

DELEGATED DECISION REPORT

SMD/2026/0337
Valid 13/07/2026

90 NEWCASTLE ROAD
LEEK

ALTERATIONS AND
CONVERSION OF GARAGE TO
GRANNY ANNEXE

(FULL - HOUSEHOLDER)

MAIN ISSUES

- Design
- Amenity
- Highway Safety

DESCRIPTION OF SITE

The site comprises a detached garage within the domestic curtilage of a detached brick and tile dwellinghouse, situated in the Leek West ward and within the Leek Development Boundary, where positive development is encouraged to be concentrated. The site is enclosed by neighbouring dwellings to the North, East and South. No. 4 Swallow Croft lies to the North of the site and Windrush Cottage, No. 88 Newcastle Road is located to the South. The Sycamores, Swallow Croft, Eden, Swallow Croft and The Lodge, No. 86 Newcastle Road adjoin the site to the East. The Newcastle Road highway runs adjacent to the site to the South.

PROPOSAL

The proposed development consists of the conversion, alterations and extension of an existing detached garage to form a residential annex ancillary to the use of the host dwelling. The proposed residential annex would have an entrance / utility room, a bedroom / sitting room and a bathroom on the ground floor. The first storey extension to the detached garage would allow for a separately accessed store room ancillary to the host dwelling. Materials used in the construction of the proposed extension would match those used in the construction of the existing dwellinghouse, including red facing brickwork, plain tiles and white UPVC.

RELEVANT LOCAL AND NATIONAL PLANNING POLICIES

Staffordshire Moorlands Local Plan (Adopted 2020)

SS1 Development Principles
1a Presumption in Favour of Sustainable Development
SS2 Settlement Hierarchy
SS5 Leek Area Strategy

DC1 Design Considerations
T1 Development and Sustainable Transport

National Planning Policy Framework

Sections:

- 3 - Decision-making policies
- 12 - Making effective use of land
- 14 - Achieving well-designed places
- 15 - Promoting sustainable transport

Design Principles for Development in the Staffordshire Moorlands

New Dwellings and extensions to Dwellings

Staffordshire Moorlands Design Guide SPD

Part 5 – Alterations, Extensions and Conversions

Technical housing standards – nationally described space standard

Staffordshire Moorlands Space About Dwellings SPD

SITE HISTORY / RELEVANT PREVIOUS APPLICATIONS

SMD/1985/0148 – Site for dwelling. Approved.
SMD/1986/0064 – Details of dwelling (amended plans). Approved.
SMD/1986/0067 – Garage. Permitted Development.
SMD/2012/0970 – Addition of bedrooms 3 and 4. No. 3 to side and No. 4 to rear. A total area of 39.14m². Approved.

CONSULTATIONS

Publicity

Site Notice expiry date: 08/08/2026
Neighbour consultation period ends: 07/08/2026
Press Advert: N/A

Public Comments

No public comments have been received.

Town / Parish Comments

Leek Town Council do not object to the proposed development.

OFFICER COMMENTS

Principle of Development

In accordance with Policies SS1 and SS2 of the Staffordshire Moorlands Local Plan the Council expects all new development to make a positive contribution towards the sustainability of communities and to protect and where possible enhance the environment. A concentrated focus on future growth is to be directed to larger settlements, including Leek. When considering development proposals the Council will take a positive approach that reflects the presumption in favour of sustainable development contained in the National Planning Policy Framework (NPPF).

In compliance with Policy SS5, new development will be directed to the most sustainable locations. The site lies within the market town of Leek, which is one of the main urban areas where the focus of new development will be directed, with the aim of ensuring that all development enhances the character and appearance of the town.

The site is within the development boundary, thus the proposed works are acceptable in principle, subject to conformity with other relevant national and local planning policies. The main issues which need to be considered as part of the assessment of the proposed works include design, neighbour amenity and highway safety.

Design

Policy DC1 requires development to be of a high quality and add value to the local area, incorporating creativity, detailing and materials appropriate to the character of the area; be designed to respect the site and its surroundings and promote a positive sense of place and identity through its scale, height, density, layout, siting, character and appearance.

Policy DP3 of the NPPF (2026) outlines what is expected in terms of good design and that development must be of high quality. Paragraph 3 of Policy DP3 of the NPPF (2026) states that *“Development proposals should be refused if, without clear justification, they conflict with paragraph 1 of this policy or relevant aspects of the principles in paragraph 2, or with any explicit design standards set out in the development plan (including those in locally specific policies, guides, codes or masterplans). Substantial weight should be given to compliance with relevant development plan policies when assessing the design quality of proposals.”*

In respect of conversions, paragraph 5.15 of the Councils Design Guide SPD states that *“the character of the original building and its setting should be respected and retained.”*

The Council's Design SPD outlines the Council's expectations in respect of design and states that outbuildings should harmonise with the parent building. An outbuilding should respect the dominance of the original building and be subordinate

to it in terms of its size and massing. It is important that outbuildings are designed and built in sympathy with the property which they serve. Ideally, materials and the roof pitch of the outbuilding would match those of the parent building. The Design Principles SPD states that a *“garage should be modest in size and height to reflect its purpose as an ancillary, domestic building”*. Whilst the proposed development would involve the conversion of a garage, the same principles would apply to any outbuilding within the domestic curtilage of a dwelling.

The maximum height of the outbuilding would remain set down from the ridge height of the host dwelling, despite the addition of a first storey extension. Thus, it is considered that the outbuilding would remain subordinate to the parent dwelling, as the proposed first storey extension would not result in the outbuilding competing with the height and proportions of the host dwellinghouse. Despite the addition of a first storey extension to the existing outbuilding, the outbuilding would continue to sit against the backdrop of the dominant host dwelling.

A pitched roof would be added to the first storey extension, to reflect that of the host dwelling and other dwellings in the immediate street scene. A gable dormer feature would be added to the front facing roof plane of the first storey extension, picking up the detail and character of the gable dormer features of the host dwelling. Furthermore, the existing garage door would be filled in, incorporating two smaller openings consisting of a door and a window. These new openings would reflect the proportions of the windows of the host dwelling. A door would be added to the West facing rear elevation for access into the first storey extension.

Materials used in the construction of the proposed extension would match those used in the construction of the existing building, as well as from surrounding dwellings in the area. Red facing brickwork, plain tiles and white UPVC would be used in the construction of the proposed extension. Thus, the proposed materials would match the existing materials and harmonise with the surrounding street scene, not detracting from the character of the original estate.

Overall the size, scale, design and use of materials, are considered to be acceptable, and would not harm the visual character of the locality. The proposal would therefore accord with the provisions of local plan policy DC1 and section 14 of the NPPF in this regard.

Amenity

Policy L2d ii of the NPPF (2026) seeks to secure a high standard of amenity for all existing and future occupants. It states that proposals should maintain safe access and egress for occupiers and users and acceptable living standards for residents and neighbours in terms of access to daylight, sunlight, privacy and external amenity space.

Local Plan Policy DC1 requires development to achieve a satisfactory relationship to adjacent development and to not cause unacceptable effects by reason of visual intrusion, overlooking, shadowing, overbearing effect, noise, light pollution or other adverse impacts on local character and amenity.

The application site is bound by No. 4 Swallow Croft to the North and Windrush Cottage, No. 88 Newcastle Road is located to the South. The Sycamores, Swallow Croft, Eden, Swallow Croft and The Lodge, No. 86 Newcastle Road adjoin the site to the East. Thus, assessment of amenity impact will be required on the direct neighbouring dwellinghouses to the site.

The host dwelling at the site is sandwiched in between the detached outbuilding proposed to be converted and the neighbouring dwelling at No. 4 Swallow Croft. Thus, the proposed first storey extension and conversion of the outbuilding to an ancillary annexe would have no impact on the light or privacy amenity of the neighbours at No. 4 Swallow Croft, by virtue of overshadowing, overbearingness or overlooking.

Due to the East to West sunlight trajectory, the proposed first storey extension could cast shadowing over the neighbours at Windrush Cottage during the morning hours. The garage belonging to the neighbours at Windrush Cottage is sited between the main dwelling at Windrush Cottage and the garage at the site. Notably, the garage at the site adjoins the garage at Windrush Cottage, which can be seen in the image below:



Figure 1: Relationship between garage at the site and garage at Windrush Cottage

Whilst the proposed first storey extension to the existing garage outbuilding would cast a shadow over the roof of the garage outbuilding at Windrush Cottage, the Council would not seek to protect the amenity of a garage. The neighbours' garage would take the majority of the shadowing impact resulting from the increased height of the outbuilding at the site, mitigating the light amenity impact on the host dwelling at Windrush Cottage. There would be no side windows on the proposed development which would face towards Windrush Cottage, therefore no privacy amenity impact would occur by virtue of overlooking.

The proposed first storey garage extension would be located approximately 24 metres from the neighbours at The Lodge, No. 86 Newcastle Road; approximately 28.90 metres from the neighbours at Eden, Swallow Croft and approximately 29.50 metres from the neighbours at The Sycamores, Swallow Croft. This distance is substantial enough to eradicate any overshadowing or overbearing impact on these neighbours resulting from the proposed first storey extension. Furthermore, despite the addition of two new windows and a door which would face towards these neighbours, these distances would be enough to comply with the spatial standards set out in the Space About Dwellings SPD. This document outlines that the distance required between elevations of dwellings containing principal windows is at least 22 metres.

The proposed development comprises the change of use and extension of the existing garage to form a residential annex ancillary to the host dwelling. As the outbuilding would be used as ancillary residential accommodation occupied by a relative of the site owners, privacy amenity would not be an issue. To ensure that privacy amenity of occupiers is not impacted in the future and given that the building would share the existing amenity space and parking area of the dwelling, a condition shall be implemented to ensure that the outbuilding remains ancillary to the use of the host dwelling, not being sold or let as an independent dwelling.

Notably, the outbuilding proposed to be converted would not comply with the 'Technical housing standards – nationally described space standard' (NDSS) statutory guidance document for an independent dwellinghouse. The NDSS states that a one bedroom, one storey dwellinghouse for one person with a shower room instead of a bathroom should have a minimum gross internal floor area and storage of 37 square metres. The internal floor area of the existing building is approximately 35.31 square metres, below the 37 square metre guidance. Therefore, whilst the Council accept that the building could be used as accommodation ancillary to the host dwelling, it is clear that it would not be suitable for an independent dwelling.

Furthermore, it must be noted that the ancillary accommodation does not have its own private amenity space or parking facilities. This accommodation would share amenity and parking facilities with the host dwelling to which it is connected (90 Newcastle Road). This further reiterates the point that the outbuilding could not be occupied as an independent dwelling.

Highway Safety

Chapter 15 of the NPPF contains the relevant national planning policies relating to highway safety impacts. NPPF Policy TR6 states that development proposals should be refused if they would have a severe adverse impact on the transport network, or an unacceptable impact on highway safety. Policy T1 seeks to provide safe and sustainable access and ensure that development does not lead to an increase in on street parking.

The ancillary accommodation would increase the number of bedrooms at the site. Although this means that an additional off-highway parking space would be required for the number of people inhabiting the dwellinghouse, the large driveway to the front

of the dwelling and outbuilding would easily accommodate for this. Additionally, as the ancillary accommodation would be within an existing outbuilding at the site and the extension to the building would be a first storey extension, driveway parking at the site would not be compromised, in compliance with Policy T1.

Thus, the ancillary accommodation would have no impact on highway safety, in accordance with Policy T1.

CONCLUSION / PLANNING BALANCE

In consideration of all of the above, the application is recommended for approval. Due to the application having no adverse effect upon neighbour or street scene amenity and no overall impact on the highway, it is deemed acceptable under planning policy. Therefore, the proposed development is recommended for approval, subject to compliance with all conditions.

OFFICER RECOMMENDATION: APPROVE

Case Officer: Hannah Varley

Recommendation Date: 03/09/2026

X 

Signed by: Jane Colley Signature

On behalf of Staffordshire Moorlands District Council