

DESIGN, ACCESS AND PLANNING STATEMENT

Proposed Alteration and Extension of Existing Single-Storey Dwelling

Site Address:

174 Bury Street
Ruislip
HA4 7TJ

Applicant:

Mr Syed Ali Moein Shirazi

Prepared by:

MRFD Consulting UK
Planning Consultant

Date:

September 2026

1. INTRODUCTION

This Design, Access and Planning Statement has been prepared in support of a Householder Planning Application for the alteration and extension of the existing single-storey dwelling to provide a two-storey dwelling, including a two-storey side extension, loft dormer window, and single-storey rear and side extensions at 174 Bury Street, Ruislip, HA4 7TJ.

The proposal seeks to improve and enlarge the existing dwelling to provide enhanced and more suitable family accommodation while maintaining an appropriate relationship with the surrounding residential properties.

The proposed development has been designed having regard to the character and appearance of the existing property and the surrounding area. Consideration has also been given to the impact on neighbouring residential amenity, the provision of private amenity space, parking arrangements and the overall scale, form and appearance of the proposed extensions.

The proposal is intended to make efficient use of the existing residential property while retaining its residential character and ensuring that the development remains appropriate to its setting.

2. SITE AND SURROUNDING AREA

The application site comprises the existing residential property at 174 Bury Street, Ruislip, within the London Borough of Hillingdon.

The property is currently a single-storey dwelling and is located within an established residential area comprising predominantly residential properties of varying architectural forms and scales.

The site is located within an established residential street and benefits from an existing residential curtilage, including private outdoor amenity space and access/parking arrangements.

The surrounding properties are generally characterised by residential dwellings with a mixture of single-storey and two-storey forms, together with a variety of extensions and alterations undertaken over time.

The proposal has therefore been considered in the context of the existing dwelling, neighbouring properties and the established character of Bury Street.

3. PLANNING POLICY CONTEXT

The application has been prepared having regard to the relevant planning policies and guidance applicable to residential extensions within the London Borough of Hillingdon.

The principal planning considerations include:

- the character and appearance of the existing dwelling and surrounding area;
- the scale, bulk and design of the proposed extensions;
- the relationship between the proposed development and neighbouring properties;
- residential amenity, including outlook, privacy, daylight and sunlight;
- retention of adequate private outdoor amenity space;
- provision of adequate off-street parking;
- highway and pedestrian safety; and
- the overall quality of the proposed development.

The Hillingdon Local Plan Part 2 Development Management Policies was adopted in January 2020 and provides the detailed policy framework for development within the Borough.

Relevant policies include **DMHB 11 – Design of New Development**, **DMHB 18 – Private Outdoor Amenity Space**, **DMHD 1 – Alterations and Extensions to Residential Dwellings** and **DMT 6 – Vehicle Parking**.

Policy DMHD 1 specifically requires extensions to avoid an adverse cumulative impact on the character and appearance of the street, achieve a satisfactory relationship with adjoining properties, remain subordinate to the main dwelling, respect the original design and materials, avoid unacceptable loss of outlook, retain adequate garden space and retain adequate off-street parking.

The London Plan design principles have also been taken into consideration, particularly the requirement for development to respond appropriately to its local context, including its layout, scale, form, appearance and relationship with surrounding development.

4. EXISTING DWELLING

The existing property is a single-storey residential dwelling.

The current accommodation and building form provide a relatively limited level of residential accommodation when compared with the potential of the existing residential plot.

The proposed works seek to improve the functionality and accommodation of the property while retaining its established residential use.

The existing dwelling provides the starting point for the proposed design, with the extensions arranged to provide additional accommodation without creating an unnecessarily dominant form within the street scene.

5. PROPOSED DEVELOPMENT

The application proposes the alteration and extension of the existing single-storey dwelling to create a substantially improved family home.

The proposed development comprises:

1. **Conversion/alteration of the existing single-storey dwelling to provide a two-storey dwelling;**
2. **Two-storey side and front extension;**
3. **Loft conversion incorporating a rear/side dormer window as shown on the proposed drawings;**
4. **Single-storey rear extension;**
5. Associated alterations to windows and doors;
6. Associated internal alterations to provide improved residential accommodation; and
7. Associated external works necessary to complete the development.

The proposed accommodation has been arranged to provide practical and usable family accommodation at ground-floor, first-floor and loft levels.

The detailed dimensions, floor areas, room arrangements, window positions and external elevations are shown on the accompanying architectural drawings.

The proposal does not seek to change the established residential use of the property.

6. DESIGN AND APPEARANCE

The design approach has been developed having regard to the existing dwelling and the character of the surrounding residential area.

The proposed extensions have been designed to provide a coherent and balanced appearance rather than appearing as unrelated additions to the existing building.

Particular consideration has been given to:

- the overall height and massing of the enlarged dwelling;
- the relationship between the two-storey and single-storey elements;
- the roof form and dormer arrangement at rear;
- the positioning and proportions of windows and doors;
- the relationship with adjoining properties;
- the established building line;
- the appearance of the property from Bury Street; and
- the use of appropriate external materials.

The proposed two-storey element is designed to read as an extension of the existing dwelling rather than as a separate building.

The loft dormer has been incorporated into the roof form to provide additional usable accommodation while avoiding an unnecessarily dominant roof structure.

The single-storey rear extensions provide additional ground-floor accommodation and are designed to remain visually subordinate to the principal two-storey form of the dwelling.

The proposed materials and finishes will be selected to complement the existing property and surrounding residential development. Where practicable, materials will match or closely relate to those already present on the existing dwelling.

This approach accords with Policy DMHB 11 and Policy DMHD 1, which seek high-quality design and require residential extensions to respect the original dwelling and surrounding context.

7. SCALE, HEIGHT AND MASSING

The scale and massing of the proposal have been carefully considered in relation to the existing dwelling and neighbouring properties.

The enlargement of the property is necessary to provide the additional family accommodation sought by the applicant. However, the proposal has been designed to avoid an excessive or visually intrusive form of development.

The two-storey side extension is positioned and designed to provide an appropriate transition between the existing dwelling and the adjoining property.

The single-storey extensions are lower in height and therefore maintain a clear hierarchy between the principal dwelling and the subordinate extension elements.

The dormer window is incorporated within the roof structure and is designed to provide additional accommodation without creating an excessive increase in the apparent height or bulk of the building.

The overall design seeks to achieve an appropriate balance between providing additional accommodation and respecting the established character of the surrounding area.

8. IMPACT ON THE STREET SCENE

The proposed development has been designed with particular regard to its visual impact when viewed from Bury Street.

The principal elevation and roof form will maintain a residential appearance consistent with the surrounding properties.

The proposal does not seek to introduce an inappropriate architectural style or an unrelated building form.

The enlarged dwelling will remain clearly identifiable as a residential property, and the proposed extensions will form part of a coordinated architectural composition.

The Council's Policy DMHD 1 seeks to ensure that residential extensions do not result in an adverse cumulative impact on the character, appearance or quality of the existing street or wider area.

The proposal has been designed accordingly.

9. RESIDENTIAL AMENITY – NEIGHBOURING PROPERTIES

The potential effect of the proposal on neighbouring residential properties has been carefully considered.

The extensions have been positioned and designed to minimise any adverse effects on neighbouring occupiers.

Particular consideration has been given to:

- loss of outlook;
- overlooking and privacy;
- daylight and sunlight;
- overshadowing;
- the scale and proximity of the extensions; and
- the relationship between the proposed building and adjoining properties.

The proposed windows have been arranged to provide natural light and ventilation to the proposed accommodation while avoiding unnecessary overlooking of neighbouring private areas.

Where required, windows serving less sensitive areas can be designed or treated to prevent unacceptable overlooking.

The proposal does not include balconies or roof terraces that would introduce additional overlooking of neighbouring properties.

Hillingdon's Policy DMHD 1 specifically requires that extensions should not result in an unacceptable loss of outlook to neighbouring occupiers. The policy also provides guidance regarding the relationship of two-storey extensions to neighbouring habitable-room windows and privacy distances.

The detailed relationship between the proposed extensions and neighbouring properties is demonstrated on the submitted plans and elevations.

10. PRIVACY AND OVERLOOKING

The design has sought to maintain reasonable levels of privacy for both the application property and neighbouring dwellings.

The principal windows have been positioned to provide appropriate outlook from the proposed rooms without creating unacceptable direct overlooking.

The arrangement of the proposed side and rear windows has been considered in relation to the neighbouring properties and their private gardens.

No significant new overlooking relationship is anticipated as a result of the proposal.

Where side-facing windows are required, their position and design will be controlled to minimise direct views towards neighbouring properties.

11. PRIVATE AMENITY SPACE

The proposal retains an appropriate proportion of the residential garden/amenity area to serve the enlarged dwelling.

Although the development increases the internal floor area of the property, the design seeks to maintain a usable and functional private outdoor area for the occupiers.

The retained garden will provide suitable space for normal domestic activities, including outdoor sitting, recreation and general household use.

The proposal has therefore had regard to Policy DMHB 18 and the requirements of Policy DMHD 1 concerning the retention of adequate garden space.

The exact retained garden area is identified on the submitted proposed site/block plan.

12. ACCESS AND PARKING

The existing residential access arrangement will be retained unless otherwise shown on the submitted drawings.

The proposal does not seek to introduce a new commercial or independent residential use and therefore the existing residential access arrangements remain appropriate.

Adequate off-street parking provision will be retained within the application site in accordance with the submitted site plan.

The parking arrangement has been considered in relation to the size and accommodation of the enlarged dwelling and the applicable Hillingdon parking requirements.

Policy DMHD 1 requires adequate off-street parking to be retained for residential extensions, with reference to the Council's parking standards.

The proposal will not result in an unacceptable impact on highway safety.

13. ACCESSIBILITY

The development will continue to operate as a private residential dwelling.

The existing pedestrian and vehicular access to the property will remain available to the occupiers.

The proposed internal arrangement improves the functionality of the dwelling and provides better-connected family accommodation.

The proposal does not introduce a use that would generate significant additional pedestrian or vehicular movements beyond those normally associated with a single residential dwelling.

14. DRAINAGE AND SERVICES

The proposed development will continue to utilise the existing residential services serving the property, subject to any necessary upgrades or alterations required during construction.

Surface water drainage will be managed in accordance with applicable Building Regulations and other relevant requirements.

The development will not introduce a use that would create unusual drainage or servicing requirements.

Detailed drainage arrangements, where required, can be addressed through the Building Regulations approval process.

15. SUSTAINABILITY

The proposal makes efficient use of an existing residential property and its established residential curtilage.

Extending an existing dwelling provides an opportunity to improve the thermal performance and energy efficiency of the property as part of the construction works.

Where elements of the existing building are altered or replaced, appropriate insulation, glazing and energy-efficient construction methods will be incorporated in accordance with the requirements of the Building Regulations.

The proposal therefore provides an opportunity to improve the environmental performance of the existing dwelling while meeting the applicant's need for additional accommodation.

16. TREES AND LANDSCAPING

The proposed development has been designed having regard to existing landscaping within the site and surrounding area.

No significant adverse impact on established trees or important landscaping features is anticipated as a result of the proposal, subject to the details shown on the submitted drawings.

Any existing boundary planting that is retained will continue to provide visual separation between the application property and neighbouring properties.

Where necessary, replacement or supplementary planting can be incorporated as part of the final landscaping arrangements.

17. IMPACT DURING CONSTRUCTION

The proposed works are domestic residential construction works and will be undertaken in accordance with normal construction practices.

Any construction activities will be temporary and limited to the period required to complete the development.

The applicant will seek to minimise disturbance to neighbouring residents, particularly in relation to noise, dust, deliveries and construction traffic.

All works will be carried out in accordance with relevant health and safety requirements and Building Regulations.

18. PLANNING BALANCE AND JUSTIFICATION

The proposal represents the enlargement and improvement of an existing residential property to provide additional family accommodation.

The principal planning considerations are the effect of the development on the character and appearance of the area, neighbouring residential amenity, private outdoor amenity space and parking.

The proposal has been designed to respond positively to these considerations.

In particular:

- the residential use of the property remains unchanged;
- the proposed extensions are designed as a coherent enlargement of the existing dwelling;
- the scale and massing have been considered in relation to the surrounding properties;
- the two-storey element is appropriately integrated with the existing dwelling;
- the dormer is incorporated into the roof form;
- the single-storey extensions remain subordinate to the principal dwelling;
- neighbouring residential amenity has been considered;
- reasonable levels of privacy and outlook are maintained;
- adequate private outdoor amenity space is retained; and
- adequate off-street parking is retained.

The proposal is therefore considered to provide an appropriate form of residential development which makes efficient use of the existing property while respecting the character and amenity of the surrounding area.

19. CONCLUSION

The proposed development at 174 Bury Street, Ruislip, HA4 7TJ, seeks to provide an enlarged and improved family dwelling through the alteration and extension of the existing single-storey property.

The development comprises a two-storey front and side extension, loft accommodation with dormer window at rear and single-storey rear extensions, together with associated alterations to the existing dwelling.

The design has been carefully considered in relation to the character of the existing property and surrounding residential area.

The proposal seeks to provide additional accommodation without resulting in an unacceptable impact on neighbouring residential amenity, the street scene, private garden space or parking provision.

The development is consistent with the relevant principles of the Hillingdon Local Plan, including Policies DMHB 11, DMHB 18, DMHD 1 and DMT 6, together with the relevant London Plan design principles. Hillingdon's own recent planning decisions continue to identify these policies as relevant considerations for residential extension applications.

On this basis, the proposed development is considered to represent an appropriate and proportionate enlargement of the existing dwelling and is respectfully submitted for planning permission.

Prepared by:
MRFD Consulting UK
Planning Consultant

September 2026