

Planning and Design and Access Statement

Sun Hill Barn, 3D Sun Hill, Royston, SG8 9AU

July 2025 Revision 01

Site Name: Sun Hill Barn, 3D Sun Hill, Royston

Client Name: Kevin Henderson

Type of Report: Planning and Design and Access Statement

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Date: July 2025

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1. INTRODUCTION

- 1.1 This Planning and Design and Access Statement has been prepared on behalf of Kevin Henderson (Applicant and Architect) in respect of a Planning Application for the renovation of the Barn at the rear of Sun Hill Cottage, Royston to create a new residential unit out of the existing barn. Listed Building Consent Ref 17/02836/1LB was granted 12/04/2018 to Re-roof and convert the Barn to residential accommodation. Condition No2 of this Consent requested the approval of the roof tiles, and this Listed Building Application is for the discharge of this condition.
- 1.2 Sun Hill Cottage is a residential dwelling (C3 use) located to the south of the main centre of Royston. The Barn is a 1½ storey pitched roof barn with its' own driveway, garden area and patio space, a shed and perimeter landscaping. The applicant has recently converted the Barn. This Planning Application therefore seeks Planning Permission for the discharge of Condition No2 of 17/02836/1LB.
- 1.3 This Planning Statement is to support a Listed Building Consent 25/01753/LBC for the following proposed development.

Change of roof material from asbestos to clay plain tiles pursuant to condition 2 of Listed Building Consent Ref: 17/02836/1LB granted 12.04.2018 (Development already carried out).

- 1.4 The Design and Access element of this statement has been prepared in accordance with Article 9 of the Town and Country Planning (Development Management Procedure) Order 2015. As set out in the National Planning Policy Guidance it is a:

'Concise report that provides a framework for applications to explain how the proposed development is a suitable response to the site and its setting and demonstrate that it can be adequately accessed by prospective users.'

- 1.5 This statement is structured as follows:
- Section 2 – Site Description: A description of the site and its surroundings.
 - Section 3 – The Proposed Development: A description of the proposals including, use, amount, layout and access.
 - Section 4 – Design and Access Statement: Assesses the design and access principles.
 - Section 5 – Planning Policy Considerations: A summary of the planning policy context.
 - Section 6 – Planning Assessment: A planning assessment which considers the main issues associated with the proposed development; and
 - Section 7 – Planning Balance and Conclusions: A summary of the reasons why planning permission should be granted.
- 1.6 For completeness, a number of supplemental reports have been prepared in support of the application in order to demonstrate policy compliance. The application consists of the following plans and documents:

Plans:

- Site Location Plan;
- Existing and Proposed Layout Plan; and
- Elevations Plan.

Documents:

- Heritage Statement

Planning History

- 1.7 The below table sets out the planning history for the site and surrounding area. Royston has been subject to various planning applications for residential development, including the erection of new dwellings, front and rear extensions, conversion and change of use. The below table provides examples of nearby residential development over the past five years.

Sun Hill Cottage

- 1.8 Sun Hill Cottage has been granted Planning Permission for various development, as set out below.

Date	Reference	Location	Description	Decision
24.09.2024	APP/X1925/W/24/3344958	Sun Hill Cottage 3 Sun Hill Royston Hertfordshire SG8 9AU	Change use of existing detached 2-bed ancillary accommodation barn to one detached 2-bed self-contained residential dwelling.	Conditional consent
12.04.18	17/02836/1LB	Sun Hill Cottage 3 Sun Hill Royston Hertfordshire SG8 9AU	Re-roofing including raising pitch and changing roof material to plain tile. Internal and external alterations to facilitate conversion to ancillary residential accommodation. (Amended description).	Conditional consent
22.03.18	18/00186/FPH	Sun Hill Cottage 3 Sun Hill Royston Hertfordshire SG8 9AU	Re-roofing and renovation works to existing barn. (Additional plan received 01/03/18).	Conditional permission
29.06.09	09/00972/1TCA	Sun Hill Cottage 3 Sun Hill Royston SG8 9AU	Reduce one Sycamore tree from 6m radius to 4.5m radius	No objection
12.11.99	99/01241/1LB	Sun Hill Cottage Sun Hill Royston Herts SG8 9AU	Installation of steel structural supports, replacement dormer windows to front elevation, replacement doors and windows, internal and external	Consent

Date	Reference	Location	Description	Decision
			alterations and other works (as amplified by schedule of works	
23.06.83	83/00799/1	Sunhill Cottage Sun Hill Royston SG8 7AU	Erection of replacement single storey rear extension	Conditional permission
23.06.83	83/00800/1	Sunhill Cottage Sun Hill Royston SG8 7AU	Erection of single storey rear extension involving demolition of existing extension and alterations	Consent
15.09.82	82/00960/1	Sun Hill Cottage 3 Sun Hill Royston SG8 9AU	Erection of replacement single storey rear extension.	Conditional permission
15.09.82	82/00889/1LB	Sun Hill Cottage Sun Hill Royston SG8 9AU	Application for listed building consent for partial demolition, internal alterations and replacement single storey rear extension.	Conditional permission
21.05.81	81/00211/1	Sun Hill Cottage Sun Hill Royston SG8 9AU	Proposed erection of replacement boundary wall.	Withdrawn

Royston

The below table sets out a list of other similar approved developments in close proximity to the site:

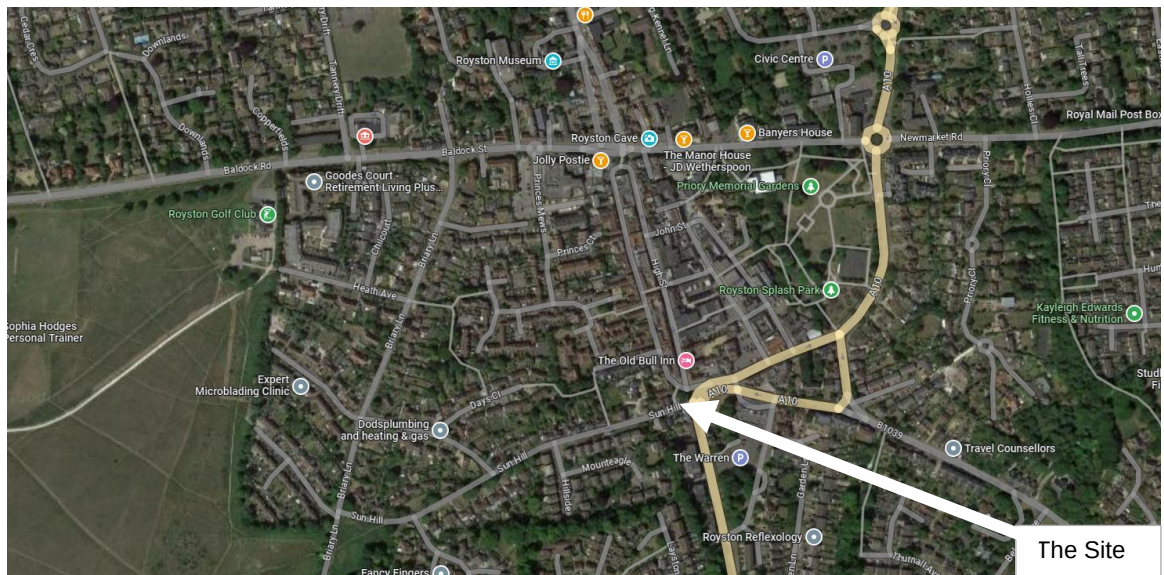
Date	Reference	Location	Description	Decision
14.12.22	22/02992/LDCP	52 Green Street Royston Hertfordshire SG8 7BA	Erection of two detached outbuildings for use as home gym and garage/workshop.	Granted permission
22.08.22	22/00433/FP	1 Royse Grove Royston Hertfordshire SG8 9EP	Erection of one 4-bed dwelling and detached double garage including creation of vehicular access onto Royse Grove (as amended by drawings received 13.07.22 - window and dormer changes)	Conditional permission
18.01.22	21/03260/LDCP	4 Milton Close Royston Hertfordshire SG8 5DP	Erection of detached outbuilding in rear garden	Granted permission
16.12.21	21/03011/FPH	Mulberry House Sun Hill Royston Hertfordshire SG8 9AU	Single storey rear extension and replace existing rear French doors with bi-fold doors following demolition of existing rear conservatory	Conditional permission

Date	Reference	Location	Description	Decision
18.01.19	18/01764/FP	Johnson Matthey Plc Orchard Road Royston Hertfordshire SG8 5HE	Erection of 4/5 storey refinery building split into two parts; The admin block (5 storey's) consisting of changing, office and admin functions, and the Process block (4 storey's) containing the refining processes, following demolition of existing Western Block building. Construction of a new storage and packing building following demolition of existing building. Internal refurbishment of two other buildings.	Conditional permission

- 1.9 The above establishes that the Council has previously supported development at Sun Hill Cottage for a rear extension and alterations to the barn. The Council have also supported similar small scaled residential development within the nearby area. The proposed development that this Planning Application refers to is similar to the approved applications in terms of scale and type of development within the past five years in Royston.

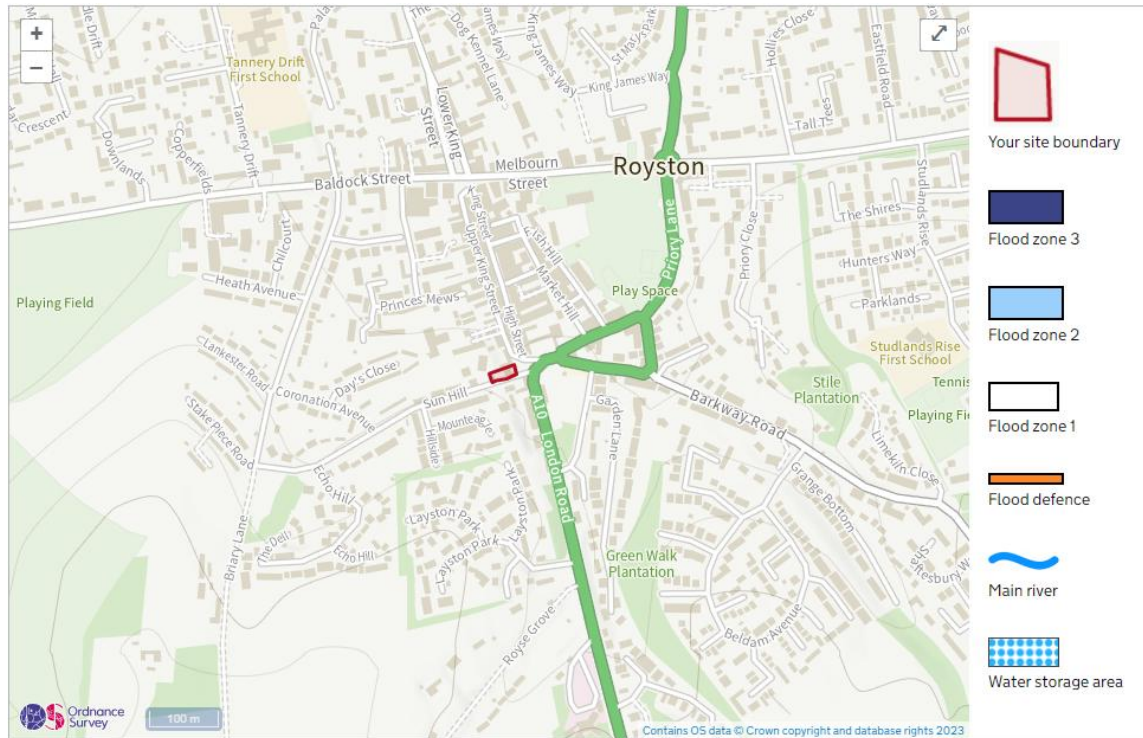
2. SITE DESCRIPTION

- 2.1 The site is located within the residential area of Royston, North Hertfordshire. Royston is a historic market town and is the third largest of the four towns in North Hertfordshire. Royston is connected to cities such as Cambridge to the north-east and London to the south via the A10. The site itself is situated adjacent to Sun Hill, which is a sloping one-way street within close proximity to the A10 to the east.
- 2.2 The site comprises a residential dwelling ('Sun Hill Cottage') and barn that has been renovated into a two-storey residential annex with its own services and driveway. Residential garden space, parking and landscaping are also within the site curtilage. The overall site measures approximately 0.1 hectares and is accessible via Sun Hill. The below aerial footage provides greater context by setting out the location of the site and surrounding area.

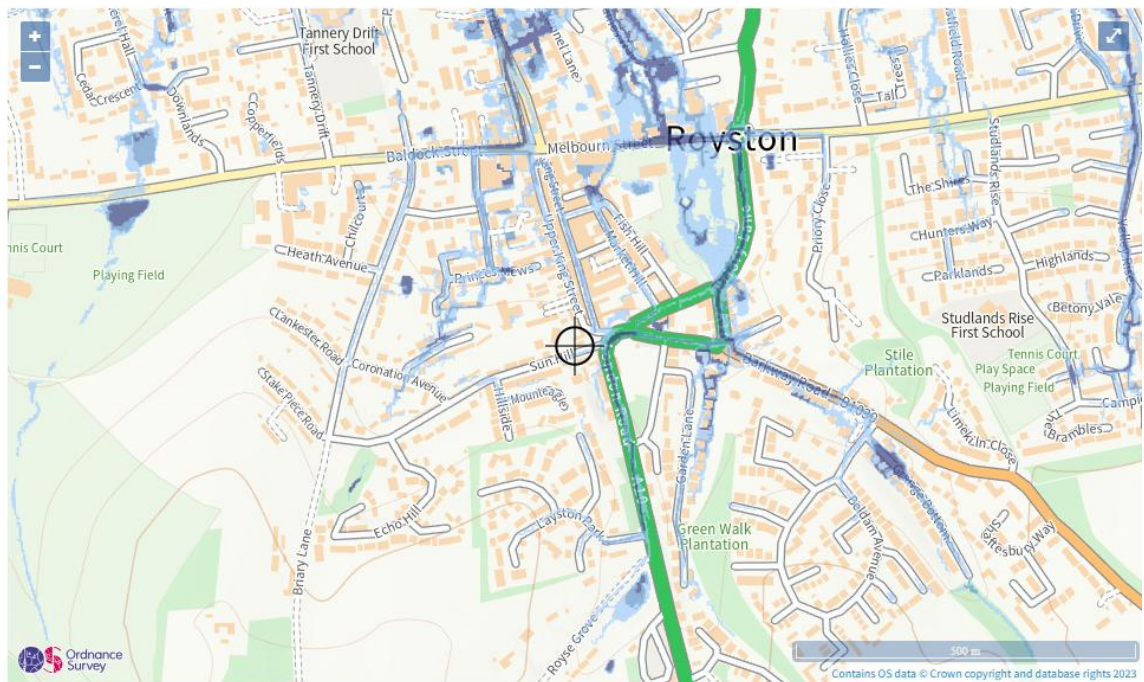


(Source: Google Maps)

- 2.3 The site is bound by residential dwellings to the north and west, and Sun Hill to the south. The site is situated within Royston's settlement boundary and just outside the town centre boundary. The site is located within the Royston Conservation Area and Sun Hill Cottage is a Grade II Listed building. There are no public rights of way or Tree Preservation Orders (TPOs) within the site vicinity. In terms of flooding, the site is located entirely within Flood Zone 1. This means that there is a low probability of flooding from rivers and the sea. The below map is extracted from the Government Flood Risk Map Database.



- 2.4 The site is also at low risk of surface water flooding, as demonstrated on the below extracted map from the Government Flood Risk Map Database.



- 2.5 The following sections of this Planning Statement and Design and Access Statement will describe the proposals, assess material planning considerations and policy to demonstrate that the proposed development is compliant and acceptable.

3. THE PROPOSED DEVELOPMENT

Background

- 3.1 Sun Hill Cottage adjacent to the Barn is a detached 17th Century two-storey dwelling. The building consists of a brick façade and was extended in the 1980s (see planning history in section 1). Previous to becoming a residential dwelling, the building was a Public House named 'The Sun' before it was converted. The front of the house is two-storey with a basement and the rear is single-storey due to the house being situated on a hill. There is an existing tarmac driveway to the front of the house which provides parking space for three cars. Pedestrian access to the garden is achieved through a gate to the side of the house. A lawn exists to the front of the house, with a larger lawn garden and stone paved patio to the rear.
- 3.2 The Barn is an old flint and brickwork detached structure, with a pitched roof of clay plain tiles, these roof tiles are the subject of this Planning Application. The applicant has recently renovated the barn to provide a two-storey building with its own services. The building now consists of a living room, kitchen, cloakroom, dining room, 2/3 bedrooms and bathroom. There is existing vehicular access from Sun Hill via timber gates, which leads to a concrete driveway providing space for two cars. Pedestrians can also access the property through these gates. The barn also comprises a shed, patio, small lawn and landscaped area with trees. To the north of the barn is a flint garden wall.
- 3.3 Given that the barn has already been converted and there is existing separate access and garden, neither of the dwellings need to be modified.

The Proposal

- 3.4 This Planning Application seeks Planning Permission to discharge Condition 2 of LBC 17/02836/1LB with respect to the roof tiles used on the Barn.
- 3.5 Key planning considerations for this proposal include the impact on the setting of the Listed Building and the character and appearance of the Conservation Area, ecology and landscape, access and parking and impact on residential amenity. The following sections of this Planning and Design and Access Statement will review these considerations to demonstrate that the proposed development is acceptable and will not result in a detrimental impact on the setting of the Listed Building, or the character and appearance of the Conservation Area and residential amenity of existing residents.

4. DESIGN AND ACCESS STATEMENT

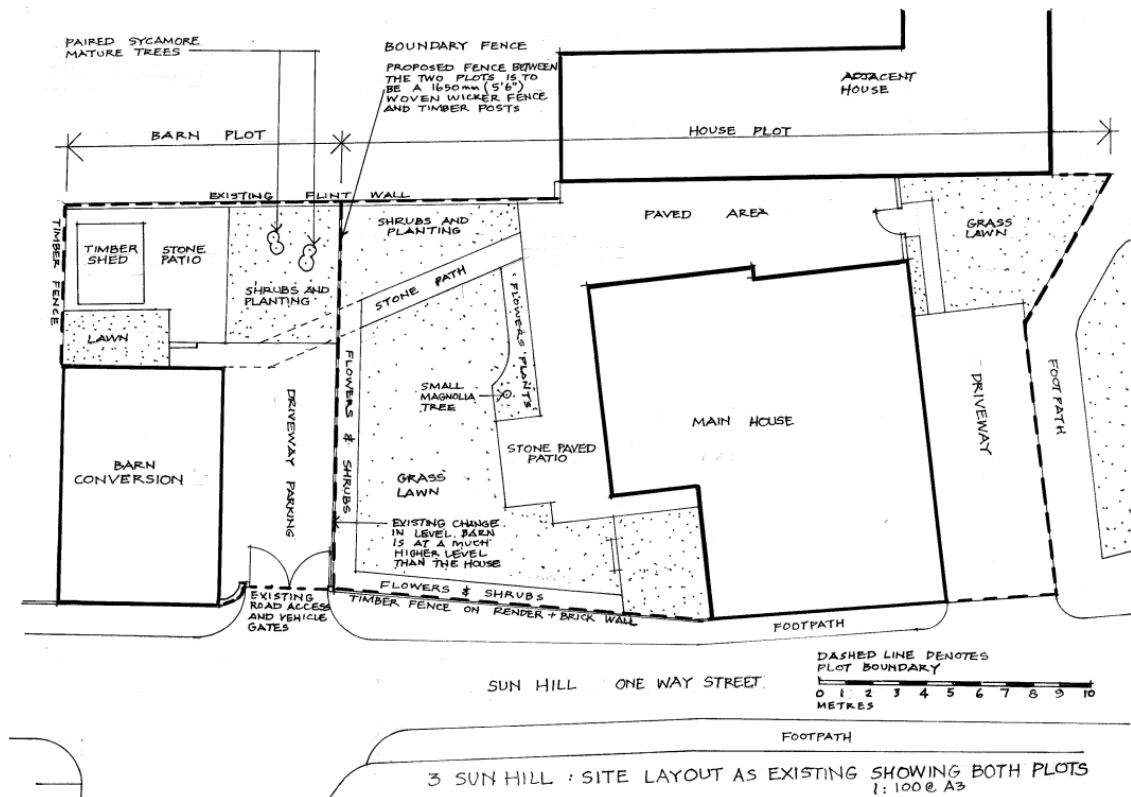
Use

- 4.1 The site is currently used as a residential curtilage (Use Class C3) which comprises a converted barn, garden and parking. The site is located within the residential area of Royston, adjacent to the town centre and so in a sustainable location. The existing barn that sat in the curtilage of the cottage was used for storage purposes for at least 45 years, however fell into a state of deterioration. As such, in 2018 the applicant was granted Planning Permission to convert the barn to provide additional office and living space. This has been implemented and the barn is now used (since April 2025) as two-bedroom accommodation. The barn has been sympathetically converted and has its own separate access, parking and garden space.
- 4.2 The applicant now plans to reside in the converted barn and so is seeking Planning Permission to discharge the Condition 2 of LBC 17/02836/1LB for the roof tiles to the converted barn.
- 4.3 The proposed development will not result in any material change to Sun Hill Cottage, and the use for the site will remain residential. This will not have an adverse impact on the setting of the Listed building or the character of the Conservation Area and the roof tiles proposed have been chosen to match the roofs of Sun Hill Cottage, Sun Hill House (1 Sun Hill) and the buildings adjacent at the north end of Royston High Street. The proposed development will not change the overall use of the site and the two dwellings will remain in-keeping with the wider residential area.

Layout

The layout of the site is shown on the below Site Layout Plan. Sun Hill Cottage is located to the east of the site, with the Barn to the west.

- 4.4 Adjacent to the barn is a separate concrete drive, an area of grass, plants and shrubs, patio and shed. Existing access to the barn's drive is located off Sun Hill. To the north of the barn is a flint wall which separates the barn to adjacent properties.



- 4.5 The above Site Layout Plan shows the location of the proposed boundary that will separate the two properties. As shown on the plan, a boundary fence will be located between Sun Hill Cottage and the Barn.
- 4.6 The barn already consists of separate access and residential garden space.

Scale and Appearance

- 4.7 The barn and roof tiles will not alter the scale of the existing site and the existing development. It is therefore considered that the proposed development is small scale and so in keeping with approved development in the nearby area.
- 4.8 In addition, the proposed development will not materially alter the appearance of the existing site. Additionally, the proposed development will not materially alter the existing buildings and access to both properties.

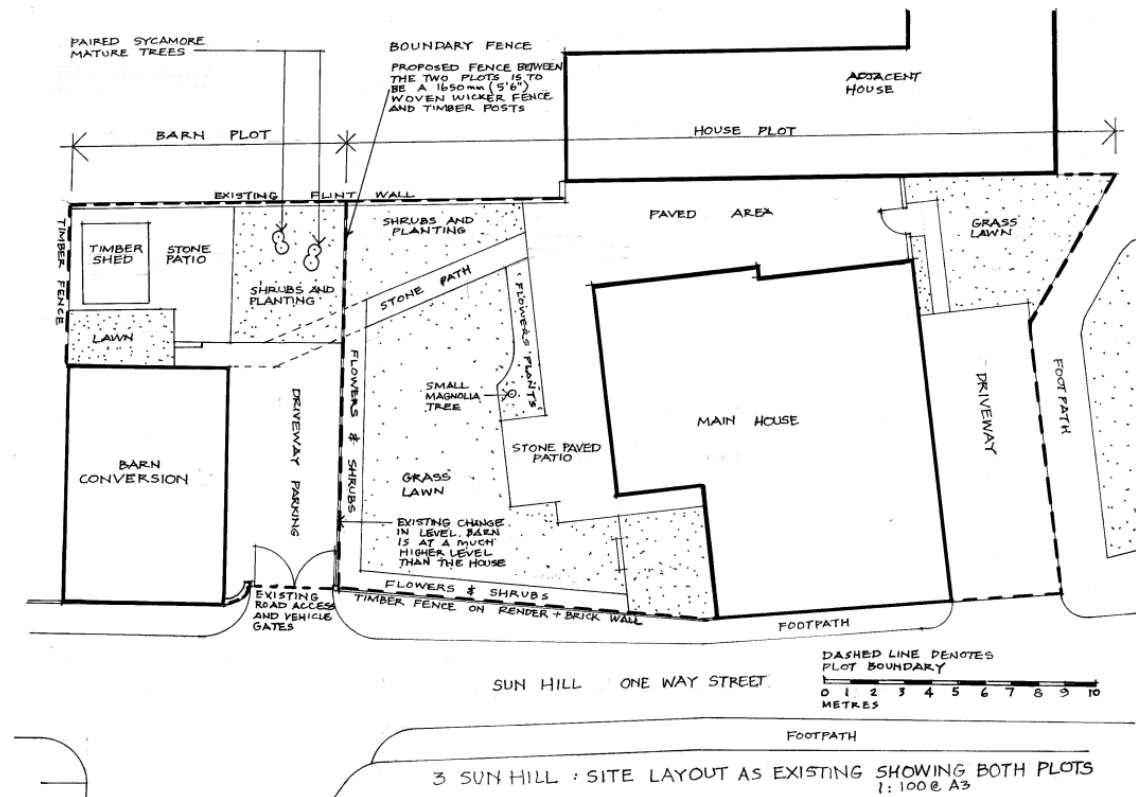
Landscape and Ecology

- 4.9 The site comprises a residential garden which contains shrubs, plants and trees on the perimeter and inbetween the cottage and converted barn, and a small area of grass to the front of Sun Hill Cottage. The proposed Layout Plan shows the existing landscape on the site, which will not be significantly impacted by the development. No meaningful vegetation will be

removed as a result of the new roofing tiles and as such there will not be any loss of biodiversity.

Access

- 4.10 The barn has separate vehicle and pedestrian access. The vehicular access is from Sun Hill via timber gates, which leads to a concrete driveway with space for two vehicles. Pedestrian access is also through these gates. The below Site Layout Plan shows the existing access for both properties.



- 4.11 The proposed barn will not require a new means of access as safe and suitable access which meets local standards is already provided on site.
- 4.12 The barn has a level threshold and so is accessible for wheelchair users.

5. PLANNING POLICY CONSIDERATIONS

5.1 This section considers the proposal against adopted planning policy and other material considerations. Section 38(6) of the Planning and Compulsory Purchase Act 2004 states that a planning application must be determined in accordance with the development plan unless material considerations indicate otherwise.

5.2 The key planning policies are set out within the North Hertfordshire District Council's adopted Development Plan and National Planning Policy Framework (2023). The Development Plan includes the following key documents of relevance to this application:

- The North Hertfordshire Local Plan 2011-2031 and Proposals Map (adopted November 2022); and
- Royston Conservation Area Assessment (2007);

North Hertfordshire Local Plan (2011-2031)

5.3 The North Hertfordshire District Local Plan 2011-2031 sets out guidance for planning applications within the district. Relevant policies are set out below:

- **Policy SP1: Sustainable Development in North Hertfordshire.** The Council will grant planning permission or proposals that respect and improve their surroundings and protect key elements of North Hertfordshire's environment.
- **Policy SP2: Settlement Hierarchy and Spatial Distribution.** Approximately 80% of the Districts housing development will be located within the settlement boundaries of the listed towns, which includes Royston. The council wishes to focus the majority of new development on the towns and it is anticipated that approximately four in every five new homes delivered over the plan period will be built within the adjusted settlement boundaries of the towns.
- **Policy T1: Assessment of Transport Matters.** Planning Permission will be granted provided that development would not lead to highway safety problems of cause unacceptable impacts on the highway network. All development proposals should provide safe pedestrian access.
- **Policy T2: Parking.** Planning Permission will be granted provided that parking for residential development is provided in accordance with the minimum standards set out in Appendix 4 of the Plan.
- **Policy D1: Sustainable Design.** Planning permission will be granted where proposals respond positively to the site's local context, retain existing vegetation, maximise accessibility, meet or exceed the national described space standards and optional water efficiency standards. Proposals should regard the design SPD and take into consideration position, orientation, scale, height, layout, massing, detailing and use of materials.
- **Policy D3: Protecting living conditions.** Planning permission will be granted for proposals which do not cause unacceptable harm to living conditions. All development has potential to have an adverse impact on its neighbours, due to increased traffic, parking, loss of daylight and sunlight, noise, overlooking, pollution and dominance as well as other issues. Care is needed to ensure that the adverse impacts of any such development on neighboring residents is minimised.
- **Policy NE2: Landscape.** Planning permission will be granted for development proposals that do not cause unacceptable harm to the character and appearance of the surrounding area.

- **Policy NE4: Biodiversity and Geological Sites.** Planning permission will only be granted for development proposals that appropriately protect, enhance and manage biodiversity in accordance with the hierarchy and status of designations and features listed in policy SP12. All development should deliver measurable net gains for biodiversity and geodiversity, contribute to ecological networks and the water environment, and/or restore degraded or isolated habitats where possible.
- **Policy NE7: Reducing Flood Risk.** Planning permission will be granted provided that the development is located out of medium and high flood risk areas and other areas affected by other sources of flooding where possible.
- **Policy NE10: Water Conservation and Wastewater Infrastructure.** Planning permission will be granted provided that adequate foul water treatment and disposal already exists or can be provide in time to serve the development.
- **Policy HE1: Designated Heritage Assets.** Planning applications relating to designated heritage assets or their setting should be accompanied by a Heritage Assessment/Justification Statement that assesses the significance of the asset and their setting, justifies and details the impact of any proposal on the significance of the asset and informs any measures to minimise or mitigate impacts. Designated heritage assets include Scheduled Monuments, Listed Buildings, Conservation Areas and Registered Parks and Gardens.
- **Policy IMR1: Five Year Housing Land Supply.** This policy sets out the Councils five year housing land supply review position. The housing land supply calculations will be produced for monitoring purposes over the plan period.

Design Supplementary Planning Document (2011)

- 5.4 The Design Supplementary Planning Document (SPD) is a guide for the future development of the towns, villages and rural areas in North Hertfordshire. The purpose of the document is to ensure that all issues relating to the design of a development have been considered. However, there is no specific guidance on subdividing plots. The design guides relevant to this application are set out below.
- 5.5 The key urban design principles for all development are as follows:
1. Character (sense of place and history);
 2. Continuity and enclosure (distinguish between public/private realm);
 3. Quality of the Public Realm (sense of well-being and amenity);
 4. Ease of movement (connectivity and permeability);
 5. Legibility (ease of understanding);
 6. Adaptability (ease of change);
 7. Diversity (ease of choice);
 8. Quality of private space (usability); and
 9. Sustainability (reducing carbon and increasing efficiency).
- 5.6 Design is viewed as particularly important in ensuring the efficient use of land. The quality of the environment should not be compromised, and the local character should be respected. The density of the development should be informed by the local character and the constraints of the site. Paragraph 89 states that the layout of development is an important factor in defining the character of development.

- 5.7 Paragraph 124 states that new developments need to consider the access routes of emergency and delivery vehicles to ensure that parking and layout does not hinder their movement and ability to function.
- 5.8 Reusing and converting older buildings can be perceived as problematic. However, the principle of re-use, rather than demolition and new build, is sustainable and, with imagination, sensitivity and good design, it can be possible to keep them in use. PPS5 supports flexibility and changes to support the retention of long-term use of heritage buildings (para 138).
- 5.9 Paragraph 145 states that '*private dwellings should have adequate private space to meet the needs of the occupants. The Council encourages a mix of garden sizes. Houses should have gardens which meet the needs of the occupants outdoor living requirements such as children's play, patio for entertaining, lawn/shrub area for leisure and recreation, recycling bins and storage facilities*'. Gardens can also provide the space required for extensions when the building needs to be enlarged to accommodate growth or aspirations for bigger dwellings (para 146).
- 5.10 Paragraph 147 states that space for off-street parking should be a key consideration within the design of any development. Parking should be overlooked to ensure security. In residential developments at least one window should overlook parking spaces (para 130).

National Planning Policy Framework (NPPF) 2023

- 5.11 The NPPF sets out the Government's planning policies for development proposals. The below section will set out the relevant guidance for this Planning Application.
- 5.12 **Chapter 2, Achieving Sustainable Development**, explains that the purpose of the planning system is to contribute to the achievement of 'sustainable development'. Sustainable development is defined as *meeting the needs of the present without compromising the ability of future generations to meet their own needs*. Achieving sustainable development means meeting three overarching objectives; economic, social and environmental (paragraph 8).
- 5.13 So that sustainable development is pursued in a positive way, at the heart of the Framework is a presumption in favour of sustainable development. For decision-taking this means approving development proposals that accord with an up-to-date development plan without delay. Or where there are no relevant development plan policies, or the policies are out of date, granting permission unless any adverse impacts of doing so would demonstrably outweigh the benefits (para 11).
- 5.14 **Paragraph 38 of Chapter 4, Decision-Making**, states that decision-makers should work proactively with applicants to secure developments which will improve the economic, social and environmental conditions of the area. They should seek to approve applications for sustainable development where possible.
- 5.15 **Chapter 5, Delivering a Sufficient Supply of Homes**, states that to support the Government's objective of significantly boosting the supply of homes, it is important that a sufficient amount and variety of land can come forward where it is needed (para 60).

- 5.16 **Chapter 9, Promoting Sustainable Travel**, states that transport issues should be considered from the earliest stages of development proposals to address potential impacts of development on transport networks.
- 5.17 **Paragraph 119 of Chapter 11, Making Effective Use of Land**, states that planning decisions should promote an effective use of land in meeting the need for homes and other uses, while safeguarding and improving the environment and ensuring safe and healthy living conditions. Planning decisions should promote and support the development of under-utilised land and buildings, especially if this would help meet identified needs for housing.
- 5.18 **Chapter 12, Achieving Well-Designed Places**, explains that planning decisions should ensure that development is visually attractive as a result of good architecture, layout and appropriate and effective landscaping, is sympathetic to local character and history and establishes or maintains a strong sense of place (para 130). Development that is not well designed should be refused (para 134).
- 5.19 **Chapter 14, Meeting the Challenge of Climate Change, Flooding and Coastal Change**, states that new development should avoid increased vulnerability to the impacts arising from climate change and help reduce greenhouse gas emissions. Para 267 states that when determining any planning application, local planning authorities should ensure that flood risk is not increased elsewhere.
- 5.20 **Chapter 15, Conserving and Enhancing the Natural Environment**, states that planning decisions should contribute to and enhance the natural environment by minimising impacts on and providing net gains for biodiversity and preventing new development contributing to or being adversely affected by unacceptable levels of soil, air, water or noise pollution or land instability (para 174).
- 5.21 **Chapter 16, Conserving and Enhancing the Historic Environment**, states that in determining applications, local planning authorities should require an applicant to describe the significance of any heritage assets affected, including any contribution made by their setting. Any harm to, or loss of, the significance of a designated heritage asset (from its alteration or destruction, or from development within its setting), should require clear and convincing justification – Grade II listed buildings should be exceptional.

6. PLANNING ASSESSMENT

- 6.1 Section 38(6) of the Planning and Compulsory Purchase Act 2004 requires planning applications to be determined in accordance with the Development Plan, unless material considerations indicate otherwise. The Development Plan is, in this context, a material consideration of significant weight.
- 6.2 The NPPF establishes that the purpose of the planning system is to contribute to the achievement of sustainable development. Furthermore, paragraph 38 requires local planning authorities to *'approach decisions on proposed development in a positive and creative way'* and states that decision makers *'at every level should seek to approve applications for sustainable development where possible.'*
- 6.3 Based on the relevant planning policies described in Section 5 above, the key planning issues relevant to the determination of this application are considered to be as follows:
- Principle of Development;
 - Heritage;
 - Ecology and Landscape;
 - Residential Amenity;
 - Access and Parking;
 - Waste Management; and
 - Boundary treatment.
- 6.4 The following planning assessment seeks to explain why it is considered that this Planning Application will deliver economic, social and environmental benefits, and as such should be approved without delay.

Principle of Development

- 6.5 Paragraph 7 of the NPPF explains that the purpose of the planning system is to contribute to the achievement of sustainable development. This is defined as 'meeting the needs of the present without compromising the ability of future generations to meet their own needs' (paragraph 7).
- 6.6 Policy SP1 of the Local Plan, Sustainable Development in North Hertfordshire, states that the Council will support the principles of sustainable development within North Hertfordshire. Planning Permission will be granted for development proposals that 'create high-quality developments that respect and improve their surroundings' (paragraph c, part ii).
- 6.7 Policy D1, Sustainable Design, states that Planning Permission will be granted for proposals that respond positively to the site's context, retain existing vegetation and propose appropriate new planting and maximise accessibility, legibility and physical and social connectivity both internally and with neighbouring areas, amongst other requirements. The proposed development that this Planning Application supports aims to meet the above objectives to ensure that sustainable development is achieved. The following sections of this Planning

Assessment will assess the proposed development to demonstrate that it is sustainable development.

- 6.8 The Council will focus the majority of new development on the towns in order to make maximum use of existing facilities, social networks and infrastructure, and maximise opportunities to deliver new infrastructure. Royston is the third largest of the four towns in North Hertfordshire. It plays an important service role for many of the surrounding villages, and is considered a highly sustainable location for development. The Council will allow additional development within the defined settlement boundary.
- 6.9 The site is located within this settlement boundary of Royston, within very close proximity to the town centre and public transport links. The site is therefore considered to be within a highly sustainable location. The site is also located within a residential area close to the town centre and so the proposed subdivision of the curtilage would not appear out of context. The proposal would make effective and efficient use of the site in a sustainable location without having any adverse impacts on the host dwelling or surrounding environment.
- 6.10 The proposed subdivision of the curtilage would introduce a small dwelling which would add to the housing mix in the area. The only material change to the site would be the introduction of a sympathetic timber fence to separate the dwellings. Therefore, the proposed development is considered compliant with policy SP1.
- 6.11 The planning history section of this Planning and Design and Access Statement within section 1 sets out the planning history for the site. The Council have approved the rear extension of Sun Hill Cottage and alterations to the barn. It is therefore considered that the subdivision of the barn and cottage is acceptable and appropriate development taking into account the context of the site. The planning history section also provides examples of similar residential development approved by the Council in the past five years within close proximity to the site. These include the erection of new dwellings within residential curtilage, front and rear extensions, conversion and change of use. There is an example of a similar development opposite the site where a dwelling has been built to the rear of existing dwellings. The dwelling replaced an existing outbuilding and is accessed from Sun Hill.
- 6.12 Therefore, the proposed development is in keeping with other development within the local area and is considered an appropriate scale in the context of the site and its surroundings.
- 6.13 The principle of development is considered to be acceptable in planning terms. In terms of other considerations, the development would not have any adverse impact on the Listed Building, residential amenity or highways. This is because the proposed development does not involve any external alterations to the existing cottage or barn, and both buildings would have separate access and parking arrangements. The following sections of this Planning and Design and Access Statement will review the proposed development in conjunction with other relevant policies to demonstrate that the proposed development is compliant with local and national policy in relation to heritage, ecology and landscape, residential amenity, access and parking, waste management and proposed boundary.

Heritage

- 6.14 Local Plan policy HE1, Designated Heritage Assets, states that Planning Applications relating to designated heritage assets or their setting should be accompanied by a Heritage Assessment/Justification Statement that: assesses the significance of the asset and their setting, justifies and details the impact of any proposal on the significance of the asset and informs any measures to minimise or mitigate impacts. Designated heritage assets include Scheduled Monuments, Listed Buildings, Conservation Areas and Registered Parks and Gardens.
- 6.15 In 1976, Sun Hill Cottage was designated as a Grade II Listed Building and to is a heritage asset. The Council recognises the significance of designated heritage assets within the District and the contribution they make to defining local character, providing a sense of place and achieving sustainable development. Chapter 16 of the NPPF states that any harm to, or loss of, the significance of a designated heritage asset (from its alteration or destruction, or from development within its setting), should require clear and convincing justification. The Council will grant Planning Permission for development proposals affecting Designated Heritage Assets or their settings where the proposed development will enable the heritage asset to be used in a manner that secures its conservation and preserves its significance, and will lead to less than substantial harm to the significance of the designated heritage asset, and this harm is outweighed by the public benefits of the development.
- 6.16 Whilst the proposed development will not alter Sun Hill Cottage, the proposed fence boundary is located within its curtilage. Therefore, the proposed boundary would have some very limited harm to the setting of the Listed Cottage. However, in terms of public benefits (para 202 of the NPPF), the proposal would make efficient and effective use of a site and provide a small dwelling in a sustainable location. Therefore, to comply with local and national policy, a Heritage Statement accompanies this submission and explains that the proposed subdivision of the curtilage would not cause any significant harm to the setting of the Listed Building or to the character and appearance of the Royston Conservation Area.
- 6.17 Whilst the proposed development would result in less than substantial harm which in our view would be on the lower end of the scale, the very limited impact of the subdivision and proposed benefits would outweigh any harm. As such the proposal is considered to be compliant with policy HE1 of the Local Plan and para 202 of the NPPF. Therefore, the proposed development is acceptable in heritage terms.

Ecology and Landscape

- 6.18 Local Plan policies NE2 and NE4 contain policy in regards to landscape and biodiversity. Planning permission will be granted for development proposals that do not cause unacceptable harm to the character and appearance of the surrounding area, and appropriately protect, enhance and manage biodiversity in accordance with the hierarchy and status of designations and features listed in policy SP12. All development should deliver measurable net gains for biodiversity and geodiversity, contribute to ecological networks and the water environment, and/or restore degraded or isolated habitats where possible. The NPPF states that planning decisions should contribute to and enhance the natural environment by minimising impacts on and providing net gains for biodiversity and preventing new

development contributing to or being adversely affected by unacceptable levels of soil, air, water or noise pollution or land instability (para 174).

- 6.19 The proposed development is small scaled and minimal in terms of impact on the ecology and landscape of the site. The only material change to the site is the erection of the fence boundary to separate the properties. This will not contribute to or be adversely affected by unacceptable levels of soil, air, water or noise pollution. The site comprises numerous trees, shrubbery and planting within the residential garden area. This is shown on the below image extracted from Google Maps.



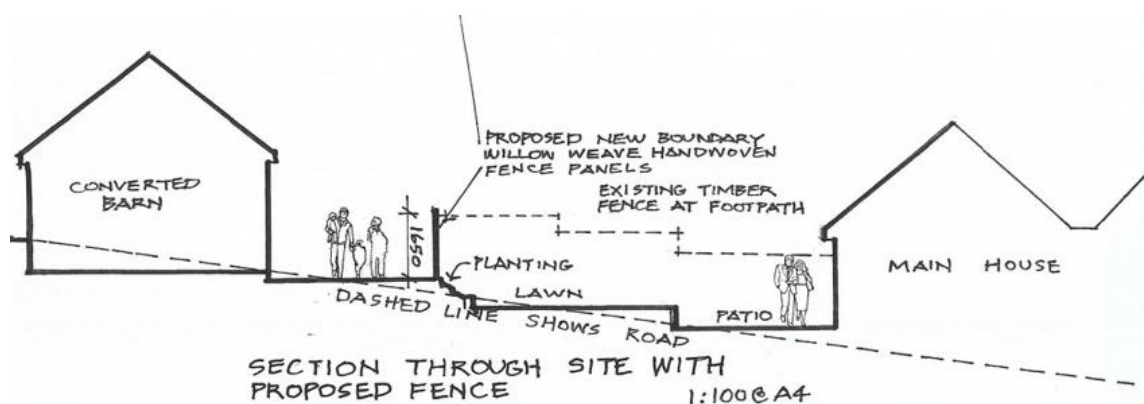
- 6.20 The proposed fence will not have any impact on existing trees or require the removal of vegetation as no physical alterations are proposed other than a boundary fence. Therefore, the proposed development will protect the ecology and landscape existing on the site and as such is compliant with local and national policy.

Residential Amenity

- 6.21 Local Plan policy D3, Protecting Living Conditions, states that Planning Permission will be granted for development proposals which do not cause unacceptable harm to living conditions. All development has potential to have an adverse impact on its neighbours, due to increased traffic, parking, loss of daylight and sunlight, noise, overlooking, pollution and dominance as well as other issues. Care is needed to ensure that the adverse impacts of any such development on neighbouring residents is minimised. To ensure that the proposed development will not impact residential amenity for the cottage, barn and neighbouring dwellings, this section reviews the proposed development in correspondence with local and national policy.
- 6.22 It is important to ensure that new development does not result in overlooking into residential gardens of neighbouring dwellings. Therefore, proposed development should be at an appropriate distance from neighbouring dwellings and a suitable scale, designed to reduce overlooking into adjacent properties and gardens. The Design Guide SPD provides guidance on residential amenity. Private dwellings should have adequate private space to meet the needs of the occupants. The Council encourages a mix of garden sizes. Houses should have

gardens which meet the needs of the occupants outdoor living requirements such as children's play, patio for entertaining, lawn/shrub area for leisure and recreation, recycling bins and storage facilities (para 145). Gardens can also provide the space required for extensions when the building needs to be enlarged to accommodate growth or aspirations for bigger dwellings (para 146).

- 6.23 Sun Hill Cottage is 14.5 metres from the converted barn, which is of similar distance to the properties on Sun Hill Road. The 448.3m² of the site area is to be retained for the Cottage, and 151m² will be provided for the proposed curtilage. The barn is at a higher elevation of 1500mm to Sun Hill Cottage. To ensure that this does not result in overlooking, a 1650mm boundary fence will be erected between the two properties and some additional soft landscaping provided on the boundary to further mitigate overlooking – see below section plan.



- 6.24 As shown on the elevation plans, the bedroom windows of the barn face in different directions to the house, further reducing overlooking into the neighbouring property. Nevertheless, site is in an urbanised context where there is a general acceptance of some degree of overlooking.
- 6.25 The proposed development will not result in overshadowing or loss of sunlight/daylight. This is due to the small scaled nature of the proposed development. The proposed fence is not at a large enough height to result in significant overshadowing into the garden space at Sun Hill Cottage. As stated in the Design Guide SPD, the use of lighting that shines directly into neighbouring buildings should be avoided (para 112). As the proposed development will not result in adverse impacts on privacy and lighting for adjacent properties, the proposed development is compliant with Local Plan policy D3.
- 6.26 The converted barn has existing vehicular access from Sun Hill and a shed, patio and lawn area and landscaped area with trees. Therefore, to achieve the subdivision of the curtilage of Sun Hill Cottage to provide two separate dwellings, the proposed development does not involve any alterations to the existing site to provide appropriate residential amenity for the converted barn. The erection of the proposed fence will provide sufficient boundary between the two properties to ensure that policy D3 is complied with and the proposed development does not result in any adverse impact on residential amenity for either properties, or neighbouring dwellings.

Access and Parking

- 6.27 Local Plan policy T1 states that Planning Permission will be granted provided that development would not lead to highway safety problems or cause unacceptable impacts on the highway network. Policy T2 states that Planning Permission will be granted provided that parking for residential development is provided in accordance with the minimum standards set out in Appendix 4 of the Plan.
- 6.28 As explained in the Councils' vehicle parking SPD, the above standards will also require visitor/unallocated parking as set out below to be added. Garages will be counted towards meeting the standards only if they are at least 7m x 3m measured internally. Reductions will be considered only in exceptional circumstances, such as very small scale conversion of buildings for small number of residential units in town centre.
- 6.29 Sun Hill Cottage is currently accessed via an existing tarmac driveway to the front of the property onto Sun Hill. The driveway provides space for up to three cars. This is compliant with the above standards.
- 6.30 The converted barn has existing vehicular access via timber gates on Sun Hill. These gates lead to a concrete driveway with space for two cars. However, given the highly sustainable location of the site being within easy walking distance of the town centre, a lower parking provision should be considered acceptable. Pedestrian access is also through these gates. This complies with the above parking standards. The below photographs show the vehicular and pedestrian access to the converted barn.
- 6.31 The subdivision of the curtilage of Sun Hill Cottage to create two separate dwellings will not propose to alter access and parking for the cottage and barn as this meets Local Policy standards. As the access and parking will not be altered, there will be no an adverse increase of traffic on the local highway and no additional highway safety problems as a result of the proposed development. Whilst the subdivision will result in a new dwelling, the maximum number of additional vehicles to enter the highway network is three cars. This is not considered an adverse impact and so the proposed development complies with policies T1 and T2 and should not be refused on highways grounds.

Waste Management

- 6.32 Local Plan policy NE10, Water Conservation and Wastewater Infrastructure, states that Planning permission will be granted provided that adequate foul water treatment and disposal already exists or can be provided in time to serve the development.
- 6.33 Both Sun Hill Cottage and the converted barn already have adequate foul water disposal. The proposed curtilage has space to satisfactorily to provide provision for refuse bin storage. The proposed development will not materially change either dwelling and so the existing waste management is acceptable and so compliant with policy NE10.

7. PLANNING BALANCE AND CONCLUSIONS

- 7.1 This Planning and Design and Access Statement has reviewed the local and national policy to demonstrate that the proposed development will not compromise the nature and character of Sun Hill Cottage, the Barn and the surrounding environment. The proposed development meets the three overarching objectives of sustainable development set out in paragraph 8 of the NPPF:

a) An economic objective – to help build a strong, responsive and competitive economy, by ensuring that sufficient land of the right types is available in the right places and at the right time to support growth, innovation and improved productivity; and by identifying and coordinating the provision of infrastructure;

b) A social objective – to support strong, vibrant and healthy communities, by ensuring that a sufficient number and range of homes can be provided to meet the needs of present and future generations; and by fostering well-designed, beautiful and safe places, with accessible services and open spaces that reflect current and future needs and support communities' health, social and cultural well-being; and

c) An environmental objective – to protect and enhance our natural, built and historic environment; including making effective use of land, improving biodiversity, using natural resources prudently, minimising waste and pollution, and mitigating and adapting to climate change, including moving to a low carbon economy.

- 7.2 The proposed development will contribute towards supporting strong, vibrant and healthy communities by providing a safe, accessible and well-designed home that will meet the need of present and future generations. Sun Hill Cottage will become a separate residential dwelling which will ensure that the Listed Building will continue to be preserved and maintained to contribute to the local character of Royston. The barn, which the applicant will inhabit, has been converted to a high standard both internally and externally. The barn is also accessible and of a modest scale, and the proposed fence to separate the properties will not negatively impact the reflections between both buildings.
- 7.3 The subdivision of the curtilage of Sun Hill Cottage to provide two separate dwellings will not result in any adverse harm of the setting of the Listed Building such that it would impact its heritage significance. The proposed development will ensure that Sun Hill Cottage remains in use as a residential dwelling without impacting its external appearance or setting from within the Conservation Area. The proposal will preserve the character and appearance of the Conservation Area as there will be no material change to the barn of Cottage.

Conclusion

- 7.4 This Planning and Design and Access Statement has set out the key planning considerations for this proposal, which include the impact on the setting of the Listed building and the character and appearance of the Conservation Area, ecology and landscape, the boundary

layout and material, access and parking and impact on residential amenity. These have been reviewed in conjunction with local and national policy to demonstrate that the proposed development is acceptable and will not result in a detrimental impact on the Listed Building, Conversation Area and residential amenity. Section 6 establishes the principle of development for this Planning Application. Royston is a highly sustainable location for new development and is the third largest town in North Hertfordshire. Specifically, the site is located within the settlement boundary adjacent to the town centre. Local Plan policy SP2 states that approximately 80% of the Districts housing development will be located within the settlement boundaries of the listed towns, which includes Royston.

- 7.5 The Council have granted Planning Permission for the extension of Sun Hill Cottage and the conversion of the barn into a two-bedroom residence. The new Barn is considered an efficient and effective use of a sustainable site to contribute to the local housing supply and safeguard the Sun Hill Cottage.
- 7.6 It is therefore concluded that any impacts of the proposed new roof tiles do not significantly and demonstrably outweigh the various benefits when assessed against Local and National Planning Policy. Accordingly, the proposed development complies with local policies SP1, SP2, T1, T2, D1, D3, NE2, NE4, NE7, NE10, HE1 and IMR1 and the design principles set out in the Councils' SPD, alongside guidance from the National Planning Policy Framework.