

DELEGATED HOUSEHOLDER DECISION

- Please select each of the categories that enables this application to be determined under delegated powers
 - Criteria 1 to 5 or criteria 7 to 9 must be addressed for all categories of application, except for applications for Certificates of Lawfulness, etc.

APPROVAL RECOMMENDED: GENERAL

Select an Option

1.	No valid planning application objection in the form of a petition of 20 or more signatures, has been received	☐
2.	Application complies with all relevant planning policies and is acceptable on planning grounds	☐
3.	There is no Committee resolution for the enforcement action	☐
4.	There is no effect on listed buildings or their settings	☐
5.	The site is not in the Green Belt (but see 11 below)	☐

REFUSAL RECOMMENDED: GENERAL

6.	Application is contrary to relevant planning policies/standards	☐
7.	No petition of 20 or more signatures has been received	☐
8.	Application has not been supported independently by a person/s	☐
9.	The site is not in Green Belt (but see 11 below)	☐

RESIDENTIAL DEVELOPMENT

10.	Single dwelling or less than 10 dwelling units and/or a site of less than 0.5 ha	☐
11.	Householder application in the Green Belt	☐

COMMERCIAL, INDUSTRIAL AND RETAIL DEVELOPMENT

12.	Change of use of retail units on site less than 1 ha or with less than 1000 sq. m other than a change involving a loss of A1 uses	☐
13.	Refusal of change of use from retail class A1 to any other use	☐
14.	Change of use of industrial units on site less than 1 ha or with less than 1000sq.m. of floor space other than to a retail use.	☐

CERTIFICATE OF LAWFULNESS

15.	Certificate of Lawfulness (for proposed use or Development)	☐
16.	Certificate of Lawfulness (for existing use or Development)	☐
17.	Certificate of Appropriate Alternative Development	☐

CERTIFICATE OF LAWFULNESS

18.	ADVERTISEMENT CONSENT (excluding Hoardings)	☐
19.	PRIOR APPROVAL APPLICATION	☐
20.	OUT-OF-BOROUGH OBSERVATIONS	☐
21.	CIRCULAR 18/84 APPLICATION	☐
22.	CORPSEWOOD COVENANT APPLICATION	☐
23.	APPROVAL OF DETAILS	☐
24.	ANCILLARY PLANNING AGREEMENT (S.106 or S.278) where the Heads of Terms have already received Committee approval	☐
25.	WORKS TO TREES	☐
26.	OTHER (please specify)	☐

The delegation powers schedule has been changed. Interim Director of Planning, Regeneration & Public Realm can determine this application

Case Officer:

Signature:

Date:

A delegated decision is appropriate and the recommendation, conditions/reasons for refusal and informative's are satisfactory.

Team Manager:

Signature:

Date:

The decision notice for this application can be issued.

Director / Member of Senior Management Team:

Signature:

Date:

NONE OF THE ABOVE DETAILS SHOULD BE USED IN THE PS2 RETURNS ODPM

Item No.	Report of the Head of Development Management and Building Control	
Address:	95 POLE HILL ROAD HILLINGDON	
Development:	Single storey extension to the rear, first floor rear extension, conversion of roof space to habitable use to include 4x side dormers, 2 x rooflights and 2 new gable end windows.	
LBH Ref Nos:	282/APP/2025/1939	
Drawing Nos:	AR-PL-3000 AR-PL-3001 AR-PL-4001 AR-PL-4002 AR-PL-3002	
Date Plans received:	21-07-25	Date(s) of Amendments(s):
Date Application valid	21-07-25	

1. CONSIDERATIONS

1.1 Site and Locality

95 Pole Hill Road is a detached single storey bungalow located on the western side of Pole Hill Road.

Nos.93 and 97 are the neighbouring properties located to the South and North of the application site respectively. These properties are also single storey bungalows.

The surrounding area is residential in character and appearance and is predominantly defined by a mixture of detached bungalows and two-storey dwellings. Several bungalows have been extended, and/or have been subject to alterations to the roof to convert the roof space to provide additional accommodation, which includes side facing flat roofed dormer windows.

The application site is not designated within a Conservation Area, nor an Area of Special Local Character, is not Listed and does not have any TPOs.

1.2 Proposed Scheme

The application seeks planning permission for the Single storey extension to the rear, first floor rear extension, conversion of roof space to habitable use to include 4x side dormers, 2 x rooflights and 2 new gable end windows.

1.3 Relevant Planning History

282/APP/2024/3323

95 POLE HILL ROAD HILLINGDON

Erection of a single storey extension to the rear, first floor rear extension, conversion of roof space to habitable use to include 2 x side dormers with new gable end window.(Amended description)

Decision: 26-03-2025

Refused

282/APP/2024/254

95 POLE HILL ROAD HILLINGDON

Erection of a single storey rear extension, following the demolition of existing conservatory

Decision: 02-04-2024

Approved

282/APP/2024/144

95 POLE HILL ROAD HILLINGDON

Conversion of roof space to habitable use to include 4x side dormers, 2 new gable end window (Application for a Certificate of Lawful Development for a Proposed Development)

Decision: 09-02-2024

Approved

282/APP/2024/146

95 POLE HILL ROAD HILLINGDON

INVALID SAP - 6m deep Single Storey Crown Roof Rear Extension

Decision: 24-01-2024

No Further Action(P)

Comment on Planning History

officers note that applicatoin reference 282/APP/2024/3323 for the erection of a single storey extension to the rear, first floor rear extension, conversion of roof space to habitable use to include 2 x side dormers with new gable end window was refused for the following reasons:

1. The cumulative scale of the extensions considered in conjunction with the approved single storey extension would be excessive and insufficiently subordinate to the host dwelling and fails to relate appropriately to the design of the existing property and the character and appearance of the surrounding street scene. The development therefore fails to comply with Policies DMHD 1; DMHB 11 and DMHB 12 of the Hillingdon Local Plan: Part Two - Development Management Policies (2020); Policy BE1 of the Hillingdon Local Plan: Part One Strategic Policies (2012); Policy D4 of the London Plan 2021; and the provisions of the NPPF 2024, in particular paragraphs 135 and 139.

2. The extensions by reason of their scale, depth, siting and the position of the proposed first floor windows would fail to preserve appropriate privacy, standards of amenity and living conditions for adjoining residential occupiers as a result of a loss of light, outlook and increased overlooking and would be contrary to Policies DMHD1 and DMHB 11 of the Hillingdon Local Plan: Part Two - Development Management Policies (2020); and the provisions of the NPPF 2024, in particular paragraphs 135 and 139.

A lawful development certificate was granted to convert the existing roof space to provide first floor living accommodation under application 282/APP/2024/144 - this development which included the provision of a total of x4 dormer windows, 2 on each side elevation of the dwelling.

Planning permission was granted in 2024 for a single storey rear extension (282/APP/2024/254) measuring a total of 6 metres in depth.

The works listed above have not been implemented to date.

2. Advertisement and Site Notice

2.1 Advertisement Expiry Date: Not applicable

2.2 Site Notice Expiry Date: Not applicable

3. Comments on Public Consultations

4 neighbouring properties were consulted by letter dated 4.8.25. The consultation period expired on 26.8.25.

There was no local response.

4. Local Plan Designation and London Plan

The following Local Plan Policies are considered relevant to the application:-

Part 1 Policies:

PT1.BE1 (2012) Built Environment

Part 2 Policies:

DMHB 11 Design of New Development

DMHB 18 Private Outdoor Amenity Space

DMHD 1 Alterations and Extensions to Residential Dwellings

DMT 2 Highways Impacts

DMT 6 Vehicle Parking

LPP D4 (2021) Delivering good design

LPP D3 (2021) Optimising site capacity through the design-led approach

LPP D6 (2021) Housing quality and standards

5. MAIN PLANNING ISSUES

The main considerations are the proposal's design and impact on the character of the existing property, the impact on the streetscene and locality, the impact upon the amenities of neighbouring properties and car parking provision.

Character and Appearance:

Paragraph 135 of the NPPF (2024) states:

Planning policies and decisions should ensure that developments:

a) will function well and add to the overall quality of the area, not just for the short term but over the lifetime of the development;

b) are visually attractive as a result of good architecture, layout and appropriate and effective landscaping;

- c) are sympathetic to local character and history, including the surrounding built environment and landscape setting, while not preventing or discouraging appropriate innovation or change (such as increased densities);
- d) establish or maintain a strong sense of place, using the arrangement of streets, spaces, building types and materials to create attractive, welcoming and distinctive places to live, work and visit;
- e) optimise the potential of the site to accommodate and sustain an appropriate amount and mix of development (including green and other public space) and support local facilities and transport networks; and
- f) create places that are safe, inclusive and accessible and which promote health and well-being, with a high standard of amenity for existing and future users⁵¹; and where crime and disorder, and the fear of crime, do not undermine the quality of life or community cohesion and resilience.

Policies D3 and D4 of the London Plan (2021) require development proposals to be high quality and enhance the local context, delivering buildings and spaces that positively respond to local distinctiveness.

Policy BE1 of the Hillingdon Local Plan: Part One - Strategic Policies (2012) seeks a quality of design in all new development that enhances and contributes to the area in terms of form, scale and materials; is appropriate to the identity and context of the townscape; and would improve the quality of the public realm and respect local character.

Policy DMHB 11 of the Hillingdon Local Plan: Part Two - Development Management Policies (2020) advises that all development will be required to be designed to the highest standards and incorporate principles of good design. It should take into account aspects including the scale of the development considering the height, mass and bulk of adjacent structures; building plot sizes and established street patterns; building lines and streetscape rhythm and landscaping.

Policy DMHD 1 requires that alterations and extension of dwellings would not have an adverse cumulative impact on the character and appearance of the streetscene, and should appear subordinate to the main dwelling.

With regard to rear extensions, Policy DMHD 1 requires:

- i) single storey rear extensions on terraced or semi-detached houses with a plot width of 5 metres or less should not exceed 3.3 metres in depth or 3.6 metres where the plot width is 5 metres or more;
- ii) single storey rear extensions to detached houses with a plot width of 5 metres or more should not exceed 4.0 metres in depth;
- iii) flat roofed single storey extensions should not exceed 3.0 metres in height and any pitched or sloping roofs should not exceed 3.4 metres in height, measured from ground level;
- iv) in Conservation Areas and Areas of Special Local Character, flat roofed single storey extensions will be expected to be finished with a parapet;
- v) balconies or access to flat roofs which result in loss of privacy to nearby dwellings or gardens will not be permitted;
- vi) two storey extensions should not extend into an area provided by a 45-degree line of sight drawn from the centre of the nearest ground or first floor habitable room window of an adjacent property and should not contain windows or other openings that overlook other houses at a distance of less than 21 metres;
- vii) flat roofed two storey extensions will not be acceptable unless the design is in keeping with the particular character of the existing house;
- viii) pitched roofs on extensions should be of a similar pitch and materials to that of the original roof and subordinate to it in design. Large crown roofs on detached houses will not be supported; and
- ix) full width two storey rear extensions are not considered acceptable in designated areas or as

extensions to Listed Buildings or Locally Listed Buildings.

With regard to roof extensions, Policy DMHD1 requires:

- i) roof extensions should be located on the rear elevation only, be subservient to the scale of the existing roof and should not exceed more than two thirds the average width of the original roof. They should be located below the ridge tiles of the existing roof and retain a substantial element of the original roof slope above the eaves line;
- ii) the Council will not support poorly designed or over-large roof extensions including proposals to convert an existing hipped roof to a gable;
- iii) raising of a main roof above the existing ridgeline of a house will generally not be supported;
- iv) all roof extensions should employ appropriate external materials and architectural details to match the existing dwelling; and
- v) in Conservation Areas, Areas of Special Local Character and on Listed and Locally Listed Buildings, roof extensions should take the form of traditional 'dormer' windows, on the rear elevation, to harmonise with the existing building. The highest point of the dormer should be kept well within the back roof slope, away from the ridge, eaves or valleys, whilst each window should match the proportions, size and glazing pattern of the first floor windows.

Four flat roofed dormers were included within the proposals consented under lawful development certificate application 282/APP/2024/144 which related to the conversion of roof space within the property to a habitable use. Given that the application was for a lawful development certificate the four dormers were not assessed in terms of the appropriateness of their design and degree to which the dormers would relate appropriately to the host dwelling, however the addition of these dormers substantially increases the bulk of the first floor of the bungalow. The lawful development certificate is a material planning consideration.

Officers note that the previously refused scheme sought permission for a further 3m extension to the rear and the insertion of a dormer in each side roofslope which was considered unacceptable in visual terms. The current proposal seeks to address this concern by reduction to the first floor rear extension. The First Floor rear extension is to have its ridge at a lower level than the original house, with walls to the sides stepped back from the ground floor walls by 1.3m, in order to keep the extension subservient to the original house. The dormers have also been replaced by a high level rooflight in each side roofslope.

The character of the area is defined by detached bungalows, many of which have had substantial extensions to their roofs, largely by way of permitted development. The current proposal seeks permission to add additional first floor roofspace to accommodate a staircase to the rear. Officers acknowledge that the additional extension would add additional massing to the extended property. However, the extension has been reduced in bulk since the previous refusal and would appear subordinate in scale to the main roof. Officers consider that the level of harm resulting from the cumulative bulk and massing of extensions to this property, given the permitted development fallback, would not be sufficient to justify a refusal of planning permission. As such, on balance, the proposal complies with the overarching aims of Policies D3 and D4 of the London Plan (2021), Policy BE1 of the Hillingdon Local Plan: Part One - Strategic Policies (2012), and Policies DMHD1 and DMHB 11 of the Hillingdon Local Plan: Part Two - Development Management Policies (2020).

Neighbouring Amenity and Quality of Accommodation:

Policy D3 of The London Plan (2021) states that developments should deliver appropriate outlook, privacy, and amenity. Policy D6 states the site layout, orientation, and design of dwellings should provide privacy and adequate daylight for residents.

Policy DMHD 1 of Hillingdon Council's Local Plan: Part Two - Development Management Policies (2020) states that planning applications relating to dwelling alterations and extensions will be required to ensure that a satisfactory relationship with adjacent dwellings is achieved and there is no unacceptable loss of outlook to neighbouring occupiers. Policy DMHB 11 seeks to ensure that development proposals do not adversely impact the amenity, daylight, and sunlight of adjacent properties and open space.

The property adjoins two dwellings No.93 Pole Hill Road to the south and No.97 Pole Hill Road to the north. The extension would project the same distance at ground floor as approved under 282/APP/2024/144 and would extend approximately 2 metres beyond the rear elevation of No.93 Pole Hill Road and 4 metres beyond the rear elevation of No.97 Pole Hill Road. There are habitable windows located to the rear of both properties and the extension is unlikely to breach the Council's 45 degree rule in respect of both dwellings. The first floor extension is unlikely to result in a significant loss of light or overshadowing to either adjoining property.

Officers acknowledge the permitted fallback position in terms of the roof extensions (without the first floor extension). All side facing windows would be obscure glazed and non opening below 1.8m above FFL or would be high level rooflights. As such, there would be no increased loss of privacy over that which benefits from extant consents.

Significant concerns are however raised in terms of the quality of the accommodation provided to the future occupants of the property and in particular to the rear first floor bedroom. Under the approved certificate, the occupants of this property would have enjoyed a rear outlook. However the proposed first floor extension to accommodate the staircase proposed would remove this source of light and outlook. The occupants of this bedroom would be served by side facing windows within the dormer which would be obscure glazed and fixed shut. As such, the proposed development fails to provide an adequate level of outlook for the future occupiers of the rear first floor bedroom due to its reliance solely on side facing windows, which are fixed shut below 1.8m above FFL and obscure glazed. The proposal would therefore give rise to a substandard form of living accommodation to the detriment of the amenities of future occupiers contrary to Policy DMHB 11 and DMHD1 of the Hillingdon Local Plan: Part Two - Development Management Policies and Policy D6 of the London Plan (2021).

Outdoor Amenity Space

A sufficient amount of private amenity space (approximately 360sqm) will be retained to meet the minimum standards set out in Table 5.3 (Private Outdoor Amenity Space Standards) of the Hillingdon Local Plan Part 2: Development Management Policies (2020). The proposal, therefore, would not undermine the provision of external amenity space, in accordance with Policy DMHB 18 of the Hillingdon Local Plan Part 2: Development Management Policies (2020).

Parking and Highway Safety:

The property has hardstanding at the front of the property, and could accommodate at least two cars. This would be acceptable and would be acceptable where considered against the maximum parking requirements set out under Policy T6 of the London Plan notwithstanding the provision of the additional bedroom provided within the proposals.

Summary

For the reasons outlined above the application is recommended for refusal.

6. RECOMMENDATION

REFUSAL for the following reasons:

1. NON2 Non Standard reason for refusal

The proposed development fails to provide an adequate level of outlook for the future occupiers of the rear first floor bedroom due to its reliance solely on side facing windows, which are fixed shut below 1.8m above FFL and obscure glazed. The proposal would therefore give rise to a substandard form of living accommodation to the detriment of the amenities of future occupiers contrary to Policy DMHB 11 and DMHD1 of the Hillingdon Local Plan: Part Two - Development Management Policies and Policy D6 of the London Plan (2021)

INFORMATIVES

1. In dealing with the application the Council has implemented the requirement in the National Planning Policy Framework to work with the applicant in a positive and proactive way. We have made available detailed advice in the form of our statutory policies from the Local Plan Part 1, Local Plan Part 2, Supplementary Planning Documents, Planning Briefs and other informal written guidance, as well as offering a full pre-application advice service.

We have however been unable to seek solutions to problems arising from the application as the principal of the proposal is clearly contrary to our statutory policies and negotiation could not overcome the reasons for refusal.

Standard Informatives

1. The decision to REFUSE planning permission has been taken having regard to all relevant planning legislation, regulations, guidance, circulars and Council policies, including The Human Rights Act (1998) (HRA 1998) which makes it unlawful for the Council to act incompatibly with Convention rights, specifically Article 6 (right to a fair hearing); Article 8 (right to respect for private and family life); Article 1 of the First Protocol (protection of property) and Article 14 (prohibition of discrimination).
2. The decision to REFUSE planning permission has been taken having regard to the policies and proposals in the Hillingdon Local Plan Part 1 (2012) and Part 2 (2020) set out below, including Supplementary Planning Guidance, and to all relevant material considerations, including The London Plan - The Spatial Development Strategy for London consolidated with alterations since 2011 (2016) and national guidance..

Part 1 Policies

PT1.BE1 (2012) Built Environment

Part 2 Policies:

DMHB 11 Design of New Development

DMHB 18 Private Outdoor Amenity Space

DMHD 1 Alterations and Extensions to Residential Dwellings

DMT 2	Highways Impacts
DMT 6	Vehicle Parking
LPP D4	(2021) Delivering good design
LPP D3	(2021) Optimising site capacity through the design-led approach
LPP D6	(2021) Housing quality and standards

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