

TOWN AND COUNTRY PLANNING ACT 1990

DESIGN AND ACCESS STATEMENT:

TO SUPPORT A REVISED PLANNING APPLICATION IN RESPECT OF:

Erection of two storey rear extension,
a first floor rear extension, a single storey rear extension,
front porch extension and changes to the roof

AT

15 CHURCH AVENUE, RUISLIP,
MIDDLESEX, HA4 7HX.



CONTENTS:

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1: THE PROPERTY:

This is a detailed Design and Access Statement (D&A Statement) to support a further revised planning application for the erection of a two storey side extension, to No15 Church Road, which is located fronting Church Road, but located on this corner plot, so at the junction with King Edwards Road. The property is located within the broader urban area of the London Borough of Hillingdon.

The application has been drawn up by a local and knowledgeable Architect – Surveyor, who is indeed familiar with Hillingdon’s design guidance and planning policies to address the concerns of the Council regarding typical ‘sub-urban’ properties such as this.

So, this Design and Access Statement will refer to and address the relevant National and Local Adopted policies and guidance, along with other examples – precedents of development of similar detached properties in the vicinity that clearly have been approved – endorsed by Hillingdon in the past, and also will come to a logical conclusion as to why it is considered this extension should be approved, as being in accordance with Hillingdon’s Planning Policies and Guidance.

The property is partially screened from both roads by existing landscaping along the front (Church Avenue) and side (King Edwards Road) as shown on the cover photograph, and is located within the defined urban and Administrative area of the London Borough of Hillingdon:



As No.15 is located at the junction with King Edwards Road, but faces Church Avenue, it has a large rear garden – area, with a single storey double garage alongside King Edwards Road, then a two storey side extension, which is set well in away from the side boundary.

The boundary itself with King Edwards Road and Church Avenue, consists of a 1m high brick wall, which curves around the junction of the two roads, and above this is a manicured Conifer (evergreen) hedge to the front, and large (evergreen) conifers to the side, which appear to be planted within the roadside verge, rather than within the boundary of No15, so these are ‘highway trees’ (within separate ownership, so cannot be removed or lopped by the Applicant).

The area itself is a typical low density ‘sub-urban’ area of North West London, close to the commercial centre of Ruislip, and close to both West Ruislip and Ruislip Tube Stations, which connects the area to central London and Uxbridge. The vehicular access is from King Edwards Road, with an integral double garage to the side, and further parking – turning area, providing an overall area of off-street parking for 5 – 6 cars.

The properties in these adjacent roads are of a similar large detached or semi-detached style, with a mixture of part render and brickwork finishes, although a number of properties have been altered and extended over the years, as referred to in greater detail below. However, the area is within Ruislip Village Conservation Area, and therefore recognised for its attractive and 'consistent' style of part rendered, part brick walls and attractive brick detailing, below peg tile roofs.

Underlying this appeal, we recognised and responded to the fact there is also a 'verdant' feel to the area, with well landscaped frontages, mature hedges and trees forming an integral part of the Conservation Area setting and character, which we recognise needs to be protected.

We will also refer to the requirements of the Unitary Development Plan (UDP) policies, which refers to two storey side extensions, in particular the DMHB suffix policies.

So this application, and the extensions proposed would enable the Applicants and their family to remain, live and work in the Ruislip area and as such contribute towards the local economy, yet at the same time create a much improved home, which meets more modern Building Regulations standards.

This extension would create a much more eco-friendly-sustainable property, which will ensure this property meets current and emerging sustainable standards, as advocated by both Central and Local Government, in its ecological mandates-documents, including the Adopted Hillingdon Local Plan, as referred to in greater detail below.

2. PLANNING HISTORY

It is important to see how the design ‘evolved’ following the detailed Pre-Application submission, and two previous applications, and thus how the applicants are attempting to provide a long – term design solution, when compared to the existing odd – looking façade. We suggest odd, as the roof steps up, rather than down, which is the usual methodology for extensions, where they adjoin side roads, when such extensions logically step-down, creating a degree of subordination.



So, the Pre-Application scheme was then submitted:



So, the Local Planning Authority Pre-Application response to the above elevations stated:

extension, first floor side and rear extension, single storey rear extension and raising the ridge of the main roof are not considered to appear subordinate to the original dwelling. The proposed extensions would further overpower the original dwelling, further detract from the architecture of the original dwelling and would have an adverse impact on the character and appearance of the Ruislip Village Conservation Area, the original dwelling, the street scene and the local area. They would be contrary to the requirements of Policies DMHB 4, DMHB 11 and DMHD 1 of the Hillingdon Local Plan: Part 2 - Development Management Policies (2020) and could not be supported by the Council.

Importantly, we must now refer to the above Conservation Officer's specific comments that stated:

Conservation and Urban Design Officer comments

Looking at the original drawings of the property the building has already been extended significantly resulting in the building's original proportions and roof form being affected. It is considered that the extensions should be reduced so that they are more subordinate and reflective of the area. The resultant building would look quite plain and the proposed design / increase in volume would move it further away from the Arts and Crafts style of the adjacent houses and have a greater impact on the conservation area.

It was indeed these specific comments that the planning application, the subject of this appeal, was born. The 'standard' typical and generic design approach was ditched, and the new 'Arts and Craft' style emerged (evolved), precisely to address the specific comments of the specialist Conservation Officers, as underlined below.

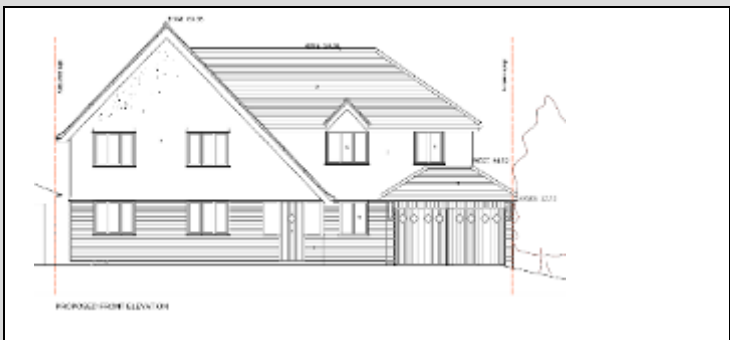
"...the extensions should be reduced so that they are more subordinate and reflective of the area. The resultant building would...move it further away from the Arts and Craft style of the adjacent houses..."

We note then a more detailed critique was provided as part of the Pre-App, by the Conservation specialist;

Previous extensions have seen the widening of the house resulting in a significant portion of the roof being changed from a traditional pitched roof to a crown roof giving the building a truncated appearance that is at odds with the adjacent houses. There may be scope to improve the roof form to a more traditional ridge as this could sit more comfortably. It would, however, be useful to understand the height increase that would be involved with a street elevation that shows the proposed building in context with 13 Church Avenue next door so that the impact on the conservation area can be properly assessed.

Then following this Pre-Application advice, two recent planning applications were submitted, which it was felt addressed the Pre – Application advice.

However, despite the fact we took on board the Pre-Application response, the first (LBH Ref:26493/APP/2023/43), which sought Planning Permission for more appropriate subordinate (lower) two storey side extensions was refused, and a appeal was lodged against that refusal (Planning Inspectorate Ref: APP/R5510/D/23/3321225. That appeal is still (July 2023) on-going;



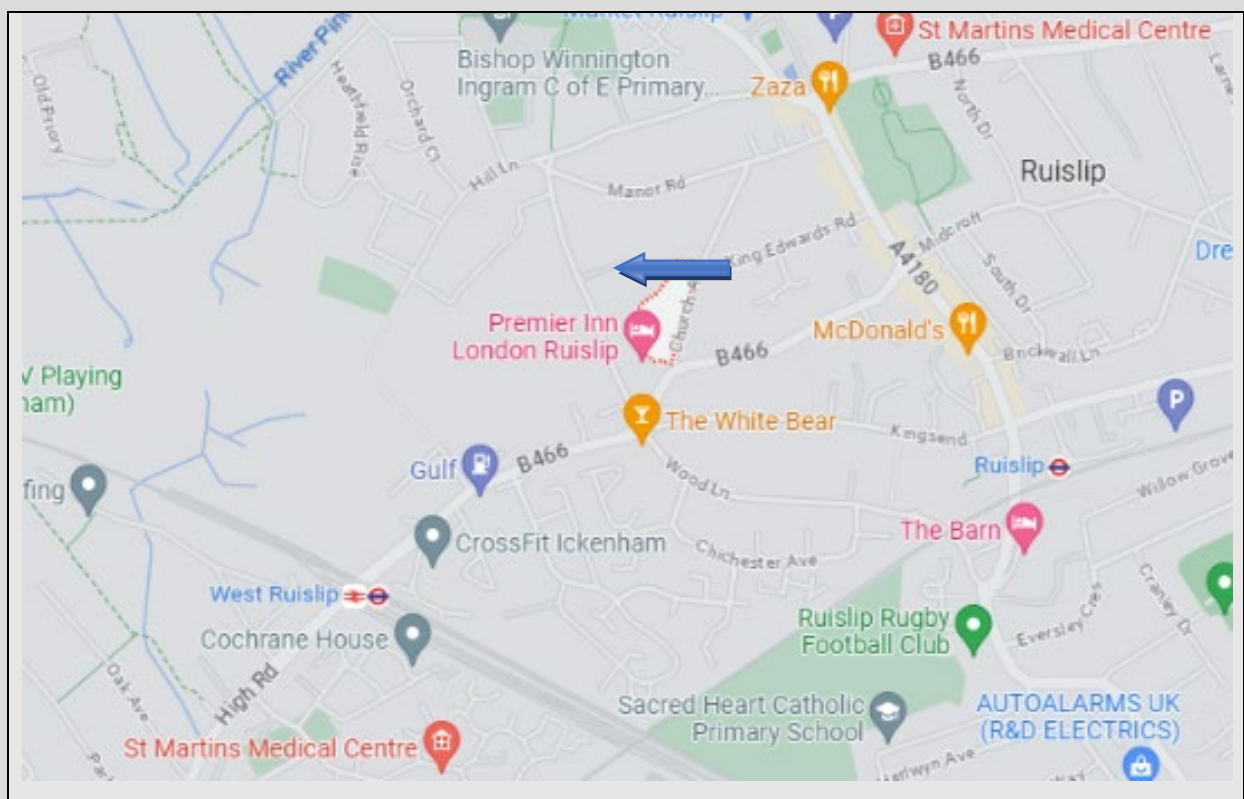
So, our revised scheme is shown below, as a direct comparison with the refused scheme:



So, these two aspects will be discussed in greater detail below, under the Material Considerations section.

3: THE SUSTAINABLE LOCATION:

The property is also located in this sustainable location, just north-west of Ruislip Town centre, and all its employment, recreational, retail and other opportunities, including being located close to alternative Public Transport nodes, including buses and trains, which in turn creates this extremely sustainable location, as shown below:



We note that the National Planning Policy Framework, as amended, is quite explicit in its guidance to Local Planning Authorities in that they “*should not get involved in detailed design issues*”, but should “enable” new development to take place. However, we will refer to this matter shortly in making our case.

So, as background to this Design and Access Statement (DAS), the extensions proposed would enable the Applicant and their family to remain, live and work in the Hillingdon area and as such contribute towards the local economy...

...yet at the same time create a much improved level of accommodation, which meets more modern Building Regulations standards, and essentially is a much more eco – friendly – sustainable property.

This will ensure this extended property meets current and emerging sustainable standards, as advocated by both Central and Local Government, in its ecological mandates – documents, including the Adopted Hillingdon Local Plan, as referred to in greater detail below.

4: PLANNING POLICIES

The current over-arching National Government guidance remains the **National Planning Policy Framework** (NPPF), as amended, and more locally are the relevant policies of the Adopted Development Management Policies. The recently adopted Local Plan is:

*THE LONDON BOROUGH OF HILLINGDON LOCAL PLAN PART 2
DEVELOPMENT MANAGEMENT POLICIES Adopted Version 16th January
2020.*

This now finally supersedes the *Hillingdon Local Plan Saved Unitary Development Plan Policies* (November 2012), and the Hillingdon's Supplementary Planning Documents (SPD) entitled *Hillingdon Design and Accessibility Statement (HDAS)*, entitled *Residential Extensions*. The Residential Extensions SPD has been Hillingdon's corner stone of guidance on domestic house extensions for many years, but now appears to have been superseded by the recently adopted DM Policies January 2020. The most relevant policies include:

***Policy D3** of the London Plan (2021) requires that development proposals should enhance local context by delivering buildings and spaces that positively respond to local distinctiveness through their layout, orientation, scale, appearance and shape, with due regard to existing and emerging street hierarchy, building types, forms and proportions.*

***Policy HE1** Heritage of the Hillingdon Local Plan: Part 1 - Strategic Policies (2012) states that the Council will conserve and enhance Hillingdon's distinct and varied environment, its settings and the wider historic landscape, which includes designated heritage assets such as statutorily Listed Buildings, Conservation Areas and Scheduled Ancient Monuments.*

***Policy DMHB 4** of the Hillingdon Local Plan: Part 2 - Development Management Policies (2020) states that:*

New development, including alterations and extensions to existing buildings, within a Conservation Area or on its fringes, will be expected to preserve or enhance the character or appearance of the area. It should sustain and enhance its significance and make a positive contribution to local character and distinctiveness. In order to achieve this, the Council will:

A) Require proposals for new development, including any signage or advertisement, to be of a high quality contextual design. Proposals should exploit opportunities to restore any lost features and/or introduce new ones that would enhance the character and appearance of the Conservation Area.

B) Resist the loss of buildings, historic street patterns, important views, landscape and open spaces or other features that make a positive contribution to the character or appearance of the Conservation Area; any such loss will need to be supported with a robust justification.

C) Proposals will be required to support the implementation of improvement actions set out in relevant Conservation Area Appraisals and Management Plans.

Policy DMHB 11 of the Hillingdon Local Plan: Part 2 – Development Management Policies (2020) states that all development, including extensions, alterations and new buildings will be required to be designed to the highest standards and, incorporate principles of good design including:

i) harmonising with the local context by taking into account the surrounding: · scale of development, considering the height, mass and bulk of adjacent structures; · building plot sizes and widths, plot coverage and established street patterns; · building lines and setbacks, rooflines, streetscape rhythm, for example, gaps between structures and other streetscape elements, such as degree of enclosure; architectural composition and quality of detailing; local topography, views both from and to the site; and impact on neighbouring open spaces and their environment.

ii) ensuring the use of high quality building materials and finishes;

iii) ensuring that the internal design and layout of development maximises sustainability and is adaptable to different activities;

iv) protecting features of positive value within and adjacent to the site, including the safeguarding of heritage assets, designated and un-designated, and their settings; and

v) landscaping and tree planting to protect and enhance amenity, biodiversity and green infrastructure.

Policy DMHD 1 of the Hillingdon Local Plan: Part 2 – Development Management Policies (2020) states that:

A) Planning applications relating to alterations and extensions of dwellings will be required to ensure that:

i) there is no adverse cumulative impact of the proposal on the character, appearance or quality of the existing street or wider area;

ii) a satisfactory relationship with adjacent dwellings is achieved;

iii) new extensions appear subordinate to the main dwelling in their floor area, width, depth and height;

iv) new extensions respect the design of the original house and be of matching materials;

v) there is no unacceptable loss of outlook to neighbouring occupiers;

vi) adequate garden space is retained;

vii) adequate off-street parking is retained, as set out in Table 1: Parking Standards in Appendix C;

viii) trees, hedges and other landscaping features are retained; and

ix) all extensions in Conservation Areas and Areas of Special Local Character, and to Listed and Locally Listed Buildings, are designed in keeping with the original house, in terms of layout, scale, proportions, roof form, window pattern, detailed design and materials.

We have appended Policy DMHD1 as **Appendix A at the end of this statement** in its entirety, and for the reasons below we are of the view the proposed extensions subject to these applications are indeed compliant with DMHD1, of the newly adopted 2020 plan, for the reasons set out below.

5: PRINCIPLE OF DEVELOPMENT

So the **National Planning Policy Framework (NPPF)**, as amended, states there is a presumption in favour of sustainable development. As a core planning principle the effective use of land is encouraged by re-using land that has been previously developed (brownfield land), OR making better use of land in our villages, towns and cities, such as here in ‘sub-urban’ West London, so entirely in accordance with this National guidance.

So, this application would create a much needed larger family home, which would be extended in a sympathetic manner, whilst also constructed in more sustainable materials, offering considerably improved heat retention for example, and bringing these “inter – war” properties up to much more onerous but improved sustainable standards.

Section 11 refers to ‘*Making effective use of land*’ and suggests that Planning Policies and decisions should:

c) “...give substantial weight to the value of using suitable brownfield land within settlements for homes...

d) promote and support the development of under-utilised land and buildings, especially if this would help meet identified needs...where land supply is constrained and available sites could be used more effectively...”

6: DESIGN & HERITAGE IMPACTS

On the question of design, the National Planning Policy Framework (NPPF), as amended, also includes a Chapter (No12) regarding design: **“Achieving well designed places”** and this recognizes that design is an important consideration:

“Permission should be refused for development of poor design that fails to take the opportunities available for improving the character and quality of an area...taking into account any local design standards or style guides...Conversely, where the design of a development accords with clear expectations in plan policies, design should not be used by the decision maker as a valid reason to object to a development.”

So in our view, the design of the two storey side extension would clearly be “subordinate”, with a lower ridge and set down, then the extension will not subsume the ‘core’ of the original house. So, given the above National guidance, in the form of the NPPF (as amended), then there should be no in principle objections to the extension of the property, by extending this family dwelling, and creating a home which meets much more onerous Building regulations, Lifetime Homes and other sustainable attributes/requirements.

HERITAGE STATEMENT:

We note from our involvement in submitting the appeal against the earlier refusal, that the property falls within Ruislip Conservation Area and so with regards how the scheme (as amended in the light of the Pre-App') accords with Policy HE1, Heritage, of the Hillingdon Local Plan: Part 1 - Strategic Policies (2012), it is considered it;

“...will conserve and enhance Hillingdon's distinct and varied environment, its settings and the wider historic landscape, which includes designated heritage assets, such as statutorily Listed Buildings, Conservation Areas and Scheduled Ancient Monuments.”

With regards the various other design policies, we have nothing more to add other than, with regards Policy DMHB4, which specifically relates to planning applications in Conservation Areas in Hillingdon, we note it suggests the Council will;

A) Require proposals for new development,... to be of a high quality contextual design. Proposals should exploit opportunities to restore any lost features and/or introduce new ones that would enhance the character and appearance of the Conservation Area.

B) Resist the loss of buildings, historic street patterns, important views, landscape and open spaces or other features that make a positive contribution to the character or appearance of the Conservation Area;

So the proposal for this two storey side extension entirely responds to Policy DMHB4 and the specific design aspirations of the Conservation Officer, and we had thought the TWO recent applications had also specifically responded to the broader Conservation Area setting, particularly if it were constructed, as set down

from the existing house, in peg tile roof and matching elevations, which assimilate into the Ruislip Village Conservation Area.

However, this latest application has been drawn up specifically to respond to the most recent refusal (26493/APP/2023/1139), and in particular the closing of the open gap, by retaining a significant distance (Gap) to King Edwards Road.

We note the general design principles in Policy DMHD1 also states, more specifically with regards extensions in Conservation Areas:

ix) all extensions in Conservation Areas and Areas of Special Local Character, and to Listed and Locally Listed Buildings, are designed in keeping with the original house, in terms of layout, scale, proportions, roof form, window pattern, detailed design and materials.

So, the amended scheme has responded to the specific reason for refusal, in respect of both recent applications (refusals – 2023/43 and 2023/1139), as being of a matching hipped roof, reduced (Subordinate scale and proportions), hipped roof form, window pattern/sizes and general design and materials.

Ultimately, we acknowledge the property falls within Ruislip Village Conservation Area, and (as revised) would now much better *harmonise with the architectural composition of the original dwelling...AND retain “...an important gap characteristic to the area”* as shown on the attached page:

THE REVISED SCHEME:

FRONT ELEVATION:



REAR ELEVATION:



Therefore, in terms of the NPPF, Paragraph 196, Chapter 16, states in respect of Conservation Areas, Listed Buildings, etc and the need to *‘Conserve and enhance the historic environment’*;

“Where a development proposal will lead to less than substantial harm to the significance of the designated heritage asset, this harm should be weighed against the public benefits of the proposal, including where appropriate, securing its optimum viable use.”

In this case, and whether or not the development would “...close an important open gap...” we do genuinely believe this revised scheme would lead to overall benefits – improvements to Ruislip Conservation Area.

So, with regards the NPPF guidance, the development would lead to ‘less than substantial harm’ and clearly the Public benefits of the proposed development in this case, would be preserving and enhancing the Designated Heritage Asset, (Ruislip Conservation Area) by the replacement of the odd looking Crown roofs (which we are aware Hillingdon do not like) with the more traditional matching (angle of) hipped and subordinate roof.

Finally, another important consideration is the fact that the trees are located outside the property AND therefore ownership – control of the Appellant. These are located within a grass verge outside No15 Church Avenue, which we understand is not ‘Highway verge’ and is a privately owned road.

Therefore, this verge, and the trees within it, are maintained by the shared owners of King Edwards Road, and consequently these trees cannot be lopped, topped or ultimately removed by the Appellants, as part of a Planning Application – Permission. These trees are effectively protected in perpetuity from this development.

Consequently, this development would not dramatically change the evergreen landscape – screening – setting alongside the boundary with the appeal property.

So, in this case, it would appear the proposal surely accords with the Hillingdon - Policies, in the form of the detailed and new planning policy, Policy DMHD1

“Alterations and Extensions to Residential Dwellings” 2020, which we will now refer to in greater detail below.

Importantly, the side extension would be set down and set back from the existing façade and flank – side walls, with these elements forming the planning application, which would create an attractive and ‘subordinate’ part two storey, part single storey side and rear extension, entirely in accordance with DMHD1.

So in terms of Hillingdon’s own policy **DMHD1, Section C** refers to *“side extensions”*, so we will assess this third revised application against this guidance:

- i) **Extension widths:** This paragraph specifically refers to the *“...side extensions should not exceed half the width of the property...”* however, we would contend that in this specific case, the property sits on a generous and spacious corner plot, and has an unusually excessive gap to the side boundary.

So, despite the outcome of the current on – going appeal, it may be acknowledged that the previous scheme “closed the important gap” to a modest degree, however with regards to this revised application, as discussed earlier, with specific elements of the extension which match, including:

- ❖ *Subordinate ridge;*
- ❖ *Matching brick ground floor level;*
- ❖ *Matching rendered walls above;*

- ❖ *Matching windows throughout;*
- ❖ *Matching eaves line;*

All these architectural elements will clearly now harmonise with the composition of the original dwelling, which would no longer (A) Fail to harmonise or (B) close an important open gap, and as such would not be detrimental to the character, appearance or symmetry of this detached spacious corner property, or the wider Conservation Area.

ii) Corner Plots: This part of Policy DMHD1 requires that such extensions:

“ensure the openness of the area is maintained and the return building line is not exceeded...”

In this case, the existing single storey side extension already extends right up to the side boundary, however this latest application now retains 4.5 metres at first floor level, to the side boundary, beyond which is a wide treelined verge, and consequently the openness of the area would be maintained too.

iii) Garages: Not relevant, but just to state that, an existing double garage is to be converted into storage and other accommodation, whilst two parking spaces would be retained on site, and it should be noted that there is unrestricted parking in Church Road and King Edwards Road, so no parking issues either. We would also add that the proposed extensions will only create one additional (Fifth) bedroom, and will not increase on street parking levels or demand in the area.

- iv) **Extensions must be set in at least 1metre, or 1.5m in Conservation or other Areas of Special Local Character (ASLC);** In our case, then the amended scheme now retains three times the policy requirement, with 4.5 metres being retained.
- v) **Set back 1 metre:** As discussed above, then this two storey side extension is indeed set back over double this policy requirement, being 2.3m set – back from the main façade – front elevation, and along with the increased set down of the hipped roof, so maintaining an increased and adequate degree of ‘subordination’ to the existing house.
- vi) Unsure quite what the requirement is here, however clearly the extension will follow and mirror the hipped roof design of the existing house, and being set back and set down from the existing ridge, then the suggested ‘subordination’ will indeed occur.
- vii) **Conservation Areas:** We are within *Ruislip Conservation Area* and as discussed, the extension would be set back by at least 2.3m, far in excess of the 1m requisite set-back, whilst providing much needed additional family accommodation, enabling them to stay, live and work locally, and attend local schools, whilst ultimately continuing to contribute towards the local economy too.

The two storey extension at just 3.5m wide would not reduce the amount of rear garden space, so again it would not conflict with DMHD1 in this regard either. In our view, the proposal for a two storey side extension remains subordinate in ALL respects to the original properties, in accordance with the ***Local Plan Part 2: Development Management Policies***, being:

- ❖ *Of a subordinate ridge height, which steps down, to the side extension;*
- ❖ *The set back nature of the extension now creates a natural and distinct break between the original core of this property & the new extension;*
- ❖ *Having the same pitched – hipped roof;*
- ❖ *Having similar eaves level;*
- ❖ *Having the same window proportions and colour;*
- ❖ *Being of the same ground floor plinth, render where necessary and peg roof tiles.*

7. PRECEDENTS:

Below we have attached a photograph of a similar two storey side extension to No14 Church Avenue, just a few hundred yards from No15 Church Avenue, which actually shows a Cat-slide roof, as advocated by the Conservation Officer in the Pre – Application response. This design then formed the planning application (26493/APP/2023/43), which now forms the separate – current appeal scheme:



There are indeed numerous other examples close – by, of properties which have the cat-slide roof detail, AND extensions which retain this important architectural feature – and so we would again respectfully ask that the Planning Case Officer visits those examples close – by.

Finally, we would add that applicants followed the conservation officers specialist views, re-designed and re-submitted the previous scheme, with it's cat-slide roof, (26493/APP/2023/43), however we have now reverted to a typical 'generic' two storey hipped roof scheme, which clearly would (without prejudice to the outcome of the on-going appeal):

- A. Respect the architectural composition of the original dwelling
- B. Retain an important open gap, characteristic to the area;

8. CONCLUSION:

Therefore, in our view and for the reasons highlighted in this Design & Access Statement, it is maintained that this two storey side extension would accord with National Policy Guidance, in the form of the **National Planning Policy Framework (NPPF)**, (as amended), and would not conflict with the Adopted Local Development Plan policies, as discussed above.

It is therefore hoped that the Case Officer will consider this supporting Design and Access Statement, and will subsequently grant Planning Permission for the extensions as amended.

Householder Development

A1.1 This section of the Local Plan provides policies and guidance that will be used to assess proposals for the most common forms of householder development that require planning permission, including residential extensions, outbuildings and basement development. An alteration to a residential house or garden may have an impact, not only on its own setting, but also on the wider townscape and neighbourhood. It is therefore essential that these types of proposals achieve the highest design quality.

A1.2 Under the General Permitted Development Order 1995 (as amended 2008) certain extensions and alterations to residential properties do not require planning permission. The Department for Communities and Local Government has published 'Permitted Development for householders Technical Guidance' (August 2010), available on the Government's Planning Portal website, which provides more detail on the types of domestic alterations that are 'Permitted Development'.

A1.3 The Council will assess proposals for residential extensions against the requirements of Policy DMHD 1: Alterations and Extensions to Residential Dwellings, below. Whilst this chapter covers the main forms of householder development, it is important that other policies in the Local Plan are taken in to account:

- Listed Buildings and Conservation Areas: permitted development rights are limited for properties that are Listed Buildings and/or located in Conservations Areas. Extensions to residential properties that are affected by these designations will need to take account of Policies DMHB 2: Listed Buildings, DMHB 3: Locally Listed Buildings, DMHB 4: Conservation Areas and DMHB 5: Areas of Special Local Character;
- Flood Risk: in areas of Hillingdon at risk of flooding (Flood Zones 2, 3a and 3b), proposals for extensions and alterations should demonstrate that flood risk has been adequately addressed and not increased. Policies DMEI 10: Water Management, Efficiency and Quality, and DMEI 11: Protection of Ground Water Sources, will need to be taken into account; and
- Tree Preservation Order: the Council has powers to protect trees by making them the subject of a Tree Preservation Order (TPO). It is an offence to cut down, top, lop, uproot, damage or destroy such trees without the Council's permission. The Council also needs to be notified of work to trees, including removal, within Conservation Areas, regardless of whether they are protected by a TPO.

Policy DMHD 1: Alterations and Extensions to Residential Dwellings

A) Planning applications relating to alterations and extensions of dwellings will be required to ensure that:

- i) there is no adverse cumulative impact of the proposal on the character, appearance or quality of the existing street or wider area;
- ii) a satisfactory relationship with adjacent dwellings is achieved;
- iii) new extensions appear subordinate to the main dwelling in their floor area, width, depth and height;
- iv) new extensions respect the design of the original house and be of matching materials;
- v) there is no unacceptable loss of outlook to neighbouring occupiers;
- vi) adequate garden space is retained;
- vii) adequate off-street parking is retained, as set out in Table 1: Parking Standards in Appendix C;
- viii) trees, hedges and other landscaping features are retained; and
- ix) all extensions in Conservation Areas and Areas of Special Local Character, and to Listed and Locally Listed Buildings, are designed in keeping with the original house, in terms of layout, scale, proportions, roof form, window pattern, detailed design and materials.

B) Rear Extensions

- 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.

C) Side Extensions

- i) side extensions should not exceed half the width of the original property;
- ii) extensions to corner plots should ensure that the openness of the area is maintained and the return building line is not exceeded;
- iii) garages should reflect the size guidelines set out in Appendix C Parking standards;
- iv) two storey side extensions should be set in a minimum of 1 metre from the side boundary or in the case of properties in the Copse Wood and Gatehill Estates, at least 1.5 metres, but more if on a wider than average plot, in order to maintain adequate visual separation and views between houses;
- v) two storey side extensions to detached and semi-detached properties should be set back a minimum of 1 metre behind the main front elevation;
- vi) where hip to gable roof extensions exist, a two storey side extension will not be supported; and
- vii) in Conservation Areas, single storey side extensions may be required to be set back.

D) Front Extensions

- i) alterations and extensions to the front of a house must be minor and not alter the overall appearance of the house or dominate the character of the street. Front extensions extending across the entire frontage will be refused;