

**Local Development Framework Working
Group**

**3rd September
2012**

Report of the Director of City Strategy

**City of York Council House Extensions and Alterations
Supplementary Planning Document;**

Summary

1. The purpose of this report is to seek approval from Members for the draft Supplementary Planning Document (SPD) on House Extensions and Alterations (attached at Appendix A of this report), to be published as Council policy for determining planning applications.
2. The SPD will replace the City Council's existing guidance note relating to extensions that was approved in 2001. The SPD will give more clarity to applicants and agents proposing to submit planning applications and will help improve the transparency, efficiency and consistency of decision making.

Background

3. Members previously approved the draft 'House Extensions and Alterations' SPD for public consultation and consultation (joint with the Subdivision of Dwellings SPD and the Controlling Houses in Multiple Occupation SPD) that took place in Spring 2012.
4. The existing Council guidance note on house extensions and alterations approved in 2001 is a valuable resource for applicants and decision makers. It is however, a relatively short document and pre-dates existing and emerging guidance and policies relating to house extensions. In addition, in 2008 there was a major overhaul of national legislation relating to permitted development rights for enlarging dwelling houses. Amendments to this legislation had implications on the scale and nature of development that the Council could reasonably decide was unacceptable.

5. The Council has recently started charging residents for site specific planning advice on the likely acceptability of proposals to extend their homes. It is considered that more detailed guidance relating to house extensions will help create more certainty in this process and also give greater information to those people who do not want to pay the Council for personalised advice. The greater detail in the draft SPD will also be valuable for explaining to people living within close proximity to a planning application how a decision is made and what factors will be considered.

Consultation

6. Public consultation commenced on 23rd January 2012, and ran until 5th March 2012. A number of techniques were used in accordance with the Council's Adopted Statement of Community Involvement (2007).
7. The consultees on the LDF database (specific consultation bodies, general consultation bodies, other groups / organisations and individuals) were consulted by email where possible, or by letter, informing them of the consultation exercise and the opportunity to comment. In addition, planning agents and architects that regularly submit planning applications for house extensions in York were consulted.
8. The consultation documents were made available to view and download on the Council's website. Hard copies of the consultation documents were placed in all the City of York Council libraries and at the Council's receptions at 9 St Leonard's Place, the Guildhall and Library Square. It was also possible for those who required hard copies to ring or email the Integrated Strategy team and request a copy of the documents.
9. In addition to writing to consultees and distributing the consultation documents, it was sought to further publicise the consultation. This was achieved through the following:
 - A City of York Council press release was issued to coincide with the start of the consultation period on 23rd January 2012;
 - A notice was placed in the features section of the City of York Council website home page publicising the consultation and providing a direct link to the Draft SPD webpage;

- A public notice was published in the Evening Press on Wednesday 25th January 2012. This set out what was being consulted upon, the consultation period and ways to respond alongside where the documents were available for inspection;
 - Whilst there was not an edition of Your Voice / Your Ward published during the consultation period, information about the consultation was provided to all Neighbourhood Management Officers to include, as appropriate, in the powerpoint presentations which run during ward committee surgeries;
 - There was no meeting planned for the Inclusive York Forum during the consultation period. To ensure its members were aware of the consultation and given the opportunity to comment, information about the consultation was circulated via email to those on the Inclusive York Forum distribution list.
10. Additionally, it was requested that as part of the consultation process, members of the Planning Committee would be consulted, via a report taken to Planning Committee during the consultation period. Consequently, a report was taken to Planning Committee on 16th February outlining the consultation exercise. Members noted the content of the report.
11. All comments received are shown in the Summary in Appendix B. The key issues raised in the consultation exercise are briefly summarised below:
- The SPD should have specific advice on listed buildings and conservation areas;
 - Additional information should be included relating to flood risk;
 - More clarity should be provided for how extensions in the Green Belt will be assessed.
12. Officers have considered the comments received through the consultation process and have made a number of changes as shown in the revised draft of the SPD (Appendix A), and the Summary of Comments (Appendix B).
13. In addition to the changes proposed by officers in response to the consultation exercise there have also been changes to the development plan context. This includes the Government's decision to publish the National Planning Policy Framework (NPPF) on 27th March 2012, and changes to the LDF Core Strategy process. Consequently, it has been necessary to amend the relevant sections of the document.

Corporate Priorities

14. The options outlined above accord with the following Council Plan Priorities, as follows:
- Build strong communities;
 - Protect vulnerable people;
 - Protect the environment.

Implications

15. The following implications have been assessed:
- **Financial** – None
 - **Human Resources (HR)** - None
 - **Equalities** - None
 - **Legal** - None
 - **Crime and Disorder** - None
 - **Information Technology (IT)** - None
 - **Property** - None
 - **Other** – None

Risk Management

16. In compliance with the Council's Risk Management Strategy, there are no risks associated with the recommendations of this report.

Recommendations

17. The views of the LDF Working Group are sought on the issues raised in this committee report and the associated draft SPD, to help inform Cabinet when they consider the issues in due course.

Contact Details

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**Report
Approved**



Date 24/8/12

Specialist Implications Officer(s)

N/A

Wards Affected: *List wards or tick box to indicate all*

All

For further information please contact the author of the report

Background Papers:

Appendix A: Draft Supplementary Planning Document on House Extensions and Alterations.

Appendix B: Summary of the comments and officer responses and proposed changes.