

TOWN AND COUNTRY PLANNING ACT 1990

DESIGN AND ACCESS STATEMENT: OCTOBER 2020

**TO SUPPORT A REVISED PLANNING APPLICATION TO ADD A TWO STOREY
SIDE EXTENSION (3M WIDE) at:**

74 HARVEY ROAD, MIDDLESEX, UXBRIDGE, UB10 0HS.



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1: THE PROPERTY and PLANNING HISTORY:

This is a detailed Design and Access Statement (DAS) to support a revised planning application for a part two storey side and part single storey side/rear extension to this 'corner' semi – detached property, which is located close to the junction of Harvey Road and Glisson Road, which is located within the London Borough of Hillingdon (LBH). The adjoining semi – detached property is actually addressed 34 Gleeson Road.

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 infill – corner sites such as this. In this specific case, the property is situated at an angle to its neighbour, No72 Harvey Road, being at an almost 45 degree angle to this neighbour, and therefore the rear garden tapers towards the rear, creating a triangular shaped rear garden.

So, this Design and Access Statement (DAS) will refer to other examples – precedents of development of similar corner plots 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 to No74 Harvey Road should be approved, as being in accordance with Hillingdon's Planning Policies and Guidance, in particular the ***Hillingdon Design and Accessibility Statement (HDAS), Supplementary Planning Document, Residential Extensions.***

Hillingdon is a large predominantly urban borough which covers a large part of North West London, including the urban areas of Hayes, and Hillingdon in the south, Uxbridge, and Ruislip and Eastcote in the north.

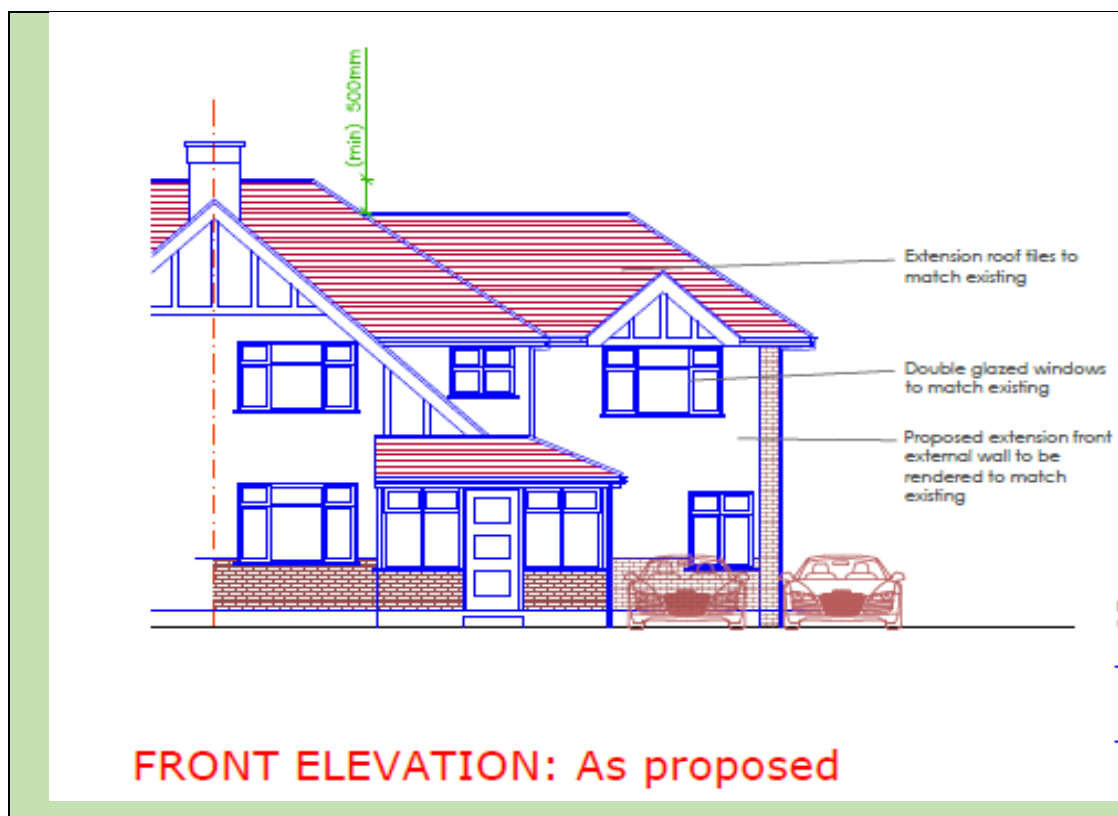
We are also aware that the National Planning Policy Framework, (NPPF) as amended, which inter – alia refers to design issues, and we will refer to this National guidance too shortly, as relevant to this corner property.

In this case, the Agent who has submitted this application is a locally based and experienced Building Surveying Company, with many years Surveying, Building Control, Planning and Architectural experience in London Boroughs, in particular the London Borough of Hillingdon, and is also cognisant with Lifetime Homes, DDA compliant elements and also Listed Buildings.

In the meantime, as Planning Consultants, we have been asked to prepare this supporting Design and Access Statement in support of this revised planning application for the part two storey side extensions to this semi – detached family home, and provide much needed improved accommodation for the Applicants and their respective families. As discussed below then this is not a typical ‘speculative’ development but is a genuine application seeking much needed accommodation, enabling the applicant to continue to live and work in the area, and ultimately not have the upheaval of a move.

So, this is a semi – detached “Sub – urban” home, located in this part of west London, and within the London Borough of Hillingdon, a predominantly urban Local Planning Authority on the western – north western side of London, but clearly fringing on to the Metropolitan Green Belt.

In terms of planning history, an earlier application was indeed refused (LBH Ref:44230/APP/2020/120), which sought Planning Consent for a wider two storey side extension:



It was acknowledged that this scheme was perhaps too wide and did not correctly appear adequately subordinate to the existing house, with the window being of the same width as the main front facing first floor window. However, in submitting this revised application it is considered that the applicants have worked hard to address the THREE reasons for refusal, which were:

1. The siting of the extension being in a *“visually prominent position would fail to harmonise with the architectural composition of the original semi-detached dwelling”*
2. The lack of a set back from the front, and;
3. Inadequate amenity space.

These three aspects will be discussed in greater detail below, under the Material Considerations section.

2: THE SUSTAINABLE LOCATION:

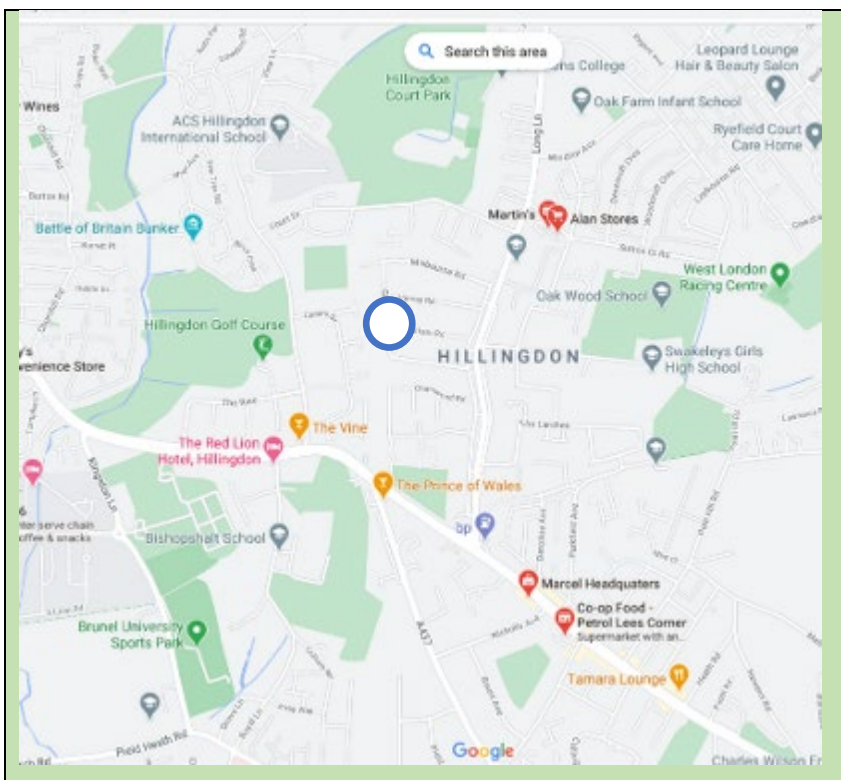
The property is shown below by the GREEN arrow, and this also shows the extremely sustainable location and nature of the area is shown below, within the “urban” area of the London Borough of Hillingdon:



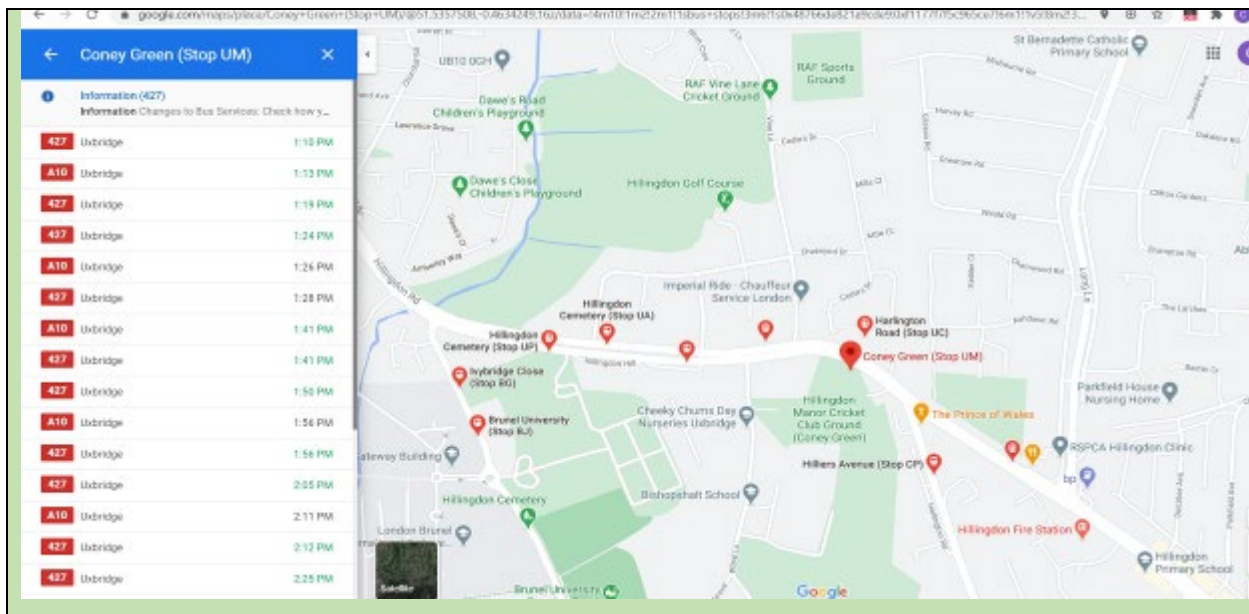
So, as background to this Design and Access Statement (DAS), the extensions proposed would enable the Applicant and their family to remain, live and work in the Hillingdon area and as such contribute towards the local economy, yet at the same time create a much improved level of accommodation, which 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.

The property is also located in this extremely sustainable location, just east of the junction between Harvey Road and Glisson Road, the latter of which runs north south through this part of Hillingdon. To the east is one of the main spine roads through Hillingdon, Long Lane (the A437), and to the south east is Uxbridge Road, another main arterial road through the Borough, running from north west to south east, with its numerous shops, pubs, take-aways, Community buildings along its length, and all its employment, recreational, retail and other opportunities too, including being located close to alternative Public Transport nodes, including buses and trains, as shown below.

So, the application property is shown by the BLUE circle below, and clearly the area generally is of a 'sub-urban' residential character, consisting of what appear to be post war properties, many with attractive gabled roofs with a mock Tudor timber boarded finish to their frontages. Nearly all the properties in both Gleeson Road and Harvey Road have turned their respective front gardens into hard-standing, enabling cars to park off road:



The screen shot below also then shows the Bus Timetable along Uxbridge Road, with regular buses passing the properties every 5 – 10 minutes, so again offering residents an alternative non – car form of transport, in this extremely sustainable location:



This screenshot show Bus Stop 427 stopping every 5 – 10 minutes, connecting local residents via Public transport to local shops, restuarants, pubs, religious, leisure and other local community facilites and much more.

3: 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 main policy design related Policy is:

Policy DMHD1: Alterations and Extensions to Residential Dwellings

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.

4: 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, with a 'subordinate' – lower ridge line, 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...

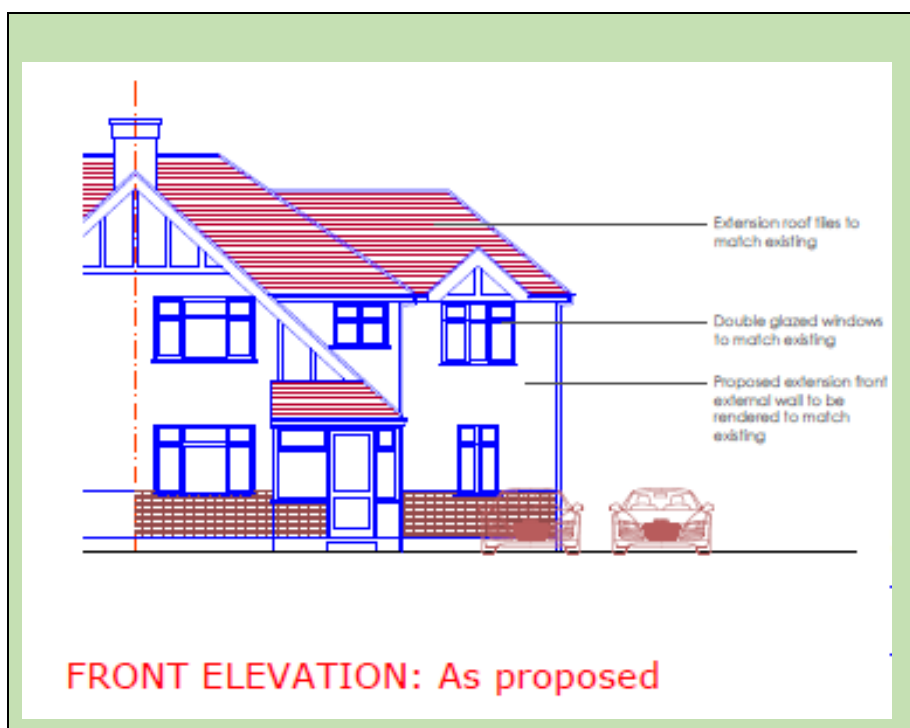
d) promote and support the development of under-utilised land and buildings, especially if this would help meet identified needs...where land supply is constrained and available sites could be used more effectively..."

5: PRINCIPLE OF THE DESIGN

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 3 metres wide would clearly be “subordinate”, with a lower ridge and set back from the front, then the extension will not subsume the ‘core’ of the original house:



So, given the 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. Essentially, the “Carbon footprint” of the extended dwelling would be considerably lower than that of the existing property, and the sooner it can be extended to create a more sustainable home the better.

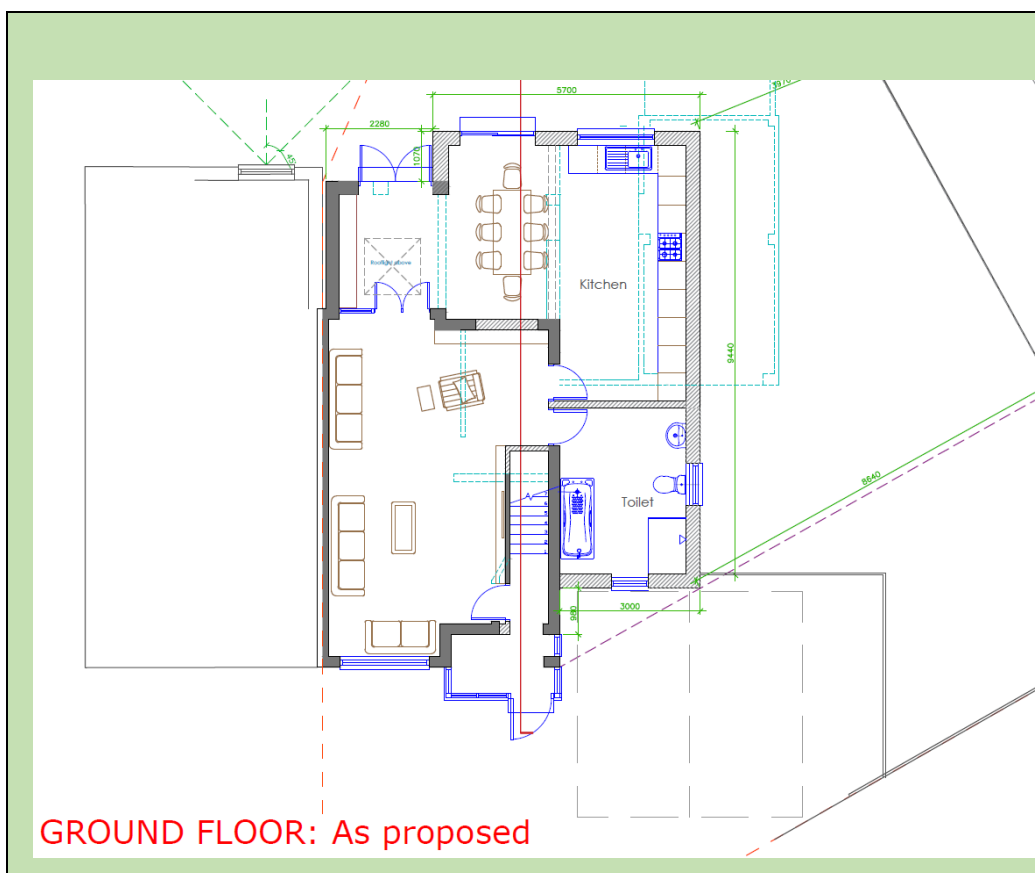
6: MATERIAL PLANNING CONSIDERATIONS

It should be noted that, on the question of design, the recent National Planning Policy Framework (NPPF – as amended) indicates that Local Planning Authorities such as Hillingdon should not be too prescriptive in the application of their Local Development Plans, stating:

128. Design quality should be considered throughout the evolution and assessment of individual proposals. Early discussion between applicants, the local planning authority and local community about the design and style of emerging schemes is important for clarifying expectations and reconciling local and commercial interests. Applicants should work closely with those affected by their proposals to evolve designs that take account of the views of the community. Applications that can demonstrate early, proactive and effective engagement with the community should be looked on more favourably than those that cannot.
129. Local planning authorities should ensure that they have access to, and make appropriate use of, tools and processes for assessing and improving the design of development. These include workshops to engage the local community, design advice and review arrangements, and assessment frameworks such as Building for Life⁴⁷. These are of most benefit if used as early as possible in the evolution of schemes, and are particularly important for significant projects such as large scale housing and mixed use developments. In assessing applications, local planning authorities should have regard to the outcome from these processes, including any recommendations made by design review panels.
130. 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 and the way it functions, taking into account any local design standards or style guides in plans or supplementary planning documents. 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 development. Local planning authorities should also seek to ensure that the quality of approved development is not materially diminished between permission and completion, as a result of changes being made to the permitted scheme (for example through changes to approved details such as the materials used).

In this case, the scheme has been designed as a subordinate side extension, and with various matching details, such as a brick plinth, rendered walls above, matching eaves and a matching gable roof detail, which mimics the adjacent larger gable. In addition, the eaves would also line through, whilst the windows would also match, being of the same depth and with top hung lights.

Due to the orientation and position of the extension on this corner plot, then the extension would really have little or no impact upon the wider 'street – scene'. At just 3 metres wide then the proposed extension would not breach the return building line, as shown on the ground floor plan below. Clearly, being set back, then the flank wall of the extension would be largely screened from the Public – streetscene by the façade of the neighbouring property, No72 Harvey Road:



So, it is considered that this two storey side extension, at just 3m wide, would be acceptable, also bearing in mind the other two storey side and rear extensions in surrounding streets, which have been constructed throughout this area of Hillingdon. Indeed, we will provide examples – precedents later on within this statement, including the one recently granted Planning Consent directly opposite (at appeal) at 69 Harvey Road.

These demonstrate that such two storey side extensions with matching pitched BUT subordinate roofs are a common design solution for Applicants, to secure much needed additional family space, ultimately in order that they do not have the considerable upheaval of a move.

With this in mind, the intention with regards to these applications is to improve and upgrade this property, in the form of a simple design solution, in accordance with the above NPPF advice, and it is maintained that this scheme achieves this objective, whilst according with adopted Local Plan policies. Of particular relevance from the NPPF advice is that it also states:

“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 development.”

In this case, then the simple design solution, has taken on board the National NPPF guidance above and considered the more local planning policy stance, as set out in **Policy DMHD1**, as discussed below. We have also attached a copy of Policy DMHD1 and the associated sketch examples in full at **Appendix A**.

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.

POLICY DMHD1:

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 these applications 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 modest 3 metre extension would be set back behind the building line, and also screened by the adjacent property No72 Harvey Road.

Secondly, whilst appreciating the above policy, this is an extremely new planning policy, introduced earlier this year (2020), and clearly Hillingdon have long since allowed countless two storey side extensions, which exceed half the width, and we will refer to these shortly under the ‘Precedents’ section.

So, it is acknowledged that the previous refusal was perhaps slightly excessively wide, creating an extension that “failed to harmonise”, however with regards to this revised application, as discussed earlier, with specific elements of the extension which match, including:

- ❖ *Matching brick plinth;*
- ❖ *Matching rendered walls above;*
- ❖ *Matching windows throughout;*
- ❖ *Matching eaves line;*
- ❖ *A Mock Tudor detail to the gable to match the front facing gable of the main gable.*

All these architectural elements will clearly now harmonise with the composition of the original dwelling, which would no longer be detrimental to the character, appearance or symmetry of this pair of semi-detached houses. We would also add that, with regards the specific question of symmetry, numerous of these similar semi-detached houses in this part of Hillingdon have had two storey side extension, which momentarily disrupt the symmetry, however clearly when both halves of them have the same or similar two storey side extensions, that symmetry will return.

With the architectural detailing and use of materials described above, we believe this revised scheme will overcome the first – previous reason for refusal.

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...” With regards to this aspect, it is acknowledged the previous application was of an excessive width, hence the refusal. However, the Applicant and their Architect have worked hard on this revised scheme, such that the return building line clearly will not be infringed, and also the openness of the area would also be maintained too.

We will also refer to other corner plots where either two storey side extensions have been developed or in fact new dwellings have been created.

iii) Garages: Not relevant, but just to state that, an existing garage is to be demolished, whilst two parking spaces retained on site, and that there is unrestricted parking on both sides and in Gleeson Road, so no parking issues either. We would also add that the proposed extensions will only create one additional 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 it is acknowledged that the previous scheme failed to provide a set back or adequate set in, hence reason for refusal No2 previously. However, with regards this revised application then the extension would be set back:

- ❖ 1.26 metres from the front;
- ❖ Over 8 ½ metres from the boundary with No72 Harvey Road, at the front;

- ❖ Over 4 metres from the boundary with No72 Harvey Road, at the rear;

Therefore, this revised scheme and distances to the side boundary far exceeds this requirement, and this set – in would “appear as a subordinate addition” now, which would clearly maintain an adequate degree of visual separation between the house and the neighbour, No72 Harvey Road.

- v) **Set back 1 metre:** As discussed above, then this two storey extension is indeed set back 1.2 metres 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 not within any such *Conservation Area* or a more local Hillingdon designation, such as *Areas of Special Local Character*, where design is often more critical. Even so, the extension would retain the original ‘core’ of these two semi – detached houses, 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.

So, Hillingdon could impose necessary and relevant condition(s) preventing the “*Insertion of any additional (side facing) windows*”, which might overlook neighbours.

So, bearing in mind the advice contained in Circular 11/95 ‘*Use of Planning Conditions*’ we can confirm that the applicants would be prepared to adhere to such a condition(s).

With regards to garden space, clearly the existing property has three bedrooms, whilst this proposal retains the same number of bedrooms, albeit larger rooms. The two storey extensions would not significantly reduce the amount of rear garden space, so again it would not conflict with DMHD1 in this regard either.

So the proposal for a two storey side and rear extension remains subordinate in ALL respects to the original properties, in accordance with the ***Local Plan Part 2: Development Management Policies***, being:

- ❖ 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 brick plinth, render where necessary and roof tiles.

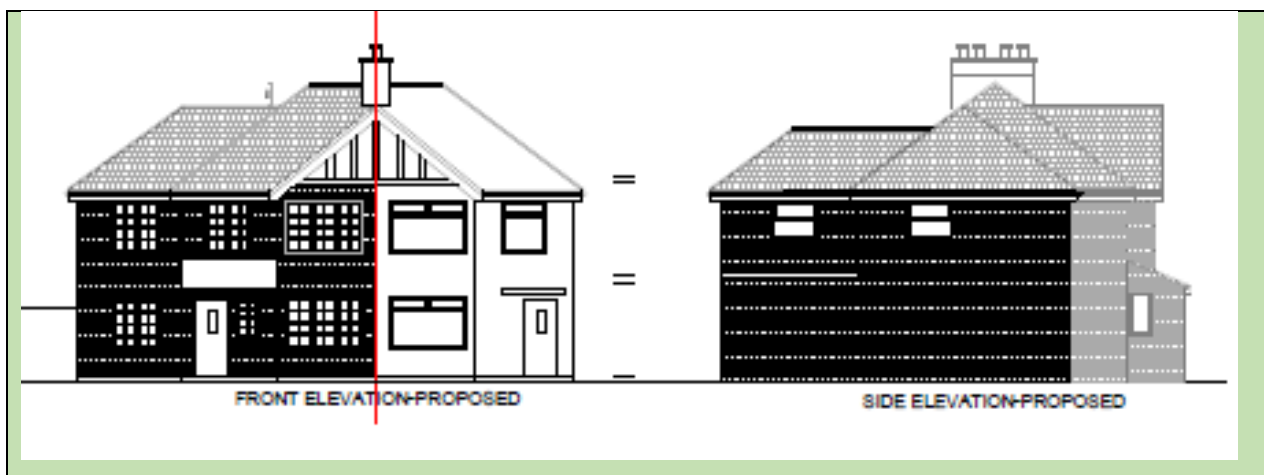
PRECEDENTS:

Below we have attached photographs and plans, (where available from the Hillingdon website), which includes a selection of similar two storey side extensions on mainly corner properties, either to form an extension to an existing house or indeed a new dwelling.

Some of these precedents clearly indicate that such extensions to corner properties can and do 'assimilate' or merge into the surrounding environment and wider street – scene, such that they do not have an adverse impact upon the visual amenities of an area.

No67 HARVEY ROAD:

As discussed, No67 is directly opposite this property, and we are aware that Planning Permission has recently been granted for an identical two storey side extension, (45334/APP/2020/1033) which was approved on 20th May 2020, as shown below:



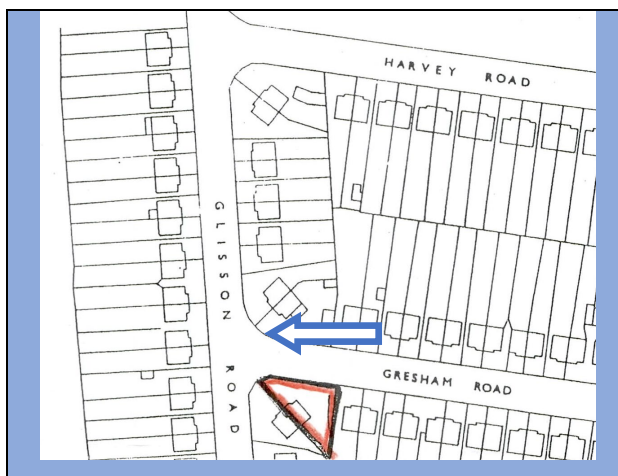
We note that the Case Officers report concluded:

“The bulk of the side/rear extension has also been moved away from the side boundary. The side extension is also set back from the front elevation. Whilst the proposed extension would still breach the return building line, it is considered that the reduction in scale and bulk from both the front and side (which the Inspector considered to be the principle views), the extensions are considered, on balance, to appear subordinate in scale and would retain the spacious character and appearance of this prominent site. As such, the proposal, on balance, would not have an unacceptably negative impact upon the visual amenity of the site or the surrounding area.”

We believe that the amended scheme in respect of No74 Harvey Road, which addresses the previous reasons for refusal, would equally; *“...appear subordinate in scale and would retain the spacious character and appearance of this prominent site.”*

No57 GRESHAM ROAD:

This is an identical corner plot, with Gresham Road immediately to the south of Harvey Road, and parallel to it. So, No57 (as shown by the BLUE arrow) was granted Planning Permission for an identical two storey side extension, in 2010:



Whilst the extension to No57 was not built, it was allowed at appeal (PINS Ref: (Appeal Ref: APP/R5510/D/10/2138244) with the Inspector concluding:

“4. The proposed extension would be set back from the existing single storey front elevation and the roof ridge would be set down from that of the main part of the dwelling.

In various respects the proposal meets the requirements of the Hillingdon Design and Accessibility Statement Supplementary Planning Document (HDAS) and it would be generally subservient to the existing house. I have not been informed as to the extent of public consultation on the HDAS and as such, whereas the design principles within it are generally those to which I would have regard, I can only attach limited weight to it. Nonetheless, the proposed extension would breach the return building line of properties in Gresham Road, in conflict with the HDAS.

5. The existing single storey extension also breaches this building line but its height and scale limit its visual impact. Due to the pair of semi-detached houses being set at an angle to the corner, the visual impact of the proposed extension as a result of the breach would be considerably less than if they were positioned more conventionally at right angles to one of the roads.

There are no significant views that would be interrupted, as from the east on Gresham Road the proposal would be seen in part against the backdrop of the existing 2- storey house. The separation from No 55 Gresham Road would be seen from Glisson Road and the distance to the common boundary would comply with the HDAS. The proposal would be somewhat wider in relation to the appeal dwelling than would meet the HDAS standards.

Nevertheless, in my view, it would be sympathetic to the appearance of the house. As such, I consider that the siting, size, height and bulk of the proposal would not be visually intrusive or overdominant.

6. I note that there have been a number of other side extensions in the locality relating to corner properties which I saw on my visit and which have some similar features to the appeal scheme. I have not been informed of the background that led to the approval of those developments but in any event I have determined the appeal on its own merits.

7. I conclude that the proposed extension would not materially harm the character and appearance

of the area. As such, it would not conflict with the aims of Policies BE13 and BE19 of the Hillingdon Unitary Development Plan Saved Policies. 8. For the reasons given above and having regard to all other matters raised, I conclude that the appeal should be allowed.”

So, we have underlined the salient parts of the Inspectors decision, in particular the fact the extensions would (A) be at an angle to the corner, (B) no significant view would be interrupted as it would be seen against the backdrop of No67 Gresham Road and (C) the extension would be sympathetic to the appearance of the house. Clearly, these conclusions by an Inspector on a property a few hundred metres from the application property is also extremely pertinent to this current application.

81 MISBOURNE ROAD:

Another similar two storey side extension is at No81 Misbourne Road, as shown in the streetview below. This was also approved (endorsed) by Hillingdon in 1999:

Reference	3147/F/99/0979
Status	Approval
Proposal	Erection of a two storey side and part two storey, part single storey rear extension
Location	81 MISBOURNE ROAD HILLINGDON
Ward	HILLINGDON WEST
Case Officer	Gavin Cooper
Received	20-05-99
Validated	20-05-99
Decision By	15-07-99
Neighbours	Consultation Started : , Comments Due :
Decided	29-06-99

Misbourne is the next road (north) almost equidistant between Harvey Road and Gresham Road, and parallel to Harvey Road, however we have been unable to find the Case Officers report but presumably it positively supported the proposed two storey side extension, at a 45 degree angle on this corner plot. It would also be seen against the backdrop of the property behind.

So, we have shown this further example – precedent below:



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 emerging Adopted Local Development Plan policies 2020, as described above.

The above precedents, demonstrate that similar two storey extensions do indeed show how these identical two storey side extensions, on these angled corner plots, can be undertaken without detriment to, and would actually enhance the character and appearance of the area.

It is hope therefore that the Case Officer will consider this supporting Design and Access Statement, and will subsequently grant Planning Permission for the 3 metre wide two storey side extension, and the other rear extensions as submitted.

However, if during the course of the applications there are any issues you wish to discuss, clearly we are happy to consider any suggested revisions, by contacting the Agent, as noted on the Application forms. Also as the Planning Consultant asked to prepare this DAS, you may also contact me direct to discuss any specific planning aspects:

Colin Tebb, BA(Hons) Btp.

Freelance & Agency Planning Consultant

TEL: 07824 116423

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 Conservation 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.

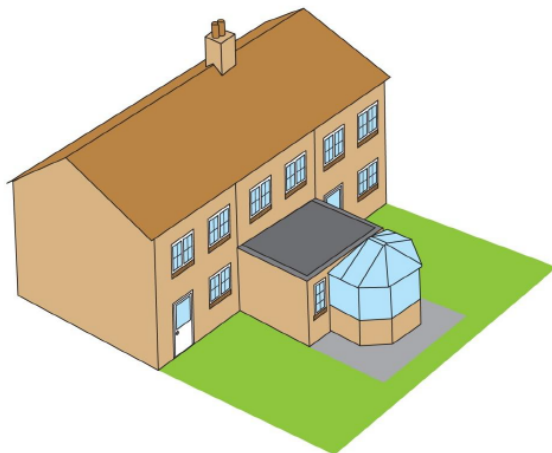
A1.4 Whilst the Council can provide guidance on the permitted development procedures it is the responsibility of the householder to check whether any proposed works require planning permission and/or Building Regulations Consent. Where planning permission is not required, the guidance in this section should be used as good practice.

Alterations and Extensions to Residential Dwellings

A1.5 Many houses in Hillingdon have a distinctive 1930s character and have been developed to a standard design providing consistency in terms of density and appearance. The Hillingdon Townscape Character Study 2013 sets out the building types which gives the Borough its particular sense of place and can be found here: <http://www.hillingdon.gov.uk/12566>.

A1.6 Good design of residential alterations and extensions will enhance the appearance of a house, and thus its value, as well as improving the appearance of the local area. It can also help improve people's enjoyment of their house and reduce energy bills. Well designed alterations and extensions, using quality materials, should be of a scale and form in keeping with the house, and sympathetic to existing character, proportions, and floor plan. All proposed extensions should appear subordinate to the existing house, with appropriately selected windows, materials and detailing.

Rear Extensions



Extensions such as conservatories on the back of an existing extension will generally be refused planning permission

A1.7 Rear Extensions should not protrude too far out from the rear wall of the original house or cut in half two-storey bay windows or other features. The addition of conservatories or other extensions to buildings that have already been extended will not be permitted. Full width extensions are not normally acceptable in Conservation Areas.

A1.8 The Council has set out policies regarding depth of extensions which depend on the type of house (see Policy DMHD 1: Alterations and Extensions to Residential Dwellings). Dimensions are external and include any overhanging roof, guttering or canopies added to the rear wall of the extension. Proposals to extend existing extensions will not be supported. In Conservation Areas and Areas of Special Local Character, extensions will be expected to have regard to the plan and architectural style of the original building.

A1.9 Notwithstanding the extension of permitted development rights for single family dwelling houses in 2013 (extended in 2015), the Council has introduced an Article 4 Direction under the Town and Country Planning (General Permitted Development) (England) (2015) Order to control the size and impact of large rear extensions. The details of the Article 4 Direction are reflected in Policy DMHD 1: Alterations and Extensions to Residential Dwellings.

Side Extensions

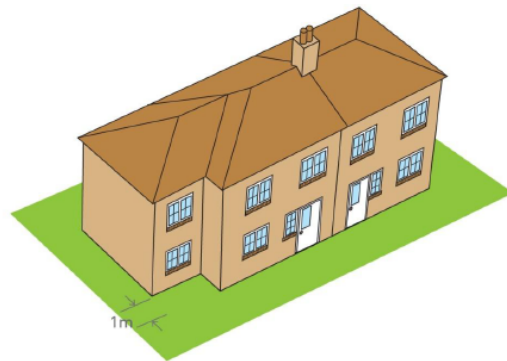


Single storey side extension

A1.10 A single storey side extension is a common means of extending a house to provide extra living or garage space. The size and width of a side extension should not dominate the original property and should appear subordinate to the main house. It should also reflect the architectural style of the main building. Single storey side extensions must be accommodated within the plot and not over-sail the neighbour's property. In Conservation Areas and Areas of Special Local Character, side extensions will be expected to be set back by one metre from the front wall of the main house.

A1.11 Two-storey side extensions on detached and semi-detached houses should be set back from the main front wall of the dwelling by at least one metre to provide definition between the original house and the extension. Similarly, roofs of side extensions should be set back from the front roof plane so that their ridges are lower than the main ridge to ensure that the addition reads as a subordinate element.

A1.12 All side extensions should be limited in width to less than half the width of the original property to avoid over-dominance of the original house.



Front Extensions

A1.13 The Council will not normally accept front extensions and canopies including extensions linked to garages and porches as these not only affect the character and building itself but also the street scene.

Building Lines and Building Heights

A1.14 New development should respect the building line of the main front walls of the properties to either side, and to the rear in the case of a corner property. Where houses in the street are stepped up in height, new buildings should respect the heights of neighbouring buildings and the overall street pattern.

Porches

A1.15 A porch should be designed to respect the character of the existing building and retain existing original features such as bay windows. The introduction of pastiche historic features such as classical columns and pediments will not be accepted unless they are a feature of the original house. Two storey porches will not be acceptable.

New Front Bay Windows

A1.16 The building of new front bay windows will require planning permission. They will only be allowed where they make a positive contribution to the appearance of the local area and are an established and original characteristic of neighbouring properties.

Annexes

A1.17 Annexes designed specifically for the use of disabled or dependent elderly family members should be located at ground floor level and be fully accessible. An Access Statement should be submitted with the planning application. An annexe should not have a separate private entrance and must be connected internally to the existing property. Annexes which are capable of being used as (or easily adapted to) a fully self-contained unit will not be permitted.

Garages

A1.18 If the garage is located to the rear of the garden it should be accessed from a rear service road only. The garage must be placed so that the doors do not open across the roadway. To achieve this, and to allow enough visibility to drivers, the garage must be set back at least 2.4m from the back edge of the roadway and use a roller shutter or 'up and over' garage door. The internal dimensions should allow at least 4.8m x 3m for a single

garage and at least 4.8m x 5.7m for a double garage. Special criteria will apply for garages in Conservation Areas.

A1.19 If the garage is attached to the existing house, the policy on side extensions will prevail.

Roof Extensions and Dormer Windows

A1.20 The design of roof extensions should not create a dominant 'top heavy' appearance out of proportion with the rest of the building. It should be lower than the height of the main ridge and sit well above the eaves and away from the roof's hips and valleys. As a guide, new roof extensions should not cover more than a third of the main roof.

A1.21 A dormer window should be no larger in size than those on the first floor and comprise an individual window and roof. This is preferable to a roof extension and will be required in Conservation Areas and Areas of Special Local Character. Only rear roof extensions and rear dormer windows will be considered acceptable.



Roof extensions and rear dormer windows

Windows and Doors

A1.22 In new extensions, windows and doors should reflect the existing house in terms of their style, proportions and positioning. If windows are located on a side wall, they should be at a high level, non-opening below 1.8m above internal finished floor level and fitted with obscured glass.

Overlooking

A1.23 No direct overlooking will be permitted. Adequate distance should be maintained to any area from which overlooking may occur. Regard should be given to the character of the area and the distances between buildings but as a guide, the distance should not be less than 21m between facing habitable rooms and windows and 24m from window to patio to window. However, in these situations where the distance between existing houses already breaches this distance, any new development should not result in any additional overlooking.

The 45-degree Rule

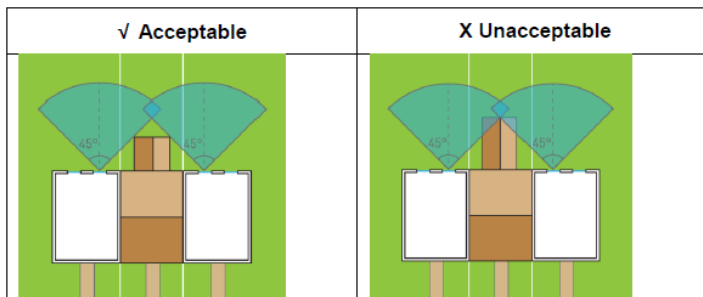
A1.24 The 45-degree rule can be used to establish the maximum permissible height, depth and width of an extension. It provides a general guide to what is normally considered acceptable. However, it is only a general rule of thumb and the Council may, on occasion, consider an extension to be unacceptable, even if it appears acceptable on paper.

A1.25 The 45-degree rule can be used to check if your extension may result in a loss of light to adjoining windows. When assessing a planning application for two-storey extensions, two methods for applying the 45-degree rule will be used:

- Method 1: Considers the depth and width of the extension
- Method 2: Considers the height of the extension

A1.26 Applicants are advised to locate any extension as far from the 45-degree splay as practically possible to reduce the impacts to neighbours, and thereby increasing the chance of creating an acceptable extension.

The 45 degree rule



Front Gardens and Parking

A1.27 Panning permission will not be required if a new or replacement driveway of any size uses permeable (or porous) surfacing which allows water to drain through, such as gravel, permeable concrete block paving or porous asphalt, or if the rainwater is directed to a lawn or border to drain naturally.

A1.28 If the surface to be covered is more than five square metres, planning permission will be refused for laying traditional, impermeable driveways that do not provide for the water to run to a permeable area.

Solar Panels

A1.29 Planning permission may be required for the installation of solar panels. While the Council acknowledges the environmental benefits of solar panels, their size and placement should be carefully located to ensure there is no adverse visual impact on the building or surrounding area. Solar panels should not be placed in a position where they can be seen over a great distance or from a public place. Planning permission will be required for solar panels on properties situated within or affecting a Conservation Area, Area of Special Local Character and on Listed Buildings; a proposal considered to impact detrimentally on a heritage asset or its setting will not be supported. Solar panels should be removed when no longer in use.

Satellite Dishes

A1.30 Satellite dishes and antennas can spoil the appearance of a neighbourhood, so it is important to install them in a sensitive location that minimises impact on the external appearance of the building. Within Conservation Areas, planning permission will be required for dishes or antennas on a chimney, wall or roof slope that faces or is visible from a road. Installing an antenna or dish on a Listed Building will require Listed Building Consent. Satellite dishes or antennas should always be removed when no longer in use.

Cladding and External Insulation

A1.31 Planning permission will be needed for the cladding or application of external insulation to any building within a Conservation Area. Outside these areas, the cladding of unlisted dwelling houses can normally be carried out without requiring consent.

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;

- ii) porches should be subordinate in scale and individually designed to respect the character and features of the original building; pastiche features will not be supported; and
- iii) notwithstanding the above, at least 25% of the front garden must be retained.

E) Roof Extensions

- 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.

F) Front Gardens and Parking

- i) new or replacement driveways should use permeable (porous) surfacing. Surfaces of more than five square metres will need planning permission for laying traditional, impermeable driveways; and
- ii) the design, materials and height of any front boundary must be in keeping with the character of the area to ensure harmonisation with the existing street scene.

