

Your Ref:  
Our Ref: HPD/NR/25/181  
Date: 23/02/26

London Borough of Hillingdon,  
Residents Services,  
3N Civic Centre,  
High Street,  
Uxbridge,  
Middlesex,  
UB8 1UW



Hybrid Planning & Development Ltd.  
Studio 11  
6-8 Cole Street  
London  
SE1 4YH

[www.hpduk.com](http://www.hpduk.com)

+44 (0)20 3633 1678  
+44 (0)7597 700050  
[nrutherford@hpduk.com](mailto:nrutherford@hpduk.com)

Dear Sir / Madam,

**RE: HOUSEHOLDER PLANNING APPLICATION AT 15 WOODSIDE ROAD, NORTHWOOD, HA6 3QE**

On behalf of our client, Sanjiv Patel, we've been instructed to prepare a householder planning application for the erection of a single storey ground floor rear extension and associated basement underneath 15 Woodside Road, Northwood, HA6 3QE.

Accordingly, please find enclosed the following documents which comprise, in addition to this letter, the application:

- Duly completed planning Application Form;
- Site Location Plan prepared by SeaBrook Architects;
- Existing and Proposed Drawing Pack prepared by SeaBrook Architects;
- Arboricultural Impact Assessment Report prepared by GHA Trees;
- Arboricultural Impact Assessment Drawing prepared by GHA Trees;
- Tree Constraints Plan prepared by GHA Trees;
- Basement Impact Assessment prepared by Nimbus Engineering
- SuDs & Flood Risk Assessment prepared by Nimbus Engineering Consultants
- SuDs Report Document Register prepared by Nimbus Engineering Consultants and;
- Planning Letter prepared by Hybrid Planning & Development Limited (this document);

The statutory householder application fee of £877.00 inc. VAT will be paid electronically by card through Hillingdon Council's online payment system.

The following sections in this letter outline the relevant planning history for the site, the proposed design and an assessment of the proposal against the relevant National and Local Policies.

## **SITE AND SURROUNDINGS**

Located within the administrative boundary of the London Borough of Hillingdon, the application site comprises a two-storey detached dwelling located on the north side of Woodside Road, Northwood. The property is set back from the highway, with a front garden partly laid in hardstanding and a rear garden providing private amenity space. The site extends approximately 1,497 square metres, with its principal frontage addressing Woodside Road directly.

The site is designated within the Woodside Road and Gatehill Farm Estate Area of Special Local Character (ASLC), which contributes to the distinctive character of the surrounding street scene. The site is not

statutorily or locally listed, nor is it located within a conservation area. However, the site is subject to a borough-wide Article 4 Direction restricting changes from C3 to C4 use (HMO), as well as limitations on single-storey rear extensions exceeding 4 metres beyond the original rear wall. Within the rear garden, the site is subject to one TPO Eucalyptus tree along the rear boundary hedge of 13 Woodside Road.

The surrounding area is predominantly residential in character, with detached dwellings forming a consistent street scene along Woodside Road. The area is predominantly residential, with a mix of two-storey and three-storey detached houses, reflecting the established suburban character of Northwood.

The wider townscape is varied, with a combination of residential local commercial and community uses towards central Northwood. The site benefits from a moderate level of public transport connectivity, with a PTAL rating of 3. Northwood Station is approximately 0.5 miles from the site, providing direct rail services into central London, while Northwood Hills Station is around 1 mile away. Bus stops along Watford Road and Green Lane are located within a 3–5 minute walk, offering regular services into Northwood town centre and connections to surrounding areas. The site is also within walking distance of local shops, cafés, and other amenities in Northwood Town centre.

The applicant now seeks planning permission to extend the existing property to optimise its residential potential. The proposals include extensions to the rear of the dwelling, alongside a new basement, designed to respond sensitively to the character of the existing building, the ASLC designation, and the surrounding suburban context.

## PLANNING HISTORY

From a search of the Council's planning records, we are aware of the following planning history which relates specifically to the site;

- **LPA Ref: 12444/B/81/0935** – Tree Application. Approved 18 May 1981
- **LPA Ref: 12444/APP/2000/2253** – ERECTION OF A TWO STOREY REAR EXTENSION, SINGLE STOREY SIDE AND REAR EXTENSION. Approved 10 October 2000
- **LPA Ref: 1244/APP/2001/1591** – ERECTION OF A SINGLE STOREY SIDE AND TWO STOREY REAR EXTENSION INCLUDING TWO FRONT DORMERS AND TWO REAR DORMERS. Refused 18 July 2001
- **LPA Ref: 12444/APP/2001/1592** – ERECTION OF TWO STOREY SIDE AND REAR EXTENSIONS TOGETHER WITH CONVERSION OF ROOF SPACE TO FORM A HABITABLE ROOM AND INSTALLATION OF FRONT AND REAR DORMER WINDOWS. Appeal Allowed 22 February 2002
- **LPA Ref: 12444/APP/2002/163** – ERECTION OF A FIRST FLOOR SIDE EXTENSION OVER PREVIOUSLY APPROVED GARAGE EXTENSION AND CONVERSION OF ROOF SPACE TO FORM A HABITABLE ROOM WITH A REAR DORMER WINDOW. Withdrawn 21 January 2002
- **LPA Ref: 12444/APP/2002/745** – DETAILS OF LANDSCAPING SCHEME IN COMPLIANCE WITH CONDITION 3 OF THE SECRETARY OF STATE'S APPEAL DECISION REF.APP/R5510/A/01/1077037 DATED 22/02/2002; ERECTION OF TWO STOREY SIDE AND REAR EXTENSIONS TOGETHER WITH CONVERSION OF ROOF SPACE TO FORM A

HABITABLE ROOM AND INSTALLATION OF FRONT AND REAR DORMER WINDOWS. Approved 5 April 2002

- **LPA Ref: 12444/TRE/2006/37** – TO CARRY OUT TREE SURGERY TO 2 ASH TREES (T20 AND T21) ON TPO 164. Approved 5 May 2006
- **LPA Ref: 12444/TRE/2015/98** – To carry out tree surgery, including a crown reduction by up to 30%, a crown thin and a crown lift by 1-2m to one Weeping Willow (T23) and a crown reduction by up to 30% to one Hawthorn (T24) on TPO 164; and to carry out tree surgery, including the cutting back of overhanging branches by 25%, to two Horse Chestnuts in group G19 on TPO 16. Approved 23 July 2015
- **LPA Ref: 12444/TRE/2018/117** – To carry out tree surgery, including a crown thin by 20%, to Eucalyptus oak, T24 on TPO 164. Approved 19 July 2018
- **LPA Ref: 12444/APP/2019/3060** – Two detached single story outbuildings for use as an office and shed (Application for a Certificate of Lawful Development for an Existing Development). 13 December 2019
- **LPA Ref: 12444/APP/2020/782** – Two detached outbuildings to rear for use as an office and garden shed (Application for a Certificate of Lawful Development for an Existing Development). Appeal Dismissed 29 October 2020
- **LPA Ref: 12444/TRE/2022/118** – To carry out tree surgery including to reduce one branch by 1.5m away from building and crown lift up to 4m to One Willow T23 on TPO 164. Approved 19 June 2022.

## THE PROPOSAL

The application seeks planning permission for the erection of a single-storey rear extension at ground floor level, together with the formation of a basement beneath the extended footprint, and associated works. The design and arrangement of the proposed development are illustrated on the submitted plans and elevations prepared by SeaBrook Architects. The following paragraphs summarise the proposed works.

The proposed development comprises a single-storey rear extension projecting approximately 3 metres from the original rear wall of the dwelling. The extension measures approximately 3.6 metres in height, with a flat roof form, and extends along the boundary wall for a length of 5 metres. The ground floor extension provides an additional reception room with a gross internal area of 32.5 sqm, incorporating full-height glazed bi-folding doors to the rear elevation, as shown on the submitted drawings.

A new basement level is proposed beneath the rear extension, with a gross internal area of 50 sqm. The basement is set approximately 3 metres below ground floor level, fully contained below ground, and extends no further than approximately 2.5 metres beyond the footprint of the extension above. Internal access to the basement is provided from within the dwelling, with no external basement entrances proposed.

The proposed materials and external detailing are set out in the submitted plans and elevations and are intended to match and complement the existing dwelling. A eucalyptus tree is located close to the site

boundary and has been taken into account in the siting and design of the extension and basement works, informed by the accompanying Basement Impact Assessment and Arboriculture surveys.

The proposed development does not alter the existing parking or refuse arrangements serving the dwelling. No additional car parking spaces are required, and there is no change to existing refuse storage provision as a result of the proposal.

Overall, the proposal represents a high-quality and well considered built form of development that seeks to extend and enhance the functionality of the dwellinghouse.

## **PLANNING POLICY CONTEXT**

We have conducted a review of the planning policies considered relevant to the site from a National, Regional and Local level. Together, these documents comprise the Local Development Plan for Hillingdon, against which any subsequent planning application will be assessed. **National Planning Policy Framework (NPPF) (2024)**

### **Local Planning Policies**

The Local Development Framework for the London Borough of Hillingdon consists of the following documents:

- The London Plan (2021);
- Hillingdon Local Plan: Part 1 – Strategic Policies (2012)
- Hillingdon Local Plan: Part 2 – Development Management Policies (2020)
- Hillingdon Local Plan: Part 2 – Site Allocations and Designations (2020)
- The West London Waste Plan (2015)

Accordingly, we consider the following policies to be of most relevance to the application site and proposals:

### **Hillingdon Local Plan Part 1 – Strategic Policies (2012)**

**Policy BE1 - Built Environment** – Requires all new development to deliver high quality design that improves and maintains the built environment and supports successful, inclusive and sustainable neighbourhoods. Development should respect local character and context in terms of layout, scale, form and materials, protect residential amenity, and create safe, legible and attractive places. Proposals are expected to incorporate Lifetime Homes principles, provide wheelchair accessible housing where required, meet Building for Life standards for larger schemes and enhance areas of poorer environmental quality. Strong emphasis is placed on high quality public realm, biodiversity, crime prevention, protection of gardens and green spaces, and addressing climate change through energy efficiency, low and zero carbon technologies and sustainable construction. Tall buildings are only supported in appropriate locations where they do not harm heritage assets, local character or important views

**Policy HE1 - Heritage and Historic Environment** – Seeks to conserve and enhance Hillingdon’s historic environment and its settings, including designated and non-designated heritage assets, historic landscapes, conservation areas, areas of special local character and archaeological sites. Development should protect the significance and setting of these assets while encouraging their regeneration, reuse and long term viability, particularly where assets are vacant or at risk. The policy also promotes increased public understanding and access to heritage through community engagement and planning obligations. Where climate change mitigation measures are proposed, these should avoid harm to heritage assets, with alternative approaches explored where adverse impacts are identified.

### **Hillingdon Local Plan Part 2 – Development Management Policies (2020)**

**Policy DMHB11 - Design Quality** – Requires development to achieve a high standard of design that responds positively to local character and site context. Proposals are expected to consider matters such as scale, height, massing, layout, materials, landscape features and views in order to ensure a cohesive and high quality outcome. While the policy includes requirements relating to the protection of neighbouring amenity, daylight, sunlight and privacy, these considerations are of limited relevance in this instance due to the absence of adjoining residential properties. The policy remains applicable in terms of design quality, use of appropriate materials, sustainable and adaptable internal layouts, protection of any heritage assets or landscape features, and the provision of suitable landscaping and waste storage. Overall, the policy seeks to ensure that development is well designed, context led and visually appropriate without causing harm to its surroundings.

**Policy DMHB 14 – Trees and Landscaping** – Requires all proposals that would affect existing trees to provide an accurate tree survey showing the location, height, spread and species of trees. An arboricultural method statement will be required to show how the trees will be protected. Where trees are to be removed, proposals for replanting of new trees on-site must be provided or include contributions to offsite provision.

**Policy DMEI 9 – Management of Flood Risk** – seeks that development proposals make appropriate provision for flood risk mitigation to reduce the level of flood risk associated with proposal.

**Policy DMEI 10 – Water Management, Efficiency and Quality** – states that all new development proposals (including refurbishments and conversions) will be required to include water efficiency measures, including the collection and reuse of rainwater and grey water.

**Policy DMHB24 - Basement Development** – Applies a precautionary approach to basement and underground development, with particular focus on flooding risk, drainage, groundwater conditions and structural stability. The policy also includes criteria relating to the protection of neighbouring amenity and cumulative impacts; however, these matters carry reduced weight where there are no adjoining properties that could be affected. The key considerations in this case relate to ensuring that any basement development does not increase flood risk, adversely affect ground conditions, harm trees, archaeology, local character or the appearance and setting of the host building, and that adequate soil depth and landscaping are maintained. In line with the policy, habitable basement accommodation would not be supported in areas at risk of flooding.

**Policy DMHD1 – Alterations and Extensions to Residential Dwellings** – Sets clear controls on the scale, height and design of rear extensions to protect residential amenity and local character. Maximum depths vary depending on property type and plot width, and height limits apply to both flat and pitched roof designs. In Conservation Areas and Areas of Special Local Character, flat roofed extensions are expected to include parapets. Proposals that result in loss of privacy, overlooking or access to flat roofs will not be permitted.

**Policy DMHD 3 – Basement Development** - states that all basement development does not harm the amenity of neighbours, does not lead to loss of trees or landscaping, provide satisfactory landscaping and does not harm the appearance or setting of the property or the established character of the surrounding area.

**Policy DMHB5 - Areas of Special Local Character** – Requires development within Areas of Special Local Character to reflect and respect the established character, original layout and architectural qualities of the area. New development and alterations should be appropriate in scale, height, design and materials, maintain established building lines and spacing, and allow sufficient space for landscaping. Extensions must be subordinate to the host building and respect its architectural style. Buildings that make a positive contribution to the character and local importance of these areas should be retained and their replacement will normally be resisted.

Hillingdon Supplementary Design Guides - Residential Extensions (2008)

### **Rear Extensions and Conservatories: Single Storey**

The Council's guidance on rear extensions states that extensions should not project excessively from the rear wall of the original house, as this may result in the blocking of daylight and sunlight to neighbouring properties. For detached houses, a rear extension of up to four metres in depth is considered acceptable. These allowances apply to first time extensions and are measured from the rear wall of the original house.

Flat roofed single storey rear extensions are acceptable provided they do not exceed three metres in height. Extensions should not result in a loss of daylight, sunlight or outlook to neighbouring properties and should not extend beyond a forty-five-degree line of sight taken from the centre of the nearest kitchen or habitable room window.

## **PLANNING ASSESSMENT**

The NPPF (2024) prescribes a 'presumption in favour' of sustainable development (Paragraph 11) and supports proposals that accord with the Borough's development plan. The proposal represents an entirely deliverable, sustainable and suitable development that will enhance and preserve the character of the existing property in Northwood, Hillingdon.

The following sections set out in detail how the application proposal accords with the relevant national and local planning policies.

### **Principle of Development**

As the application seeks to provide a single-storey rear extension at ground floor level with the formation of a basement beneath the extended footprint of the extension, we consider the principle of development to be entirely acceptable, in response to the considerations made below. The surrounding area is characterised by similar sized dwellings, which also comprise of similar rear extensions and alterations. The proposal would preserve and further enhance the existing property to expand a family home, having a positive contribution to the character, heritage and significance of its location, in line with Local Plan Policy DMHD1, DMHB5, DMHB11 & DMHB 24.

The proposal is sustainable as it is extending an existing dwelling to facilitate the enlargement of the residential dwelling, whilst re-using traditional materials to ensure a sustainable construction process. It is considered that the proposal complies with the presumption of sustainable development as outlined in the NPPF and Policy BE1 of the Local Plan. The additional single-storey rear extension will be completely screened from the main road along Woodside Road and neighbouring property, 13 Woodside Road by existing shrubbery and boundary hedges.

The proposals are therefore appropriate for development in the area and comply with Policies DMHB11, DMHB24, DMHD1, BE1 and HE1 of the Hillingdon Local Plan, subject to the detailed considerations set out below.

### **Design and Heritage Matters**

The proposed development has been carefully designed to respect the character and appearance of the host dwelling and the wider area, including the Area of Special Local Character, in accordance with Policies HE1, DMHB11, DMHD1, DMHB5 and DMHB24. The scheme comprises a single storey rear extension measuring approximately 3.0m in projection and 4.6m in width, together with a modest ancillary basement beneath measuring approximately 7.5m by 3.5m and set approximately 3.05m below ground level.

The rear extension is appropriately subordinate in scale, form and massing, maintaining the established proportions of the existing dwelling. Its height, width and overall footprint have been designed to ensure that

it reads as a high-quality and proportionate addition, avoiding any overbearing or incongruous impact on the host property or surrounding built form.

The choice of materials and detailing will align with the existing dwelling, including the use of matching brickwork. This approach accords with Policy DMHD1, which seeks to ensure extensions are well-related to the host dwelling and contribute positively to local distinctiveness.

The proposed basement forms a modest addition beneath the rear extension and will be used as a private cinema room, remaining entirely ancillary to the host dwelling. It will not create a separate unit of accommodation nor intensify the residential use of the site. By virtue of its underground positioning, the basement will not be visible within the streetscene and does not increase the above-ground scale, bulk or massing of the building beyond that already assessed as part of the extension. As such, it preserves the established character and appearance of the surrounding area.

The accompanying Basement Impact Assessment confirms that the development will not adversely affect land stability, drainage conditions or groundwater flow. The basement will be constructed as a waterproof structure, with appropriate construction methods employed to safeguard the structural integrity of the host building and surrounding land.

In landscape terms, the extent of excavation is limited to the footprint of the extension and will not result in the loss of meaningful garden space or harm to the environmental quality of the site.

In heritage terms, the proposal preserves the character and appearance of the surrounding area and will not result in harm to any designated or non-designated heritage assets. The development therefore complies with Policies HE1 and DMHB11, which require proposals to conserve local character and safeguard the historic environment.

Overall, the proposal represents a high-quality, proportionate and well-contained form of residential development that maintains local character, protects residential amenity and accords with the relevant policies of the Development Plan.

### **Neighbouring Amenity**

The proposal has been assessed in terms of its impact on neighbouring occupiers, with particular regard to Policies DMHD1 and DMHB5, which seek to protect residential amenity.

Due to its siting at the rear of the property and its subordinate scale, the extension will not appear overbearing when viewed from adjoining gardens. The height and width have been carefully considered to ensure that the development remains proportionate and does not result in an unacceptable sense of overshadowing

Importantly, the site benefits from an existing well established boundary treatment, including a dense hedge of approximately 3 metres in height, which provides a high level of screening and significantly limits overlooking between neighbouring plots. This existing vegetation ensures that the development will not give rise to harmful overlooking or loss of privacy.

Given the modest nature of the proposal, together with the strong boundary screening already in place, there will be no unacceptable impact on neighbouring amenity in terms of outlook, privacy or general living conditions.

The proposal is therefore considered fully in accordance with Policies DMHD1 and DMHB5, which seek to protect residential amenity.

### **Impact on TPO Tree**

The proposed basement will result in a minor encroachment into the Root Protection Area (RPA) of the T1 Eucalyptus tree. The submitted Arboricultural Impact Assessment (AIA) confirms that this encroachment equates to approximately 3% of the RPA, which is considered to fall within acceptable tolerances/

The AIA concludes that T1 is a healthy Category B tree that is capable of tolerating this limited level of root loss and is likely to recover, particularly given the availability of open ground within the remainder of its RPA to support compensatory root growth. Furthermore, the area affected by the proposed basement is currently occupied by an existing patio and retaining structure, and the AIA advises that it is unlikely that significant roots are present within this footprint.

On this basis, the proposal is considered to accord with Policy DMHB 14 – Trees and Landscaping. An appropriate Arboricultural Impact Assessment has been submitted, providing a detailed survey of existing trees, including their location, height, spread and species. The report also sets out suitable tree protection measures and a preliminary method statement to ensure the retention and safeguarding of trees throughout the construction process.

### **Flood Risk & SuDS Strategy**

The application is supported by a Basement Impact Assessment and SuDS Report prepared by Nimbus Engineering Consultants (March 2026).

The report concludes that the site is at a very low risk of flooding from all sources, including groundwater, tidal, fluvial, sewer and reservoir flooding. While there is a low risk of surface water ponding toward the rear of the existing dwelling, this is associated with naturally low-lying areas and does not present a constraint to the development.

Groundwater levels are confirmed to be well below the proposed basement level. Notwithstanding this, the basement will be designed as a watertight structure to safeguard against any unlikely groundwater ingress.

The assessment also confirms that the proposal will not affect any known flood flow routes or flood storage areas and will not increase flood risk on or off site.

In terms of drainage, the report confirms that a SuDS strategy following the SuDS hierarchy will be implemented, including the provision of a rainwater harvesting tank to manage surface water runoff associated with the development.

Overall, the report demonstrates that the proposed development is acceptable in flood risk and drainage terms and complies with national and local policy requirements.

### **CONCLUSION**

The proposal seeks permission for the erection of a single storey ground floor rear extension and associated basement. The high-quality design responds positively to the character of the existing area and complies with the NPPF and the Hillingdon Plan. The proposal will allow the existing dwellinghouse to be able to function as a modern family home with enlarged floor area to improve the quality of the residential space.

In light of the above, we consider the proposed ground floor rear exertion and associated basement would result in subservient and sympathetic additions to the existing dwellinghouse. We trust that you have sufficient information to determine this application, but should you have any questions or queries in the meantime or require any further information, please do not hesitate to contact me in the first instance (020 3633 1678).

Yours faithfully,

*NRutherford*

**Nickolai Rutherford BA (Hons)**  
PLANNER

Encs.