

TITLE: 25/01170/FUL

Committee: Planning Committee

Date: 14 January 2026

Author: Planning Officer

Report No: AA115

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Site Address: 10 Little Lane, Ely, Cambridgeshire, CB6 1AZ

Proposal: Garage conversion, removal of garage door and infill with window and addition of porch to rear

Applicant: Mrs Colbert

Parish: Ely

Ward: Ely West

Ward Councillor/s: Christine Colbert
Ross Trent
Christine Whelan

Date Received: 23 October 2025

Expiry Date: 18 December 2025

1.0 RECOMMENDATION

1.1 Members are recommended to APPROVE the application for the following reason(s):

1. The proposed developments would have no significant detrimental impact on the character and appearance of the area;
2. The proposed developments would not harm the significance of the Ely Conservation Area;
3. The proposed developments would have no significant detrimental impacts on the amenities of neighbouring properties.

1.2 The application is being heard by committee because it triggers the Councils Constitution in respect of applications made by or on behalf of Members and which are recommended for approval (Constitution: Part 5: Codes and Protocols:

Guidance on Planning Matters: 2.0 Members Making Planning Applications, Para. 2.2). Although this is a minor householder application, it has been agreed that ALL applications made by or on behalf of Members, including minor householder applications, and which are recommended for approval, will be referred to the Planning Committee for determination.

2.0 SUMMARY OF APPLICATION

- 2.1 The application proposes the conversion of the existing garage and adjoining utility into a playroom and erection of a rear lean-to porch outside the existing French doors to the study. The garage conversion would involve infilling the garage door opening with a white u-PVC window surrounded by white u-PVC cladding over a matching brick base. The rear porch would consist of white u-PVC windows over white u-PVC panels on a matching brick base with white u-PVC glazed roof.
- 2.2 The proposed garage conversion and rear porch require planning permission due to the dwelling being within the Ely Conservation Area as both would consist of plastic cladding.
- 2.3 The full planning application, plans and documents submitted by the Applicant can be viewed online via East Cambridgeshire District Council's Public Access online service, via the following link [Simple Search](#).

3.0 PLANNING HISTORY

- 3.1 95/00374/FUL - Erection of a pair of chalet bungalows. **Approved 27-July-1995**

4.0 THE SITE AND ITS ENVIRONMENT

- 4.1 The application site is an existing dwelling within a residential area. It is within the development envelope and Conservation Area.
- 4.2 The dwelling consists of a modern semi-detached one-and-a-half storey side gabled bungalow with single front and rear gabled dormer windows and front jerkinhead roof wing over to its north-eastern side, housing an integral garage and entrance porch.
- 4.3 The residential curtilage to the front is mainly paved with herringbone brick edged with a horizontal course and soldier course up to the edge of the highway to provide parking although there is a small planted area contained by the front elevation of the main house, side elevation of its front jerkinhead roof wing, the boundary with the attached dwelling and back edge of the parking area.
- 4.4 The residential curtilage to the rear is paved across the rear elevation of the house with concrete slabs to form a patio with herringbone brick pathway leading down to a small gabled timber shed in the corner of the north-eastern side and south-eastern rear boundaries. The remainder is laid to lawn and other planting, including two mature silver birch trees located at the far end of the rear garden.

4.5 The external walls of the bungalow are mainly finished with stretcher bond buff brick with openings headed by a soldier course, except for beneath a pair of bay windows in the south-west side of the front jerkinhead roof wing and on the gables of the dormers, which are finished with white u-PVC horizontal shiplap cladding. The roof is finished with concrete plain tiles, the windows and doors are white u-PVC, and the garage has a black roller shutter door.

4.6 The north-eastern side boundary adjoins a neighbouring dwelling consisting of a modern single storey detached side gabled bungalow finished with stretcher bond grey brick walls, concrete plain tile roof and white u-PVC windows and doors.

4.7 The south-eastern rear boundary adjoins the large rear garden of a traditional dwelling on West End consisting of a large two-storey detached gabled house finished with stretcher bond buff brick walls, slate tile roof, white sliding sash windows and light blue two panel three quarter lite front door with plain fanlight.

4.8 The south-western side boundary adjoins the attached dwelling which is a mirror image but without double bay windows in the north-eastern side of its front wing. The external walls are also mainly finished with stretcher bond buff brick with soldier courses over openings except for beneath the pair of windows in the north-eastern side of the front wing and on the gables of the dormers which are also finished with white u-PVC horizontal shiplap cladding. The roof is also finished with concrete plain tiles, the windows and doors are also white u-PVC, but the garage has a white roller shutter door.

4.9 The north-western front boundary adjoins the highway opposite two dwellings both consisting of single storey detached gabled bungalows. One is finished with white painted smooth rendered walls, white u-PVC shiplap effect cladding of half its gable, a salmon brick base and concrete roll profile tile roof. The other is finished with stretcher bond salmon brick walls with white painted smooth render and concrete roll profile tile roof.

4.10 A small two-storey house neighbouring the former bungalow opposite includes white u-PVC horizontal shiplap cladding on its gabled porch and first floor window.

5.0 RESPONSES FROM CONSULTEES

5.1 Responses were received from the following consultees, and these are summarised below. The full responses are available on the Council's web site.

City of Ely Council - 4 November 2025
Responded with no objection.

Ward Councillors –
No responses.

Consultee for Other Wards in Parish –
No response.

ECDC Conservation Officer - 27 October 2025
Responded with no objection.

CCC Local Highways Authority - 31 October 2025

Responded with no objection. It is considered that the proposed development would have no material impact on the public highway as, although the proposal does incur the loss of a parking space within the garage, it appears that the driveway can facilitate 2-3 vehicles. It is pointed out that it is at the discretion of the Local Parking Authority to determine if this is sufficient parking provisions for a property of this size.

- 5.2 A site notice was displayed near the site on 31 October 2025 and a press advert was published in the Cambridge Evening News on 6 November 2025.
- 5.3 Neighbours – 3 neighbouring properties were notified but there were no responses.

6.0 THE PLANNING POLICY CONTEXT

6.1 East Cambridgeshire Local Plan 2015 (as amended 2023) (ECLP)

Policy GROWTH 2: Locational strategy
Policy GROWTH 5: Presumption in favour of sustainable development
Policy ENV 2: Design
Policy ENV 4: Energy and water efficiency and renewable energy in construction
Policy ENV 7: Biodiversity and geology
Policy ENV 11: Conservation Areas
Policy COM 8: Parking provision

6.2 Supplementary Planning Documents

Climate Change SPD
Ely Conservation Area Appraisal SPD
Design Guide SPD
Natural Environment SPD

6.3 National Planning Policy Framework (December 2024)

Chapter 2: Achieving Sustainable development
Chapter 4: Decision-making
Chapter 9: Promoting sustainable transport
Chapter 12: Achieving well-designed places
Chapter 14: Meeting the challenge of climate change, flooding and coastal change
Chapter 15: Conserving and enhancing the natural environment
Chapter 16: Conserving and enhancing the historic environment

6.4 Planning Practice Guidance

Climate change
Design: process and tools
Historic environment
Natural environment

7.0 PLANNING MATERIAL CONSIDERATIONS AND COMMENTS

- 7.1 The main planning considerations relevant to the determination of this application relate to:

- Principle of Development
- Impact on the character and appearance of the area
- Impact on the amenities of neighbouring properties
- Impact on the biodiversity of the area
- Impact on the significance of the Ely Conservation Area
- Impact on parking provision

Principle of Development

7.2 ECLP Policy GROWTH 2 (locational strategy) states that, within the defined development envelopes, development to meet local needs will normally be permitted provided there is no significant adverse effect on the character and appearance of the area and that all other material planning considerations are satisfied.

7.3 The site is within the defined development envelope for Ely and would meet the needs of the household. Furthermore, it is considered that the proposal would have no significant adverse effect on the character and appearance of the area and all other material planning considerations are satisfied, as discussed under the following headings.

7.4 In conclusion, the proposals are acceptable in principle and therefore comply with ECLP Policy GROWTH 2.

Impact on the character and appearance of the area

7.5 ECLP Policy ENV 2 (design) seeks high quality design that enhances and complements local distinctiveness through its relationship to existing features. For example, existing important landscaping features are expected to be retained, and its scale, form, massing, materials and colour are expected to be sympathetic to the surrounding area.

7.6 Although the external walls of the bungalow are mainly finished with stretcher bond buff brick with openings headed by a soldier course, it also includes white u-PVC horizontal shiplap cladding on the side wall of its front wing and gable of its dormers, as does the attached dwelling. One of the bungalows opposite includes white u-PVC horizontal shiplap cladding on half of its front gable. Furthermore, a small two-storey house neighbouring the bungalow opposite includes white u-PVC horizontal shiplap cladding on its gabled porch and first floor window.

7.7 Considering the above examples of white u-PVC horizontal shiplap cladding identified in the surrounding area, it is therefore considered that the infill of the existing garage door opening with white u-PVC horizontal shiplap cladding would not appear incongruous with the appearance of the dwelling or its surrounding area. Furthermore, it is considered the most appropriate way of infilling the existing opening headed by a soldier course given the proposed window would not be as wide.

7.8 The proposed rear porch would not harm the original architectural character of the dwelling, which would remain predominant. Its lean-to form would be sympathetic to the original building. Although it would not be fully carried out in matching brick, it

would have a matching brick base, and the attached dwelling has an existing white u-PVC conservatory to its rear. It is considered that white u-PVC windows over white u-PVC panels with a white u-PVC glazed roof would be appropriate to the rear.

7.9 To safeguard the character and appearance of the area, in accordance with ECLP Policy ENV2, it is recommended that planning permission is granted on the condition that the materials to be used in the construction of the external surfaces of the development are either as detailed on the application form and Dwg No. SE-2397A PP1000 received 23rd October 2025 or submitted to and approved in writing by the Local Planning Authority prior to their use in the construction of the development.

7.10 Regarding two mature silver birch trees located at the far end of the rear garden of the application site, it is considered that the erection of a porch to the rear would have no significant detrimental impacts on these given erected on the existing patio and given the degree of separation. It is therefore considered that an assessment of such is not required in the submitted application.

7.11 In conclusion, subject to the recommended condition regarding the specified materials, it is considered that the proposal would have no significant detrimental impact on the character and appearance of the area. The proposals therefore comply with ECLP Policy ENV 2 in this respect.

Impact on the amenities of neighbouring properties

7.12 ECLP Policy ENV 2 (design) expects there to be no significantly detrimental effect on the residential amenity of nearby occupiers, and that occupiers and users of the extended dwelling would still enjoy high standards of amenity.

7.13 It is considered that the built form of the proposed rear porch would not result in any significant harm to neighbouring residential amenity through overshadowing or over massing given it would be largely glazed, given the built form of the neighbouring dwellings and given its degree of separation from the neighbouring dwellings to the north-east and south-east.

7.14 The attached dwelling to the south-west has an existing hipped roof conservatory to its rear, and the proposed rear porch would not extend beyond its rear end. Furthermore, the proposed porch would be to the north-east of the rear conservatory of the attached dwelling and therefore not in the direction of the path of the sun.

7.15 The neighbouring dwelling to the north-east has an existing extension to its rear with no windows in its south-west side elevation. Even if a window were to be added later, the degree of separation would offset any impact on such. Furthermore, the proposed rear porch would not extend beyond the rear end of the rear extension.

7.16 The south-eastern rear boundary of the application site opposite the rear elevation of the proposed rear porch adjoins the far end of the large rear garden of a dwelling on West End and the proposed porch would be to its north-west, therefore not in the direction of the path of the sun.

7.17 The proposed porch is largely glazed but would not result in significant harm to the privacy of the neighbouring properties through overlooking given the site levels and boundary screening. Furthermore, the proposed playroom window to the front would not result in significant harm to the privacy of the neighbouring properties opposite through overlooking given the degree of separation.

7.18 Regarding private garden space, the proposed porch would not result in a reduction of such for the host dwelling below the level required in the Design Guide SPD.

7.19 In conclusion, the proposal would have no significant detrimental impact on the amenities of neighbouring properties through overshadowing, over massing or overlooking or the host property through loss of private garden space. Therefore, the proposals comply with ECLP Policy ENV 2 in this respect.

Impact on the biodiversity of the area

7.20 ECLP Policy ENV 7 (biodiversity and geology) requires protection of the biodiversity of land and buildings with harm to or loss of environmental features minimised; provision of appropriate mitigation measures where harm to environmental features and habitat is unavoidable; and maximisation of opportunities for enhancement of natural habitats as an integral part of the proposed development.

7.21 It is considered that the conversion of an existing garage and erection of a porch to the rear on an existing patio would have no significant detrimental impacts on protected species or ecological habitat. It is therefore considered that an assessment of such is not required in the submitted application. Furthermore, it is considered disproportionate to condition ecological enhancements in this instance.

7.22 In conclusion, the proposal would have no significant detrimental impact on the biodiversity of the area. Therefore, the proposals comply with ECLP Policy ENV 7.

Impact on the significance of the Ely Conservation Area

7.23 ECLP Policy ENV 11 (Conservation Areas) seeks a particular high standard of design and materials in order to preserve or enhance the character and appearance of the area; and retention of attractive traditional materials and features. It also expects developers to show how the Ely Conservation Area Appraisal SPD has informed their proposals.

7.24 The Ely Conservation Area Appraisal is divided into zones which are subdivided. The application site is within Zone C but does not fall within any of the subdivisions appraised. The site is between two of these subdivisions; West End and St John's Road to the south and West Fen Road to the north, therefore it is not in a prominent location within the Conservation Area.

7.25 It is considered that the proposals would not harm the significance of the Ely Conservation Area given the application site is not situated in a prominent position within it.

7.26 The materials, details and features proposed for the development generally match the existing dwelling and are consistent with the general use of materials in the area.

7.27 The proposed rear porch would not harm the original architectural character of the dwelling, which would remain predominant. Its lean-to form would be sympathetic to the original building.

7.28 The ECDC Conservation Officer reinforces these considerations as it was advised that the proposals would have no conservation implications.

7.29 To safeguard the character and appearance of the Conservation Area, in accordance with ECLP Policy ENV 11, it is recommended that planning permission is granted subject to the specified materials being conditioned, as detailed in paragraph 7.9 of this report.

7.30 In conclusion, subject to the recommended condition regarding the specified materials, it is considered that the proposals would not harm the significance of the Ely Conservation Area. The proposals therefore comply with ECLP Policy ENV 11.

Impact on parking provision

7.31 ECLP Policy COM 8 (parking provision) seeks adequate levels of car parking in accordance with the Council's parking standards. This depends on the use and location of the site. The dwelling is outside the defined town centre therefore the parking standard is 2 car spaces.

7.32 Although the proposed garage conversion would result in the loss of one car space within the garage, off-street car parking provision would not fall below that required by ECLP Policy COM 8 given 3 car spaces would be maintained on the brick weave parking area to the front.

7.33 It is considered that the proposed development would have no material impact on the public highway as, although the proposal does incur the loss of a parking space within the garage, it appears that the driveway can facilitate 2-3 vehicles. It is pointed out that it is at the discretion of the Local Parking Authority to determine if this is sufficient parking provisions for a property of this size.

7.34 In conclusion, sufficient car parking provision would remain. Therefore, the proposals comply with ECLP Policy COM 8.

Other matters

7.35 Policy ENV 4 encourages proposals to aim for reduced or zero carbon development in accordance with the zero-carbon hierarchy. Although it is not detailed how energy efficiency would be maximised, the lack of such details would not in itself warrant refusal of the application.

Conclusion

7.36 Under Section 38(6) of the Planning and Compulsory Purchase Act 2004, applications must be determined in accordance with the development plan unless material considerations indicate otherwise.

7.37 The site lies within Ely's development envelope where the principle of development is acceptable, and it is considered that the proposal would have no significant adverse effect on the character and appearance of the area and all other material planning considerations are satisfied.

7.38 In conclusion, the proposals accord with the relevant policies of the development plan therefore the application is recommended for approval, subject to the conditions set out below.

Human Rights Act

7.39 The development has been assessed against the provisions of the Human Rights Act 1998, and in particular Article 8 (right to respect for private and family life) and Article 1 of the First Protocol (protection of property). Under the Act, it is unlawful for a public authority, such as East Cambridgeshire District Council, to act in a manner that is incompatible with the European Convention on Human Rights. In arriving at this recommendation, due regard has been given to the applicant's reasonable development rights and expectations which have been balanced and weighed against the wider community interests, as expressed through third party interests / the Development Plan and Central Government Guidance. The Council is also permitted to control the use of property in accordance with the general interest and the recommendation set out below is considered to be a proportionate response to the submitted application based on the considerations set out in this report.

Equalities and Diversities

7.40 In considering this planning application due regard has been had to the public sector equality duty (PSED) under Section 149 of the Equality Act 2010, which means that the Council must have due regard to the need (in discharging its functions) to put an end to unlawful behaviour that is banned by the Equality Act, including discrimination, harassment and victimisation and to advance equality of opportunity and foster good relations between people who have a protected characteristic and those who do not. Account has been taken of the PSED and it is considered that the recommendation set out below would not undermine the objectives of the duty.

8.0 APPENDICES

Appendix 1 – Recommended Conditions

Appendix 2 - Plans

APPENDIX 1 - Recommended Conditions

Approved Plans

1 Development shall be carried out in accordance with the drawings and documents listed below

Plan Reference
SE-2397A PP1000

Version No

Date Received
23rd October 2025

Reason: To define the scope and extent of this permission.

Commencement of Development

2 The development hereby permitted shall be commenced within 3 years of the date of this permission.

Reason: To comply with Section 91 of the Town and Country Planning Act 1990, as amended.

Specified Materials

3 The materials to be used in the construction of the external surfaces of the development shall be either:

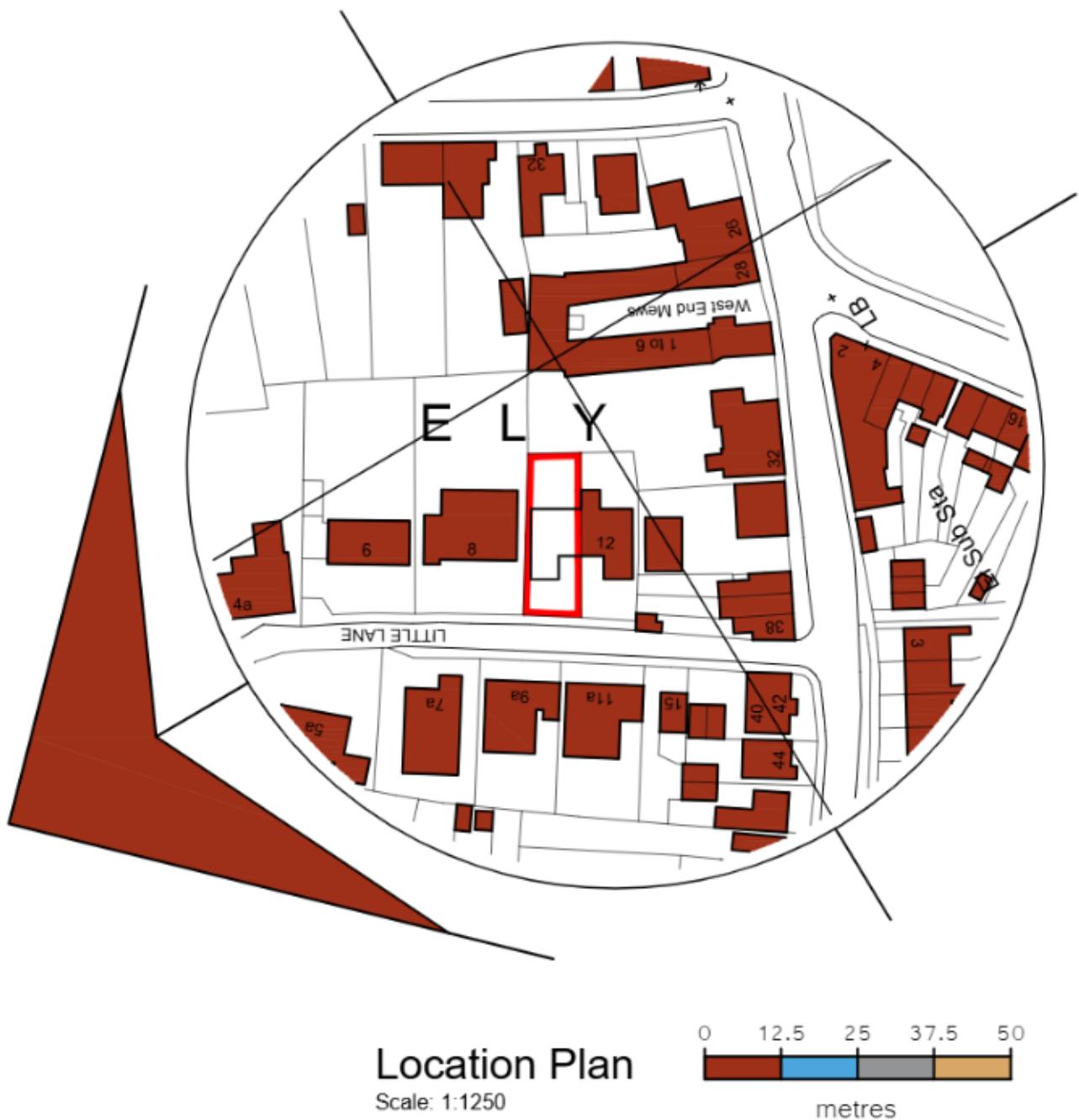
- As detailed on the application form and Dwg No. SE-2397A PP1000 received 23rd October 2025; or,
- Submitted to and approved in writing by the Local Planning Authority prior to their use in the construction of the development.

All works shall be carried out in accordance with the approved details.

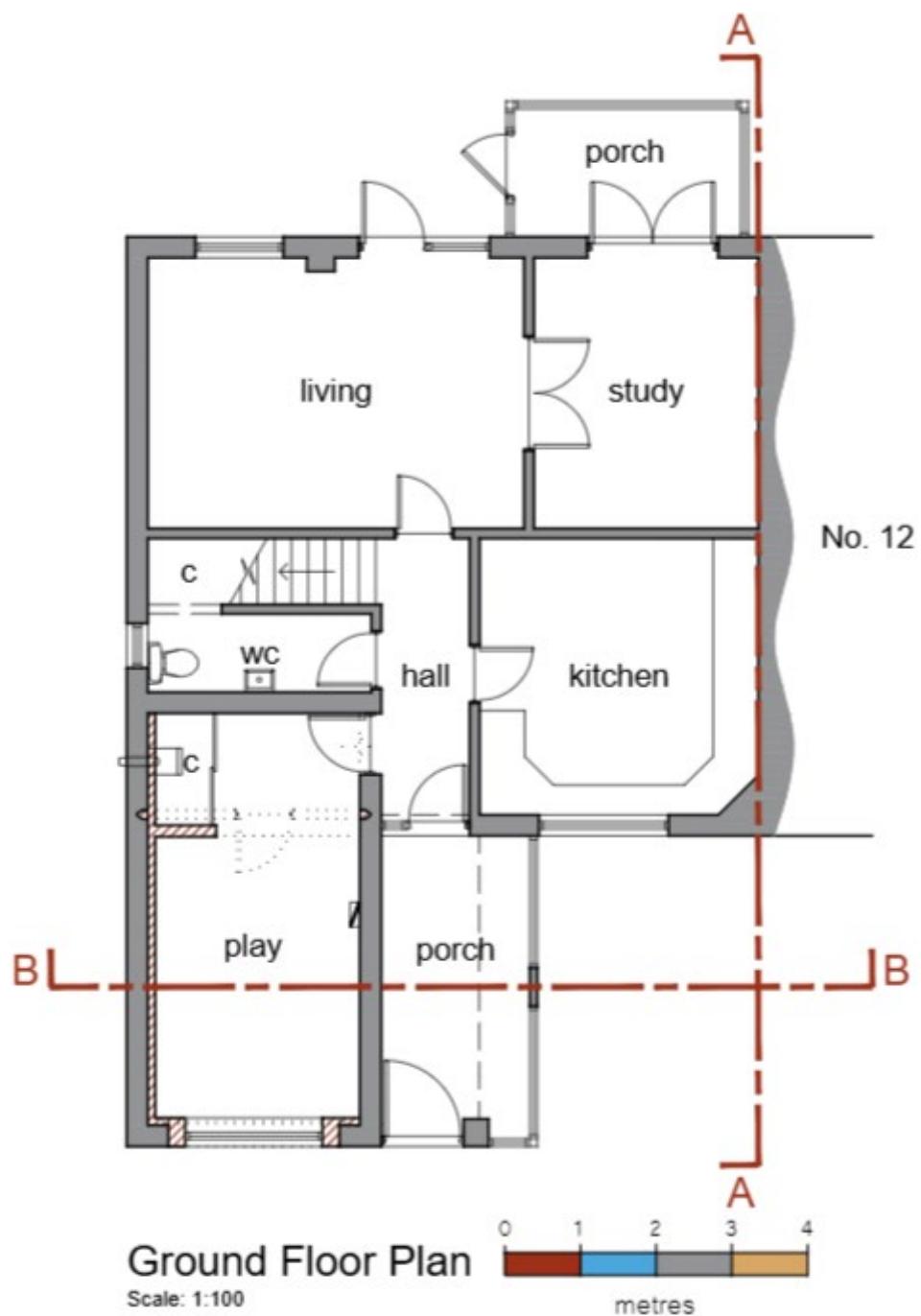
Reason: To safeguard the special architectural or historic interest, character and appearance and integrity of the Conservation Area, in accordance with policies ENV2 and ENV11 of the East Cambridgeshire Local Plan 2015 (as amended 2023).

APPENDIX 2 - Plans

The following plans are a selection of those submitted as part of the application and are provided to illustrate the proposed development. They may not be to scale. The full suite of plans can be found on the Council's website.





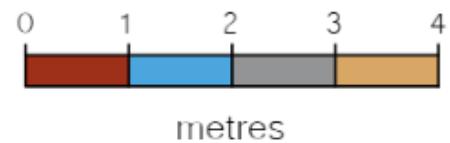


No. 10 No. 12



Front Elevation (NW)

Scale: 1:100



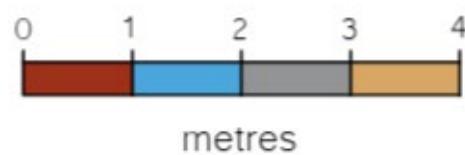
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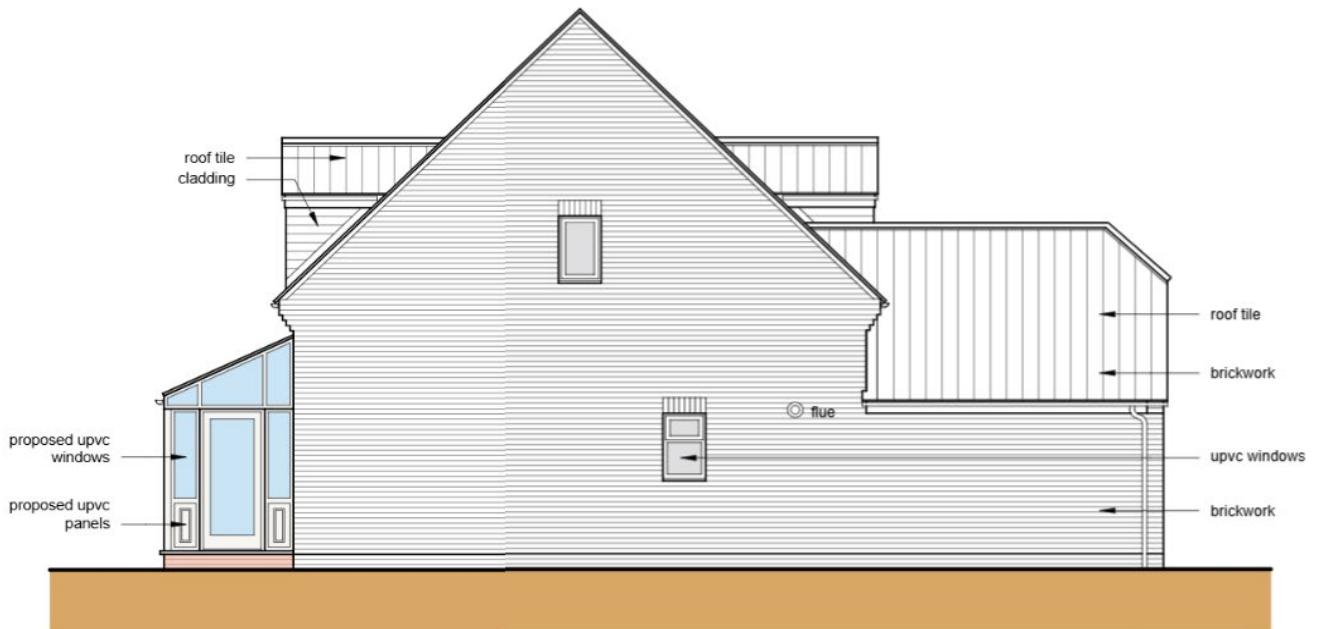
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Section B-B

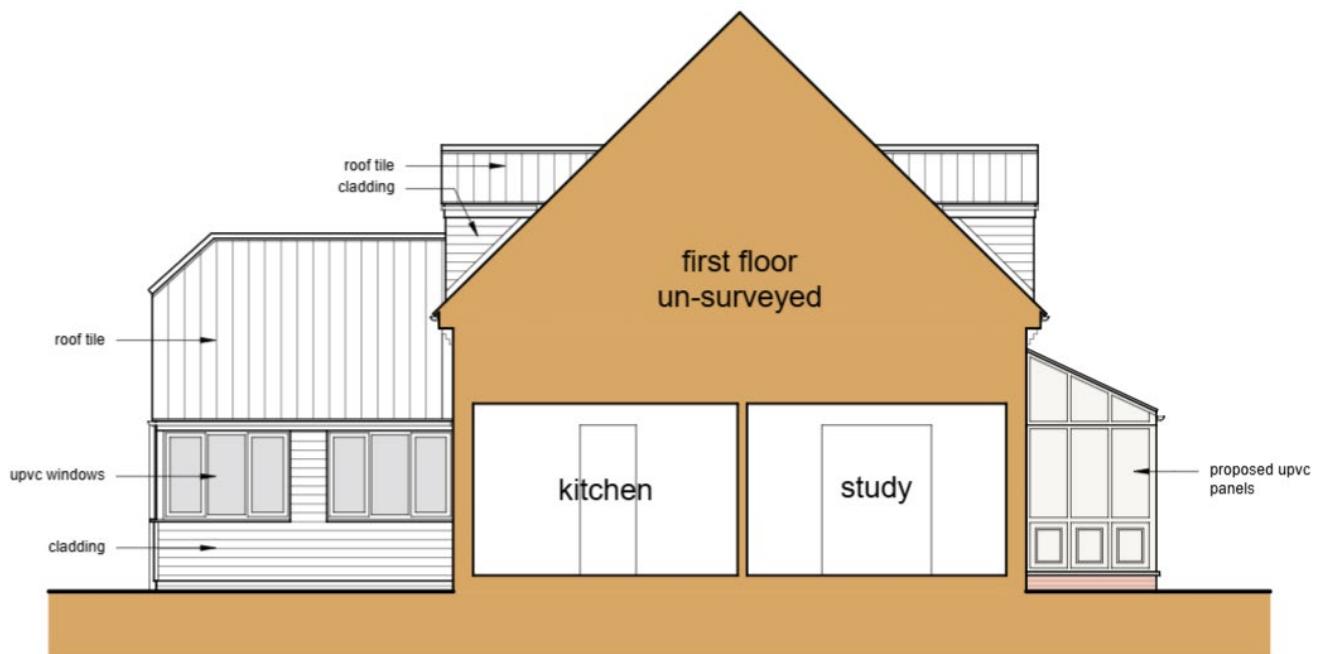
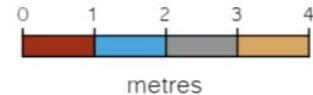
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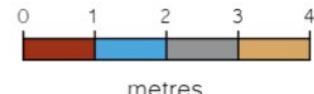
Side Elevation (NE)

Scale: 1:100



Side Elevation/Section A-A (SW)

Scale: 1:100



No. 12  No. 10 



Rear Elevation (SE)

Scale: 1:100

