

Proposed Garage Conversion at

75 St Ann Place, Salisbury SP1 2SU

Design & Access Statement

Prepared for Sara Whitmarsh



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By: Dale Roberts
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DALE ROBERTS DESIGN
ARCHITECTURAL SERVICES

1. Existing Building

- 1.1. The property is a three-storey mid-terrace townhouse located at 75 St Ann Place, within the City of Salisbury Conservation Area, close to Salisbury city centre.
- 1.2. The existing accommodation comprises an integral garage, hallway, kitchen and WC at ground floor; a living room, bedroom and bathroom at first floor; and two further bedrooms at second floor within the roof space, lit by dormer windows.
- 1.3. The front (north) elevation is flush at ground and first floor level, with a projecting bay window at first floor and a dormer window above. The existing integral garage is accessed directly from the private access road (St Ann Place) via an up-and-over door, and internally from the ground floor hallway.
- 1.4. A measured survey has established that the existing garage measures approximately 2.60m in width at its narrowest point and 5.00m in length, this length taken to a low staircase soffit at the rear of the garage, which comes down low on the right-hand side and limits the usable length of the space.

2. The Proposed Scheme

- 2.1. The proposal is to convert the existing, underused integral garage into a dining room, with no external alteration other than to the front elevation.
- 2.2. **Garage Conversion**
The existing up-and-over garage door is removed and replaced with a flush standard window, together with matching brickwork infill to the remainder of the former door opening. The existing lintel over the opening is retained and reused. No new structural opening is required elsewhere in the property; the existing doorway between the garage and the hallway is retained.
- 2.3. **Internal Layout**
A new full-width cupboard is formed at the rear of the room, adjacent to the existing staircase, providing general storage. The room is not connected to the kitchen; the two spaces remain separated, as existing.

3. Layout

- 3.1. **Ground Floor**
The converted room provides a dining room of 2.51m x 4.96m, directly accessible from the hallway. This addresses the existing separation between the kitchen, at ground floor, and the only reception space, at first floor — a relationship the applicant finds impractical for everyday use, particularly when serving food between floors. It also makes entertaining family and friends more difficult, as cooking and dining take place on different floors.
- 3.2. **First and Second Floors**
No changes are proposed to the first or second floor accommodation.

4. Scale

- 4.1. There is no change to the scale, footprint, height or roofline of the existing dwelling. The proposal is an internal conversion of existing floorspace, with a single new window formed within the existing front wall opening.

5. External Appearance

- 5.1. The proposed window and brickwork infill are designed to be sympathetic to, and consistent with, the character of the existing dwelling and the wider terrace.
- 5.2. Walls: brickwork to match the existing facing brick in size, colour, texture, coursing bond and mortar joint profile, forming a flush infill to the remainder of the former garage door opening. The existing lintel over the opening is retained and reused (see Section 2.2, above). This approach is consistent with the Wiltshire Design Guide Supplementary Planning Document (2024), Appendix D, which requires that materials and joinery detailing match the existing building, and that alterations of this kind remain subservient to, and read as a supporting addition to, the original house.
- 5.3. Window: a flush, white UPVC double-glazed window, 1800mm wide by 1200mm high, in a profile and proportions to match the existing windows to the property.
- 5.4. This treatment follows the precedent established at 83 St Ann Place (see Neighbouring Context, below), which combines a flush window with matching brickwork infill within a former garage door opening on an identical property type within the same terrace. The aim is for the new ground-floor elevation to match that at 83 St Ann Place as closely as possible, so that the terrace reads consistently and no new or unfamiliar feature is introduced.

6. Design Evolution

- 6.1. During early discussions, a projecting bay window was considered for the new opening, to match the existing first-floor bay above. However, the first-floor bay is off-centre relative to the garage door below, and the property has a flush two-storey façade without the benefit of a first-floor oversail — a feature present at 7 and 9 Green's Court, where oversailing upper floors allow projecting bay windows to sit comfortably beneath them. A ground-floor bay window at 75 St Ann Place would therefore have projected forward of the principal building line and read as visually disjointed from the storey above.
- 6.2. A smaller oriel window was also considered, but was not preferred on grounds of scale and appearance.
- 6.3. The agreed approach — a flush window with matching brickwork infill — avoids these issues, sits comfortably within the existing opening, and follows a precedent already established within the terrace at 83 St Ann Place.

7. Parking & Access

7.1. Existing Parking Provision

The property currently benefits from two off-street parking spaces: the integral garage, and a space held in the freehold ownership of the property, in the parking area directly opposite, within the private access road serving the terrace.

7.2. Assessment of the Existing Garage

The existing garage's internal dimensions (2.60m x 5.00m) fall well short of the minimum internal dimensions commonly applied in UK highway and parking guidance for a single garage to be counted as a parking space: typically 3.0m wide by 6.0m long, as referred to in Manual for Streets (Department for Transport, 2007) and adopted by many local highway and planning authorities, a number of which also specify a minimum garage door width of around 2.3m. The garage is therefore 0.40m too narrow and 1.00m too short to meet that standard; at 2.60m wide, there is insufficient room to open a car door and leave the vehicle safely once inside. The

clear door opening, at approximately 2.10m wide between the door frames, is narrower still. The clear opening is only marginally wider than a typical small car with its mirrors in normal use, so a car would need to approach the opening square-on and in a straight line. The 4.60m shared access road and the shallow area in front of the garage, between 2.26m and 2.33m deep (see Section 7.4, below), do not provide enough room to turn a car and line it up with the opening from the road itself. The only straight approach is from the property's own parking space directly opposite, which must therefore be empty for the garage to be entered. The garage and the parking space cannot both be used for parking at the same time, so in practice they provide one usable space between them, not two. The applicant's own experience with a small car, a Skoda Fabia, was that it could not be driven into the garage. In practical terms, the garage does not provide functional off-street parking capacity today, and its conversion therefore results in no net loss of usable parking capacity to the property. It is widely recognised in planning guidance that small, older integral garages of this kind are often impractical for modern vehicles and are commonly used for general storage rather than parking.

7.3. Policy Position

This assessment is supported by, though not dependent upon, Wiltshire Council's adopted parking standards (Policy PS6, Residential Parking Standards, within the Wiltshire Local Transport Plan 3 Car Parking Strategy, incorporated into the Wiltshire Core Strategy (2015) under Core Policy 60). This policy, which sets minimum standards for new residential development, confirms that garages are not included as part of a dwelling's allocated parking provision, except where there are overriding design considerations. The minimum standard for a dwelling of this size (a three-bedroom property, within the 2–3 bedroom bracket) is 2 spaces. While this policy is directed at new development rather than alterations to existing dwellings, it is relevant, supporting evidence that Wiltshire Council itself does not treat a garage of this kind as reliable parking provision.

Policy PS6 further confirms that reduced residential parking provision will be considered where there are significant urban design or heritage issues — a consideration directly applicable here, given the property's location within the City of Salisbury Conservation Area.

7.4. Assessment of the Area in Front of the Garage

The area of block paving immediately in front of the existing garage door varies in depth between 2.26m and 2.33m along its length, with a total width across the full frontage of the property of 4.80m. This area is unsuitable as a replacement parking space: its depth falls below any commonly applied UK residential parking width standard, and a vehicle parked lengthways — the only orientation the available width permits — would require approximately 6.00m to manoeuvre safely, some 1.20m more than the 4.80m available. A vehicle parked in this position would also obstruct pedestrian access to the front door.

The shared private access road is 4.60m wide, with a 250mm concrete rainwater channel to its far side. Parking here would obstruct this shared access, which serves the neighbouring properties at 77, 79, 81 and 83 St Ann Place. A public right of way for pedestrians runs along this access road, continuing into Green's Court; any parking arrangement here would risk conflict with that right of way. The proposal does not affect the right of way, which will remain as existing.

7.5. Retained Parking Provision

The property's freehold parking space, opposite the property, is retained in its entirety and is unaffected by the proposed development. In addition, two visitor parking spaces are allocated within the terrace, marked '67 to 83' and available on an occasional basis for additional need, such as visiting family, shared between the

nine properties in that range, including 75 St Ann Place. This matches the parking arrangement described in the 1988 appeal decision for 83 St Ann Place, which recorded 12 residents' spaces and 2 visitor spaces serving the same nine properties.

7.6. **Sustainable Location and Travel Patterns**

This assessment assumes that the property will continue to need parking for one car, which the retained parking space provides in full (see Section 7.5, above). The property's central location also allows many everyday journeys to be made on foot or by bus, as set out below.

Salisbury is a well-documented traffic bottleneck. Wiltshire Council and National Highways have both acknowledged frequent congestion at key junctions including the Harnham Gyratory, Exeter Street Roundabout, and Southampton Road/College Roundabout. Wiltshire Council's own data indicates that approximately 70% of this congestion is generated by local traffic rather than traffic passing through the city. Reducing reliance on the private car for short local journeys from a central location of this kind therefore has a real, evidenced benefit to the wider local transport network.

The property is within a short walk of two well-served bus corridors on Exeter Street and Brown Street, providing local and regional services including routes to Southampton, Bournemouth, Blandford Forum, Shaftesbury and the city centre. GP practices within walking distance include Three Chequers Medical Practice in Endless Street and Harcourt Medical Centre. Retail and other amenities within short walking distance include the Cross Keys Shopping Centre, the Old George Mall, Marks & Spencer, and Salisbury Marketplace, approximately 10 minutes' walk from the property.

7.7. **Cycle Provision**

A dedicated, secure cycle storage enclosure is proposed within the rear garden of the property, providing a practical alternative to private car use for local journeys. The rear garden is accessed directly from a rear alleyway via an existing gate. The alleyway is itself gated and secured, with a key held by each of the property owners it serves, allowing bicycles to be taken to and from the store securely without passing through the house.

7.8. **Electric Vehicle Charging**

An electric vehicle charging point is proposed on the brick pier between the garage door and the front door, close to the existing electricity supply. Two options are under consideration for reaching the retained parking space opposite: a surface-mounted cable protector, laid across the private access road while the vehicle is charging (typically overnight) to allow other vehicles to pass safely over it; or an underground cable run beneath the access road, providing a fixed charging point at the parking space itself. This is within normal practice: tethered home EV chargers commonly ship with 5–7.5m cables as standard, with 10m and longer versions widely available for this scenario, where the charger is mounted on the house rather than immediately beside the parking space.

7.9. **Vehicular and Pedestrian Access**

No change is proposed to vehicular or pedestrian access to the property. Access remains via the existing shared private access road, and the existing front door and hallway. The public right of way along the access road is unaffected (see Section 7.4, above).

7.10. **Use of the Converted Room**

To provide further reassurance regarding parking demand, the applicant would accept a condition confirming that the converted room forms ancillary living accommodation as part of the single dwellinghouse and does not create a

separate unit of residential accommodation. This is consistent with the Wiltshire Design Guide Supplementary Planning Document (2024), Appendix D, which advises that additional accommodation of this kind should have no separate entrance or staircase and should remain internally connected to, and share facilities with, the rest of the house — which is the case here, the room being accessed solely via the existing hallway.

8. Neighbouring Context

8.1. St Ann Place forms a terrace of similar properties within the City of Salisbury Conservation Area. Comparable alterations exist within the immediate vicinity:

8.2. **7 and 9 Green's Court**

Garage conversions to living accommodation, each with a bay window formed in place of the garage door. Full planning permission was granted for the conversion at 7 Green's Court (ref. S/2012/1537, December 2012), on the basis that the existing off-street parking provision at that property, unaffected by the conversion, was retained in full.

8.3. **83 St Ann Place**

An identical property type within the same terrace, where the garage door has been replaced with a window. Planning permission for this conversion (ref. S/1988/0039) was refused by the former Salisbury District Council in 1988 on parking grounds, but the refusal was overturned on appeal (ref. T/APP/T3915/A/88/091640, September 1988). The Inspector concluded that the loss of the garage was acceptable given the retained off-street space opposite and expressly found that an average-sized car could not satisfactorily use the paved area in front of the house for parking — the same conclusion independently reached at 75 St Ann Place by measured survey. This appeal decision was expressly stated not to set precedent, given the unique end-of-terrace position of 83 St Ann Place; it is referenced here as contextual evidence of the established character of the terrace, and of a comparable planning judgement previously reached on this street, rather than as binding precedent.

8.4. **9 Green's Court (1994 Application)**

A separate, earlier application at 9 Green's Court (ref. S/1994/1749) sought 'conversion of garage to dining room including additional window' — a proposal materially identical to that made here. This was refused by the former Salisbury District Council in February 1995, but the refusal was overturned on appeal (ref. T/APP/T3915/A/95/251802, July 1995). The Inspector found that the proposed elevation treatment — removing the garage door — would represent a sympathetic alteration, not out of keeping with the Conservation Area setting, and would preserve its character and appearance. The Inspector was referred to the 83 St Ann Place appeal decision, and while declining to treat it as an irrefutable precedent, agreed that proposals of this kind should be judged on their own facts, and concluded that granting permission would not create an undesirable precedent. This is a second, independent example of this type of conversion being permitted in the immediate vicinity, following the same reasoning applied throughout this Statement.

9. Heritage Statement

9.1. The property lies within the City of Salisbury Conservation Area, a designated heritage asset. The significance of the Conservation Area derives principally from the medieval planned city, laid out from the early thirteenth century on a grid of streets and 'chequers', together with the Cathedral Close, the Cathedral itself and the many historic buildings lining the city's streets. In this part of the city, St Ann Street retains a historic street frontage that includes listed buildings, and there are

views of the Cathedral spire from within the area, including along the private access road serving the terrace (see Site Photographs, Figure 6).

- 9.2. St Ann Place is a residential development of the early 1980s (planning permission S/81/1331/TP, granted 1982), built behind the St Ann Street frontage. Its terraced houses are of a traditional scale and form, in facing brick with render to some upper storeys, plain tiled roofs, tile-hung dormers and projecting bay windows. They contribute to the character of this part of the Conservation Area as well-mannered modern infill. The terrace contains no listed buildings, and its significance lies in its consistent scale, materials and roofline rather than in any historic fabric.
- 9.3. The proposal affects only the ground-floor front elevation of No. 75, which faces the private access road. The garage door would be replaced by a white window set in brickwork matching the existing, following the treatment already carried out at No. 83 (see Sections 5 and 8, above). The roofline, scale, upper storeys and materials of the terrace would be unchanged, and the alteration would read as part of the established pattern of the terrace rather than as a new feature. There would be no effect on the setting of the listed buildings on St Ann Street, or on views of the Cathedral spire.
- 9.4. The 1995 appeal decision at 9 Green's Court, within the same development, found that a comparable alteration, replacing the garage door with a window, would preserve the character and appearance of the Conservation Area (see Section 8.4, above). For the reasons set out above, the proposal is considered to cause no harm to the significance of the Conservation Area, and to preserve its character and appearance, in accordance with Core Policy 58 of the Wiltshire Core Strategy and national policy for the historic environment.

10. Cumulative Impact and Precedent

- 10.1. In refusing the 1988 application at 83 St Ann Place, the former Salisbury District Council raised a specific concern that granting permission would make it difficult to resist similar conversions elsewhere in the terrace, to the cumulative detriment of the area. The Inspector who later allowed that appeal addressed this by finding the circumstances at 83 St Ann Place — its position at the end of the terrace — unique, such that no precedent would be created. That specific basis is not available here, as 75 St Ann Place is a mid-terrace property. The cumulative impact question is therefore addressed directly, on its own terms, below.
- 10.2. The terrace comprises two distinct sections: a short run fronting the adopted public highway (61 to 65, three properties, two with integral garages) and a longer private section (67 to 83, nine properties, three with integral garages: 69, 75 and 83). The public highway section is subject to formal on-street parking control and differs materially from the private section addressed elsewhere in this Statement; it is not considered directly comparable and is not relied upon further here.
- 10.3. Within the private section, only three properties have ever had an integral garage. Of these, 83 St Ann Place has already been converted, following its own individual planning history. Only one further property (69 St Ann Place) retains an unconverted integral garage and could conceivably follow this application's approach. This pattern — two conversions in roughly forty years, from a pool of only three garaged properties on the private section — indicates that uptake of this type of conversion is naturally slow and governed by each owner's individual circumstances, not by the existence of a permitted example nearby. This is consistent with the condition attached to the terrace's original planning permission, which requires individual planning consent for any conversion of an integral garage to living accommodation (see Planning History, below). That mechanism ensures the one remaining property would need to bring its own site-

specific, measured evidence — as has been done here — rather than relying on this approval as a general entitlement. On this basis, the cumulative risk of this application is considered limited, and insufficient to outweigh the case set out elsewhere in this Statement.

11. Planning History

- 11.1. A search of Wiltshire Council's online Planning & Building Control Public Register (which records applications from January 2021 onwards) shows no planning applications, building control applications or enforcement notices recorded for 75 St Ann Place.
- 11.2. The property forms part of a terrace originally constructed under a single planning permission (ref. S/81/1331/TP, granted 18 June 1982). Condition 5 of that permission states that the garages shown on the deposited plans shall not be converted into habitable rooms unless otherwise agreed by the Local Planning Authority upon submission of a planning application in that behalf. The stated reason for Condition 5 was 'in the interest of the amenity of the development'; it was not imposed for reasons of parking provision. Condition 12 of the same permission separately removes permitted development rights for alterations to the dwellings within the development. This application is made in direct fulfilment of the requirement of Condition 5, and is submitted as a full Householder Planning Application on that basis, the property also lying within the City of Salisbury Conservation Area.
- 11.3. For completeness, it is noted that Condition 5 was imposed more than forty years ago, for reasons of amenity, in respect of a garage which cannot in practice accommodate a modern car, and that the proposal preserves the amenity of the development (see Sections 5, 6 and 8, above). The same question has already been tested within this development. In 1995 the Council's committee report on 9 Green's Court described Condition 5 as imposed to safeguard the visual amenity of the development, and the Inspector who allowed the appeal found that replacing the garage door with a window was a sympathetic alteration which would preserve the character and appearance of the Conservation Area (see Section 8.4, above). There is therefore a reasonable question as to whether the continued application of that condition to this property would meet the tests for planning conditions set out in the National Planning Policy Framework (August 2026), Policy DM6: that a condition be necessary, relevant, sufficiently precise, and reasonable in all other respects. This point is noted in passing only. The application is made on its merits, as set out in this Statement, and does not depend upon it.

12. Planning Policy

- 12.1. Wiltshire Core Strategy (2015) – Core Policy 60 (Sustainable Transport), incorporating the Wiltshire Local Transport Plan 3 Car Parking Strategy, Policy PS6 (Residential Parking Standards): addressed fully at Section 7 (Parking & Access), above.
- 12.2. Wiltshire Core Strategy (2015) – Core Policy 57 (Ensuring High Quality Design and Place Shaping) and Core Policy 58 (Ensuring the Conservation of the Historic Environment): the proposed materials and detailing, matching the existing facing brick and window style and following the design precedent established at 83 St Ann Place, are considered to preserve the character and appearance of the City of Salisbury Conservation Area, consistent with these policies.
- 12.3. Wiltshire Core Strategy (2015) – Core Policy 46 (Meeting the Needs of Wiltshire's Vulnerable and Older People): the proposal supports the applicant's wish to adapt

the property to provide habitable accommodation at ground floor level, consistent with this policy's requirement that development demonstrate how it responds to the needs of an ageing population.

- 12.4. National Planning Policy Framework: the proposal is considered consistent with the Framework's support for housing that meets the needs of different groups, including older people, and its emphasis on well-designed, sustainably located development.

13. Landscaping

- 13.1. No change is proposed to the existing hard or soft landscaping at the front of the property. A new secure cycle storage enclosure is proposed within the rear garden.

14. Drainage and Flood Risk

- 14.1. No change is proposed to existing foul or surface water drainage arrangements. No new sanitary provision is proposed within the converted space.
- 14.2. The house, including the garage to be converted, lies within Flood Zone 1 on the Environment Agency's Flood Map for Planning, an extract of which is enclosed. The retained parking space and part of the private access road, which fall within the application site, lie within Flood Zone 2. No building work is proposed within Flood Zone 2. The only work that may take place there is the electric vehicle charging cable described at Section 7.8, which would either be laid on the surface when in use or run underground, with no change to ground levels.
- 14.3. The Environment Agency's Risk of Flooding from Surface Water mapping shows no surface water flooding within the application site, including in the 1 in 1000 annual chance event, and an extract is enclosed. The Wiltshire Strategic Flood Risk Assessment groundwater emergence mapping places the site in the zone where there is a risk of groundwater flooding to both surface and subsurface assets, and an extract is enclosed. The Environment Agency's long-term flood risk service also shows the site to lie within a groundwater flood alert area. Electrical sockets in the converted room will be raised to a minimum of 400mm above floor level. The completed Wiltshire Householder and Minor Extensions Flood Risk Assessment form is enclosed.
- 14.4. The proposal creates no new dwelling and no change of use, so the flood risk vulnerability of the property is unchanged. It adds no impermeable area, and the new floor in the converted room is formed within the existing building at the level of the existing house floor. The proposal would not increase flood risk on the site or elsewhere.

15. Conclusion

- 15.1. The proposal converts an underused, undersized integral garage — incapable of accommodating a modern vehicle — into a dining room, addressing a genuine, everyday inconvenience in the existing layout of the property.
- 15.2. No change is proposed to the scale, footprint or roofline of the dwelling. The single external alteration, to the front elevation, follows a design and material precedent already established within the terrace.
- 15.3. The garage is not counted as parking provision under Wiltshire Council's adopted parking policy, and in practice it cannot be used alongside the retained parking space. Its conversion therefore causes no loss of parking provision in either policy or practical terms. The retained parking space, the property's sustainable central

location, and the proposed cycle and electric vehicle charging provision are considered to represent an appropriate and well-evidenced approach to parking, consistent with Wiltshire Council's own adopted parking policy.

- 15.4. The proposal is considered to represent sustainable, well-designed development, in accordance with national and local planning policy.

This Design and Access Statement is to be read in conjunction with enclosed documents:

Drawings:

26020 / P001	Site Location Plan
26020 / P002	Site Block Plan - Exg & Proposed
26020 / P050	Existing Floor Plans & Elevs
26020 / P100	Proposed Floor Plans & Elevs
26020 / SP01	Site Photographs

Flood risk information:

Environment Agency Flood Map for Planning (extract)
Environment Agency Risk of Flooding from Surface Water map (extract)
Wiltshire Strategic Flood Risk Assessment Groundwater Emergence map (extract)
Wiltshire Council Householder and Minor Extensions Flood Risk Assessment form