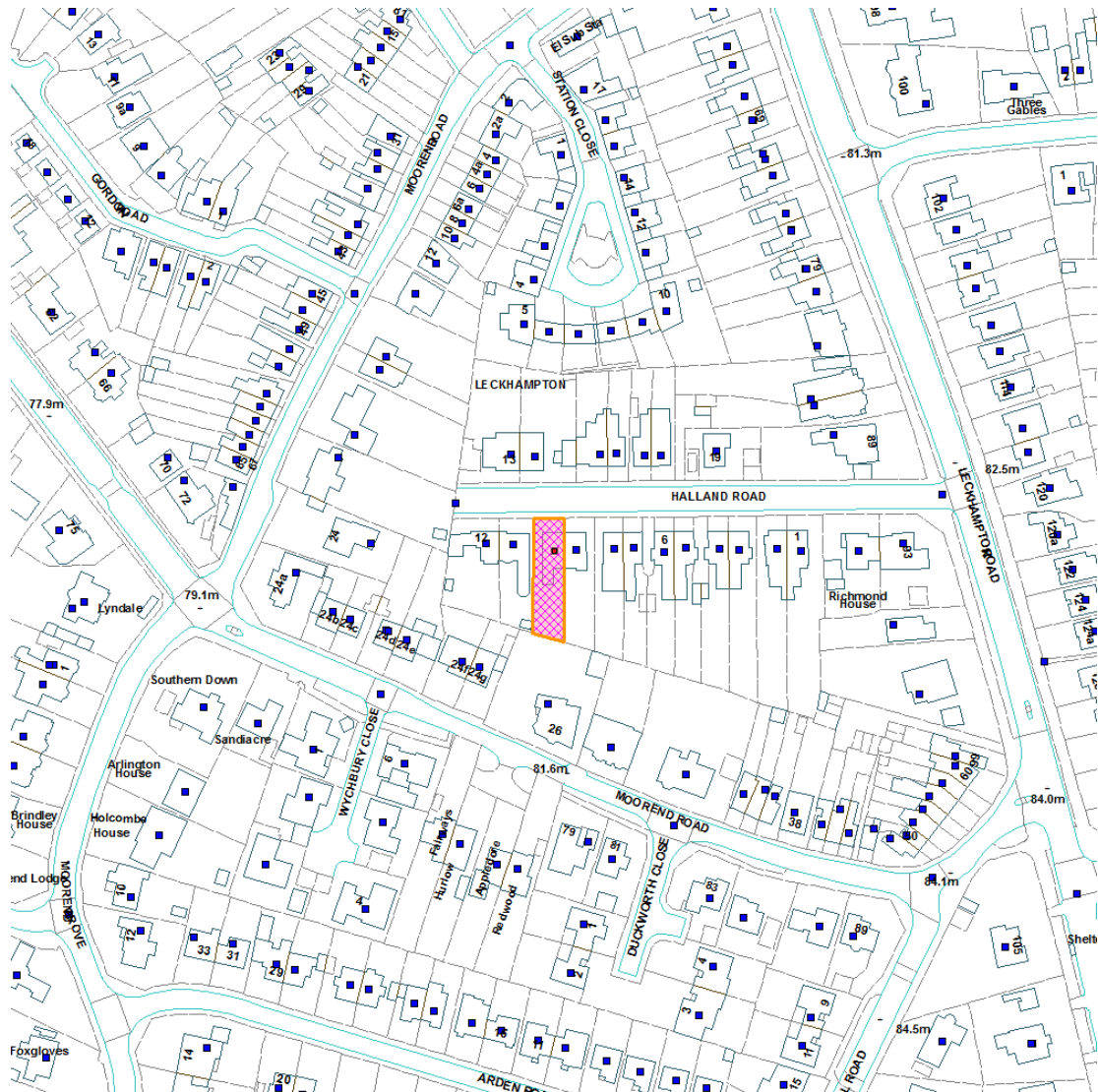


APPLICATION NO: 26/00257/FUL		OFFICER: Mr Ben Warren	
DATE REGISTERED: 14th February 2026		DATE OF EXPIRY: EoT 24th April 2026	
DATE VALIDATED: 14th February 2026		DATE OF SITE VISIT:	
WARD: Leckhampton		PARISH: Leckhampton With Warden Hill	
APPLICANT:	Mr And Mrs Charlotte And Anthony Mee		
AGENT:	AJ Architects Ltd		
LOCATION:	10 Halland Road Cheltenham Gloucestershire		
PROPOSAL:	Rear and side single storey extension, new gable end to attic and 2no. dormers.		

RECOMMENDATION: Permit



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1. DESCRIPTION OF SITE AND PROPOSAL

- 1.1 The application site relates to a two storey semi-detached property located within a residential area on Halland Road. The existing building is finished in red brick and render, with slate roof tiles and white windows and doors. The main part of the existing roof is hipped, but there is a projecting gable feature to the front elevation. The property has been previously extended to the rear with a modest single storey addition.
- 1.2 The property is not a listed or locally listed building, and is not in close proximity to other listed buildings. The site is however located within Cheltenham's Central Conservation Area, a designated heritage asset, and falls within the Leckhampton Character Area.
- 1.3 The applicant is seeking planning permission for a single storey side and rear extension, hip to gable roof extension and rear dormer windows.
- 1.4 The application is at planning committee at the request of Councillor Horwood due to concerns regarding the impact of the works on the conservation area.
- 1.5 An extension of time has been agreed to enable the application to be considered at planning committee.
- 1.6 During the course of the application, the applicant has submitted revised plans in response to some of the concerns raised by the attached neighbour; this relates to the proximity of the single storey extension to the shared boundary and drainage. It should however be noted that officers did not require these revisions to be made to make the application acceptable in policy terms but was the applicants response to the neighbours' concerns.

2. CONSTRAINTS AND RELEVANT PLANNING HISTORY

Constraints:

Airport Safeguarding over 45m
Conservation Area
Principal Urban Area
Smoke Control Order

Relevant Planning History:

26/00085/PREAPP 29th January 2026 CLO

Proposed side and rear extension, new dormer and gable end to loft.

3. POLICIES AND GUIDANCE

National Planning Policy Framework

Section 2 Achieving sustainable development
Section 4 Decision-making
Section 12 Achieving well-designed places
Section 16 Conserving and enhancing the historic environment

Adopted Cheltenham Plan Policies

D1 Design
SL1 Safe and sustainable living

Adopted Joint Core Strategy Policies

SD3 Sustainable Design and Construction
SD4 Design Requirements
SD8 Historic Environment

Supplementary Planning Guidance/Documents

Residential Alterations and Extensions (2008)

Climate Change (2022)

4. CONSULTATIONS

Parish Council

2nd March 2026 - The Parish Council has no objection to this application provided the conservation officer is content with the proposal

5. PUBLICITY AND REPRESENTATIONS

5.1 Letters have been sent to three neighbouring land users, a site notice displayed and an advert published in the Gloucestershire Echo. One letter of objection has been received from the neighbouring land user at 9 Halland Road in response to this public consultation process. The concerns raised are summarised but not limited to the following:

- Impact on amenity – loss of light, overbearing impact and loss of privacy
- Impact on design and character of the properties and conservation area
- Access, maintenance and drainage matters

The first two points of concern are addressed in the officer comments below. Matters of access for maintenance purposes is not a material planning consideration for this application. In addition, matters of drainage and their acceptability would be dealt with at building regulations stage and is therefore not a matter for consideration in this planning application.

Revised plans have been submitted which show the single storey extension stepped in further away from the boundary with number 9 Halland Road. In addition, the plans show the retention of a downpipe from the main roof to deal with water runoff.

6. OFFICER COMMENTS

6.1 Determining Issues

6.2 The main considerations in relation to this application are the design, impact on the conservation area and the impact of the proposal on neighbouring amenity. Sustainability and Climate Change is also a matter for consideration.

6.3 Pre-application

6.4 This formal application follows a pre-application submission where the Local Planning Authority (LPA) were asked for their views on the acceptability of similar proposals to that within this submission. Overall, the LPA's response considered the principle of works to be acceptable but amendments to the rear dormer to be necessary.

6.5 Design and impact on the conservation area.

6.6 Policy SD4 of the JCS notes how development should "respond positively to, and respect the character of, the site and its surroundings, enhancing local distinctiveness, and addressing the urban structure and grain of the locality". Furthermore, development "should be of a scale, type, density and materials appropriate to the site and its surroundings". This is supported through adopted Cheltenham Plan Policy D1 which requires development to 'complement and respect neighbouring development and the character of the locality.'

- 6.7 Policy SD8 of the JCS relates to the historic environment and states how 'Designated and undesignated heritage assets and their settings will be conserved and enhanced as appropriate to their significance'. Furthermore, Section 16 of the NPPF also echoes the importance of conserving and enhancing heritage assets. Section 72(1) of the Planning (Listed Buildings and Conservation Areas) Act 1990 require the LPA to pay special attention to the desirability of preserving or enhancing the character or appearance of the conservation area.
- 6.8 The proposed single storey extension is largely to the rear with a gable roof form, but also partially wraps around the side elevation of the existing building. The side addition is generously set back from the front elevation of the existing building. The extension would sit comfortably within the plot and will read clearly as a subservient addition. The form and design of the extension is considered to be acceptable, and the proposed materials are to match existing, which will ensure an in-keeping addition. Officers raise no concerns with regards to the scale, form, design of this proposal, nor are any concerns raised with regards to a harmful impact on the conservation area as a result of this single storey addition.
- 6.9 With regards to the proposed hip to gable roof extension and rear dormers, A concern has been raised by the neighbour at 9 Halland Road in terms of the impact of these works on the conservation area; a concern also shared by Councillor Horwood.

As already mentioned, at pre-application stage, initial concerns were raised by officers with regards to these elements. The main areas of concern related to the change in roof form from hip to gable and the size of the proposed rear dormer. However, having visited the site, it is quite clear that the western end of Halland Road is quite different to the eastern end. The properties further west of the application site and opposite (to the north) differ in form and design and have also been the subject of various alterations and extensions and therefore result in a very different overall context. Given the sites context, and the property's design, which includes a projecting gable feature to the front, officers are of the view that a hip to gable roof alteration for this property is acceptable and would not result in harm to the design or character of the existing building. Furthermore, whilst it is accepted that the works would result in an imbalance in the form of the pair of semi-detached properties, due to the sites position, it is unlikely that this alteration would be particularly visible in the street scene or acknowledged in the wider context of the conservation area. As such officers are of the view that any impact on the conservation area would be negligible in this case. As such, the hip to gable roof extension is considered to be acceptable.

- 6.10 In terms of the dormer proposal, this element has changed from that seen at pre-application; instead of one large dormer, two smaller flat roof dormers are now proposed. The dormers are of a modest size, would sit well within the roof slope and would not appear as an additional storey. The proposed dormers have a more contemporary appearance using a standing seam zinc cladding. The plans within this submission have addressed the concerns raised by officers at pre-application. The dormers are considered to be of an acceptable scale, form and design and are not considered to be harmful to the conservation area.
- 6.11 The proposed works are considered to be acceptable in design terms and therefore are considered to comply with the requirements of the Adopted Cheltenham Plan (2020) policy D1, adopted JCS policies SD4, and the Supplementary Planning Document – Residential Alterations and Extensions (adopted 2008).
- 6.12 With regards to impact on designated heritage assets, which in this case relates to the conservation area, whilst officers duly acknowledge that the works to the roof will result in visual change, for the reasons discussed, the works are not considered to be harmful to conservation area. Furthermore, whilst the works may not be considered to 'enhance'

the character of the conservation area, they are considered to be neutral in terms of their impact on the conservation area and therefore can be considered to 'conserve' the character of the conservation area, complying with JCS policy SD8, section 16 of the NPPF, and Section 72(1) of the Planning (Listed Buildings and Conservation Areas) Act 1990.

6.13 Due to the sites sensitive position within the conservation area, officers consider it necessary for the dormer facing materials to be submitted for approval, a condition has therefore been recommended.

6.14 **Impact on neighbouring property**

6.15 It is necessary to consider the impact of development on neighbouring amenity. JCS Policy SD14 and Cheltenham Plan Policy SL1 state how development should not cause unacceptable harm to the amenity of neighbouring properties. Matters such as a potential loss of light, loss of privacy, loss of outlook, noise disturbances and overbearing impact will therefore be considered.

6.16 As noted above, concerns are raised by the adjoining land user at 9 Halland Road. In terms of impact on amenity, their concerns relate to loss of light, overbearing impact and loss of privacy.

6.17 The proposed single storey extension has the potential to impact on both neighbouring land users. The attached neighbour at number 9 Halland Road, has a set of ground floor rear elevation doors that could be impacted; the light test has been carried out, and the proposal passes this test, as such, no unacceptable loss of light would occur. Furthermore, given the single storey nature of the extension, the size of the gardens, and their orientation facing south, officers are not of the view that this addition would result in an unacceptable overbearing impact or result in unacceptable overshadowing of this neighbours garden. With regards to the non-attached neighbour at number 11, this property has a number of ground floor side elevation openings that could be impacted, however, as seen on site, all of these windows are obscurely glazed and therefore are unlikely to serve habitable rooms. Furthermore, given the limited projection of this extension to the side, and its single storey form, any impact on these openings would be limited. As such, officers do not consider any unacceptable loss of light or outlook to this neighbour would occur. In addition, no concerns from this neighbour have been raised.

6.18 Officers raise no concerns regarding any unacceptable loss of privacy as a result of the single storey addition.

6.19 The proposed works at roof level will have no harmful impact on neighbouring amenity in terms of a loss of light, loss of outlook or overbearing impact. In terms of privacy, the new dormer windows will overlook the applicant's private rear garden and exceed the minimum separation distances required by policy. As such, no unacceptable overlooking will occur.

6.20 The proposal is considered to be compliant with Adopted Cheltenham Plan (2020) policy SL1 and adopted JCS policy SD14.

Other considerations

6.21 *Climate change*

The Cheltenham Climate Change SPD (adopted June 2022), sets out a strategy for decarbonising homes over the next decade. For residential alterations and extensions there is an opportunity to improve the environmental performance of a home through the inclusion of technologies and features such as photovoltaics, replacement windows, heat

recovery, permeable (or minimal) hard surfaces, works to chimneys, insulation, replacement heating systems (heat pump) and thoughtful kitchen design.

The application is supported by a sustainability statement which discusses various key points highlighted in the Climate Change SPD. The application also includes the provision of solar panels. Officers consider the submitted information and measures to be acceptable for this scale of works.

6.22 *Public Sector Equality Duty (PSED)*

As set out in the Equality Act 2010, all public bodies, in discharging their functions must have “due regard” to this duty. There are three main aims:

- Removing or minimising disadvantages suffered by people due to their protected characteristics;
- Taking steps to meet the needs of people with certain protected characteristics where these are different from the needs of other people; and
- Encouraging people with certain protected characteristics to participate in public life or in other activities where participation is disproportionately low.

Whilst there is no absolute requirement to fully remove any disadvantage, the duty is to have “regard to” and remove OR minimise disadvantage and in considering the merits of this planning application the planning authority has taken into consideration the requirements of the PSED.

In the context of the above PSED duties, this proposal is considered to be acceptable.

7. CONCLUSION AND RECOMMENDATION

- 7.1 Having considered all of the above, officer recommendation is to permit the application, subject to the conditions set out below;

8. CONDITIONS / INFORMATIVES

- 1 The planning permission hereby granted shall be begun not later than the expiration of three years from the date of this decision.

Reason: To accord with the provisions 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 planning permission hereby granted shall be carried out in accordance with the approved plans listed in Schedule 1 of this decision notice.

Reason: For the avoidance of doubt and in the interests of proper planning.

- 3 All external facing and roofing materials of the single storey side and rear extension shall match those of the existing building unless otherwise first agreed in writing by the Local Planning Authority.

Reason: In the interests of the character and appearance of the area, having regard to adopted policy D1 of the Cheltenham Plan (2020) and adopted policies SD4 and SD8 of the Joint Core Strategy (2017).

- 4 All external facing and roofing materials for the hip to gable roof extension shall match those of the existing building unless otherwise first agreed in writing by the Local Planning Authority.

Reason: In the interests of the character and appearance of the area, having regard to adopted policy D1 of the Cheltenham Plan (2020) and adopted policies SD4 and SD8 of the Joint Core Strategy (2017).

- 5 No facing material shall be applied to the dormers unless in accordance with material details that shall have first been submitted to and approved in writing by the local planning Authority.

Reason: In the interests of the character and appearance of the area, having regard to adopted policy D1 of the Cheltenham Plan (2020) and adopted policies SD4 and SD8 of the Joint Core Strategy (2017).

INFORMATIVES

- 1 In accordance with the requirements of The Town and Country Planning (Development Management Procedure) (England) Order 2015 and the provisions of the NPPF, the Local Planning Authority adopts a positive and proactive approach to dealing with planning applications and where possible, will seek solutions to any problems that arise when dealing with a planning application with the aim of fostering the delivery of sustainable development.

At the heart of this positive and proactive approach is the authority's pre-application advice service for all types of development. Further to this however, the authority publishes guidance on the Council's website on how to submit planning applications and provides full and up-to-date information in relation to planning applications to enable the applicant, and other interested parties, to track progress.

In this instance, having had regard to all material considerations, the application constitutes sustainable development and has therefore been approved in a timely manner.