

## Design & Access Statement

incorporating Flood Risk Assessment, 28/08/2020

NYMNPA

28/08/2020

## Proposed Replacement Garage/Workshop

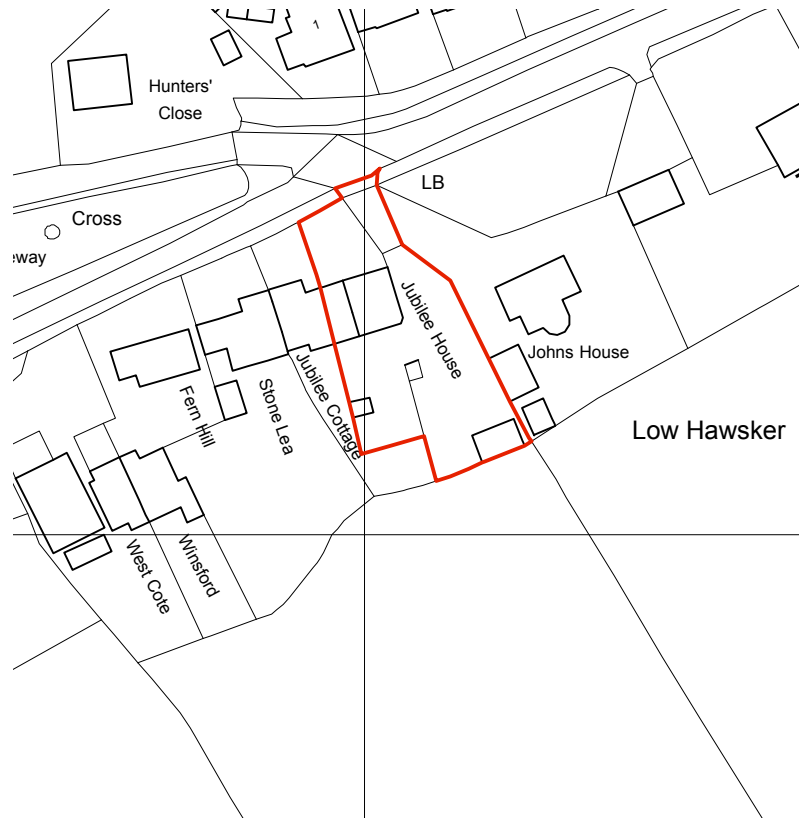
Jubilee House, Low Hawsker, Whitby, YO22 4LE

Town Farm House  
9 High Market Place  
Kirkbymoorside  
York YO62 6AT

## 1.0 Introduction

**1.1** This document accompanies a householder planning application on behalf of Mr & Mrs Trotter, that seeks permission to demolish a dilapidated single storey garage cum workshop and replace it with a two storey garage/workshop and studio at Jubilee House, Low Hawsker, Whitby.

**1.2** The garage/workshop is located on the southern boundary of the site (Figs. 1 & 2).



**Fig.1:** Site Location (not to scale). Extract from drawing EX\_001 Location Plan. Crown Copyright and database rights Ordnance Survey licence number 100041041.



**Fig. 2:** Extract from Google Maps satellite images (not to scale).

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**2.0 Site**

**2.1** Jubilee House is situated on the south side of Hall Farm Road. The land rises from the access and the existing building is located in the south western corner of the garden.

**2.2** The Ordnance Survey 6 inch and 25 inch scale maps published between 1894 and 1952 show a much larger structure in the garden.

**2.3** The building is timber framed with stained timber cladding and a low pitched profiled metal roof covering and is in a severely dilapidated condition, unsuitable for refurbishment or alteration. A supporting post has been removed previously and a number of structural timbers are failing resulting in some walls leaning. The door height is insufficient to allow many modern cars to enter and the floor slab is uneven being cast at different levels.

**2.4** Planning permission was granted in December 2010 (NYM/2010/0875/FL) to convert the existing building to a residential annexe. The permission was not implemented and the attached greenhouse that was to have been the kitchen has been removed by a previous owner.

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**Fig. 3:** View of existing building.



**Fig. 4:** View of existing building.

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### 3.0 Proposals

**3.1** The applicant wishes to provide a secure well-built garage/workshop building to replace the failing existing structure that also provides a naturally lit workshop/studio space that can be used for crafts and hobbies.

**3.2** Although comprising two storeys of accommodation the building is essentially single storey with the first floor accommodation being entirely within the steep duo-pitch roof providing a workshop/studio space over the garage/workshop, similar to the local traditional farm outbuildings that provided machinery storage at ground floor and a granary space over. The openings are simple punched openings arranged to reflect their purpose. The first floor window on the south elevation is similar to a pitching eye seen in traditional farm buildings. The cat-slide roof at the rear allows a deeper footprint without the need for an excessively shallow main roof pitch or alternatively an excessively high ridge line. Roof windows are also provided to the first floor space.

**3.3** The building has a larger footprint than the existing but sits in the same location albeit slightly further away from the existing timber fence on the eastern boundary. A garage and shed are located on the opposite side of the fence in the neighbouring garden to the east therefore the proposed building is largely obscured as is the existing building.

**3.4** The building will be constructed of blockwork clad externally with horizontal timber boarding. Coursed natural stone piers at each corner will have a tooled finish to match the existing dwelling. The doors will be side hung boarded timber and the windows will be timber framed. Clay pantiles will be used on the roof. Rainwater goods will be black plastic.

**3.5** The hardstanding materials will be unaltered.

**3.6** The proposal involves the removal of a cherry laurel shrub (*prunus laurocerasus*) and a Chinese willow tree (*salix matsudana*) located to the north of the existing building, both of which are non-native species. The existing hedge - predominantly hawthorn - forming the southern boundary with the adjacent field is to be retained but pruned. The tree is exceptionally close to the existing building and the canopy, as well as that of the hedge, overhangs the existing roof.

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## 4.0 Planning Policy

### 4.1 National Policy - National Planning Policy Framework (NPPF)

4.1.1 The NPPF is silent with regards to outbuildings within domestic curtilages.

### 4.2 National Policy - General Permitted Development Order 2015

4.2.1 The proposal falls outside the development allowed under the Order.

### 4.3 Local Policy - NYMNPA Local Plan adopted July 2020

4.3.1 Strategic Policy C deals with general design principles and Policy CO17 - Householder Development refers to development within the curtilage of a dwelling in more detail and cross-references the NYMNPA Design Guide. As such the proposal complies with the Policies in terms of form, scale, height, materials, position and architectural details. It does not adversely affect the amenity of the neighbouring properties nor does it detract from the character of Jubilee House.

4.3.2 The NYMNPA Design Guide is split into five parts with those most relevant to the application being Parts 1, 2 and 3. Part 1 refers to general principles and Part 2 gives more specific advice regarding location, scale, materials, detailing and so on.

4.3.2 The proposal responds to the specific advice of Part 2 in the siting, scale, roof pitch, quality of materials, type of openings and details such as boarded timber doors. Section 3.7 of the Guide deals with garages and outbuildings and the proposal responds to this advice in a positive way, taking on board all of the points.

4.3.2 Part 3 of the Design Guide relates to trees and landscape and although it is regrettable that a tree is to be felled, it is a non-native and also located too close to the existing building with the probable outcome that it would have to be felled at some point in the near future.

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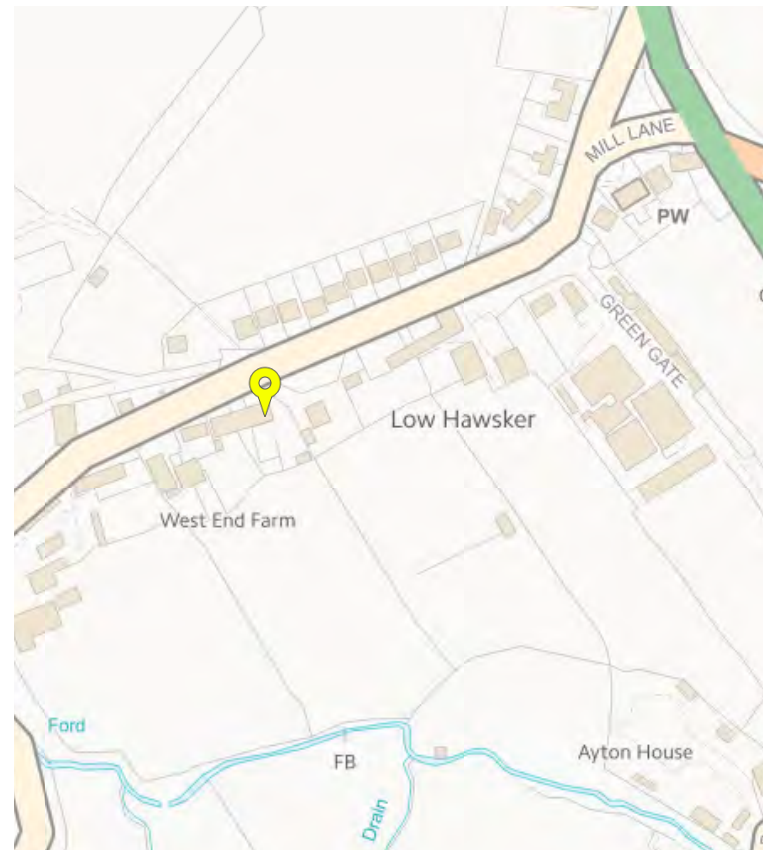
## 6.0 Access & Flooding

### 6.1 Access

**6.1.1** Although not required under the provisions of Building Regulations Access to & use of buildings Approved Document M Volume 1: Dwellings, in particular regulation M4(1) Category 1: Visitable Dwellings the personnel door to the side elevation has a level threshold.

### 6.2 Flooding

**6.2.1** The site lies within an area designated as Flood Zone 1 (areas with a low probability to flooding from rivers and sea) according to the new online Environment Agency/www.gov.uk flooding map for planning. The risk from surface water flooding is also low. As such a flood risk assessment is not required.



**Fig. 5:** Extract from Environment Agency Flood Map for planning.

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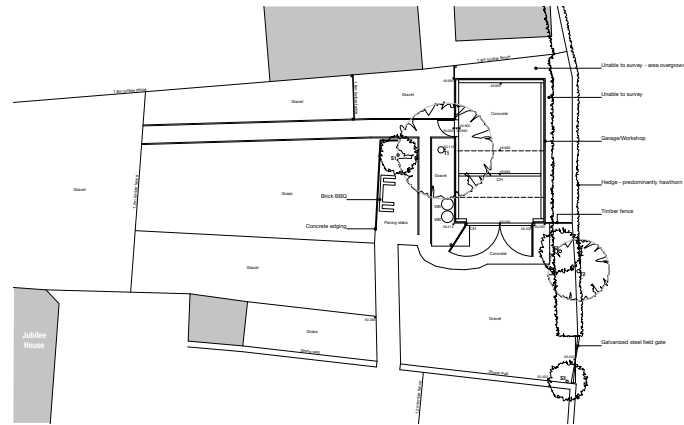
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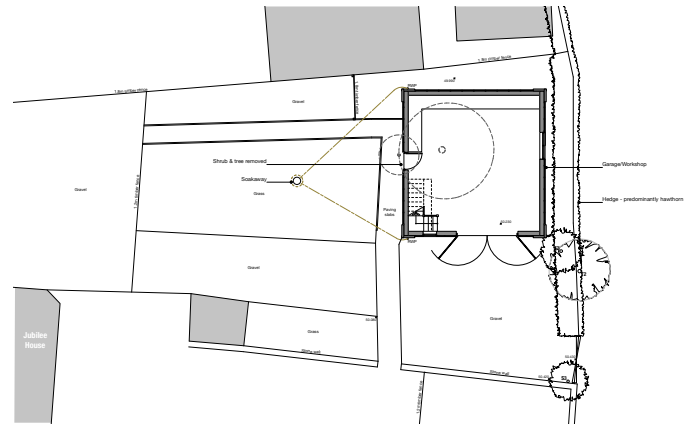
4 Planning Policy

**5 Access & Flooding**

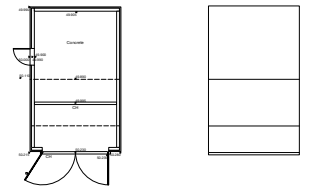
6 Drawings



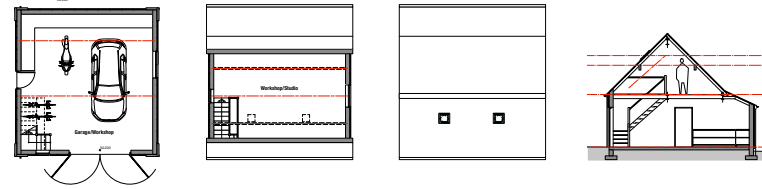
Existing Part Site & Ground Floor Plan 1:100



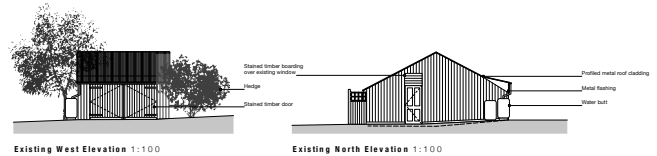
Proposed Part Site & Ground Floor Plan 1:100



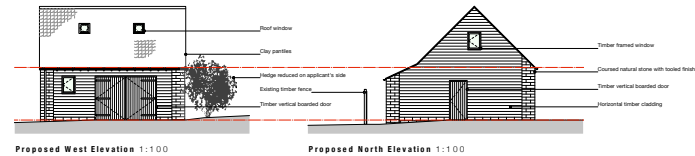
Existing Ground Floor Plan 1:100 Existing Roof Plan 1:100



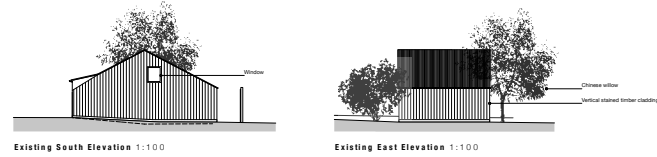
Proposed Ground Floor Plan 1:100 Proposed First Floor Plan 1:100 Proposed Roof Plan 1:100 Proposed Section 1:100



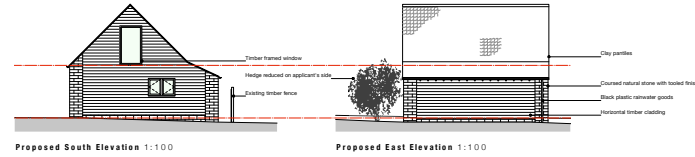
Existing West Elevation 1:100 Existing North Elevation 1:100



Proposed West Elevation 1:100 Proposed North Elevation 1:100

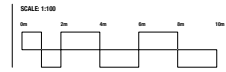


Existing South Elevation 1:100 Existing East Elevation 1:100



Proposed South Elevation 1:100 Proposed East Elevation 1:100

- NOTES / KEY:**
- 1 Clearing based on OS digital data and survey undertaken 15/01/2020 along with interpolation from photographs.
  - 2 Temporary access from (TMS) 10:00:00 (week) outside personnel door on north elevation.
- |                                |                                  |                                     |
|--------------------------------|----------------------------------|-------------------------------------|
| <b>RWP</b> Rainwater downspout | <b>SWP</b> Soil & vent pipe      | <b>EXISTING TREES &amp; SHRUBS:</b> |
| <b>BS</b> Back butt            | <b>IC</b> Inspection chamber     | <b>T1</b> Chimes willow             |
| <b>GL</b> Gully                | <b>EC</b> External light fitting | <b>T2</b> Unidentified tree         |
| <b>BS</b> Back inlet gully     | <b>L</b> External light fitting  | <b>S1</b> Silver birch (small)      |
| <b>CG</b> Cherted gully        | <b>OP</b> Overflow pipe          | <b>S2</b> Silver birch (small)      |
| <b>CC</b> Cherted connection   |                                  | <b>S3</b> Hawthorn (planted form)   |



**planning pca**

**MI & MS TUDOR**  
**Proposed Extension & Alterations**  
**Jubilee House, Lew Hove**

0018 007000 1:100 A1 PL\_001

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Fig. 6: PL\_001 Plans, Elevations & Section: Existing & Proposed (not to scale)

## Community Infrastructure Levy (CIL) - Form 1: CIL Additional Information

Determining whether a Development may be CIL Liable - For submission with Planning Application

**Please note:** This version of the form should only be used for submissions relating to planning applications in England. There is a legacy version of the form for use in Wales: [Download the legacy version of this form](#)

Following the introduction of the Community Infrastructure Levy (CIL) all applicants for full planning permission, including householder applications and reserved matters following an outline planning permission, and applicants for lawful development certificates are required to provide the following information.

**Please read the associated Guidance Note before you complete the form. This and additional per-question help can be viewed at:** [https://ecab.planningportal.co.uk/uploads/1app/cil\\_guidance.pdf](https://ecab.planningportal.co.uk/uploads/1app/cil_guidance.pdf)

Please complete the form using block capitals and black ink and send to the Collecting Authority.

See [Planning Practice Guidance for CIL](#) for guidance on CIL generally, including exemption or relief.

### Privacy Notice

This form is provided by Planning Portal and based on the requirements provided by Government for the sole purpose of submitting information to a Local Authority in accordance with the 'The Community Infrastructure Levy Regulations 2010 (as amended)'.

Please be aware that once you have downloaded this form, Planning Portal will have no access to the form or the data you enter into it (unless you choose to upload it to any Planning Portal online service in agreement with the relevant terms and conditions). Any subsequent use of this form is solely at your discretion, including the choice to complete and submit it to a Local Authority with the declaration section.

Upon receipt of this form and any supporting information, it is the responsibility of the Local Authority to inform you of its obligations in regards to the processing of this information. Please refer to its website for further information on any legal, regulatory and commercial requirements relating to information security and data protection of the information you have provided.

### 1. Application Details

Applicant or Agent Name:

Patrick Cuddy (Agent)

Planning Portal Reference (if applicable): PP-09022004

Local authority planning application number (if allocated):

Site Address:

Jubilee House  
Low Hawsker  
Whitby  
YO22 4LE

NYMNPA

28/08/2020

Description of development:

Demolition of existing single storey garage/workshop and replacement with two storey garage/workshop



## 2. Applications to Remove or Vary Conditions on an Existing Planning Permission

a) Does the application seek to remove or vary conditions on an existing planning permission (i.e. Is it a Section 73 application)?

Yes   
If 'Yes', please complete the rest of this question

No   
If 'No', you can skip to **Question 3**

b) Please enter the application reference number

c) Does the application involve a change in the amount or use of new build development, where the total (including that previously granted planning permission) is over 100 square metres gross internal area?

Yes  No

d) Does the application involve a change in the amount of gross internal area where one or more new dwellings (including residential annexes) are to be created, either through new build or conversion (except the conversion of a single dwelling house into two or more separate dwellings with no additional gross internal area created)?

Yes  No

If you answered 'Yes' to either c) or d), please go to **Question 5**

If you answered 'No' to both c) and d), you can skip to **Question 8**

## 3. Reserved Matters Applications

a) Does the application relate to details or reserved matters on an existing permission that was granted prior to the introduction of the CIL charge in the relevant local authority area?

Yes   
If 'Yes', please complete the rest of this question

No   
If 'No', you can skip to **Question 4**

b) Please enter the application reference number

If you answered 'Yes' to a), you can skip to **Question 8**

If you answered 'No' to a), please go to **Question 4**

## 4. Liability for CIL

a) Does the application include new build development (including extensions and replacement) of 100 square metres gross internal area or above?

Yes  No

b) Does the application include creation of one or more new dwellings (including residential annexes) either through new build or conversion (except the conversion of a single dwelling house into two or more separate dwellings with no additional gross internal area created)?

Yes  No

If you answered 'Yes' to either a) or b), please go to **Question 5**

If you answered 'No' to both a) and b), you can skip to **Question 8**

## 5. Exemption or Relief

a) Is the site owned by a charity where the development will be wholly or mainly for charitable purposes, and the development will be either occupied by or under the control of a charitable institution?

Yes  No

b) Does the proposed development include affordable housing which qualifies for mandatory or discretionary Social Housing relief?

Yes  No

If you answered 'Yes' to either a) or b), please note that you will need to complete 'CIL Form 10: Charitable and/or Social Housing Relief Claim'. The form must be submitted to the Collecting Authority, **and** any relief must be granted by them, prior to the commencement of the development. Otherwise the full CIL charge will be payable.

A Commencement (of development) Notice (CIL Form 6) must also be received by the Collecting Authority prior to the commencement of the development otherwise:

- *If your CIL Liability Notice was issued on or after 1 September 2019*  
A surcharge equal to 20% of the notional CIL chargeable amount or £2,500, whichever is the lower amount, will be incurred; **or**
- *If your CIL Liability Notice was issued prior to 1 September 2019*  
The relief previously granted will be rescinded and the full levy charge will be payable.

You will also need to complete 'CIL Form 10: Charitable and/or Social Housing Relief Claim' if you think you are eligible for discretionary charitable relief, or discretionary social housing relief (if this is available in your area).

If you wish to claim exceptional circumstances relief, and if the charging authority have made exceptional circumstances relief available in their area (please check their website for details), you will need to complete 'CIL Form 11: Exceptional Circumstances Relief Claim'. The form must be submitted to the Collecting Authority, **AND** any relief must be granted by them, prior to the commencement of the development. Otherwise the full CIL charge will be payable.

All CIL Forms are available from: [www.planningportal.co.uk/cil](http://www.planningportal.co.uk/cil)

c) Do you wish to claim a self build exemption for a whole new home?

Yes  No

If you have answered 'Yes' to c), please note that you will need to complete 'CIL Form 7: Self Build Exemption Claim - Part 1'. This form must be submitted to the Collecting Authority, **and** any exemption must be granted by them, prior to the commencement of the development. Otherwise the full CIL charge will be payable.

A Commencement (of development) Notice (CIL Form 6) must also be received by the Collecting Authority prior to the commencement of the development otherwise:

- *If your CIL Liability Notice was issued on or after 1 September 2019*  
A surcharge equal to 20% of the notional CIL chargeable amount or £2,500, whichever is the lower amount, will be incurred; **or**
- *If your CIL Liability Notice was issued prior to 1 September 2019*  
The exemption previously granted will be rescinded and the full levy charge will be payable.

All CIL Forms are available from: [www.planningportal.co.uk/cil](http://www.planningportal.co.uk/cil)

d) Do you wish to claim an exemption for a residential annex or extension?

Yes  No

If you have answered 'Yes' to d), please note that you will need to complete either 'CIL Form 8: Residential Annex Exemption Claim' or 'CIL Form 9: Residential Extension Exemption Claim'. The relevant form must be submitted to the Collecting Authority, **and** any exemption must be granted by them, prior to the commencement of the development. Otherwise the full CIL charge will be payable.

In respect of a residential annex, a Commencement (of development) Notice (CIL Form 6) must also be received by the Collecting Authority prior to the commencement of the development otherwise:

- *If your CIL Liability Notice was issued on or after 1 September 2019*  
A surcharge equal to 20% of the notional CIL chargeable amount or £2,500, whichever is the lower amount, will be incurred; **or**
- *If your CIL Liability Notice was issued prior to 1 September 2019*  
The exemption previously granted will be rescinded and the full levy charge will be payable.

All CIL Forms are available from: [www.planningportal.co.uk/cil](http://www.planningportal.co.uk/cil)

## 6. Proposed New Gross Internal Area

a) Does the application involve new **residential development** (including new dwellings, extensions, conversions/changes of use, garages, basements or any other buildings ancillary to residential use)?

Please note, conversion of a single dwelling house into two or more separate dwellings (without extending them) is **not** liable for CIL. If this is the sole purpose of your development proposal, you should answer 'No' to Question 4b above.

Yes  No

If yes, please complete the table in section 6c below, providing the requested information, including the gross internal area relating to new dwellings, extensions, conversions, garages or any other buildings ancillary to residential use.

b) Does the application involve new **non-residential development**?

Yes  No

If yes, please complete the table in section 6c below, using the information from your planning application.

c) Proposed gross internal area:

Development type	(i) Existing gross internal area (square metres)	(ii) Gross internal area to be lost by change of use or demolition (square metres)	(iii) Total gross internal area proposed (including change of use, basements, and ancillary buildings) (square metres)	(iv) Net additional gross internal area following development (square metres) (iv) = (iii) - (ii)
Market Housing (if known)				
Social Housing, including shared ownership housing (if known)				
Total residential				
Total non-residential				
Grand total				

## 7. Existing Buildings

a) How many existing buildings on the site will be retained, demolished or partially demolished as part of the development proposed?

Number of buildings:

b) Please state for each existing building/part of an existing building that is to be retained or demolished, the gross internal area that is to be retained and/or demolished and whether all or part of each building has been in use for a continuous period of at least six months within the past thirty six months. Any existing buildings into which people do not usually go or only go into intermittently for the purposes of inspecting or maintaining plant or machinery, or which were granted temporary planning permission should not be included here, but should be included in the table in section 7c.

	Brief description of existing building/part of existing building to be retained or demolished.	Gross internal area (sqm) to be retained.	Proposed use of retained gross internal area.	Gross internal area (sqm) to be demolished.	Was the building or part of the building occupied for its lawful use for 6 continuous months of the 36 previous months (excluding temporary permissions)?		When was the building last occupied for its lawful use? Please enter the date (dd/mm/yyyy) or tick still in use.
					Yes <input type="checkbox"/>	No <input type="checkbox"/>	
1					Yes <input type="checkbox"/>	No <input type="checkbox"/>	Date: <input type="text"/> or Still in use: <input type="checkbox"/>
2					Yes <input type="checkbox"/>	No <input type="checkbox"/>	Date: <input type="text"/> or Still in use: <input type="checkbox"/>
3					Yes <input type="checkbox"/>	No <input type="checkbox"/>	Date: <input type="text"/> or Still in use: <input type="checkbox"/>
4					Yes <input type="checkbox"/>	No <input type="checkbox"/>	Date: <input type="text"/> or Still in use: <input type="checkbox"/>
Total floorspace		<input type="text"/>		<input type="text"/>			

**7. Existing Buildings** (continued)

c) Does the development proposal include the retention, demolition or partial demolition of any whole buildings **which people do not usually go into or only go into intermittently for the purposes of inspecting or maintaining plant or machinery, or which were granted planning permission for a temporary period?**

Yes  No

If yes, please complete the following table:

	Brief description of existing building (as per above description) to be retained or demolished.	Gross internal area (sqm) to be retained	Proposed use of retained gross internal area	Gross internal area (sqm) to be demolished
1				
2				
3				
4				
Total of which people do not normally go into, only go intermittently to inspect or maintain plant or machinery, or which was granted temporary planning permission				

d) If the development proposal involves the conversion of an existing building, will it be creating a new mezzanine floor within the existing building?

Yes  No

If Yes, how much of the gross internal area proposed will be created by the mezzanine floor?

Use	Mezzanine gross internal area (sqm)

## 8. Declaration

I/we confirm that the details given are correct.

Name:

Patrick Cuddy (Agent)

Date (DD/MM/YYYY). Date cannot be pre-application:

28/08/2020

It is an offence for a person to knowingly or recklessly supply information which is false or misleading in a material respect to a collecting or charging authority in response to a requirement under the Community Infrastructure Levy Regulations (2010) as amended (regulation 110, SI 2010/948). A person guilty of an offence under this regulation may face unlimited fines, two years imprisonment, or both.

### For local authority use only

Application reference: