

Dormer Loft Conversion Design & Access Statement

Parkside Bungalow, Kirkby-in-Ashfield. January 2026

The logo consists of the letters 'JJS' in a white, sans-serif font, centered within a solid orange square.

Document History

Issue	Date	Comment
01	16/01/2026	First Issue

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1.0 Introduction

This statement is written in support of the Planning Application (Ref: V/2025/0721) for a Ground Floor Side extension, First floor extension and room in roof space including Dormer Window.

2.0 Existing Site

2.1 Location and Access

The Site is situated off Church Street, Kirkby-in-Ashfield. The residential property is accessed via a Private drive owned by the owners of 9A Church Street, over which the client has a right of access (see below Site Location Plan extract – Figure 01).

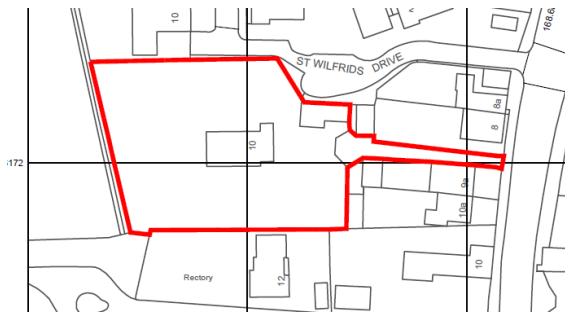


Figure 01 – Site Location Plan extract

2.2 Local Plan Context

The Site sits on the edge of the Kirkby Cross Conservation Area (EV10Ka), with the Shared Driveway, Garage (part) and Front few metres of the site sitting within the Boundary of this Policy (see Local Plan extract below – Figure 02). Nb – Grey Hatch denotes extent of Policy EV10Ka.



Figure 02 – Local Plan extract

2.3 Site Description

The Site is also bounded on the Western Boundary by the Countryside (EV2) Policy. Nb – Yellow Hatch denotes extent of Policy EV2.

The current residential property sits in the centre of the site, surrounded by mature Trees and Hedgerows, which completely screen the property from its surrounding plots, apart from a brief glimpse of the Front Elevation from the shared driveway.

The driveway has a Tarmac finish with the remainder of the Site laid to Lawn.



Figure 03 – Aerial Photo

The single storey Bungalow has a footprint of approximately 120m², being predominantly faced with Red/Buff Brick and a Slate Hipped Roof, with a portion of the front of the property having a Flat Roof with Felt covering. The Windows and Doors are White UPVC.

The Bungalow currently comprises Three Bedrooms, Kitchen, Lounge, Utility Room, Study and a Bathroom.

The property also benefits from a Garage to the North East of the site. Having an approximate area of 53m².

2.4 Local Materiality and Form

The surrounding area is predominantly residential, with Motor Retail premises, a Public

House and small Commercial Premises in the vicinity. The Site is also in close proximity of Titchfield Park.

The properties surrounding the site are generally Detached and Semi Detached properties, comprising Bungalows, Dormer Bungalows and Two Storey residential properties, having a mixture of Pitched, Hipped and Flat Roofs.

Materials evident locally include Stone, Red Brick and Render, with Roofs typically being Slate, Clay or Concrete Tiles.

The Street scene is defined by a mixture of properties sitting directly adjacent to the footpath and those set back varying distances from the Street, The urban grain also includes a number of properties lying behind the main Street frontage accessed by small private drives or single track roads.

3.0 Heritage Statement

3.1 Historic Context

Kirkby-in-Ashfield is mentioned in the Domesday Book (1086) as having a population of 28 Households.

It is believed that the Settlement of Kirkby-in-Ashfield had developed from the area around Church Street, emanating from the vicinity of St Wilfred’s Church. It is evident from various historic sources that the current Urban Grain has developed closely following Church Street and then Chapel Street. The Built density has been steadily intensified and set away from the Street frontage over time.

From the OS Plan extracts (Figures 04 & 05), it appears that the site may have previously been an Orchard, until the current property was built. The exact date the current property was built is unknown, but estimated to be around 1955.

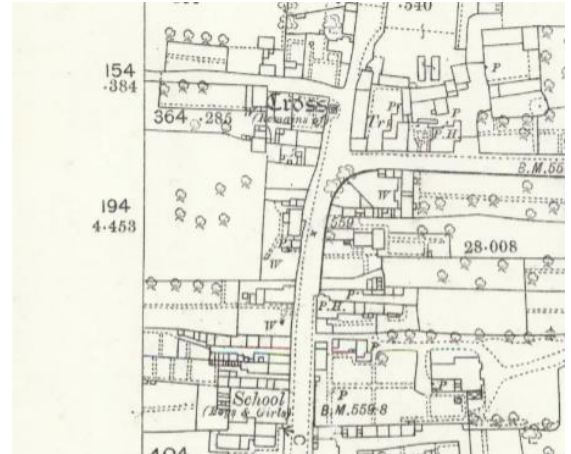


Figure 04 – 1877 OS Plan

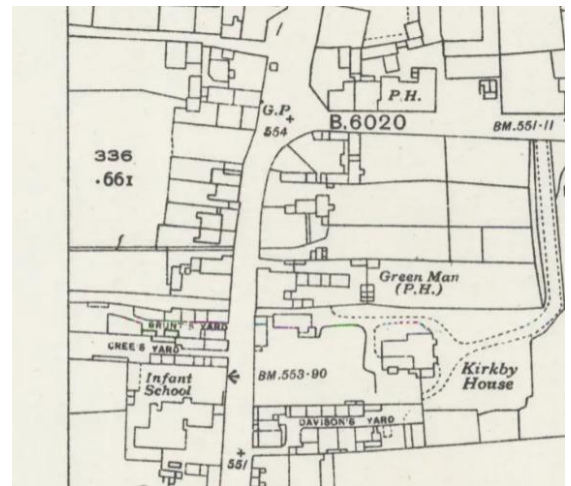


Figure 05 – 1938 OS Plan

3.2 Impact Assessment

It is clear that historically the application Site was not developed prior to the construction of the present Bungalow.

The nearest Listed Buildings are situated on the Corner of Church Street and Chapel Street (numbers 2 and 6 and adjacent Stables). The present building is over 60m away from these buildings and has no visual link to them.

Near to these buildings sits the Ancient Monument know as Kirkby Cross. The present building is over 85m away and has no visual link to it.

Whilst the Driveway, part of the Garage and front few metres of the site are located within the Conservation Area, the actual Bungalow does not sit within the Conservation Area. Moreover the Bungalow is barely visible from the Street and surrounding plots.

In light of these observations, it is not considered that the proposed application has any considerable impact on the Kirkby Cross Conservation Area.

4.0 Design Statement

4.1 Use

The Use of the Property will remain unchanged and will be use class C3-Dwellinghouse.

4.2 Amount

The Property is currently a Three Bedroom Bungalow, the addition of the Dormer Loft Conversion will increase this to Four Bedrooms.

The current buildings footprint is approximately 120m², the side extension to create a new Utility Room will increase the building footprint to 134m².

The addition of the First Floor Dormer Loft conversion will create 82m² of internal Floor area.

4.3 Layout

The internal layout of the building has be reimagined to create a more usable family home, with an Open plan Living, Dining and Kitchen area and a separate TV Room. The first floor will provide a Master Suite with two Bedrooms and a separate Shower Room.

4.4 Scale

The overall footprint of the building will only result in a modest increase in floor area.

The Ridge height of the roof will remain unchanged and additional structure will be added to achieve the Dormer Windows on the North side of the building.

The existing Hipped Roof will be modified to create a Gable on the West Elevation. This will also be carried over the existing Flat Roof element of the existing building.

4.5 Landscaping

There are no proposed changes to the Landscaping, other than the addition of new Access Steps to the Front Door. In addition none of the proposed works are near to any existing Trees,

4.6 Appearance

The intention of the proposed design is to form a cohesive, contextual design that harmonises the original Bungalow, with the later single Storey extension and the proposed Dormer Loft Conversion. It is also intended to create a more welcoming, considered and domestic frontage to the building.

The existing building is comprised of Red/Buff Brick. However the more recent extension to the front of the building (Utility and Study) has a particularly poor Brick match, resulting in an un-cohesive and poor quality appearance. This is further exacerbated by the Flat roofs awkward junction with the Hipped roof.

It is proposed as part of this application that the external walls are Rendered to create a more uniform appearance, which also reflects the Render used in other buildings in the vicinity, such as those found at the entrance to the shared Driveway.

The introduction of the Vertical Timber Cladding was introduced to soften the external appearance and allow the Front Elevation to harmonise with the Dormer element of the proposals.

4.7 Access

There are no proposed changes to the access to the Property.

There is ample existing hardstanding to accommodate in excess of three car parking spaces and allow for them to turn around on site and leave in a forward gear.

5.0 TPO Impact

There are no Tree Protection Orders in force within the application boundary.

The nearest TPO is on the opposite side of the road to the Shared access drive and has no impact on the proposals.



Figure 06 – Extract from Ashfield DC TPO Plan

6.0 Summary

It is our firm belief that these proposals represent a contextual and cohesively designed Family home.

The minimal increase in building footprint and retention of the existing Roof Ridge height will ensure that the scale of the building will not result in an increased impact on the site and its surroundings.

Whilst the shared Driveway and Garage are partially within the Conservation area, the actual Bungalow is not. As we are not proposing any changes to the Driveway or the Garage and the fact that the Bungalow is not

within the Conservation Area, we consider that the proposals would have no adverse impact on the Conservation Area or any surrounding Listed Buildings or Ancient Monuments.