



Planning, Design & Access Statement

For

23 Queens Rd,

Barnsley,

S71 1AN

Scheme: External Elevation and Roof Alterations

Client: Whitshaw Developments Ltd

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1. Introduction

This Planning, Design and Access Statement has been prepared in support of a Full Planning Application for minor alterations to the external walls and roof of the existing building at 23 Queens Road, Barnsley.

The works are proposed to facilitate the approved conversion of the building to nine apartments and to incorporate automatic smoke ventilation as part of the developing fire-safety strategy. The application does not seek to revisit the principle of residential use, the number of apartments, or the approved access and parking arrangements.

The proposals should be read in the context of the following approvals:

- 2026/0266 - Prior Approval for the change of use of the office building from Use Class E(g)(i) to nine apartments within Use Class C3 under Schedule 2, Part 3, Class MA of the General Permitted Development Order.
- 2026/0265 - Planning permission for amendments to the existing car park entrance and layout.

This application therefore deals only with the operational development required to adapt the retained building envelope.

2. Site and Surroundings

The site comprises an existing commercial building on Queens Road within the established urban area of Barnsley. The surrounding area is mixed in character and includes residential properties, commercial premises and local services.

The building is to be retained and converted under the approved Class MA scheme. It is an existing structure formed principally in mixed red brick, with limited rendered areas and a combination of pitched, hipped, tiled and flat roof forms. This application makes targeted amendments to existing wall openings, roof glazing and later roof-level features without changing the overall scale, height or footprint of the building.

The site is not within a conservation area and the building is not listed. The approved prior approval assessment identified no special designation or restriction that would prevent the proposed conversion or the limited operational works now proposed.

3. Planning History and Relationship to Approved Development

Prior Approval reference 2026/0266 establishes the acceptability of the conversion of the building to nine apartments. Planning permission reference 2026/0265 separately approves alterations to the car park entrance and layout serving the development.

The current proposals are ancillary to those approvals. They enable the approved residential conversion to be implemented safely and practically, while retaining and reusing the existing building. No additional dwelling units are proposed and there is no alteration to the approved site access, parking arrangement or general use of the premises.

4. Description of the Proposed Development

Full planning permission is sought for the following works:

- Alterations to existing openings within the external walls, including adjustment, infilling or reconfiguration where shown on the submitted drawings.
- Formation of new window openings to improve daylight, ventilation and outlook to the approved residential accommodation, as shown on the submitted drawings.
- Alterations to the existing roof, including removal of existing roof glazing and its associated upstand, with the affected area made good to match the adjoining roof construction.
- Removal of the existing dormer and making good of the surrounding roof.
- Installation of two automatic opening vent (AOV) rooflights forming part of the developing smoke-control strategy and intended to support compliance with Part B of the Building Regulations.

The proposed AOV rooflights over stairwells are functional life-safety components rather than conventional roof windows. They will be integrated into the roof plane and are not intended to form prominent architectural additions. Their final specification, profile, finish and opening performance will be coordinated through the Building Regulations and fire-strategy process, while remaining consistent with the external appearance shown on the submitted planning drawings.

5. Planning Policy Context

The application should be determined in accordance with the development plan unless material considerations indicate otherwise. The relevant development plan is the Barnsley Local Plan, adopted in January 2019.

The principal considerations are the effect of the alterations on the character and appearance of the building and surrounding area, the living conditions of neighbouring and future occupiers, and the relationship of the works to the approved residential conversion.

The proposals have particular regard to Policy D1, which seeks high-quality design that responds appropriately to its context, and Policy GD1, which requires development to be compatible with neighbouring uses and to avoid significant harm to amenity. They are also

consistent with the National Planning Policy Framework objective of achieving well-designed development and making effective use of existing buildings.

6. Design Assessment

6.1 Use and Amount

The approved use of the building as nine apartments remains unchanged. The proposals do not create additional floorspace, increase the number of dwellings or enlarge the building. The amount of operational development is limited to the specific wall and roof alterations shown on the submitted drawings.

6.2 Scale and Massing

The existing building footprint, principal roof form, ridge levels and overall massing are retained. Removing the dormer, roof glazing and upstand will simplify the roof profile rather than add bulk. The two AOV rooflights will sit within the roof plane and will have a limited visual presence.

6.3 Appearance and Materials

The external wall alterations have been designed as a coordinated part of the residential conversion. The position and dimensions of new and altered openings respond to the approved apartment layouts and are intended to improve daylight, ventilation, outlook and the residential legibility of the elevations. Openings will follow the established proportions and alignment of the building where practicable, with window frames, cills, lintels and associated finishes coordinated to provide a consistent appearance.

Areas affected by the removal, reduction or alteration of openings will be made good using matching or closely complementary brickwork, render, mortar, cills and lintels, as applicable to the relevant elevation. Roof areas affected by removal of the glazing, upstand and dormer will be reinstated using materials and detailing that integrate and match with the adjoining roof construction.

The two AOV rooflights provide a discreet means of incorporating automatic smoke ventilation without introducing visually dominant external plant or structures. Their limited number and roof-mounted form minimise their visual effect. Overall, the works will simplify the existing roof profile and produce a more coherent, appropriately residential external appearance.

6.4 Amenity

The new and altered windows are associated with the approved residential layout and are directed principally towards the parking areas and parts of the site already overlooked by the existing building. Their position, scale and relationship with surrounding development

are such that they will not result in unacceptable overlooking, loss of privacy, overbearing impact or loss of daylight to neighbouring occupiers.

The AOV rooflights are intended for automatic smoke ventilation rather than routine outlook or occupation. Their roof-level position and limited number mean that they will not create a material effect on neighbouring amenity.

7. Building Regulations and Fire Safety

The two automatic opening vent rooflights form part of the developing smoke-control strategy for the approved residential conversion and are intended to support compliance with Part B of the Building Regulations.

Planning and Building Regulations are separate statutory regimes, and the grant of planning permission would not determine Building Regulations compliance. The design benefit of the proposal is that automatic smoke ventilation can be incorporated without a substantial extension or visually intrusive external equipment. The required aerodynamic free area, controls, detection, interfaces, maintenance provisions and final product specification will be confirmed through the Building Regulations process and coordinated with the final fire strategy.

8. Access

The application does not alter the approved vehicular access, car parking layout or principal pedestrian approach to the site. Those matters are addressed by approval 2026/0265.

The external wall and roof alterations do not prejudice inclusive access to the approved apartments. The proposed AOV rooflights are automatically operated safety equipment and do not require routine access by residents. Any maintenance access will be managed in accordance with the detailed design and relevant health and safety requirements.

9. Sustainability

The proposals support the continued reuse of the existing building and avoid the environmental cost associated with demolition and replacement. Retaining the principal structure and adapting the envelope represents an efficient use of embodied resources.

The removal and replacement works are limited to those needed to deliver the approved residential accommodation and its associated safety strategy. New windows and reinstated roof areas will be detailed through the technical design to meet the applicable Building Regulations standards.

The proposals are confined to alterations to the existing building fabric and do not result in the loss of onsite habitat. They therefore have no measurable effect on the site habitat baseline for the purposes of mandatory Biodiversity Net Gain.

10. Conclusion

The proposed works are limited alterations to the retained building envelope. They facilitate the implementation of the approved conversion to nine apartments and allow automatic smoke ventilation to be incorporated as part of the developing fire-safety strategy.

The development:

- Does not alter the approved residential use or number of apartments.
- Does not increase the building footprint, height or overall massing.
- Simplifies the existing roof profile through removal of the glazing, upstand and dormer.
- Introduces two discreet AOV rooflights as part of the smoke-control strategy.
- Provides coordinated wall and window alterations of an appropriate scale and appearance.
- Will not result in unacceptable effects on neighbouring amenity, access or highway safety.

The proposals accord with the relevant design and amenity objectives of the Barnsley Local Plan and represent a proportionate means of implementing the approved residential conversion. It is therefore respectfully requested that planning permission is granted.