

MEMORANDUM

From:	Built Heritage Officer		
Service	Green Infrastructure	App No:	252252 + 252253
Address:	L'Ortolan Restaurant, Church Lane, Shinfield, RG2 9BY		
Proposal:	252252: Householder application for the proposed erection of a rooftop extension with terrace decking to the existing main building, alongside alterations to the fenestration; the erection of a rooftop infill extension to the annex building; the erection of a detached single-storey garage with dual-pitched tiled roof and facing brickwork and stone/render to match the main dwelling; landscaping and parking alterations; and the demolition of the existing single- storey rear kitchen/service extension 252253: Listed Building Consent for the proposed erection of a rooftop extension with terrace decking to the existing main building, alongside changes to fenestration; erection of a rooftop infill extension to the annex building; erection of a detached single storey garage with dual pitched tiled roof and facing brickwork and stone/render to match the main dwelling; landscaping and parking alterations; following demolition of existing single storey rear extension.		
Heritage Asset:	L'Ortolan Restaurant (referred to in on listing as Milton Sandford Restaurant) - has held grade II listed building status since 1987. Annexe situated approx. 5.5m to NE of L'Ortolan Restaurant, considered to hold curtilage listed status. Shinfield Area of Special Character – LPA identification viewed as having a non-designated heritage asset classification. Listed Buildings are classed as designated heritage assets under the NPPF (2024) and in the Council's Local Plan policies.		
Site Visit Made:	Yes – previously.		

Summary Of Recommendations

The proposed roof structure and those internal alterations to the building associated with the intended attic accommodation are broadly acceptable, from a heritage stance, in that the proposals would not unduly impact the significance of this property as a designated heritage asset. Whilst the proposed entrance gates, detached garage building, and a small shed within the grounds are the considered not to harm the setting of the listed building or cause harm to the Shinfield Area of Special Character.

That said, further information is considered to necessary prior to any determination in order to clarify and if necessary, amend a number of noted changes in elements/details of these proposed drawings compared to those previously approved drawings.

Comments On Proposal

Comments with respect to the revised set of plans upload on 8th December 2025.

The applications are for the addition of a new replacement roof structure, to provided additional accommodation to the dwelling, which along with further internal and external alterations to that already granted for under the planning permission (233180) and consent (233181) but are understood yet to be implemented in full. There are proposals also for new structures and features within the grounds.

Built early in the Victorian era as a parsonage, becoming a private dwelling in 1939 and functioned as such until the end of the 1970s when the building functioned as a restaurant. Recently purchased by new owners, who have obtained permission to turn the premises back to a private dwelling and for single storey alterations to the rear of the building, to replace additions added when operating as a restaurant.

Presently, the former parsonage has a flat roof to it, with a crenulated brick parapet wall around, which replaced the original pair of gabled ended pitched roofs destroyed by fire in 1942. It would appear that due to material shortages during the Second World War and in the years after resulted in the flat roof being installed behind a new parapet wall, rather than former pitched roof form, with the decorative patterned brick gable ends taken down to eaves level.

Following the purchase of the property the new owner has been investigating the potential to create additional accommodation space in the property by building a new roof structure in place of the present flat roof. It would appear quite likely that the lost roof may well have had attic rooms in it, which typically were used for the domestic staff of the house.

The applications here have been made following a pre-application enquiry (250331 being made in February 2025, for a proposed formation of a contemporary modern interpretation of the parsonage's original roof form. This new roof structure was to have deeply set back, full height glazed gable ends to the front of the building, with a similar treatment to the rear though not so set back. These setting back of the roof gables from the front and rear elevations forming terraced spaces for the new attic rooms to be formed in the new roof space. As to the new attic rooms being by means of new switch-back staircase of the first-floor landing.

Additionally, under the pre-application proposals an intended a detached garage block for six cars was to have residential flat in its roof. This aspect has now been amended these present applications, to have gym space in the roof of the garage instead.

As part of the pre-application proposals, it was also envisaged to further alter the curtilage listed outbuilding from that already granted planning permission (233190) and listed building consent (233191). From a heritage stance the alterations were considered harmful. Changes to the outbuilding do not form part of the works being

now applied for.

Addition of New Roof Structure to Provide Additional Habitable Accommodation

As with the pre-application proposal, the sides of the new roof structure would be set behind the present brick crenulated parapet wall added when the surrounding the present flat roof was installed, with there to be a rainwater drainage gully between.

Whilst the terraced areas to the front and rear of the roof of the pre-application proposal are retained with the current proposed scheme but these are now enclosed by a brick, 'hit and miss,' lattice gabled ends to the pitched roof elements. These brick latticed gable end elements being positioned directly of the front and rear crenulated parapet walling, with three of the four gables to have a large centralised elongated 'window' open element. The fourth gable instead incorporates an original chimney stack on the rear elevation.

Whilst the submitted proposed plans do not necessarily make clear, and where sections would be of benefit here, that as with the pre-application scheme the rooms in the pitched roof elements would have full height glazed end screens to them.

On the north-western facing side of the new roof, part of the pitched roof is to be cut back to create an additional terraced area.

Also, as with the pre-application proposal, there is to be a flat roofed element set between the two pitched roofs. There is to behave a small parapet lip element to the flat roof, with the front sloping roof component and to that of the rear vertical element to the infill fillet.

On this central flat roof fillet area of the new roof there is to be a large lantern light positioned over the new circulation space of the attic space, with a new rear window set into the rear end vertical component to the flat roof fillet. Whilst an array of EV solar panels is to be installed on the flat roof.

As part of the applications, in response to points raised under the pre-application, details are provided confirming rainwater off the new roof structure would be managed with there to be a rainwater gully running between the parapet walling to the side of the building and the roof. Additionally, the submission of a structural survey confirms the feasibility of a new roof structure to be added onto this listed building, without the need to make major structural changes required in order to do so.

As part of the works being proposed the present truncated principal chimney stacks are to have their missing top portion recreated, which from a heritage stance is a welcomed proposal, which along with the gable end pitched roofs form of the new roof structure would positively contribute to recreating the overall original appearance of the historic parsonage.

There are however some questions raised with respect to the proposed design and how these are to be formed for which it is considered further details will need to be sort, namely with respect to the following:

- As shown the gables will in part rest on/be built off the existing crenulated brick formed roof parapet, this raises the question as to just how this is to be achieved.
- Further details would appear to be required that set out not only how the indented brick eaves to the gables are to be formed as well as the hit and miss brick lattice screens (there being a concern here as to how such a large expanse, given seemingly the intention for brick lattice to single skinned course of brickwork, can be formed that is safe).
- Whilst there are no sections (front to back through the pitched roof elements) seemingly provided to confirm what is hinted to be in the 3D renderings of the rooms behind the gable terrace having full height glazed ends to them.

Internal Changes

As part these applications it is proposed to also make further internal changes to the listed building beyond those previously granted in 2024. The changes being predominately on the first floor of the property and in part due to the proposal for a new staircase accessed from the landing to the new attic space rooms.

The new staircase is to be accessed off the landing through a newly formed opening in the walling to the NW/LHS of the landing, with staircase itself within the space previously intended ensuite bathroom to one of the bedrooms to the rear of the property. Consequently, instead of the previously intention for two first-floor bedrooms (each with ensuite bathroom) to the NW side of the property there is now to be single bedroom on that side of the building, with the ensuite bathroom to the rear linked to the bedroom at the front, by a walk-through wardrobe room.

As a consequence of the formation of a new staircase to access the attic rooms the present steep narrow stairs giving access to the flat roof would now be removed. In so doing a larger bedroom (now labelled no. 3) to the back of the property would be the result, with the intention now for what was intended to be a small middle bedroom (on previously approved plans labelled bedroom 3) to now be altered to form separate ensuite bathrooms for the bedroom to the rear and the one (bedroom 2) to the front of the property. With the existing room off the landing, situated between the two front bedrooms to now become the walk-in wardrobe space for bedroom 2, accessed by a newly formed door opening between the two.

At this point the size and form of the new opening off the landing to the attic staircase raises concern here due to intended double width staircase opening and there being no details to confirm the form of the opening, which presumably have an arched top to it, as opened to a flat one.

Also, it is worth mentioning here that with respect to the proposed attic floor plan (drawing P13 rev A of 252252) what the internally diagonally crossed rectangular detail is intended to represent as it is suggestive of an opening through to the first floor above the main staircase. As such clarification is requested with respect to that detail

At this stage with respect to the proposed ground floor plan here it is noted that there appears to be a number of minor changes observed to what is shown on the previously approved plans. These and other queries that arise between these

current proposed plans and those previously approved are to be dealt with latter in this response. Albeit there is a concern here with respect to the apparent enlargement of the opening around the enclosed courtyard, and the opening into the library space. No justification is given for these changes, which are considered to eroded yet further the historic planform and walling of that area of the building.

External Changes

The noted external changes to the previously approved plans other than the new intended roof structure, which required the removal of the existing roof structures and those structures on it, such as a small ancillary brick chimney stack. And the intention to re-instate the stop portion of the two main chimney stacks, one on each side of the building, as well as extending the height of the one at the rear.

With reference to drawing P15 Rev A, Extension, Alterations And New Ancillary Building, it is noted that there has been an adjustment made to the base of the new single storey rear extension for a terrace area. Also, a minor change to the position of the three rear openings of the single storey extension.

On the same drawing is shown a new opening is to be formed in the section of the attached historic (listed) brick garden walling to the side of the building beyond the existing modern conservatory and forms the back wall to, which is to be retained, following the removal of the non-historic restaurant addition to its NE elevation are removed. Here would wish to raise the question as to the flat-top form of the new 'archway' opening.

Detached Garage for 6no. Cars, with Gym in Roof Space

From a heritage stance the form and size of the detached garage is considered in its intended location to have no harmful impact to the setting of the listed building.

Developments/Structures within the Grounds

Under this pair of applications it is being proposed along with the alterations to the main house and the addition of detached garaging building to also have for the installed, at the vehicular entrance on to the site, a pair of ornate metal entrance gate hung off brick and stone piers. Whilst a small shed/bin store structure is proposed to be sited off the far rear right hand corner of the new detached garaging building.

Additionally, the Landscape Concept Plan (drawing 1519.01D) shows the proposal also for two wooden pergola structures, with one placed directly to the east of the dwelling, whilst a large one to the west beside the curtilage listed brick boundary walling where previously permission was given for a garden room. The intention being now instead of a garden room beside the boundary walling is for an outdoor kitchen space. Whilst the pergolas and outdoor kitchen are not necessarily of concern in terms of their potential impact to the setting of the listed dwelling itself, the boundary walling is considered to hold curtilage listed status as such there is an expectation for further details were the outdoor kitchen or the pergola structure over were to be fixed to and/or requiring alteration to the walling.

The Landscape Concept Plan also identifies the location of two features in the ground to the front of the dwelling, although no specific details are given as to what these features are to be. As such, it would be prudent to make these features the subject of a condition should additional details not be provided prior to determination of the planning application

It is concluded that the proposed roof structure and those internal alterations to the building associated with the intended attic accommodation are broadly acceptable, from a heritage stance, in that the proposals would not unduly impact the significance of this property as a designated heritage asset. With the proposed entrance gates, detached garage building, and a small shed within the grounds considered not to harm the setting of the listed building or cause harm to the Shinfield Area of Special Character.

That said from a heritage stance the changes shown to the courtyard opening is not necessarily welcomed and it is strongly recommend those changes be omitted for the already approved works, It is also recommended that the application address the other various issues with the drawings and their labelling.

Conditions

External Materials

Before the development and works hereby permitted are commenced, samples and details for all external materials and finishes shall have first been submitted to and approved in writing by the local planning authority. Details required are to include, the bricks, mortar mix (along with pointing finish to brickwork, and roof covering. Development shall not be carried out other than in accordance with the so-approved details.

Roof Gable End Brickwork

Notwithstanding the details submitted, no works are to be commenced to form the brick of the end gables to the new roof structure until further details setting just how gable ends are to be constructed have been submitted to and approved in writing by the local planning authority. The brick gable ends are then to be formed in accordance with the details as so-approved.

Chimney Stack Alteration/Extension

Notwithstanding the details submitted, no works are to be commenced to the brick chimney stacks along the side and to the rear of the building to extend their height and reform the extend form the brick of the end gables to the new roof structure until detail been submitted to and approved in writing by the local planning authority. The details shall include scale drawings confirming at an appropriate scale showing the design for top of the chimney stack and provide details for the chimney pots where intended Works to extend the height of existing retained chimney stacks are then to be undertaken in accordance with the details as so-approved.

Flues, Vents, And/or Pipes On Exterior Elevations & Roof

Notwithstanding the details submitted, other than those shown on the plans as approved, no extraction flues, vents and or pipework to the exterior elevations and/or to the roof unless otherwise agreed in writing by the local planning authority prior to

installation.

Formation & Modification of Openings In Masonry Walling (External & Internal

Notwithstanding the details submitted, no alteration of an existing opening or formation of a hereby approved new opening is to be undertaken until further details have been submitted to and approved by the local planning authority. The details will set out the methodology for the works to alter/make new openings and included drawings to show the form and height of the openings (shown in context to the adjacent walling/floor/ceiling). The alteration of existing opening and formation of new ones are then to be undertaken in accordance with the details so-approved.

Windows, Roof Lantern, Roof-lights & Exterior Door Details

Notwithstanding the details submitted, no new and or replacement windows and exterior doors shall be installed until full details for the windows and exterior doors have been submitted to and approved in writing by the local planning authority. Details are to include:

- appropriately scaled drawings, at either 1:10 or 1:20 scale of the windows and doors, shown in plan as well as in vertical and horizontal cross sections, • Moulding detail for frames and glazing bars shown at 1:1 or 1:2 scale as appropriate, • Annotated proposed elevation or floor plans cross-referenced to each of the windows and exterior doors, • Materials and finish to framing of the windows and exterior doors. The new windows and exterior doors shall then be installed in accordance with the details as approved.

Rainwater Goods

Notwithstanding the details submitted, details confirm the location, form, materials, and finish of new and replacement rainwater goods to be submitted to and approved in writing by the local planning authority.

Ceilings

Notwithstanding the details submitted, no existing ceiling is to be removed and/or replaced unless otherwise agreed to in writing by the local planning authority prior to the works being undertaken.

Making Good Surfaces

All works of making good to the retained fabric, whether internal or external, shall be finished to match the adjacent work with regard to the methods used and to material, colour, texture, and profile, unless otherwise agreed in writing by the local planning authority prior to undertaking the works.

External brickwork

Any areas of external brickwork that are altered and/or required to be re-instated in accordance with the approved plans, shall do to match the existing brickwork in brick colour and size, mortar colour, and pointing and bonding detailing.

Re-pointing

No re-pointing of the external brickwork shall be carried out until [and other than for] a discreet sample area showing the proposed mortar composition and colour and method of pointing has been prepared on-site and approved in writing by the local planning authority. The works shall thereafter be undertaken in accordance with the

details so-approved.

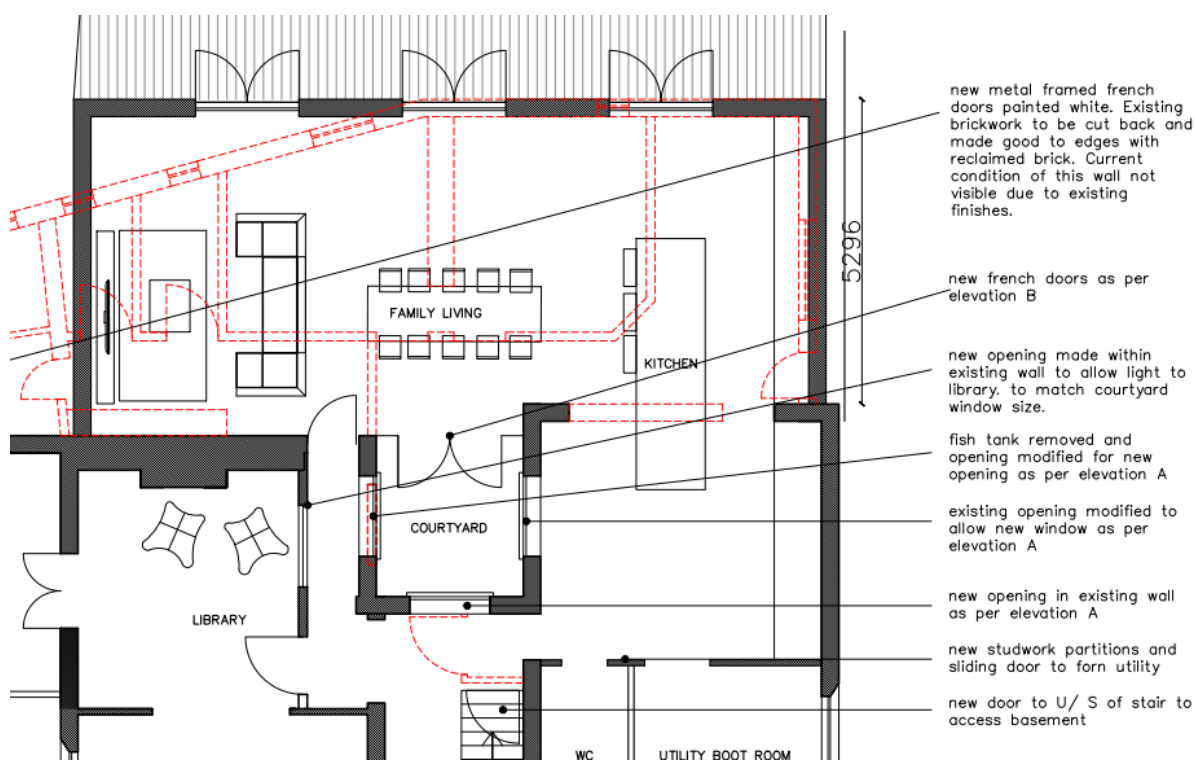
Date: 29/01/26

Signed:

Keith Frost
Built Heritage Officer

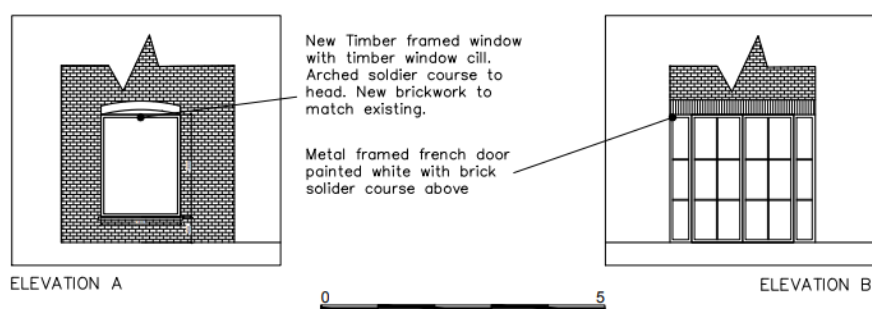
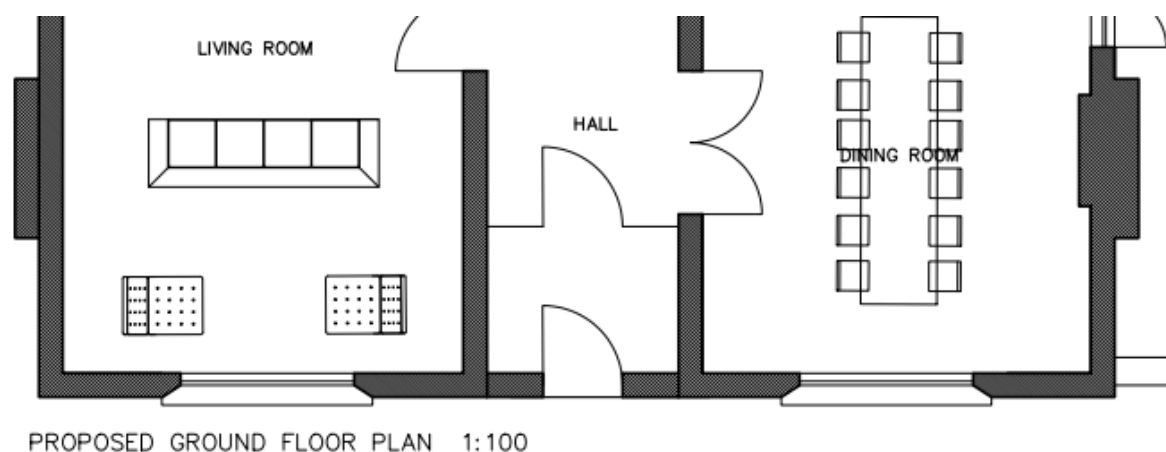
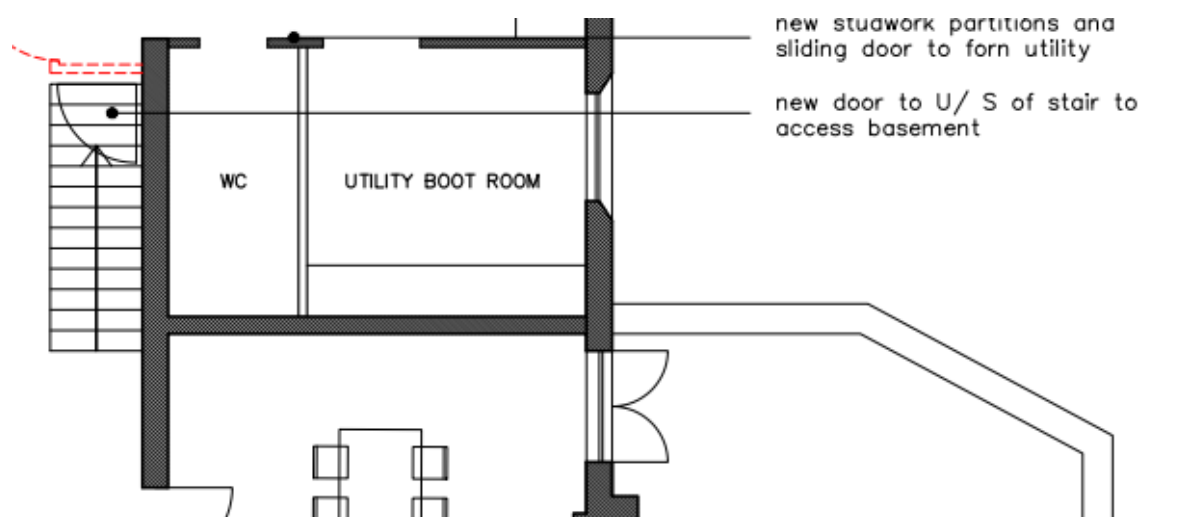
DRAWING EXTRACTS from previously approved plans (233180/233181) and those proposed under these applications where there is either difference between the two sets and/or further clarification is considered to be required:

It should be noted that the proposed drawings of the application have seemingly the same drawing revision numbers as those previously approved under 233180/233181 other than that of the first-floor where it is noted the approved drawing is P12 Rev.A where as that of the application has no revision reference to it.

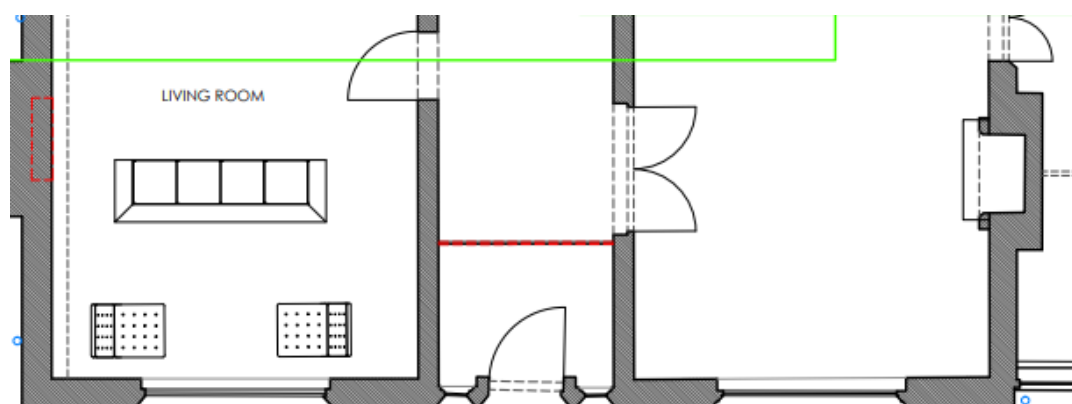
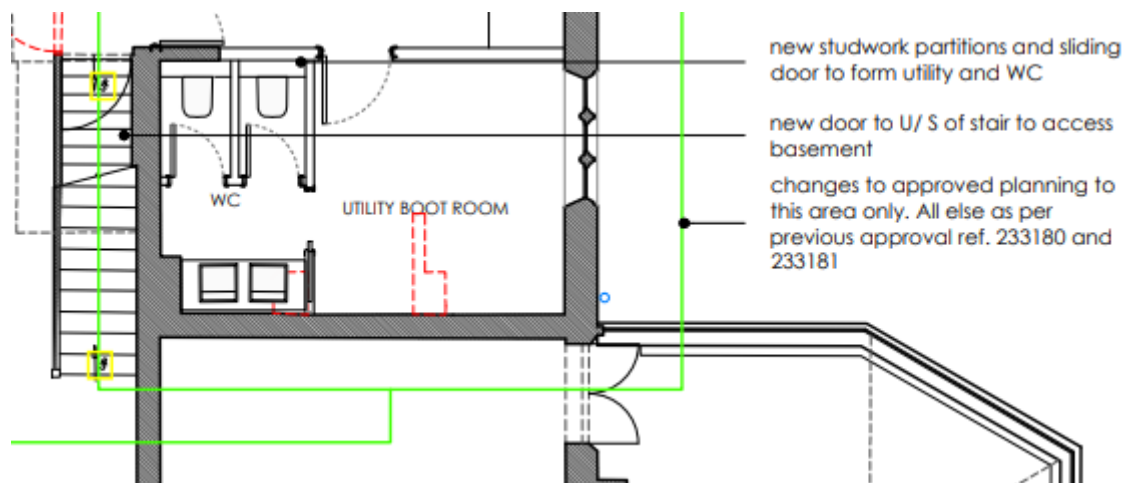
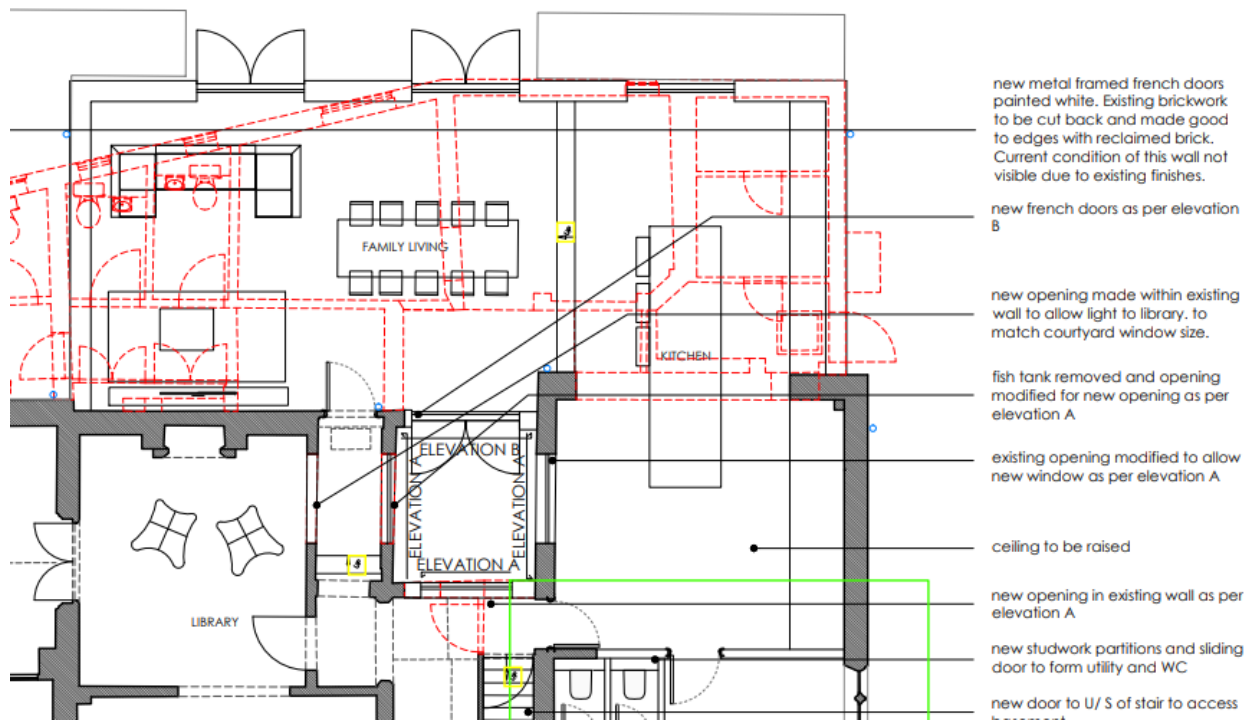


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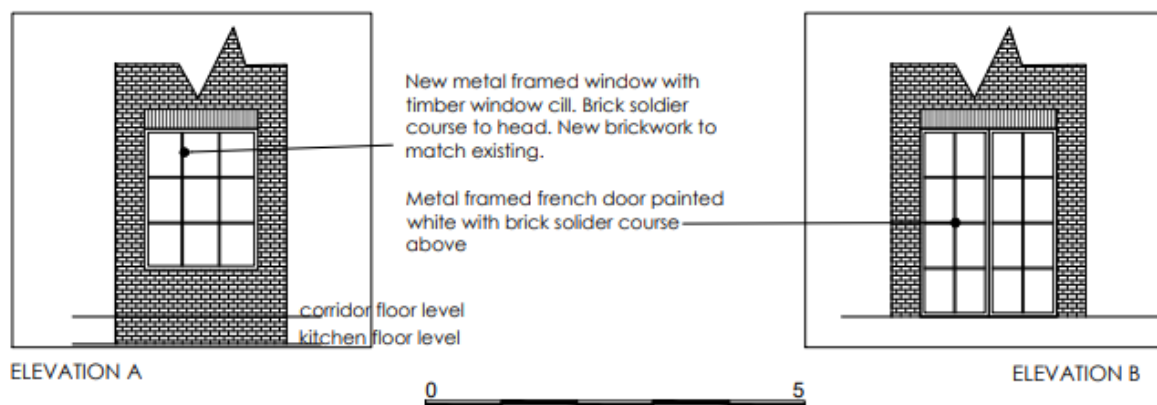
Extracts from approved proposed ground floorplan, drawing P11 Rev.A of 233181



PROPOSED GROUND FLOOR PLAN 1:100

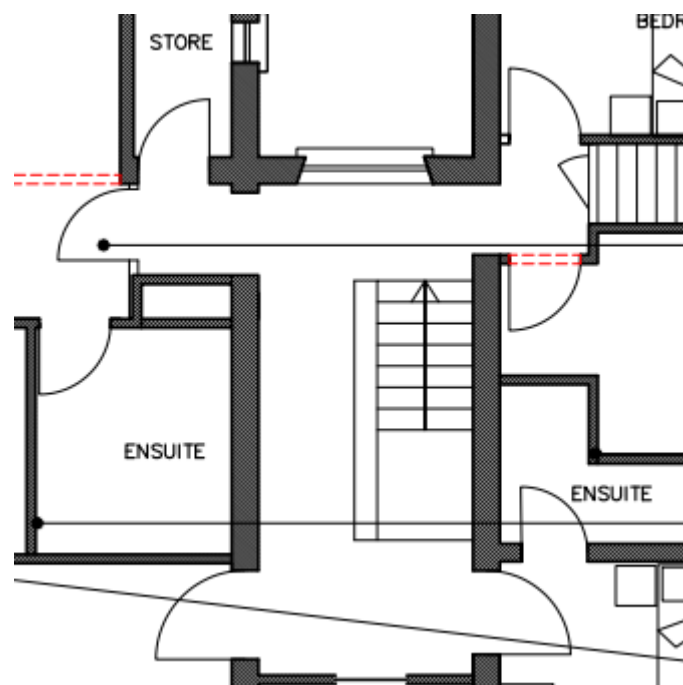
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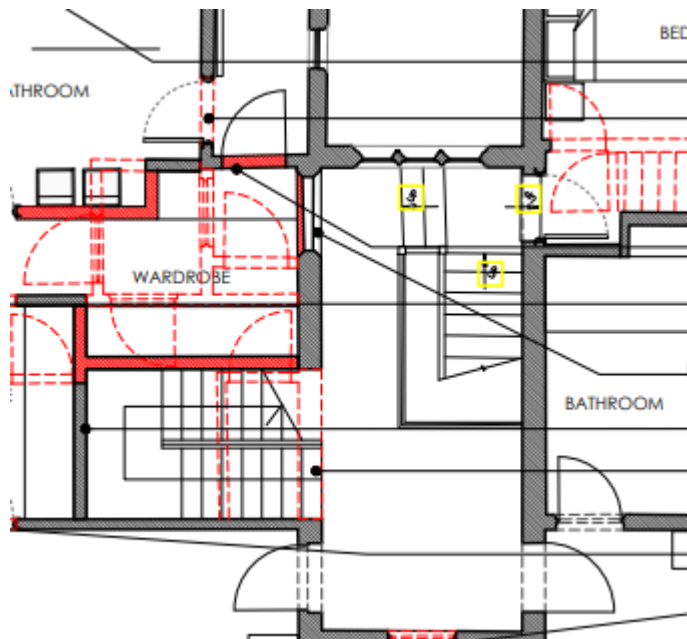


Extracts from proposed ground floorplan, drawing P11 Rev.A of 252252.

- Noted changes to the form and size the window/openings to the enclosed courtyard, what reason for the changes?
- On the application drawings, the front door is hung off the opposite side to that of the approved plans which show the glazed entrance lobby screen retained but is now shown to be removed. Would wish clarification as to the reason for the changes?
- Changes made to the layout of the utility boot room to that already approved. No justification provided for the changes.

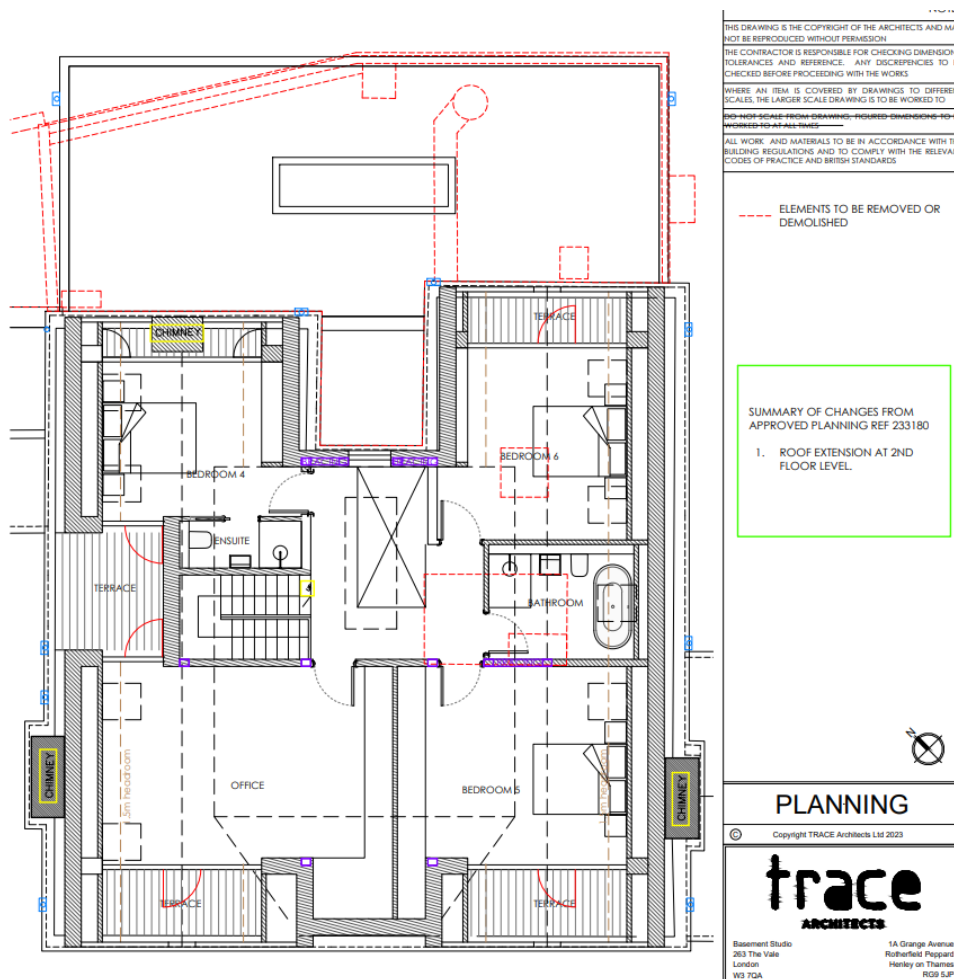


Extract from proposed first -floor plan, drawing P12 Rev.A of 233181



Extract from proposed first-floor plan, drawing P12 of 252252.

- Not clear on the above plans the reason for the difference to the stairs (additional steps, form) and landing stairwell?
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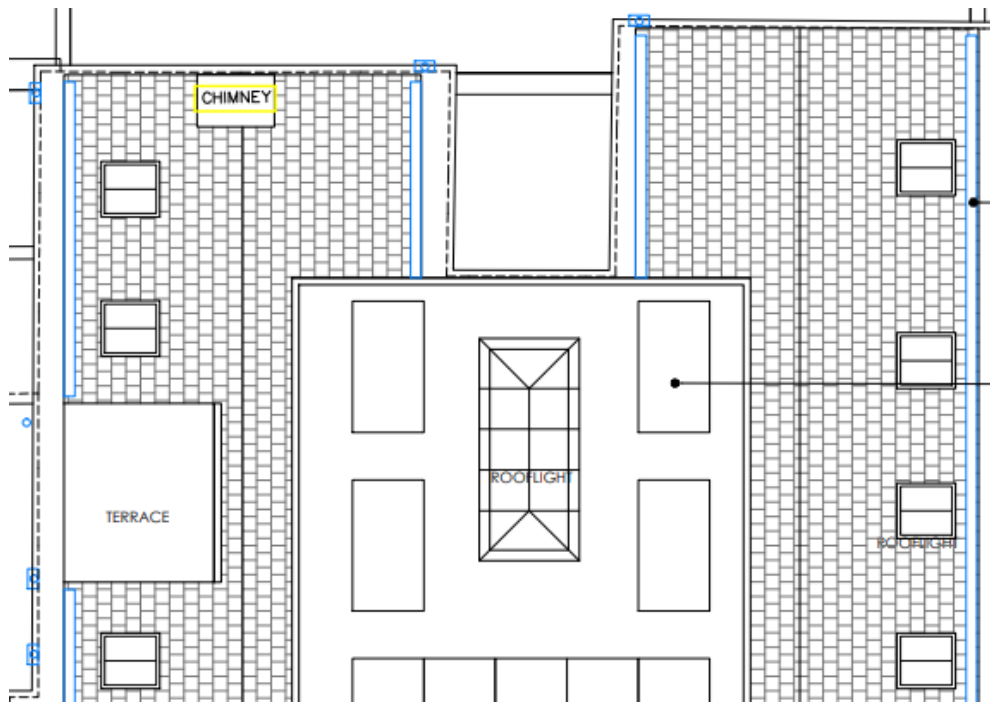


Extracts from approved proposed attic floor plan, drawing P13 rev A of 252252.

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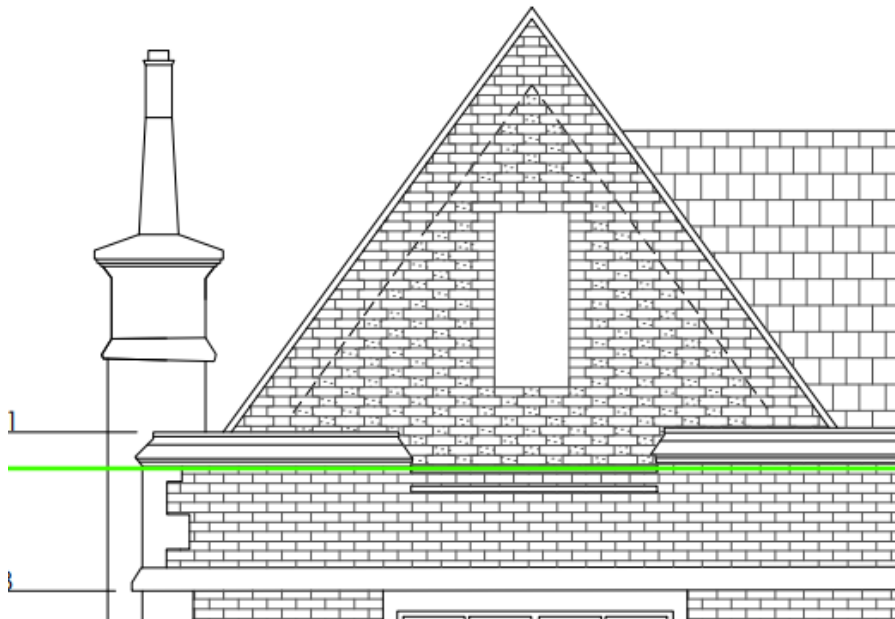
- Not clear on the above plan what the blacked lined rectangular shape, with diagonally drawn line within, is meant to represent?

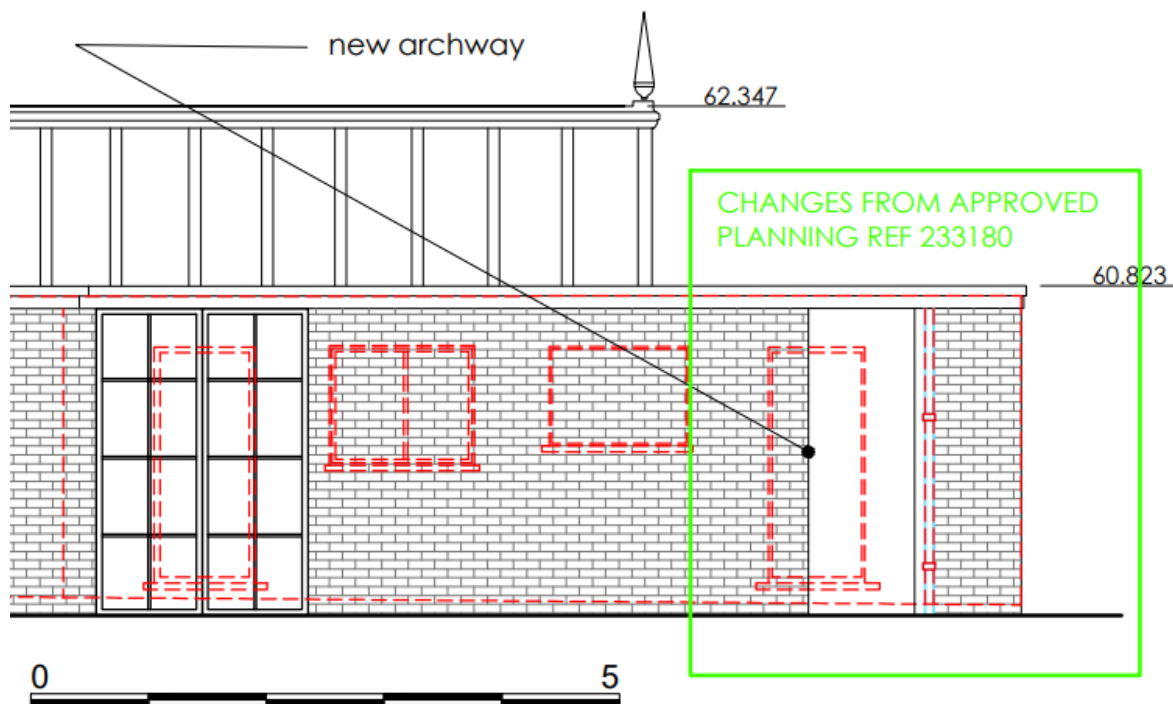


Extracts from proposed roof plan, drawing P14 rev A of 252252.

- Question is how rainwater run off to roof by the terrace cut out is to be handled?

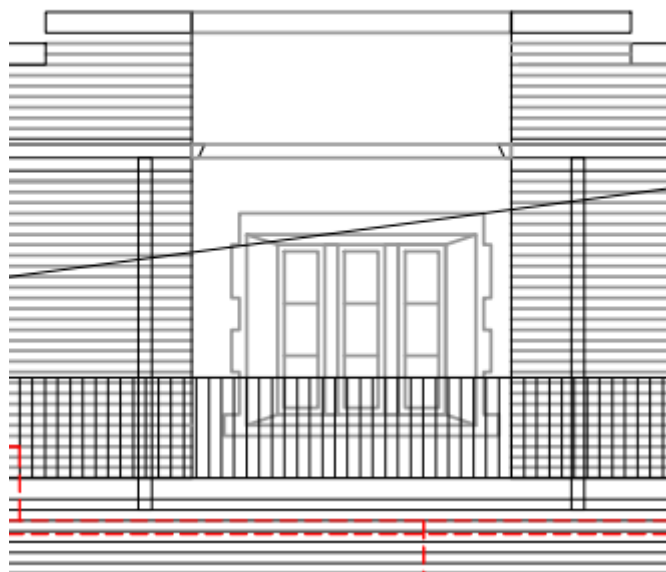
CHANGES FROM APPROVED
PLANNING REF 233180



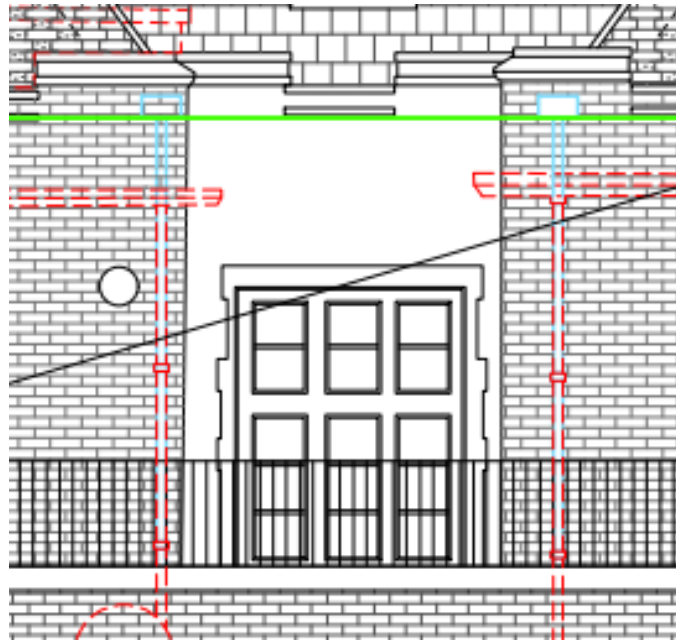


Extracts from proposed elevation plans, drawing P15 rev A of 252252 showing flat topped new archway opening.

- Would question how the flat-topped archway is to be formed, so as to have the stone banding/coping carried over it?
- The form and potentially position of the previously approved new French door opening appears change on the application drawings.



Extract from approved proposed elevations, drawing P12 Rev.A of 233181 of rear window to staircase



Extract from proposed elevation plans, drawing P15 rev A of 252252. of rear window to staircase.

- Explanation need for the notable difference in the rear first-floor window to the staircase and the parapet wall crenulation detail from that of the approved drawings and those now being proposed?
- Clarification is required concerning the rainwater hoppers and down pipes/ The blue outlines appear to represent new rainwater hoppers set higher up on the parapet brick (for the new roof rainwater channels) and the red-dashed lines represent the existing rainwater element to be removed. However, it is not at all clear on the drawings the apparent intention for new downpipes in the same location as the existing.
- Not clear what the white infilled circle on the rear brickwork elevation to the left of the staircase window is? Photos would appear to suggest an existing flue presumably related to the former teaching kitchen in the rear first -floor room. If now redundant flue would argue it be removed.