

DESIGN AND ACCESS STATEMENT

PROPOSAL: TWO-STOREY SIDE EXTENSION AND SINGLE-STOREY REAR
EXTENSION

ADDRESS: 8 THE WILLOWS, READING, RG4 8BD

APPLICANT: MR AND MRS CHEUNG

Date: July 2026 (Rev.1.0)

OPS Chartered Surveyors

17 Garvin Avenue, Beaconsfield, Buckinghamshire, HP9 1RD

M: 07881 457903 | E: info@ops-surveyors.co.uk



1. INTRODUCTION

1.1 Purpose of this Statement

This Design and Access Statement has been prepared by OPS Chartered Surveyors in support of a planning application seeking permission for the erection of a two-storey side extension together with a single-storey rear extension at **8 The Willows, Reading, RG4 8BD**.

The statement explains the design principles that have informed the proposal and demonstrates how the development has been carefully designed to respond positively to the characteristics of the existing dwelling, the surrounding streetscene and relevant planning policy.

The statement also considers matters relating to access, residential amenity and the relationship of the proposed development with neighbouring properties.

The proposal represents the extension of an existing family dwelling and does not involve any change of use or subdivision of the property.

2. SITE DESCRIPTION

The application site comprises an existing end-terrace dwelling situated within an established residential area of Reading.

The surrounding area is characterised by predominantly detached, semi-detached and terraced family houses of varying ages and architectural styles. Whilst there is a consistent residential character, individual properties display a range of extensions, roof forms, materials and plot widths which contribute to a varied yet coherent streetscene.

The property occupies a generous residential plot with private front and rear gardens together with off-street parking.

The site is not subject to any statutory landscape designation and remains within an established urban environment.

Existing trees surrounding the site have been assessed separately within the accompanying Arboricultural Impact Assessment.

3. THE PROPOSED DEVELOPMENT

Planning permission is sought for:

- Two-storey side extension with a single-storey rear extension
- Associated internal alterations
- Roof alterations where shown on the submitted drawings

The extensions have been designed as a natural continuation of the existing dwelling whilst remaining clearly subordinate to the original building.

The proposal will provide additional family accommodation appropriate for modern living whilst maintaining the character of the property and respecting neighbouring residential amenity.

No new dwelling is created by the proposal.

4. DESIGN

The overall design objective has been to produce an extension that integrates sympathetically with the host dwelling whilst respecting the established character of The Willows.

The design adopts the principle that extensions should appear as a logical evolution of the original building rather than an unrelated addition. This approach reflects the objectives of the National Planning Policy Framework in promoting well-designed places and accords with Policy CC7 (Design and the Public Realm) of the Reading Borough Local Plan, which seeks development that responds positively to local character and reinforces the distinctive qualities of the surrounding area.

Particular attention has therefore been given to:

- maintaining the visual hierarchy of the original dwelling;
- respecting established building lines;
- achieving appropriate proportions;
- matching roof forms;
- using complementary external materials;
- maintaining appropriate spacing to neighbouring properties; and
- protecting neighbouring residential amenity.

The design has also been informed by the Reading Borough Council **Design Guide to House Extensions Supplementary Planning Document (SPD)**, which encourages extensions that are proportionate, subordinate to the host dwelling and sympathetic to the established character of the surrounding streetscene. The proposal has therefore been developed to integrate naturally with the existing dwelling whilst remaining clearly identifiable as a high-quality extension rather than competing with the original building.

5. SCALE

The scale of the proposed extensions has been carefully considered in relation to both the existing dwelling and neighbouring development.

The two-storey side extension has been designed to remain proportionate to the host property and has been positioned so that it reads as a secondary element rather than dominating the original building. Its width, height and roof profile ensure that the original dwelling remains the visually dominant element, consistent with the principles contained within Policy H9 of the Reading Borough Local Plan and the House Extensions SPD.

Similarly, the single-storey rear extension has been designed as a subordinate addition which respects the proportions of the existing dwelling and remains largely screened from the public realm.

Overall, the proposal represents a proportionate increase in floor area that remains appropriate to the size of the existing dwelling and the generous dimensions of the site. The development does not represent overdevelopment and preserves the spacious character of the plot.

6. LAYOUT

The proposal retains the existing pattern of development within the plot.

Existing access arrangements remain unchanged.

Private amenity space is retained to the rear of the property and remains sufficient to comfortably serve the enlarged dwelling.

The internal layout has been designed to improve the functionality of the property whilst creating larger, more practical family accommodation suited to modern living requirements.

The proposal does not result in overdevelopment of the site.

7. APPEARANCE

The proposed extensions have been designed to complement the architectural character of the existing dwelling.

The roof design reflects the existing roof geometry, allowing the extensions to integrate naturally with the original building whilst preserving the architectural hierarchy of the original dwelling.

Fenestration has been arranged to reflect the proportions, rhythm and alignment established by the existing elevations to create a coherent overall appearance.

The proposed external materials are intended to closely match those of the existing dwelling, including:

- facing brickwork;
- roof tiles;
- windows;
- external doors;
- fascia and soffits; and
- rainwater goods.

The use of matching materials accords with the guidance contained within the House Extensions SPD, which seeks extensions that appear as an integral part of the original building through the careful selection of complementary materials and detailing.

The completed development will therefore appear cohesive and visually integrated within both the host dwelling and the surrounding residential environment.

8. CHARACTER OF THE AREA

The surrounding area displays a variety of house types, extensions and architectural detailing, reflecting the gradual evolution of the neighbourhood over time.

Numerous properties have been altered or extended, creating a varied yet cohesive residential environment where sympathetic extensions form an established characteristic of the streetscene.

The proposed development has been designed to respect this character by maintaining appropriate scale, building proportions, roof form and external appearance. The extension follows the established building line and retains the visual rhythm between neighbouring properties.

The proposal therefore accords with the objectives of Policy CC7 of the Reading Borough Local Plan and the guidance contained within the Reading House Extensions SPD, which seek development that responds positively to local context whilst preserving the quality of the existing streetscene.

9. RESIDENTIAL AMENITY

A key design objective has been to ensure that the proposal protects the living conditions enjoyed by neighbouring occupiers.

The proposal has therefore been designed having regard to Policy CC8 of the Reading Borough Local Plan together with the guidance contained within the House Extensions SPD relating to privacy, outlook, daylight, sunlight and overbearing impact.

Privacy

Existing separation distances are maintained.

Window positions have been arranged to avoid unacceptable overlooking into neighbouring habitable rooms or private garden areas.

No material loss of privacy is anticipated.

Daylight and Sunlight

The extensions have been designed having regard to the orientation of neighbouring properties and the position of existing windows.

Given the modest scale of the proposal and the existing spacing between dwellings, any additional overshadowing is expected to be limited and consistent with the impacts normally associated with residential extensions.

The proposal is therefore not expected to result in any unacceptable loss of daylight or sunlight.

Outlook

The proposal has been designed to avoid creating an unduly dominant relationship with adjoining properties.

Appropriate spacing between buildings is retained and the extension has been proportioned to ensure that it does not create an unacceptable sense of enclosure or appear visually overbearing.

Overall, the proposal is considered to preserve neighbouring residential amenity and accords with both Policy CC8 and the House Extensions SPD.

10. HIGHWAYS AND PARKING

The proposal does not alter the existing vehicular access arrangements.

Existing parking provision remains available to serve the enlarged dwelling.

The proposal is not expected to materially increase traffic generation.

There are therefore no highway safety objections arising from the development.

11. TREES AND LANDSCAPING

An Arboricultural Impact Assessment accompanies the planning application and demonstrates that the proposed development can be undertaken whilst protecting retained trees through appropriate construction methods and tree protection measures.

The proposal has been designed to minimise impacts upon existing vegetation and complies with the objectives of Policy EN14 of the Reading Borough Local Plan, which seeks to safeguard important trees and landscape features as part of the Borough's green infrastructure.

Where required, protective fencing shall be erected prior to the commencement of development and retained throughout the construction period in accordance with the recommendations contained within the Arboricultural Impact Assessment.

Subject to those measures being implemented, the proposal is not expected to adversely affect the long-term health or retention of existing trees.

12. SUSTAINABILITY

The proposal represents the extension of an existing dwelling rather than new residential development.

The development makes efficient use of existing residential land and infrastructure.

Where practicable, construction should incorporate:

- high-performance insulation;
- energy-efficient glazing;
- low-energy lighting;
- water-efficient sanitary fittings; and
- sustainably sourced building materials.

These measures will improve the environmental performance of the enlarged dwelling.

13. ACCESS

Existing pedestrian and vehicular access arrangements remain unchanged.

The proposal has been designed to provide safe and convenient access for occupants and visitors.

Internal alterations will improve circulation within the dwelling.

The detailed construction will be carried out in accordance with the relevant requirements of the Building Regulations, including Part M where applicable.

The proposal therefore provides satisfactory access for its intended residential use.

14. PLANNING POLICY ASSESSMENT

The proposal has been assessed against the relevant provisions of the National Planning Policy Framework, the adopted Reading Borough Local Plan (2019) and the Reading Borough Council Design Guide to House Extensions Supplementary Planning Document (2021).

The proposal has been designed to:

- respect the established character and appearance of the surrounding area in accordance with Policy CC7;
- remain subordinate to the original dwelling and avoid overdevelopment, consistent with Policy H9 and the House Extensions SPD;
- safeguard neighbouring residential amenity in accordance with Policy CC8;
- retain satisfactory access and parking arrangements having regard to Policies TR3 and TR5;
- safeguard retained trees in accordance with Policy EN14;
- provide a high-quality extension that integrates sympathetically with the host dwelling.

Having regard to the scale of the proposal, its design quality and compliance with the relevant planning policies, it is considered that the development represents an appropriate and sustainable form of householder development. The proposal accords with the objectives of the National Planning Policy Framework, the Reading Borough Local Plan and the Reading House Extensions SPD and planning permission is therefore respectfully requested.

15. CONCLUSION

This Design and Access Statement has been prepared in support of a planning application for the erection of a two-storey side extension together with a single-storey rear extension at **8 The Willows, Reading**.

The proposal has been carefully designed to respect the character and appearance of the existing dwelling and the surrounding residential area whilst providing improved accommodation for the occupants.

The development remains proportionate to the host dwelling, preserves neighbouring residential amenity, retains satisfactory access arrangements and responds appropriately to site constraints including retained trees.

The accompanying Arboricultural Impact Assessment demonstrate that these matters can be satisfactorily addressed.

Having regard to the scale, design and planning merits of the proposal, it is considered that the development represents an appropriate form of residential extension that accords with the objectives of the National Planning Policy Framework and the adopted planning policies of Reading Borough Council.

Planning permission is therefore respectfully requested.