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Our Ref: 80009/PRC/2026/75

Dear Mr Prashant Patel

RE: Erection of part single part double side and rear extension, front and rear dormers, loft conversion, and front porch. Removal of trees
SITE: 5 Milton Road Ickenham

I refer to your request for pre-application planning advice dated 02-04-26 and our subsequent meeting on 01.06.2026 relating to the above development. The advice provided is based on the amended drawings provided on 08.06.2026.

Plan Numbers:

Outlined below is a preliminary assessment of the proposal, including an indication of the main issues that should be addressed should you choose to submit a formal planning application. Please note that the views expressed in this letter represent officer opinion only and cannot be taken to prejudice the formal decision of the Council in respect of any subsequent planning application, on which consultation would be carried out which may raise additional issues. In addition, the depth of analysis provided corresponds with the scope of information made available to Council officers.

The Site and Surrounds

This pre-application relates to a detached, two storey residential property located on a corner plot of Milton Road and Pepys Close, Ickenham. The dwelling fronts onto Milton Road, with a large front driveway and garden. There is also a private residential garden to the rear of the property.

The surrounding area is residential, predominantly hosting large detached and semi detached dwelling of a similar age and character to that at the application site, though with slightly varying designs.

The Proposal

This pre-application seeks advice on householder extensions and alterations to the property. Principally, this

would include the erection of part single part double-storey side and rear extension, front and rear dormers, and a front porch. The removal of trees would also be necessary to accommodate the proposal.

The proposed side extensions would increase the overall width of the house at ground floor level from 16.1m to approximately 23.8m. The side/rear extension would be approximately 9.7m deep at its maximum depth to the eastern side of the dwelling.

The dormers proposed would allow for the conversion of the roof-space into habitable rooms.

Planning Policy

The proposed development would be assessed against the policies and proposals in the Hillingdon Local Plan Part 1 (2012) and Part 2 (2020) set out below, including Supplementary Planning Guidance, and all other relevant material considerations, including the London Plan (2021) and national guidance.

Part 1 Policies:

PT1.BE1 (2012) Built Environment

Other Policies:

- DMHB 1 Heritage Assets
- DMHB 11 Design of New Development
- DMHB 12 Streets and Public Realm
- DMHB 18 Private Outdoor Amenity Space
- DMT 6 Vehicle Parking
- LPP D4 (2021) Delivering good design
- NPPF2 -24 NPPF2 2024 - Achieving sustainable development

Main Planning Issues

- Principle of development

The application site is located within an urban area of the borough where enlargements and alterations to existing dwellings would be considered acceptable in principle, subject to complying with all other relevant development plan policies and material considerations.
- Design

Policies D3 and D4 of the London Plan (2021) require development proposals to be high quality and enhance the local context, delivering buildings and spaces that positively respond to local distinctiveness.

Policy BE1 of the Hillingdon Local Plan: Part One - Strategic Policies (2012) seeks a quality of design in all new development that enhances and contributes to the area in terms of form, scale and materials; is appropriate to the identity and context of the townscape; and would improve the quality of the public realm and respect local character.

Policy DMHB 11 of the Hillingdon Local Plan: Part Two - Development Management Policies (2020) advises that all development will be required to be designed to the highest standards and incorporate principles of good design. It should take into account aspects including the scale of the development considering the height, mass and bulk of adjacent structures; building plot sizes and established street

patterns; building lines and streetscape rhythm and landscaping.

Policy DMHD 1 requires that alterations and extension of dwellings would not have an adverse cumulative impact on the character and appearance of the street scene, and should appear subordinate to the main dwelling.

Specific to this application, with regard to rear extensions, Policy DMHD 1 requires that:

- Single storey rear extensions to detached houses with a plot width of 5 metres or more should not exceed 4 metres in depth.
- Flat roofs for single storey additions should not exceed 3 metres in height.
- 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.

With regard to side extensions, Policy DMHD1 requires that:

- Side extensions should not exceed half the width of the original property.
- Extensions to corner plots should ensure that the openness of the area is maintained and the return building line is not exceeded.
- Two storey side extensions should be set in a minimum of 1 metre from the side boundary.
- Two storey side extensions to detached and semi-detached properties should be set back a minimum of 1 metre behind the main front elevation.

With regard to front extensions, Policy DMHD1 requires that:

- 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

With regard to roof extensions, Policy DMHD1 requires that:

- 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.
- All roof extensions should employ appropriate external materials and architectural details to match the existing dwelling.
- Raising of a main roof above the existing ridgeline of a house will generally not be supported.

With regard to boundary walls, Policy DMHD1 requires that:

- 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.

Policy HE1 of LP1 aims to protect the borough's heritage assets. It states that the Council will conserve and enhance Hillingdon's distinct and varied environment, settings, and wider historic landscape, including designated assets such as Conservation Areas.

Policy DMHB 1 of LP2 builds on this to state that The Council will expect development proposals to avoid harm to the historic environment. Development that has an effect on heritage assets will only be supported where:

- it sustains and enhances the significance of the heritage asset and puts them into viable uses consistent with their conservation;
- it will not lead to a loss of significance or harm to an asset, unless it can be demonstrated that it will provide public benefit that would outweigh the harm or loss, in accordance with the NPPF;
- it makes a positive contribution to the local character and distinctiveness of the area;
- any extensions or alterations are designed in sympathy, without detracting from or competing with the heritage asset;

- v) the proposal would relate appropriately in terms of siting, style, scale, massing, height, design and materials;
- vi) buildings and structures within the curtilage of a heritage asset, or in close proximity to it, do not compromise its setting; and
- vii) opportunities are taken to conserve or enhance the setting, so that the significance of the asset can be appreciated more readily.

Following a meeting with the applicant in which the Council's Conservation Officer raised several concerns with the proposal, amended plans were received by the LPA. The Council's Conservation and Design Officer has again reviewed the proposal following the receipt of the amended plans on 08.06.2026. It is noted that there remains concern over the development, specifically the scale of development at the site. Comments are as follows:

"There would still appear to be a need for substantial review. We would question if the conversion of the attic space is possible. A cut through section should be shown so we can review if there is enough habitable space to allow it to be used as a bedroom. We would also recommend that the dormer window to the faÃ??ade be removed. This also necessitates the removal of the chimney which we are opposed to. We would also question occupying the entire width of the plot. This is contrary to the general character of the conservation area with the gap spaces making important contributions to the dwellings and in addition the houses not built up to the pavement line as proposed in this application.

In relation to the design we would recommend that to the faÃ??ade that the design detail to the flank extensions have curved window heads and simpler windows that repeating the sash windows to the faÃ??ade. Similarly we would recommend that the parapet height ties in with the solder course at first floor level. To the flank elevation to Pepys close it lacks visual interest in particular at first floor level. It would be recommended to have a boundary brick wall to Pepys close rather than the close boarded fence. This would help the integration of the alterations.

We would still raise concerns about the size of the rear garden and lack of storage space for bikes garden tools etc as it is even at present relatively modest.

All bricks, brick bond and roof tiles should match the existing."

At present, the proposed development lacks subordination in respect of the original dwelling and would cause harm to the site and the Conservation Area by way of prominence and overdevelopment to the site. It is considered that the proposal conflicts with development plan policies set out above in relation to design, amenity, and protection of heritage assets. Significant amendments to the overall size and design should be considered prior to submission.

Should an application come forward at the site, the proposal should take into account comments and recommendations made by the Conservation and Design Officer as set out above.

3. Amenity

Policy DMHB 11 of the Hillingdon Local Plan: Part Two - Development Management Policies (2020) seeks to ensure that development proposals do not adversely impact on the amenity, daylight and sunlight of adjacent properties and open space.

Policy DMHD 1 of the Hillingdon Local Plan: Part Two - Development Management Policies (2020) states that planning applications relating to dwelling alterations and extensions will be required to ensure that a satisfactory relationship with adjacent dwellings is achieved and there is no unacceptable loss of outlook to neighbouring occupiers.

The site is located on a fairly spacious corner plot, with the houses to which it does face, and towards which the proposed development would extend, not possessing any habitable room windows to the nearest elevations. It would therefore not be anticipated that the proposed development would cause

any harm to the light and outlook afforded to those dwellings. Similarly, it is considered that the private amenity space of those dwellings would also be adequately protected.

Notwithstanding the above, it is considered that the proposed attic conversion demonstrated on the drawings is likely to cause harm to the amenity of the occupiers at the subject dwelling. The long and thin layout of that bedroom is unlikely to provide adequate natural light to the space, and it represents an inconveniently shaped living accommodation. It is also noted here that the internal ceiling heights of this room are not demonstrated on the drawings, thus it is not possible to measure the floorspace of the bedroom above which the ceiling height would be over 1.5m.

It is therefore considered that, at present, the proposal would conflict with the above policies in respect of the amenity space provided to the occupiers of the habitable room on the second floor of the dwellinghouse at 5 Milton Road, as proposed.

Outdoor Amenity Space:

Policy DMHD 1 of the Hillingdon Local Plan: Part Two - Development Management Policies (2020) states that planning applications relating to alterations and extensions of dwellings will be required to ensure that, inter alia, adequate garden space is retained, while Policy DMHB 18 states that developers should provide amenity space in accordance with Table 5.3 of the Local Plan. For a six-bedroomed dwelling as proposed, a minimum 100 sqm of amenity space would be required to be retained.

It is noted that the rear garden at the dwelling is a thin L-shaped parcel of land which is to be reduced in size as a result of the proposed development. The shape of this resultant amenity space would make it difficult to use. Measurements of the garden space should be provided at application stage. A full assessment of the acceptability of this reduction in space would be made following receipt of these measurements.

4. Highways

No alterations to the existing parking arrangement or access are proposed. Overall, no concerns are raised in this regard.

5. Other

Trees and Biodiversity:

As a householder development, any future application would be exempt from national biodiversity net gain requirements, however this would not override Local Policy requirements with respect to mitigation for any losses of site biodiversity.

Policy DMHB 14 of the Hillingdon Local Plan: Part Two - Development Management Policies (2020) states that all developments are expected to retain or enhance existing landscaping, trees, biodiversity or other natural features of merit, and that planning applications for proposals that would affect existing trees will be required to provide an accurate tree survey showing the location, height, spread and species of trees. Where trees are to be removed, proposals for replanting of new trees on-site must be provided or include contributions to offsite provision.

Policy DMEI 7 of the Hillingdon Local Plan: Part Two - Development Management Policies (2020) states that the design and layout of new development should retain and enhance any existing features of biodiversity value within the site. Where loss of a significant existing feature of biodiversity is unavoidable, replacement features of equivalent biodiversity value should be provided on-site.

The site contains trees to the front, sides and rear. Where possible, publicly visible trees should be retained as they contribute to the visual amenity of the street scene. The proposed extension would likely require the removal of some trees and/or hedgerows.

Any future application should be supported by an arboricultural survey to establish the extent of tree removal required for the development. Suitable mitigation would need to be provided for any losses incurred, as per the above policies. Given the prominent setting of the application site on a corner plot, additional boundary planting and hedging would be welcome.

The proposal lies in Flood Zone 1, and outside of any critical drainage area. Any proposed hardstanding (e.g. patio) should be permeable, however in principle there would be no flooding/drainage concerns

In terms of ecology and protected species, the site lies within an urban location and the roof appears to be in reasonable condition. As such, it is unlikely for bats to be present and it would not appear proportionate to request a Preliminary Roost Assessment, in this instance.

6. Planning Obligation and CIL (Mayor and LBH)

The Council adopted its own Community Infrastructure Levy (CIL) on August 1st 2014 and the Hillingdon CIL charge for residential developments is £95 per square metre of additional floorspace, for all approved householder schemes with a net additional internal floor area over 100 square metres (including outbuildings). This is in addition to the Mayoral CIL charge of £60 per square metre.

7. Application Submission

The Council has an adopted Local Planning Validation Checklist (June 2020), which sets out in full the documents required to accompany a planning application and is available on the Council's website.

Should you require further information, please refer to the Council's website:
<https://www.hillingdon.gov.uk/apply-planning-permission>.

8. Conclusion

Whilst there is reasonable scope to extend the application property, prior to the submission of a planning application, significant amendments to the proposal should be sought in particular relation to the protection of the Conservation Area, as have been detailed in the report above.

Any future planning application should be accompanied by an arboricultural survey. Trees should be maintained where possible, with consideration given to their visual amenity and contribution to the character of the area, and mitigation would be sought for all losses.

Please be advised that the Council require confirmation that you wish to enter into a PPA as soon as possible, in order to ensure the necessary resource are in place to meet the terms of the PPA.

Thank you for entering into the Council's pre-application advice service and I trust you have found this service of assistance.

Ed Maddern
Planning Officer
London Borough of Hillingdon

Planning Guarantee

For complex applications which are likely to exceed the statutory timeframes, the applicant is encouraged to enter into a Planning Performance Agreement (PPA) to allow for the negotiation of complex cases. Central Government encourages the use of PPAs for larger and more complex planning proposals to bring together the developer, the Local Planning Authority and key stakeholders to work in partnership throughout the planning process.

Providing a PPA helps ensure that major proposals progress through the application process in a timely fashion and result in high quality development but the service is both time consuming and costly. The charge for all Planning Performance Agreements will ensure that adequate resources and expertise can be provided to advise on major development proposals, the charges are determined on a site by site basis.

Hillingdon are committed to ensure the best possible service provision to all of our applicants. In order to ensure this, we will not be able to facilitate negotiation which would result in an application being determined outside of statutory timeframes, unless the applicant has entered into a Planning Performance Agreement.