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DESIGN AND ACCESS STATEMENT

16 HIGH STREET, DOWNTON, SALISBURY, WILTSHIRE, SP5 3PJ



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DESIGN AND ACCESS STATEMENT

16 High Street, Downton, Salisbury, SP5 3PJ

Proposed Partial Change of Use to Artisan Coffee Shop/Café, Retention of Cobbler Workshop, Reconfiguration of Residential Accommodation and Associated Works

1. INTRODUCTION

This Design and Access Statement has been prepared by JOLP Ltd on behalf of Mr Trim in support of a planning application at 16 High Street, Downton, Salisbury, SP5 3PJ.

The application follows pre-application discussions with Wiltshire Council under reference **ENQ/2026/01278**.

The proposal comprises the partial change of use of the existing commercial accommodation to provide an independent artisan coffee shop/café, retention and continued operation of the established cobbler workshop, internal reconfiguration and improvement of the existing residential accommodation, provision of associated parking and private garden space and limited external alterations.

The development seeks to secure the long-term viable use of the property through a complementary mix of commercial and residential uses whilst conserving the historic character of the building and its contribution to Downton High Street.

No extension to the principal building footprint is proposed.

The Council's pre-application response concluded that the proposal appeared capable of receiving officer support subject to the identified matters being satisfactorily addressed.

2. SITE AND CONTEXT

The application site comprises 16 High Street, situated on the southern side of High Street within the historic centre of Downton.

The property forms part of an established mixed-use High Street containing residential, commercial and community uses. The building itself is already in mixed commercial and residential use.

The site lies within the **Downton Conservation Area** and has an important relationship with surrounding historic buildings. The pre-application response also identifies the adjoining No.14 High Street as Grade II listed and identifies a number of other Grade II listed buildings within the immediate vicinity.

Importantly, the Conservation Officer identified that the historic building fabric associated with No.14 extends into part of what is presently addressed as No.16. Consequently, the relevant historic part of the property is treated as part of the listed building for the purposes of assessing the proposed works.



The existing accommodation comprises commercial/workshop accommodation at ground-floor level together with residential accommodation.

3. DESIGN DEVELOPMENT

The current proposals have evolved directly in response to Wiltshire Council's pre-application advice.

The Conservation Officer was generally supportive of the proposed development but raised particular concerns regarding replacement of traditional timber sash windows and requested further consideration of the new workshop entrance and rear car port.

The revised design therefore adopts a conservation-led approach, prioritising retention and repair over replacement and limiting physical intervention to that necessary to facilitate the continued viable use of the property.

FRONT ELEVATION WINDOWS

The proposal has been amended so that the existing traditional timber sash windows are to be **retained and repaired wherever practicable**.

Only where replacement is demonstrated to be necessary would a replacement window be introduced, comprising a slim-profile double-glazed timber sash window matching the existing traditional proportions, glazing pattern, profiles and detailing. This is expressly recorded on the revised drawings.

This represents a significant change from the pre-application proposal and directly responds to the Conservation Officer's concerns.

WORKSHOP ENTRANCE

A dedicated entrance is proposed to the retained workshop from the existing driveway.

Rather than introducing an incongruous contemporary opening, the proposal adapts an existing window opening and introduces a traditional painted hardwood cottage-boarded door.

Detailed drawing 600-838/08 confirms a painted traditional hardwood boarded door and hardwood frame, with the opening based upon the existing window opening and the existing floor and footing retained.

The approach provides the operational separation required between the café, workshop and residential uses while respecting the character of the existing building.

CAR PORT AND RESIDENTIAL GARDEN

Two residential parking spaces are proposed within the rear of the site with a lightweight timber structure above.

The revised proposal is deliberately simple and subordinate to the principal building. The car port comprises a selected timber-framed structure with a single-ply flat roof falling to a gutter.



It is positioned independently of the existing boundary wall and alongside the proposed private residential garden. Existing parking elsewhere within the site is retained.

Its rear location means that it does not compete visually with the historic High Street frontage.

4. AMOUNT AND LAYOUT

The development makes efficient use of the existing building rather than seeking substantial physical expansion.

The ground floor is reorganised to provide the artisan coffee shop/café, retained cobbler workshop and improved residential accommodation.

The proposed café includes customer accommodation, servery and an accessible unisex WC. The workshop remains as a separate functional commercial space and is provided with its own WC and dedicated entrance.

The residential accommodation is reorganised to provide improved lounge, dining and kitchen facilities at ground-floor level and improved bedroom and bathroom accommodation at first-floor level.

A new separating construction is proposed between the dwelling and workshop, including appropriate fire and acoustic separation in accordance with Building Regulations.

The resulting arrangement provides clearly defined commercial and residential functions while allowing the existing property to remain in productive mixed use.

The proposed café is intended to operate as a modest artisan coffee shop serving hot and cold drinks together with predominantly pre-prepared food delivered to the premises. Food preparation on site will be limited to light preparation and reheating only, with no commercial-scale cooking proposed. Consequently, no industrial kitchen extraction system, external flue or significant external mechanical plant is required. The nature and scale of the proposed use, together with its daytime operating hours, are considered compatible with the established mixed commercial and residential character of Downton High Street.

5. SCALE AND APPEARANCE

The proposal is principally concerned with change of use and internal alterations.

There is no substantial enlargement of the existing building and its established scale, massing, roof form and relationship with the High Street remain unchanged.

The limited external alterations have been designed to respect the traditional character of the property. Existing traditional fabric is retained wherever reasonably practicable, and new elements use materials and detailing sympathetic to their context.

The proposal therefore represents a restrained intervention into the existing building rather than wholesale alteration.



6. ACCESS

Existing pedestrian and vehicular access arrangements to the site are substantially retained.

The café is provided with an accessible unisex WC, while the separate workshop entrance improves the functional operation of the different uses.

The existing vehicular access and driveway continue to serve the rear parking area.

The Highway Authority raised **no objection** to the additional commercial use at pre-application stage and considered the existing access, parking and turning arrangements acceptable.

7. CONCLUSION

The proposed development represents the sensitive adaptation of an established mixed-use property within the historic centre of Downton.

The design has evolved following detailed pre-application advice and responds specifically to the concerns raised by Wiltshire Council.

The development retains commercial activity, provides an additional small-scale High Street use, improves the existing residential accommodation and conserves the architectural and historic character of the property.

The proposal therefore represents an appropriate, sustainable and conservation-led development of the site.

A. EXISTING ACCOMMODATION

The property currently comprises:

Existing Use	Gross Internal Area
Retail Shop	39.1m ²
Workshop	147.9m ²
Ground Floor Residential	33.2m ²
First Floor Residential	82.7m ²

The existing arrangement contains areas of underutilised accommodation and does not make efficient use of the building.



B. PROPOSED ACCOMODATION

COMMERCIAL ACCOMMODATION

The proposal would create a mixed commercial arrangement comprising:

INDEPENDENT ARTISAN COFFEE SHOP AND CAFÉ

- Gross Internal Area: 55.5m²
- Approximately 22 customer covers.
- Small kitchenette.
- Coffee, cakes and light refreshments.
- Accessible WC serving customers and staff.
- Up to 3 staff members.

The proposed use is intended to provide a community-focused independent business supporting local trade and visitors to Downton High Street.

Indicative opening hours are anticipated to be:

- Monday to Saturday – 08:00 to 16:00
- Sunday – 09:00 to 14:00

COBBLER WORKSHOP

- Gross Internal Area: 97.1m²

The existing cobbler business would be retained and continue to operate from the premises.

The proposal therefore diversifies rather than replaces the existing commercial use.

RESIDENTIAL ACCOMMODATION

The proposal improves the residential accommodation occupied by the applicant through the conversion of existing store accommodation and internal reconfiguration.

The resulting dwelling would comprise:

Ground Floor:

- Open plan living room.
- Kitchen.
- Dining area.



- Utility.
- WC.

First Floor:

- Three bedrooms.
- Family bathroom.
- Ensuite.

Proposed Use	Gross Internal Area
Ground Floor Residential	64.4m ²
First Floor Residential	82.7m ²



PLANNING STATEMENT

16 High Street, Downton, Salisbury, SP5 3PJ

1. INTRODUCTION

This Planning Statement supports the application for the partial change of use and associated works at 16 High Street, Downton.

The application follows Wiltshire Council pre-application enquiry ENQ/2026/01278, through which the Council concluded that the principle of development was potentially acceptable.

The proposal comprises:

- partial change of use to provide a small independent artisan coffee shop/café;
- retention of the existing cobbler workshop;
- internal reconfiguration and improvement of the residential accommodation;
- conversion of underutilised ground-floor accommodation to residential use;
- associated accessible customer WC and workshop facilities;
- dedicated entrance to the retained workshop;
- residential parking beneath a lightweight timber car port;
- associated private residential garden; and
- limited repair and alteration of existing external openings.

The proposals do not involve an extension of the principal building.

2. PLANNING HISTORY

The Council's pre-application response identifies relevant previous permissions including:

S/1989/1029 – alteration to form a first-floor self-contained flat over the existing shop – approved 2 August 1989.

13/01112/FUL – change of use from ancillary office/store rooms at first floor to a self-contained two-bedroom flat, demolition of existing cold store and associated alterations – approved 19 June 2014.

17/11564/FUL – retention of ATM installed through the shop-front window – approved 13 June 2018.

17/11837/ADV – advertisement consent associated with ATM signage – approved 13 June 2018.

These permissions demonstrate the established mixed commercial and residential nature of the property.



3. PLANNING POLICY

The pre-application assessment identified the Wiltshire Core Strategy and made neighbourhood plans as the relevant development plan and identified, amongst others, Core Policies **CP1, CP2, CP23, CP34, CP35, CP38, CP48, CP49, CP50, CP51, CP57, CP58, CP61, CP62, CP64 and CP69**, together with saved Salisbury District Local Plan Policy C6.

The Downton Village Design Statement and Downton Parish Neighbourhood Plan are also material considerations.

The application should additionally be assessed against the National Planning Policy Framework and other relevant national planning guidance.

4. PRINCIPLE OF DEVELOPMENT

The site lies within the defined settlement boundary of Downton, identified as a Local Service Centre.

The proposal makes efficient use of an existing building within the established village centre and does not involve outward expansion of the settlement.

The existing mixed-use character of the property is retained.

The cobbler workshop remains operational while the café introduces a complementary small-scale commercial use capable of attracting local residents and visitors and increasing activity within the High Street.

The Council has already concluded that retaining the cobbler workshop and introducing the café would maintain an active commercial presence and could support the vitality and viability of Downton village centre.

The principle of development is therefore strongly supported.

5. ECONOMIC AND COMMUNITY BENEFITS

The proposal assists in securing the continued productive use of an existing High Street premises.

Rather than displacing the established cobbler business, the proposal enables it to remain alongside a complementary artisan café.

The development consequently:

retains an established local business; creates an additional commercial activity; diversifies the village centre offer; encourages footfall; provides a facility for local residents and visitors; and improves the utilisation and long-term viability of the existing building.

These benefits accord with the objectives of Core Policies CP38, CP48 and CP49 and the broader objective of maintaining viable and active local centres.



6. HERITAGE AND DESIGN

Heritage considerations have been central to development of the application.

The site lies within Downton Conservation Area, adjoins listed buildings and incorporates historic fabric identified by the Conservation Officer as forming part of the listed building at No.14.

Following the pre-application response, the scheme has been revised.

In particular, the traditional front timber sash windows are now proposed to be retained and repaired wherever practicable rather than routinely replaced. Where replacement becomes demonstrably necessary, the replacement would be timber, slim-profile double glazed and would reproduce the existing traditional proportions and detailing.

The workshop door has also been developed in detail as a traditional hardwood cottage-boarded door within the existing opening.

The rear car port is lightweight, subordinate and positioned away from the principal public elevation.

Consequently, the revised development preserves the significance of the relevant heritage assets, the setting of neighbouring listed buildings and the character and appearance of Downton Conservation Area.

7. RESIDENTIAL AMENITY

The proposed artisan coffee shop/café is modest in scale and is located within an established village-centre location where commercial activity already forms part of the character of the High Street.

The proposed use will operate as a small artisan coffee shop serving hot and cold drinks together with food which is prepared off-site and delivered to the premises. Food preparation within the premises will be limited to light assembly and reheating where required. There will be **no commercial-scale cooking, frying or other intensive food preparation.**

As a consequence, the proposed use does not require a commercial kitchen extraction system, external flue or other industrial-scale ventilation equipment. No significant odour emissions are therefore anticipated from the operation of the café.

Similarly, the proposal does not include significant external mechanical plant capable of generating material noise impacts upon neighbouring residential occupiers.

The scale and nature of the operation are therefore substantially different from those of a restaurant, takeaway or premises undertaking intensive food preparation.

This directly addresses the residential amenity concerns identified within the Council's pre-application response, which noted that any future application should demonstrate that café activity, food preparation, servicing and associated plant would not result in unacceptable noise or odour effects.



PROPOSED HOURS OF OPERATION

It is anticipated that the café will operate within the following hours:

Monday to Saturday: 08:00–18:00

Sundays and Bank Holidays: 09:00–17:00

These hours are appropriate to the nature and location of the proposed use and ensure that café activity will be concentrated during normal daytime and early evening periods.

There will be no late-night operation.

Staff attendance immediately before opening and after closing will be limited to routine preparation, cleaning and securing of the premises.

DELIVERIES AND SERVICING

Deliveries will principally comprise food, beverages and other supplies associated with the normal operation of a small café.

Food will largely arrive pre-prepared and therefore servicing requirements will be limited in scale.

Deliveries will take place during normal daytime business hours wherever practicable and will not involve intensive or frequent servicing associated with a restaurant, takeaway or larger commercial food premises.

The scale of servicing is therefore expected to remain compatible with the established mixed commercial and residential character of Downton High Street.

NOISE

The principal potential sources of noise will be customers, staff activity and normal operation of coffee-making and food-reheating equipment within the building.

These are typical activities associated with a small café and will principally take place internally.

No amplified music, late-night entertainment or external customer seating forming part of this application is proposed.

No significant external plant or mechanical extraction system is proposed.

Given the limited scale of the use, daytime hours of operation and absence of intensive commercial kitchen equipment, the proposal is not expected to give rise to materially harmful noise impacts upon neighbouring occupiers.

ODOUR

The café will not undertake commercial-scale cooking.

Food will principally be delivered to the premises ready-prepared, with only limited reheating and light food preparation taking place on site.



The absence of frying, grilling or other intensive cooking means that there is no requirement for an industrial kitchen extraction system and no significant source of cooking odours is anticipated.

The proposed use is therefore not expected to cause unacceptable odour effects upon neighbouring residential properties.

The proposed café is a small-scale daytime commercial use appropriate to an established village-centre location.

Its operational characteristics, limited food preparation, absence of commercial kitchen extraction, absence of significant external plant and controlled daytime opening hours ensure that the proposal can operate without unacceptable noise, odour or disturbance.

The development is therefore considered compatible with neighbouring residential amenity and consistent with Core Policy CP57.

8. HIGHWAYS AND PARKING

The proposal uses the established vehicular access and driveway.

Existing parking is retained and two dedicated residential spaces are provided beneath the proposed rear timber car port.

The Highway Authority was consulted during the pre-application process and confirmed that it had no objection to the additional commercial use or existing vehicular access arrangements. It also accepted the proposed turning arrangement.

There is therefore no identified highway reason why planning permission should be withheld.

9. ECOLOGY

The development is limited predominantly to internal works, change of use and minor alterations at ground-floor/opening level.

No works are proposed to the existing roof, roof structure, roof covering, eaves, verges or other roof-level features of the existing building.

Accordingly, the proposal does not involve the removal or alteration of roof fabric capable of providing potential bat roosting opportunities.

The pre-application ecology comments were precautionary and referred generally to the possibility of bats and birds roosting within the building. The submitted scheme has now been clearly defined and does not include works to the existing roof.

On this basis, a bat survey is not considered necessary or proportionate to the scope of this application.

Should protected species nevertheless be discovered during implementation, works would cease within the affected area and appropriate ecological advice would be obtained.



The Council also concluded that, because there is **no increase in residential units**, the development is unlikely to create an additional recreational effect upon the New Forest protected sites and does not provide a pathway for increased phosphorus loading affecting the River Avon SAC.

10. BIODIVERSITY NET GAIN

The proposal relates predominantly to an existing building and previously developed parts of the site and does not involve substantive habitat loss.

The pre-application response anticipated that the proposal would likely be exempt from mandatory Biodiversity Net Gain requirements, while nevertheless expecting development to avoid biodiversity loss and provide proportionate enhancement where practicable.

The development is therefore considered consistent with the underlying objectives of CP50.

11. PLANNING BALANCE AND CONCLUSION

The principle of development has already received a positive response from Wiltshire Council.

The proposal retains the established cobbler workshop, introduces a complementary small-scale artisan café, improves the existing residential accommodation and makes more effective use of an established mixed-use property within Downton village centre.

Importantly, the revised proposals respond directly to the heritage concerns raised at pre-application stage. There is no significant enlargement of the existing building, the established High Street frontage is conserved, traditional sash windows are retained and repaired wherever practicable, the new workshop entrance is appropriately detailed and the rear car port remains visually subordinate.

The operational characteristics of the proposed café have also been clearly defined in response to the residential amenity matters raised through the pre-application process. The café will operate as a modest daytime coffee shop, serving hot and cold drinks together with food predominantly prepared off-site and delivered to the premises. On-site preparation will be limited to light preparation and reheating, with no commercial-scale cooking, frying or intensive food preparation proposed.

As a consequence, the development does not require an industrial kitchen extraction system, external flue or significant external mechanical plant and is not anticipated to generate material cooking odours or plant noise. Proposed operating hours are limited to **08:00–18:00 Monday to Saturday and 09:00–17:00 on Sundays and Bank Holidays**, avoiding late-evening activity and ensuring that the use remains appropriate to its mixed commercial and residential surroundings.

The development therefore addresses the principal heritage and residential amenity matters identified at pre-application stage.

The proposal represents the sustainable reuse and adaptation of an existing building and would contribute positively to the vitality and viability of Downton High Street without causing



unacceptable harm to heritage significance, neighbouring residential amenity, highway safety or ecological interests.

Accordingly, the proposal accords with the relevant objectives of the development plan and planning permission should be granted.



HERITAGE STATEMENT

16 High Street, Downton, Salisbury, SP5 3PJ

1. INTRODUCTION

This Heritage Statement has been prepared in support of proposals at 16 High Street, Downton.

Its purpose is to identify the heritage significance of the site and surrounding heritage assets, describe the proposed works and assess their effect upon that significance.

The statement has been informed particularly by the detailed Conservation Officer comments obtained through Wiltshire Council pre-application enquiry ENQ/2026/01278.

2. HERITAGE CONTEXT

The site occupies a prominent historic High Street location within the **Downton Conservation Area**.

The townscape is characterised by a varied collection of traditional buildings fronting the High Street, with changes in age, architectural detailing, materials and building form contributing to the historic character of the settlement.

No.14 High Street is Grade II listed, and other Grade II listed buildings are located within the vicinity, including No.18 and properties opposite the site.

Of particular relevance, the Conservation Officer's assessment identified that the historic building represented within part of the application property forms part of the listed building associated with No.14.

The assessment of the application therefore recognises both the direct significance of the historic fabric concerned and the contribution the wider property makes to the setting of neighbouring heritage assets and Downton Conservation Area.

3. SIGNIFICANCE

The heritage significance of the property derives principally from:

its relationship with the historic development of Downton High Street; surviving historic building fabric; traditional scale, proportions and roof form; its traditional timber sash fenestration; the rhythm and appearance of the High Street elevation; and its relationship with adjoining and nearby listed buildings.

The significance of the Conservation Area derives from the collective architectural and historic qualities of the settlement, including its traditional street pattern, historic buildings, materials, scale and active village-centre character.

The existing commercial function of the premises also contributes to the historic mixed-use character of the High Street.



4. NATURE OF THE PROPOSAL

The application seeks the continued productive use of the property through a combination of:

an independent artisan café; retained cobbler workshop; improved residential accommodation; limited internal alterations; a dedicated workshop entrance; rear residential parking and garden space; and repair and conservation of existing traditional windows.

The development does not propose an extension of the principal building or alteration to its existing roof.

5. RESPONSE TO CONSERVATION OFFICER ADVICE

The Conservation Officer was generally supportive of the principle of development but identified specific areas requiring refinement.

The application has been revised accordingly.

TRADITIONAL SASH WINDOWS

The pre-application scheme proposed replacement of certain traditional windows.

The Conservation Officer specifically encouraged retention and repair and objected to UPVC replacement within the historic/listed element.

The application has therefore been amended so that traditional timber sash windows are **retained and repaired where practicable**.

Only where repair proves impracticable and replacement is demonstrated to be necessary would replacement occur, in which case a slim-profile double-glazed timber sash window matching the existing traditional proportions, glazing pattern, profiles and detailing would be used.

This is a conservation-led solution which retains historic fabric wherever reasonably possible.

WORKSHOP ENTRANCE

The new workshop entrance is required to allow the retained workshop to operate independently from the café and residential accommodation.

It is formed from an existing side window opening, limiting intervention into existing external fabric.

The detailed design proposes a traditional hardwood cottage-boarded door with painted finish and hardwood frame. The existing floor and footing are retained.

The traditional form and material of the door ensure that the alteration remains compatible with the historic character of the building.

CAR PORT

The proposed car port is positioned to the rear of the property, away from the principal High Street elevation.



The Council already considered its location to result in no significant character and appearance concerns because it would not be visible from the public realm.

The revised design is a lightweight timber structure which remains clearly subordinate to the historic building.

It therefore does not compete with the principal building or materially affect appreciation of the nearby listed buildings from the High Street.

6. INTERNAL ALTERATIONS

The proposed internal alterations principally facilitate separation and improvement of the café, workshop and residential functions.

The ground-floor accommodation has already experienced alteration associated with its commercial use.

Intervention is limited to that necessary to provide viable contemporary uses, including accessible sanitary facilities and appropriate separation between the different occupancies.

At first-floor level, alterations predominantly concern internal reorganisation of the residential accommodation.

The works therefore enable the property to remain occupied and maintained without requiring significant enlargement or harmful intervention into its external historic form.

7. EFFECT UPON THE LISTED BUILDING

The revised scheme adopts the principle of minimum intervention.

Important traditional external features are retained, particularly the sash windows, and replacement is treated as a last resort rather than the default approach.

New work is deliberately traditional and recessive in appearance.

The proposal also provides a viable long-term mixed use for the property. Continued occupation and productive use are themselves important factors in supporting the conservation and maintenance of historic buildings.

The works are consequently considered to **preserve the special architectural and historic interest and significance of the listed building.**

8. EFFECT UPON DOWNTON CONSERVATION AREA

The existing scale, massing, roof form and overall High Street composition of the property remain substantially unchanged.

There is no substantial new built form visible from High Street.



The repair and retention of traditional sash windows positively conserves the historic appearance of the elevation.

The proposal also retains and strengthens commercial activity within the village centre, maintaining the active mixed-use character which contributes to Downton's identity.

The character and appearance of Downton Conservation Area would therefore be preserved.

9. SETTING OF NEARBY LISTED BUILDINGS

The development is modest in physical terms and principally contained within the existing building.

The rear car port is subordinate and screened from the principal public realm, while the High Street elevation remains substantially unchanged.

There would consequently be no harmful change to the way in which nearby listed buildings are experienced or understood within the historic streetscape.

Their settings and significance would be preserved.

10. PUBLIC BENEFITS

The development provides a number of heritage and wider public benefits.

It secures continued use of the existing property; retains the established cobbler workshop; introduces a complementary local café; maintains an active commercial High Street frontage; improves the residential accommodation; promotes continued investment and maintenance of the historic building; and prioritises repair of traditional building fabric.

These benefits reinforce the appropriateness of the proposed conservation-led adaptation.

11. CONCLUSION

The application represents a sensitive reuse and adaptation of an existing historic property.

The scheme has been developed specifically in response to Wiltshire Council's pre-application and Conservation Officer advice.

The most significant change is the move away from wholesale replacement of traditional front sash windows towards their retention and repair, supplemented only where demonstrably necessary by carefully matched timber replacements.

Together with the traditional workshop door and restrained rear car port, this ensures that the development respects the architectural and historic character of the property.

The proposal preserves the significance and special interest of the listed building, preserves the setting of surrounding listed buildings and preserves the character and appearance of Downton Conservation Area.



The Council's pre-application assessment similarly concluded that, subject to appropriate detailing, the proposal was capable of preserving the Conservation Area and the setting of adjacent listed buildings.