



Proposed front, side, and rear extensions, roof alterations (hip-to-gable and front dormers), and changes to fenestration.

Design & Access Statement

Dec 2025



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1.0 Introduction

This design access statement has been produced in support of an outline full planning permission application erection of a single-storey front porch extension; alterations to the main roof incorporating a hip-to-gable extension and two front dormer windows; demolition of the existing single-storey side extension and construction of a part single-storey/part first-floor side extension; erection of a part single-storey/part two-storey rear extension; and associated changes to fenestration.

2.0 Site Description

The application site at 21 Oatlands Road, Shinfield, is located within an established residential area characterised predominantly by detached and semi-detached dwellings of similar scale and appearance. The surrounding area is suburban in nature and benefits from a range of local services and community facilities.

Education facilities are well provided for, with nearby primary schools including Shinfield Infant & Nursery School and Shinfield St Mary's CE Junior School, and secondary and further education available within Reading, including Reading College and the University of Reading.

The site is well connected by public transport, with regular bus services along Shinfield Road providing direct links to Reading town centre and Reading railway station. Rail services from Reading offer regional and national connections, including to London.

Vehicular access is convenient, with good links to the A327 and the M4 motorway, providing access to the wider Thames Valley region.

The application site is not in a conservation area, and it is not a listed building.

The applicant site is not within the high risk of surface water flooding.



3.0 The Proposal

3.1 Use

The property is currently a C3 Use Class single dwelling house and is intended remain as it is.

3.2 Layout

The proposal was to create a suitable scheme to make good use of the site. The design has been carefully considered with regards to building footprint and height, location on the site, architectural approach, and the relationships and materials.

The proposed development delivers a substantial enhancement to the property through a large rear extension and the conversion of existing side areas into fully habitable accommodation. At ground-floor level, the scheme is centred around a generous 45 m² open-plan kitchen and dining area to the rear, providing the main living space. The former garage is converted into an 18 m² reception room, while the front of the property accommodates a 12 m² home office. These areas are linked by a new 9 m² hallway and a 2 m² entrance porch, supported by a 4 m² utility room and a 3 m² bathroom, creating a coherent and functional internal layout.

The first floor is comprehensively reconfigured, with a repositioned staircase leading to a central landing. This provides access to a new master bedroom suite formed within a rear dormer extension, comprising a 19 m² bedroom and a 3 m² en-suite. The remainder of the first floor includes two additional bedrooms measuring 16 m² and 11 m², a 3 m² family bathroom, and a 2 m² prayer room, resulting in a well-balanced and practical arrangement suitable for family living

3.3 Material / Appearance

Roof Tiles		Marley concrete plain roof tiles smooth Anthracite Grey (RAL 7016)
External Rendering		Rendering match to existing (off/cream)
Upvc window, Bi-folding door & roof lights		All existing and new uPVC double glazed windows to be finished in Anthracite Grey (RAL 7016) .
Guttering & Fascia		Existing and new fascia (currently white) to be replaced with Anthracite Grey (RAL 7016) .

Front Dormer – Cladding		Timber-cladding
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3.4 Scale

The proposed works include a hip-to-gable roof alteration, a first-floor rear gable projection, and rear dormers. The hip-to-gable increases the ridgeline by 4.7 m (first-floor width by 2 m) and, together with the porch and two front dormers, creates a balanced front elevation without harming the host dwelling or area character. The rear gable projection extends 5.1 m from the main roof with its ridgeline set 0.2 m below the main roof, ensuring subservience and complementing the neighbouring property, which already has a rear gable. The rear dormers are set back from eaves and roof sides, remaining below the main ridgeline, and are considered subservient features that do not adversely affect the appearance of the dwelling or the wider streetscape.

New proposed windows have been located to ensure that there is no overlooking into neighbouring residential properties.

3.4 Landscape

Soft landscaping with low level plantation with 6ft timber fence at the rear and side of the property.

3.5 Car Parking

There are 2 off car parking spaces available to the front existing property but there is no parking restriction regulations in the vicinity of the site so overflow parking on the street would be unlikely to result in a highway safety impact.

3.6 Access

All newly constructed work, door openings, corridors, manoeuvrability within rooms are, and will be, in full compliance with Approved Document Part M.

3.7 Overlooking

The height and massing have been carefully considered. In addition, great care has been placed upon the location and design of windows, being mindful of the overall composition and to avoid overlooking too neighbouring dwellings and gardens.

3.8 Sustainability and Energy Efficiency

The proposed development seeks to incorporate sustainable design principles in accordance with local and national planning policy. Measures will include:

- High-performance insulation and glazing to reduce energy consumption.
- Energy-efficient heating and lighting systems.
- Use of sustainable and durable materials, including grey Anthracite (RAL 7016) UPVC windows and timber cladding for dormers.
- Opportunities for water efficiency through modern plumbing fixtures.

4.0 Planning Policy Context

4.1 Planning history

Application Number	Description	Decision & Date
17798	Single-storey rear extension to provide new dining room, enlarged kitchen, and internal alterations to form bathroom.	Approved 23/07/1982
30616	Single-storey side extension for domestic garage.	Approved 14/06/1988
243028	Householder application for proposed first-floor front, rear, and side extensions, including rear gable end and dormer, front dormers, and addition of ground-floor porch with gable. Plus garage conversion into habitable space with reprofiling of wall to reduce width of the dwelling.	Withdrawn 04/08/2025

4.2 Planning Policies

National Planning Policy Framework 2021 (NPPF)

The new National Planning Policy Framework was issued in 2021 and the following paragraphs are considered to be relevant.

Paragraph 38 confirms that Local Planning Authorities should approach decisions on proposed developments in a positive

and creative way. They should work proactively with applicants to secure developments that will improve the economic, social and environmental conditions of the area. Decision makers at every level should seek to approve applications for sustainable development where possible.

Paragraph 47 confirms that planning law requires that applications for planning permission be determined in accordance with the Development Plan, unless material considerations indicate otherwise. The National Planning Policy Framework must be taken into account in preparing the Development Plan and is a material consideration in planning decisions. This paragraph also states that decisions on applications should be made as quickly as possible, and within statutory timescales, unless a longer period has been agreed by the applicant in writing.

Paragraph 54 advises that Local Planning Authorities should consider whether otherwise unacceptable development could be made acceptable through the use of conditions.

Paragraph 55 advises that planning conditions should be kept to a minimum and only imposed where they are necessary, relevant to planning and to the development to be permitted, enforceable, precise and reasonable in all other respects. Conditions that are required to be discharged before development commences should be avoided.

Paragraph 119 advises that planning decisions should promote an effective use of land in meeting the need for homes and other uses, while safeguarding and improving the environment and ensuring safe and healthy living conditions

Paragraph 124 highlights that Planning policies and decisions should support development that makes efficient use of land, taking into account.

Paragraph 130 states that the creation of high quality buildings and places is fundamental to what the planning and development process should achieve. Good design is a key aspect of sustainable development, creates better places in which to live and work and helps make development acceptable to communities.

Development should:

- A. Function well and add to the overall quality of the area, not just for the short term but over the lifetime of the development.
- B. Be visually attractive as a result of good architecture, layout and appropriate and effective landscaping.
- C. Be sympathetic to local character and history, including the surrounding built environment and landscape setting, while not preventing or discouraging appropriate innovation or change (such as increased densities).
- D. Optimise the potential of the Site to accommodate and sustain an appropriate amount and mix of development (including green and other public space) and support local facilities and transport networks
- E. Create places that are safe, inclusive and accessible and which promote health and well-being, with a high standard of amenity for existing and future users; and where crime and disorder, and the fear of crime, do not undermine the quality of life

The intended proposals have been developed in compliance with

The Council's assessment concluded that, provided a viable dwelling remains post-demolition, the proposal aligns with national and local planning policies including the NPPF, Core Strategy (**CP1, CP3, CP9, CP11, CP12, CC01, CC02**), Managing Development Delivery Local Plan, and the Borough Design Guide. Key findings include:

- **Design and Character:** The proposed extensions, dormers, and roof alterations are subservient, visually balanced, and would not detract from the host dwelling or surrounding area.
- **Neighbour Amenity:** The proposals maintain adequate separation distances, with no significant overlooking, overshadowing, or overbearing impacts on neighbouring properties. Bathroom windows are expected to be obscure glazed.
- **Residential Amenity:** Rear garden and internal living spaces remain functional and unaffected.
- **Highways and Parking:** No increase in habitable rooms; existing parking provision shall be considered acceptable.

House extensions and ancillary accommodation, will be approved where:

- A. They are of a high quality of design that matches or complements the style of the dwelling and the surrounding area.
- B. The size, scale and materials of development are in keeping with the original dwelling and the surrounding area.
- C. The extensions and alterations are designed so that there shall be no significant reduction in the living conditions of the occupiers of neighbouring properties. In particular, extensions must not result in
 - Loss of outlook, from the main windows of neighbouring habitable rooms a significant loss of light/overshadowing for neighbours,
 - An overbearing or over-dominant effect on the habitable rooms of neighbouring properties.
 - A significant loss of privacy for neighbouring residents

5.0 Community Involvement Statement

The proposed development is a householder application for alterations and extensions to an existing single dwelling. Given the modest scale and domestic nature of the proposals, no formal community consultation was required. However, the applicant has informed neighbouring properties of the intended works and has sought to ensure that the design is respectful of neighbouring amenity. The proposals have been carefully designed to avoid unacceptable impacts such as overlooking, loss of light, or overbearing effects. The applicant

remains willing to engage with neighbours should any matters arise during the planning process.

6.0 Conclusion

The proposed development at 21 Oatlands Road, Shinfield is therefore consistent with the surrounding context and will not have a detrimental impact on the character or street scene. The scale, form, and materials of the extensions are subservient to the existing building, maintaining its overall proportions and architectural legibility, with no part exceeding the height of the current dwelling.

The scheme is visually balanced, respects neighbour amenity, preserves privacy and garden usability, and incorporates sustainable, energy-efficient measures. Existing parking and access remain adequate. Overall, the proposals represent a positive contribution to the neighbourhood, comply with national and local planning policies, and are likely to be acceptable, provided a viable dwelling remains and the correct householder application is submitted.