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Dyddiad/Date: 27 October 2025

Ein Cyf / Our ref: PA/25/0033

Eich Cyf / Your ref:

Gofynnwch am / Please ask for: Kate Glover

Llinell Uniongyrchol / Direct 07761 330349

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RE: CONVERSION OF INTEGRAL GARAGE INTO STUDY AT 14 IVY CLOSE, TRELEWIS, CF24 6ET

Dear Sir/Madam

I write in response to your recent application for pre-application planning advice regarding the above proposal, which was received on the 6 October 2025. I provide the following advice:

Brief description of the proposal site and identified planning constraints

The development site would be located within the settlement boundary, as defined in the Merthyr Tydfil County Borough Council Replacement Local Development Plan 2016-2031 (LDP).

The application site relates to a two-story, detached dwelling with an integral garage located with a residential housing estate on the outskirts of Trelewis. The property's external materials include brick elevations, slate roofs, and door and window frames are uPVC. The property has a parking area at the front of the property that can accommodate at least three cars.

Relevant Planning History

The relevant planning history is summarised below:

- | | |
|-----------|---|
| P/10/0078 | Residential development (of up to 300 residential units) and associated infrastructure works
OUTLINE GRANTED 21 Feb 2012 |
| P/13/0191 | Residential development comprising 124 (2, 3 & 4 bedroom) dwellings and all associated work
GRANTED 30 Sep 2013 |

- P/15/0053 Variation of a condition attached to outline planning permission P/10/0078 for residential development (of up to 300 residential units) to allow a further 3 years for the submission of reserved matters
GRANTED 23 Sep 2015
- P/18/0304 Variation of conditions 2 and 3 of outline planning permission P/15/0053 (residential development) to extend the time period for the commencement of development and for the submission of reserved matters (a further 3 years)
GRANTED 25 Jun 2019

It is noted that no condition has been imposed on any historic planning permission which would restrict the ability to convert the garage into additional residential accommodation. The applicant could apply to the Council for a Proposed Lawful Development Certificate (LDC), which is a legally binding document which confirms definitely if planning permission is required or not. Further details on LDCs are available on our [website](#).

The information provided below is given to assist in the event that a formal full or householder planning application was submitted.

Relevant Policies and Guidance

The following policies of the Merthyr Tydfil County Borough Council Replacement Local Development Plan 2016-2031 would be relevant to the determination of an application for this proposal:

- Policy SW4: Settlement Boundaries
- Policy SW11: Sustainable Design and Placemaking
- EnW1 Nature Conservation and Ecosystem Resilience

Furthermore, any planning application would be determined having regard to the advice contained within the following Supplementary Planning Guidance (SPG) Notes:

- Note 5, Nature and Development
- Note 6, A Design Guide for Householder Development

The LDP (including the full details of these policies) and the relevant Supplementary Planning Guidance documents can be found on the Merthyr Tydfil County Borough Council Website at:

<https://www.merthyr.gov.uk/resident/planning-and-building-control/planning-policy/>

Brief description of the proposal

The proposal is for the conversion of the integral garage to ancillary living accommodation (study) and would include the use of French doors where the existing garage door is positioned.

Planning considerations

If a formal householder planning application was submitted, it is likely that the main material planning considerations would be:

- Principle of Development
- Visual Impact
- Parking and Highway Safety
- Impact on Ecology

As noted above the site is within the settlement boundary where new development can be supported in principle, subject to the proposals compatibility with other relevant plan policies and material considerations.

Due to the scale and location of the proposal there would not be any significant detriment to the external appearance of the dwelling, the wider street scene, nor the residential amenities of the neighbouring properties.

In respect of parking provision and highway safety, Wales Parking Standards 2008 advises that parking provision for a dwelling is “1 space per bedroom (maximum of 3 spaces)”. It is noted that at least three parking spaces would be available on the dwelling’s driveway, and therefore, the conversion of the garage would not raise any significant issues in relation to parking or highway safety.

Turning to ecology, Chapter 6 of Planning Policy Wales (edition 12), advises that applications should be supported by Green Infrastructure Statements (GIS), and local planning authorities should also seek to ensure that green infrastructure is protected, enhanced and the effects of climate change mitigated. The development would have no impact upon green infrastructure or biodiversity interests and would not have any significant impact upon climate change. Therefore, a GIS would not be required and ecological enhancements unlikely to be sought should a formal planning application be submitted.

Information required with the submission of a planning application

In order to apply for full planning permission for this proposed scheme the following would need to be submitted to my Division:

- A copy of the relevant planning application form.
- An ordnance survey based location plan with the application site outlined in red and any other land in the control or ownership of the applicant outline in blue. This is normally to a scale of 1:1250 and must contain a north arrow. The red line boundary would need to include all land which is required for access up to the adopted highway;
- An existing and proposed block plan, drawn to an appropriate metric scale;
- Elevational drawings of the proposed development, drawn to an appropriate metric scale;
- Floor plans of the proposed development, drawn to an appropriate metric scale;
- Existing and proposed sections through the site, drawn to an appropriate metric scale;
- Any necessary survey work and justifications to support the development and
- The relevant fee – please note that planning application fees will increase from the 1 December 2025.

I would encourage you to submit any planning application online (comprising of the above) via the Planning Portal.

In conclusion, based on the information provided with this pre-application enquiry, there

are no concerns regarding the proposals impact on the visual qualities of the area or parking and highway safety.

This type of application will need to be accompanied by the following information and would need to be submitted to my Division:

- An application form for a Proposed or Existing Certificate of Lawfulness;
- A scaled location plan showing the property outlined in red and the direction of north;
- Existing and proposed elevation and floor plans to a recognised metric scale (i.e. 1:50 or 1:100);
- A scaled block plan showing the proposal in relation to existing buildings/boundaries; and
- The relevant planning fee – please note that planning application fees will increase from the 1 December 2025

I trust the above information is of assistance. However, I must note the advice given in this response represents an informal opinion, provided in accordance with the Council's Planning Pre-Application Service. In particular, it is emphasised that while this pre-application advice will be carefully considered in reaching a decision or recommendation on an application, the final decision on any application that you may make can only be taken after we have consulted local people, statutory consultees and any other interested party. It does not therefore prejudice any decision which the Local Planning Authority may make should an application be submitted.

Yours faithfully,

G. Davies

MISS J JONES

CYFARWYDDWR GWASANAETHAU CYMDOGAETH/ DIRECTOR OF NEIGHBOURHOOD SERVICES