

Brief Design and Access Statement

Relating to

Proposed two-storey side extension (north-east elevation) forming kitchen/dining area at ground floor and bedroom with en-suite at first floor

at

8 West Lake Close

Hayes

UB4 9RT

for

Mr & Ms Ball

20 Oct 2025

Project Ref: 2025.055

Stones Architects Limited

Hayes Branch
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Hayes UB3 3EP

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1 Hercies Road
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Description of Existing House

Brief Design and Access Statement to support a submission of a Householder Application at the application site.

The application site comprises a semi-detached two-storey dwelling.

The surrounding area is predominantly residential, designed in a similar style throughout the development with differences in form and appearance.

The existing building and adjacent buildings are not locally or nationally listed, the site not within a Conservation Area or an Area of Special Character.

Existing survey drawings are enclosed with the planning application. Photos?

Brief

The brief comprises of a double storey side extension with internal alterations. The ground floor extensions/alterations will adapt the house for modern living, for the applicants growing family.

The brief includes the assumption that any extension or any alterations should be in the same style and materials as the existing house and be subservient to the existing house.

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Planning & Design

The Architects (SA) submitted outline drawings pre-application advice from the LB Hillingdon duty planning officer, Richard Buxton. Advice was received on 10 September 2025.

The proposal has been assessed as acceptable in principle. The design incorporates a 1-metre setback from the front elevation, ensuring that the extension does not dominate the principal façade and maintains a respectful relationship with the existing dwelling.

The proposed ridge height is lower than that of the existing roof, thereby reinforcing a subservient appearance in accordance with local design guidance and established planning principles.

During pre-application discussions, the London Borough of Hillingdon (LBH) suggested that a modest rear setback could further enhance the perception of subservience. In response, a 3D site model has been prepared (C04) illustrating the proposal within the context of the surrounding built form. This visual assessment demonstrates that, in comparison with neighbouring properties, the proposed extension—with its front setback and reduced ridge height—already respects the established building hierarchy and character of the area.

On this basis, it is considered that the proposal achieves an appropriate balance between design quality and contextual sensitivity, and that a further rear setback is not necessary. The development therefore complies with the relevant design policies of the Hillingdon Local Plan and associated Supplementary Planning Documents.

Engagement and Next Steps- The applicant respectfully requests that LB Hillingdon take the submitted contextual analysis into account when determining the application. We would also welcome the opportunity for the case officer to maintain an open dialogue with the applicant's agent (SA) to enable any minor amendments to be addressed efficiently and to facilitate a positive outcome and timely consent

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The proposals are shown on drawings listed in the Appendix at the end of this statement.

Materials of the new proposed extensions will match the existing house and palette of the adjoining/surrounding buildings.

The new extensions will not affect any existing or approved residential or other buildings by way of overlooking or loss of privacy.

Access

The existing street access will be retained. The new proposals will comply with the Building Regulations current at the time of commencement and existing refuse arrangements will continue.

The application will not cause an increase in the number of cars to be parked on site and the existing car parking facilities are adequate.

Summary

The proposal represents a modest and well-designed extension that respects the scale, form, and character of the host property. The 1m front setback and lower ridge height ensure a subservient appearance, consistent with local design guidance. The submitted 3D site model demonstrates that the development sits comfortably within the surrounding built form.

The scheme is therefore considered policy-compliant and a high-quality addition to the property. The applicant respectfully requests that the London Borough of Hillingdon grant planning permission and welcomes continued dialogue with the case officer to agree any minor refinements as required.

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Appendix A

List of documents submitted with the application:

Drawing no.	Drawing title	Scale
S01	Site location plan	1:1250
S02	Existing Plans	1:100
S03	Existing Elevations	1:100
C01	Proposed Ground	1:100
C02	Proposed First and Roof	1:100
C03	Proposed Elevations	1:100
C04	Photo sheet and 3D site model	NTS
DAS	Design and access statement	NTS

Ends

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