



**Design, Access & Heritage Statement**  
Statement in support of a planning application

**Proposed Development:**

Extension to the existing roof space to the rear at first floor, including two inset dormers and associated fenestration

**Tree Tops, Charlton Village, North Herts.**

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**Client:** Annie Nicholls  
**Date:** 21/03/2026  
**Prepared by:** Will Gamble Architects



## 1.0 Introduction.

1. This Design and Access Statement has been prepared in support of a planning application for the extension of the existing roof space at first floor, to a post-war dwelling located within Charlton Village, North Hertfordshire.
2. The proposal will provide an additional bedroom and bathroom within the roof space, to meet the needs of the applicant's growing family.
3. The site lies within a designated conservation area, and the proposal has been carefully developed to respond sensitively to its context. It accompanies the planning application submitted to North Herts Council.
4. The applicant's property is a modest two storey post war bungalow.
5. Overtime it has been extended into the existing roof space to create a single bedroom, as well as across the ground floor, along its side elevation.
6. The property is of traditional masonry construction. The external walls and chimney stacks are finished in mixture of render and brick, the roof is faced in roof tiles. The ground floor extension is clad in black timber weatherboards.
7. The fenestration is predominantly UPVC windows.

## 2.0 Site and Surrounding Area.

1. The surrounding area is characterised by a mix of traditional and later residential development, with an emphasis on modest scale, simple forms, and strong relationships to the surrounding rural landscape.
2. The village is a ribbon development, predominantly arranged along Charlton Road.
3. It is rural in character, with a number of agricultural buildings interspersed amongst a mixture of residential buildings.
4. The village sits with in a valley flanked by ridges to the east and west.
5. The applicant's property is located on the upper part of the eastern ridge, along the village boundary.
6. It is situated amongst new build dwellings to the west, with open agricultural land to the north, east and south – the site affords far reaching views across the neighboring countryside.
7. Trees along the western boundary screen the applicant's property from the neighboring village.

## 4.0 Heritage.

1. Charlton is described in the Dooms Day book as a small settlement arranged around a mill.



2. Some buildings in Charlton date back to the 17<sup>th</sup> Century, however there are now very few in number.
3. A small number of buildings date back to early mid 20<sup>th</sup> Century, notably to the north.

## 5.0 Proposed Development.

### First Floor/Roof Extension

#### Appearance

1. The proposal is of high-quality architectural design that is in keeping with the character, scale and appearance of the existing property and the surrounding conservation area.
2. The material palette has been carefully considered, to complement the existing dwelling and the wider conservation area
3. It has been designed so that the proposal will not have an adverse impact on the amenity of adjacent properties or the character and quality of the Conservation Area.
4. The roof space has been extended through a hip to gable extension to the south - the roof will be clad in roof tiles to match existing. The pitch of the roof remains as existing retaining the unique character of the existing roof form.
5. Within the pitch of the roof there are two inset dormers proposed, one along its northern elevation and one along its eastern elevation.
6. The cheeks of these dormers will be clad in back weatherboard cladding to match the existing ground floor extension.
7. The use of black timber cladding to the dormers ensures they appear lightweight and visually recessive within the roofscape
8. The glazing is UPVC to match the fenestration along the ground floor.
9. To the south, the proposed gable end will be predominantly glazed to maximize views over the adjacent field, whilst creating a lightweight appearance that is subordinate to the host building.
10. The principal elevations (north and west), that faces the village and surrounding conservation area, will be mainly unaltered by this proposal.
11. The tree coverage along the site's western boundary also means that the property is predominantly screened from the surrounding village.
12. The design of the first-floor extension is considered appropriate for the host dwelling and the surrounding conservation area.

### Scale

13. The extension has been designed to remain subservient and proportionate to the existing dwelling.
14. The overall form follows the established roof geometry of the existing roof slope, ensuring that the proposal integrates seamlessly with the host building.
15. The extension is modest in scale and does not dominate the existing structure, maintaining the simple and understated character, that is typical of a post-war house.
16. The two dormers a modest in scale and form, and they are fully integrated into the roof slope, they are subservient to the roofscape and the host building.
17. No unreasonable loss of amenity will result to any adjacent property due to the large garden that surrounds the property on three sides.
18. There are no proposed side facing windows onto a neighboring property, and no loss of privacy.
19. The scale is not considered to create a sense of enclosure or appear overbearing.
20. It has been determined that the proposed works will not result in any unreasonable amenity impacts.

## **6.0 Access.**

21. Access to the property will not be altered as a result of this application.

## **7.0 Conclusion.**

1. Overall, by reason of appropriate materials, siting, mass/scale and context the proposal is considered acceptable to the character of the existing building and in keeping with the character of the conservation area.
2. The scheme is consistent with the aims and objectives of the Local Plan and conservation area design guidelines.
3. The proposal does not impact neighboring amenity.
4. This design, access and heritage statement sets out the design principles behind the scheme and helps demonstrate why we consider this approach to be successful, whilst illustrating how the proposal meets local and national planning policy.
5. We therefore recommend that this application is considered for your support and approval.