaker South Woodham Ferrers Chelmsford Essex CM3 5GL
Proposal	:	Demolition of existing conservatory to be replaced with proposed single storey sunroom, conversion of loft over garage to form an at home study. Alterations to fenestration.
Applicant	:	Mr Jack Ayre
Agent	:	Amanda Herbert
Date Valid	:	4th February 2026
Development Type	:	HH Extn, alt & improve (D21A)
Drawing No(s)	:	201/B; 202/A; 203/B; Design & Access statement;
Target Date	:	31st March 2026
Consult Expiry	:	13th March 2026

Description of the site

- Two-storey detached dwelling located within the Urban Area of South Woodham Ferrers.
- Property is accessed via The Spinnaker.
- The dwelling benefits from a driveway and an existing attached garage.
- Surrounding area consist of two-storey detached dwellings of varied form and style.
- Box dormer additions are absent from the local streetscape

Details of the proposal

The application seeks planning permission for the demolition of the existing conservatory and replacement with a single storey rear extension. The proposal includes the conversion of the loft space of the existing garage to form a home study, together with alterations to the fenestration.

The proposed rear extension would project 4 metres from the rear elevation, with a width of 4 metres and a height of 3.2 metres to form a flat roof. The extension would include a rear facing window and a side facing door providing access to the rear addition.

The garage conversion includes the addition of front dormers which would each measure approximately 2.5 metres in depth, 1.9 metres in height, and 1.7 metres in width. Each dormer would incorporate a pitched roof with a window.

The proposal also includes a rear box dormer on the garage roof, which would measure approximately 5.5 metres in width, 2.6 metres in depth, and 2.3 metres in height. The box dormer would have windows.

Other relevant applications

No recent planning applications

Consultations

The following were consulted as part of the application:

- South Woodham Ferrers Town Council – No objection.
- Public Health & Protection Services – No comments
- Local residents – No responses

Planning considerations

Policy

Planning Policy DM23 of the Chelmsford Local Plan states that planning permission will be granted for development that respects the character and appearance of the area in which it is located. Development must be compatible with its surroundings having regard to scale, siting, form, architecture, materials, boundary treatments and landscape. The design of all new buildings and extensions must be of high quality, well proportioned, have visually coherent elevations, active elevations and create safe, accessible and inclusive environments.

The National Planning Policy Framework 2024 (NPPF) gives significant weight to good design. Chapter 12 sets out planning principles and guidance in achieving well-designed places. This includes seeking to secure good design that would add to the overall quality of the area and be sympathetic to local character and setting. Paragraph 135 (c) of the NPPF states that planning decisions should ensure that developments amongst other matters “are sympathetic to local character and history, including the surrounding built environment and landscape setting”. Paragraph 139 of the NPPF states that development that is not well designed should be refused, especially where it fails to reflect local design policies and government guidance on design.

The 'Making Places' Supplementary Planning Document states under paragraph 8.6 that, “Roof alterations can have a significant effect on the external appearance of individual properties and can also have a considerable cumulative impact on the character of an area.” It continues, noting that, “dormers should not be over-dominant due to their individual or cumulative size or shape. The design of roof alterations should relate to the context of the street scene. Dormer windows should not disrupt the host building’s roof form or be introduced in areas with long runs of roofs devoid of dormers. On the front or other prominent roof slopes, dormer windows should be of a modest size and of traditional design, providing light rather than headroom or extra floorspace.”

Design

The proposed single-storey rear extension would be of a modest scale and would satisfactorily complement the form and appearance of the host dwelling. Its design and proportions would integrate acceptably with the existing building and would not result in harm to the character of the wider area.

The proposed dormers to the southern roof slope would be visible from The Spinnaker The box dormer to the northern roof slope would be visible from Taffrail Gardens and a private driveway for 5 properties to the rear of garage. Their siting therefore has direct impact on public visibility.

Although the site is located within the Urban Area of Chelmsford, the street in which the proposal is situated is devoid of rear box dormers. The Spinnaker comprises a variety of residential dwellings; however, the properties share a consistent architectural character, and none display bulky box dormer extensions on either roof slope. Where loft conversions on garage roofs have taken place within the street, they have been sensitively designed, incorporating modest front dormers rather than overly dominant projecting dormers, and they do not include bulky rear box dormers.

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This uninterrupted roofscape forms a key characteristic of the area and contributes positively to a cohesive and distinctive street scene. There is no similar development in the vicinity, and the proposal would therefore noticeably alter the character of the surroundings and appear out of keeping with the established design of nearby properties.

The front and rear bulky box dormers appear disproportionate to the host building, in this case the garage. The dormers on the southern pitched roof would occupy approximately 40–45% of the roof slope and appear compressed within the existing roof form, suggesting that the ridge height is insufficient to accommodate dormers of an appropriate scale. The box dormer on the northern pitched roof would occupy approximately 80–85% of the rear roof slope which is disproportionate to the roof slope.

This demonstrates that, proportionately, the dormers would form a highly dominant feature of the overall roofscape, resulting in a significant change to the character of the existing property. In the absence of local examples of box dormers on the rear pitched roofs of properties, this would further exacerbate the harm to local character. The scale and massing of the front and rear dormer would fail to respect the proportions of the host dwelling and would result in harm to the character and appearance of the area.

The dormers are of such a scale that it is evident they have been designed primarily to maximise internal space rather than remain incidental and sympathetic to the host roofscape and property. This is contrary to the guidance set out in the Making Places Supplementary Planning Document and Policy DM23

Neighbouring Amenity

All neighbouring properties are detached and well separated from the application site. As a result, the proposal would not give rise to adverse impacts on neighbouring dwellings in terms of overlooking, loss of light or overbearing effects. The development is therefore acceptable in terms of residential amenity.

Other Matters

Sufficient garden space would remain to serve the property, and the existing driveway and garage would continue to provide adequate off-site parking for the dwelling.

Conclusion

The proposed dormers on the garage roof appear incongruous and unsympathetic to the host property and street scene contrary to Policy DM23 of the Chelmsford Local Plan, Making Places Supplementary Planning Document, and Chapter 12 of the NPPF.

Biodiversity Net Gain

Exemption: householder application

Community Infrastructure Levy (CIL)

This application is not CIL liable.

RECOMMENDATION

The Application be REFUSED for the following reasons:-

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Reason 1

Policy DM23 of the Chelmsford Local Plan requires that development must be compatible with its surroundings having regard to scale, siting, form, architecture, materials, boundary treatments and landscape. The design of all new buildings and extensions must be high quality, well-proportioned, have visually coherent elevations, active elevations, and create safe, accessible, and inclusive environments.

Adopted Supplementary Planning Document Making Places highlights that roof alterations can have a noticeable impact on both individual buildings and the wider street scene. It advises that dormers should be modest in scale, well-proportioned, and designed to sit comfortably within the existing roof form. The guidance also emphasises that roof additions should respect the prevailing character of the street and should not be introduced where uninterrupted roof slopes are an established feature.

The NPPF places strong emphasis on securing high-quality design. It requires new development to be sympathetic to local character, respect its surroundings, and contribute positively to the appearance of an area. National policy also makes clear that proposals which result in poor design, or fail to reflect local design expectations, should not be supported.

The proposed dormers on the garage would introduce prominent, dominant and uncharacteristic additions into a roofscape of the host building and wider street scene that has no precedent for compressed front dormers or rear box dormer additions. The dormers would introduce an incongruous and harmful feature into an area of uninterrupted roofscape, which forms a defining characteristic of the locality.

The proposed dormers are disproportionately large in relation to the garage, occupying a significant proportion of their respective roof slopes, and are poorly related to the building's architectural composition.

This would be symptomatic of a design approach that seeks to maximise internal space rather than achieve a balanced and well-integrated roofscape. As a result, the proposal would appear out of keeping with the established pattern of development and would further detract from the character of the area.

The proposal is therefore contrary to Policy DM23 of the Chelmsford Local Plan, the Making Places Supplementary Planning Document and the design principles set out in Chapter 12 of the NPPF.

Positive and Proactive Statement

The Council offers a pre-application advice service to discuss development proposals and ensure that planning applications have the best chance of being approved. The applicant did not take advantage of this service. The local planning authority has identified matters of concern with the proposal and the report clearly sets out why the development fails to comply with the adopted development plan. The report also explains why the proposal is contrary to the objectives of the National Planning Policy Framework to deliver sustainable development.

SUMMARY OF RELEVANT ADOPTED PLANNING POLICIES:

DM23

Policy DM23 - High Quality & Inclusive Design - Planning permission will be granted for development that respects the character and appearance of the area in which it is located. Development must be compatible with its surroundings having regard to scale, siting, form, architecture, materials, boundary treatments and landscape. The design of all new buildings and extensions must be of high quality, well proportioned, have visually coherent elevations, active elevations and create safe, accessible and inclusive environments.

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DM27

Policy DM27 - Parking Standards - The Council will have regard to the vehicle parking standards set out in the Essex Parking Standards - Design and Good Practice (2009) or as subsequently amended when determining planning applications. The relevant standards are contained in the 2024 Essex Parking Guidance which were adopted by Chelmsford City Council in 2025.

DM29

Policy DM29 - Protecting Living & Working Environments - Development proposals must safeguard the amenities of the occupiers of any nearby residential property by ensuring that development is not overbearing and does not result in unacceptable overlooking or overshadowing. Development must also avoid unacceptable levels of polluting emissions, unless appropriate mitigation measures can be put in place and permanently maintained.

NHP

The Neighbourhood Plan sets out the local community's aspirations for the area and establishes policies for development and land use in the area. It is a material planning consideration.

Background Papers

Case File

TOWN AND COUNTRY PLANNING ACT 1990

Agent:

Amanda Herbert
LA Co.
Unit 5A
The Warren Estate
Writtle
Chelmsford
CM1 3WT

Applicant:

Mr Jack Ayre
60 The Spinnaker
South Woodham Ferrers
Chelmsford
Essex
CM3 5GL

REFUSAL OF PLANNING PERMISSION

LOCATION: **60 The Spinnaker South Woodham Ferrers Chelmsford Essex CM3 5GL**
PROPOSAL: **Demolition of existing conservatory to be replaced with proposed single storey sunroom, conversion of loft over garage to form an at home study. Alterations to fenestration.**
APPLICATION NO: **26/00169/FUL**
DATE RECEIVED: **4 February 2026**
DRAWING NO(s): **201/B; 202/A; 203/B; Design & Access statement;**

The Council has given consideration to the application and plans as specified above, and hereby gives notice of its decision to **REFUSE PLANNING PERMISSION** for the following reasons: -

Reason 1

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Date: 30 March 2026

Signed:

Sarah Hill-Sanders

SARAH HILL-SANDERS

Planning Development Manager

IMPORTANT - YOUR ATTENTION IS DRAWN TO THE NOTES ATTACHED

NOTICE TO APPLICANT WHERE PERMISSION IS REFUSED

Appeals to the Secretary of State

- If you are aggrieved by the decision of your Local Planning Authority to refuse permission for the proposed development or to grant it subject to conditions then you can appeal to the Secretary of State for the Department for Communities and Local Government under Section 78 of the Town and Country Planning Act 1990.
- For householder and minor commercial applications you must appeal within **12 weeks** of the Council's decision. For other application types you must appeal within six months of the Council's decision.
- **However if the development as described in your application is the same or substantially the same as development that is currently the subject of an enforcement notice then you must appeal within 28 days of the date of the service of this decision notice.**
- Appeals should be made online via <https://appeal-planning-decision.service.gov.uk/before-you-start>. If someone does not have access to the internet and needs help completing the appeal digitally, they should contact the Planning Inspectorate customer service team on 0303 444 5000 who will provide details of support options available.
- Before making an appeal, you may find it helpful to review guidance and watch a video explaining the appeals process at <https://www.gov.uk/government/collections/make-an-appeal-to-the-planning-inspectorate-and-associated-guidance>.
- The Secretary of State can allow a longer period for giving notice of an appeal but will not normally be prepared to use this power unless there are special circumstances which excuse the delay in giving notice of appeal.
- The Secretary of State need not consider an appeal if it seems to the Secretary of State that the local planning authority could not have granted planning permission for the proposed development or could not have granted it without the conditions they imposed, having regard to the statutory requirements, to the provisions of any development order and to any directions given under the order.

Notification of Appeals

- You must send a copy of your appeal to the local authority. In accordance with appeal procedures, when forwarding copies of appeal forms and additional information, plans or drawings direct to the local authority, please send electronic copies to planning.appeals@chelmsford.gov.uk or address to the Director of Sustainable Communities, Chelmsford City Council, P.O. Box 7544, Civic Centre, Duke Street, Chelmsford, Essex, CM1 1XP.
- If you intend to submit an appeal that you would like examined by public inquiry you must notify the local authority as above and the Planning Inspectorate at inquiryappeals@planninginspectorate.gov.uk at least **10 days before** submitting the appeal.

Purchase Notices

- If either the local planning authority or the Secretary of State for the Department for Communities and Local Government grant permission to develop land subject to conditions, the owner can claim that he can neither put the land to a reasonably beneficial use in its existing state nor can he render the land capable of a reasonably beneficial use by the carrying out of any development which has been or would be permitted.
- In these circumstances, the owner may serve a purchase notice on the Council in whose area the land is situated. This notice will require the Council to purchase his interest in the land in accordance with the provisions of Part VI, Chapter I of the Town and Country Planning Act 1990.

Compensation

- In certain circumstances compensation may be claimed from the Local Planning Authority if permission is granted subject to conditions by the Secretary of State on appeal or on reference of the application to them.
- These circumstances are set out in Section 114 and related to provisions of the Town and Country Planning Act 1990.