

## DELEGATED OFFICER REPORT

**Application Ref:** H/25/100062

**Site Address:** 4 CATHERINE CLOSE, WEST END, SOUTHAMPTON, SO30 3GS

**Case Officer:** Dorothy Hei-Tung-Hoh

**Description:** Two storey side extension to provide annex accommodation to ground floor and a bedroom to first floor following demolition of existing garage and utility

|                                                                                                                                                               |                                                |                                    |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------|------------------------------------|
| <b>Particular Site Constraints?</b>                                                                                                                           | <b>Yes</b> <input checked="" type="checkbox"/> | <b>No</b> <input type="checkbox"/> |
| <ul style="list-style-type: none"><li>• Within the Urban Edge</li><li>• Within Established Residential Area</li><li>• Within Built-up Area Boundary</li></ul> |                                                |                                    |

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|--------------------------------------------------------------------------|-------------------------------------|-----------------------------------------------|
| <b>Planning History?</b>                                                 | <b>Yes</b> <input type="checkbox"/> | <b>No</b> <input checked="" type="checkbox"/> |
| There is no record of any previous planning history related to the site. |                                     |                                               |

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| <b>Publicity:</b> | <b>Letters</b> <input checked="" type="checkbox"/>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         | <b>Site Notice</b> <input type="checkbox"/> | <b>Newspaper</b> <input type="checkbox"/> |
| Representations:  | <p>Two representations have been received in support of the application.</p> <p>The adjoining occupier raises no objection to the proposal and request that a Party Wall Agreement be put in place prior to the commencement of works.</p> <p>A further letter of support has been submitted on behalf of the National Annexe Planning Consultancy, who support the provision of ancillary annexe accommodation. The representation confirms that the proposed accommodation is intended to remain ancillary to the host dwelling and encourages the use of conditions to reinforce this relationship.</p> |                                             |                                           |
| Parish Council:   | No comments received.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |                                             |                                           |
| Ecologist:        | <p>The building was assessed to have negligible potential for roosting bats and nesting birds.</p> <p>Two swift bricks have been recommended as biodiversity enhancements.</p> <p>If any additional lighting is required for safety or security purposes it must accord with the recommendations in section 4.6 of the report.</p>                                                                                                                                                                                                                                                                         |                                             |                                           |

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|-------------------------------------------|------------------------------------------------|------------------------------------|
| <b>Site Visit:</b>                        | <b>Yes</b> <input checked="" type="checkbox"/> | <b>No</b> <input type="checkbox"/> |
| Details: 17 <sup>th</sup> September 2025. |                                                |                                    |

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|--------------------------------------------------------------------------------|
| <b>Policy:</b>                                                                 |
| <b>National Planning Policy Framework</b><br><b>Planning Practice Guidance</b> |
| <b>Development Plan:</b>                                                       |

The Eastleigh Borough Local Plan 2016-2036 The most relevant policies are Strategic policies S1 and S2; and Development Management policies DM1, DM2, DM11 and DM14.

**Supplementary Planning Documents:**

Quality Places; Residential Parking Standards; Character Area Appraisal for Hedge End, West End and Botley (HEWEB 62)

**Assessment:**

**Site context and surroundings**

4 Catherine Close is a two-storey, three-bedroom link-detached dwelling located in the northern edge of West End. The property is linked to 3 Catherine Close via an attached garage. The dwelling is primarily brick built, with part of the upper front elevation finished in a light-coloured render. A sunroom and conservatory are located to the rear of the property, which benefits from a private rear garden. The surrounding area is residential in character and comprises a mix of detached and linked-detached bungalows and two-storey dwellings.

**Proposal**

The application seeks planning permission for the demolition of the existing garage and utility room and the erection of a two-storey side extension. The extension would provide ancillary annexe accommodation at ground-floor level, comprising a bedroom and shower room, with an additional bedroom and en-suite at first-floor level. The first-floor element of the two-storey side extension is set back from the principal elevation, and the ridge height is set lower than the main roof ridge.

The applicant has clarified that the proposed annexe is intended to provide accommodation for an elderly family member and would remain ancillary to the host dwelling. It is confirmed that the accommodation would share utilities and services with the main dwelling, including an internal connection, and would not be used, sold, or let as a separate self-contained unit.

The original submission proposed a white render to the upper front elevation, with cladding to the lower element, and a secondary entrance door positioned flush with the front elevation of the extension. Subsequent revised plans proposed further changes to the front elevation materials, including an increased extent of render and cladding across the upper front elevation.

Following officer concerns regarding the impact on the character and appearance of the street scene, it was advised that a fully rendered frontage would not be appropriate, that the existing brick piers should be retained, and that the two-storey side extension required a greater degree of visual subservience.

The final amended plans address these concerns. The secondary entrance door has been set further back to reduce its prominence and to achieve a more integrated appearance with the main dwelling. The first-floor element of the extension has been further recessed to increase subservience. In terms of materials, the main dwelling would remain predominantly brick, the existing brick piers are retained, and cladding is confined between the brick piers, resulting in a more balanced and appropriate frontage.

As the amendments are considered to represent an enhancement to the scheme, a formal re-consultation was not undertaken. However, the adjoining neighbour was notified of the changes by email.

## **Policy and Principle**

- The application site lies within an established residential area where the basic principle of development is acceptable, with any formal approval being based upon the exact nature, design, and impact of that proposed being considered acceptable and in accordance with the relevant policies within the adopted local plan and supplementary planning guidance.
- According to the Annexes for dependent relative supplementary planning advice, the design, scale and visual impact of a proposed annexe must be appropriate to the site. The Council is unlikely to grant permission for an extension to be used as an annexe, if in other circumstances the proposal would not be acceptable. In determining a planning application for an annexe the Council will expect the proposed development to:
  - i) be subordinate in scale to the principal dwelling. An annexe capable of being made into a separate dwelling, will not be acceptable;
  - ii) be linked internally to the principal dwelling and be designed in such a way as to easily enable the annexe to be used as an integral part of the main dwelling at a later date. A separate external entrance to the annexe may be acceptable provided it is subsidiary to the entrance to the principal dwelling;
  - iii) share a vehicular access with the principal dwelling;
  - iv) be in the same ownership as the principal dwelling;
  - v) have no boundary demarcation or sub-division of garden areas between the curtilage of the principal dwelling and the annexe;
  - vi) comply with the Council's normal design standards for extensions, and include adequate amenity space and car parking provision for the enlarged property.

## **Layout, design, and impact upon the character of the area**

- Policy DM1 of the Eastleigh Borough Local Plan (2016-2036) stipulates that all new development should respect the character and appearance of urban areas, take full and proper account of the context of the site including the character, appearance and land uses of the locality or neighbourhood, and be compatible in terms of mass, scale, layout density, design, and siting.
- The proposed two-storey side extension is considered to be appropriately designed in terms of scale, form, and siting. The extension would replace the existing garage and utility, thereby limiting the increase in built form and maintaining the established pattern of development. In addition, its first-floor element is set back from the principal elevation, and the ridge height is set lower than that of the main dwelling, ensuring the extension remains visually subordinate and does not appear overly dominant within the street scene.
- The amended design and materials are considered to respond positively to the character of the host dwelling and the surrounding area. The retention of the existing brick piers, together with the continued use of brickwork to the main dwelling, ensures visual continuity along the frontage. The use of cladding confined between the brick piers provides visual interest without detracting from the overall appearance of the building.
- The repositioning of the secondary entrance door further back within the extension reduces its prominence, ensuring it reads as a secondary access rather than a second principal entrance on the frontage.
- The properties nearby are varied in type, scale, and materials. In this context, the proposed extension and its associated materials are not considered to appear

visually prominent or out of keeping with the character of the street scene.

### **Impact on residential amenity**

- Policy DM1 of the Eastleigh Borough Local Plan (2016-2036) amongst other matters, stipulate that all new development should not have an unacceptable impact upon residential amenities of both new and existing residents.
- The neighbouring property most directly affected by the proposal is 3 Catherine Close, which is attached to the application site via the existing garage. Notwithstanding this relationship, it is considered that the proposed extension would maintain an appropriate separation distance and would not result in an overbearing impact or an unacceptable loss of outlook or light to neighbouring occupiers.
- The proposal does not include any first-floor side-facing windows, thereby limiting the potential for harmful overlooking. A new first-floor rear-facing window is proposed to serve an en-suite bathroom and would be conditioned to be obscure glazed. This would ensure that the proposal does not give rise to an unacceptable loss of privacy to neighbouring properties.
- In terms of use, the proposed annexe would be physically attached to the host dwelling and would share parking and services with the main house. The applicant has also confirmed that the accommodation is intended to remain ancillary to the main dwelling and would not be sold or let as a separate unit. Subject to a condition restricting the use of the annexe to purposes ancillary to the host dwelling, it is considered that the proposal would not result in an intensification of use or give rise to additional disturbance that would be harmful to the amenity of neighbouring occupiers.
- The adjoining neighbour's comments in relation to the need for a Party Wall Agreement are noted. However, matters relating to party wall procedures are civil matters governed by separate legislation and are not material planning considerations in the determination of this application.

### **Ecology**

- Policy DM11 of the Eastleigh Borough Local Plan (2016-2036) stipulates that the Borough Council will work with statutory and voluntary agencies and developers to; protect, conserve and enhance areas subject to international, national and local nature conservation designations, and promote the net gain of biodiversity on all sites through the protection, enhancement and connection of existing provisions and new habitats and features compatible with the native biodiversity characteristics of the Borough.
- The Council's Ecologist has reviewed the submitted Preliminary Roost Assessment (PRA) and Nesting Birds Report prepared by ABR Ecology (December 2025). The assessment concludes that the existing buildings have negligible potential for roosting bats or nesting birds, and no ecological constraints have been identified that would preclude the proposed development. The Council's Ecologist raises no objection to the proposal.
- Notwithstanding this, the Ecologist has recommended the provision of biodiversity enhancements. In this regard, the installation of two swift bricks is recommended. Any external lighting required for safety or security purposes should also accord with the recommendations set out in the submitted ecological report to avoid unnecessary impacts on wildlife.

- The Ecologist has further advised that a precautionary working method should be followed during demolition and construction works to minimise the risk of harm to protected or notable species that may be present in the wider area.

### **Highways and parking**

- Policy DM14 of the Eastleigh Borough Local Plan (2016-2036) requires residential development to provide off-highway parking which is adequate in terms of highway safety/traffic management.
- While the proposed development would result in the loss of the existing garage, the existing driveway is considered capable of accommodating up to three vehicles, which accords with the maximum level of parking provision required by the Local Planning Authority.

### **Climate Change:**

In July 2019, the Council declared a Climate Change and Environmental Emergency. In doing so it agreed, among other things, to: (a) put in place measures to ensure the Council's own operations and functions achieve carbon neutrality; (b) work with partners to aim for all projects and services delivered in the Borough to achieve carbon neutrality by 2030; (c) ensure that the Council's procurement policy recognises carbon neutrality as one of its primary considerations; and (d) recognise the urgency of action to mitigate and adapt to climate change in every decision taken by the Council. This is underpinned by the Climate and Environment Emergency Strategy 2020–2030 and the supporting Climate and Environmental Emergency Action Plan – Update June 2020.

The declaration of the Climate Change and Environmental Emergency demonstrates a strong commitment from the Council to achieve net zero. The NPPF, development plan and adopted local plan policy do not set this as a specific target, but it is a material consideration to be considered alongside all other material considerations. In any case addressing climate change is a core part of the NPPF and local plan policy. The need to support the economy is part of the Strategic Environmental Assessment for the adopted local plan, as is an assessment of climate impacts. When considering the impact of climate change, the proposed development is expected to be resilient to the potential effects of climate change and is expected to reduce/limit impacts on climate emissions as a result of the development or its use.

### **Equalities Implications:**

Section 149 of the Equalities Act 2010 created the public sector equality duty. Section 149 states:

- A public authority must, in the exercise of its functions, have due regard to the need to:
  - a. eliminate discrimination, harassment, victimisation and any other conduct that is prohibited by or under this Act;
  - b. advance equality of opportunity between persons who share a relevant protected characteristic and persons who do not share it;
  - c. foster good relations between persons who share a relevant protected characteristic and persons who do not share it.

When making policy decisions, the Council must take account of the equality duty and in particular any potential impact on protected groups. It is considered that this application does not raise any equality implications.

### **Conclusion:**

Permit subject to conditions.

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| Recommendation: | <b>PERMIT</b> <input checked="" type="checkbox"/> | <b>REFUSE</b> <input type="checkbox"/> |
|                 |                                                   |                                        |