

Proposed Alterations to provide additional accommodation at  
Cambo, Peaks Lane, Stonesfield Oxon OX29 8PY

## Design & Access Statement

*On behalf of Applicants Hannah & Alex Crowe*

## 1.0 Introduction and Background

### 1.1 Cambo, Peaks Lane Stonesfield

The existing house was built around 1970, and comprises a two-storey detached house with a pitched roof and with a part-gravelled, part-planted forecourt garden, and a large planted garden to the rear. The house has four bedrooms, a free-standing garage and other garden outbuildings to the rear. Existing materials comprise reconstituted stone masonry external walls, concrete imitation stone slates to diminishing courses, and uPVC windows.

### 1.2 Applicant Needs

The applicants Hannah and Alex Crowe have recently moved to their new home at Cambo. They have two young children, at primary and pre-primary ages. To meet the needs of their growing family and also to accommodate the possibility of working from home, they seek improvements to the accessibility and amenity of their new home, to comprise:

- more direct and sheltered access at the front door, providing better space for outdoor coats and shoes, together with direct access to a larger ground floor WC, more readily accessible from the entrance
- an enlarged and improved kitchen/dining/family room; with separate pantry and utility rooms, and with improved garden access
- an enlarged and improved family bathroom at first floor level; together with an enlarged and improved main bedroom (this room is currently used as a home office)
- by conversion of the existing attic/second floor space, forming two new small home office spaces; potentially serving as occasional guest rooms; with a WC also at this floor.

### 1.3 Planning Pre-Application advice

A submission for pre-application advice was submitted in September 2021, reference 21/03232/PREAPP; with WODC guidance forthcoming as Stuart McIver letter dated 18.10.2021, included as part of this Design & Access Statement, at Appendix 2.

## 2.0 The Site and Surroundings

### 2.1 The Site

The site falls within Stonesfield Conservation Area and within the Cotswold Area of Outstanding Natural Beauty.

General site levels fall significantly from east to west; with the immediately-neighbouring houses proportionately higher to the east and lower to the west.

### 2.2 Parking

Access to the front (south) parking area is directly off Peaks Lane; a narrow lane predominantly serving local houses only. The existing garage is used for storage only, i.e. not for parking, and under the proposals the garage would be demolished.

Parking will continue to be on the gravelled forecourt, which accommodates up to 3 car spaces.

## **2.3 Existing Trees & Landscaping**

There are no significant trees on those parts of the application site affected by the proposed extensions - see drawings. Existing ground cover planting adjacent to gravelled forecourt may be adapted locally for ease of circulation and parking.

The proposed ground floor side extension would occupy part of the gravelled driveway space, leading to the un-used existing garage, to be demolished.

Existing boundary planting to the west boundary, providing visual screening flanking the proposed extensions, will be retained and enhanced.

## **2.4 Flooding and Drainage**

The application site is not located in an area at risk of flooding. Rainwater disposal is believed to be to local soakaways and will be adapted to a similar arrangement, with new on-site soakaways to be formed where necessary.

Foul drainage connections run from SVP stacks to the west side of the property, serving the existing kitchen, ground floor WC and first floor bathroom. Drain runs are to inspection chambers located to the west of the existing house; with foul drains running southwards to connect to main drains in Peaks Lane.

Under the proposals the existing arrangement will be adapted & extended; with new connections to be formed on a similar arrangement but set further west beyond the line of the proposed side extension.

## **2.5 Conservation & Biodiversity**

No protected species are known to be present.

# **3.0 The Proposals**

## **3.1 Amount & Scale**

Under the proposals comprising the side extensions to the west, the ground floor plan footprint measured as gross internal area, would increase by around 33%. The first floor footprint would increase by a lesser extent, of around 20%. To satisfy thermal insulation standards whilst achieving reasonable headroom in the converted attic spaces, the overall roof line would be raised by approximately 100mm.

## **3.2 Design Solution**

Layout options have been explored and developed with the applicants; and also with WODC Planning Department through seeking planning pre-application advice.

The design of the proposed alterations & extensions closely follow the materials, character and architectural detail of the existing building. The extension is intended to be secondary in scale to the original buildings; see also points raised under pre-application advice, and subsequent design responses.

### **3.3 Appearance**

Overall form, materials, colours and the detailed design of subsidiary elements such as fascias, soffits and rainwater goods would all closely follow the precedent of the existing building.

### **3.4 Potential Impact on Adjacent Properties**

The Applicants have discussed their proposals with immediate neighbours, who are understood to support the proposals.

Minimal impact is expected on adjacent properties. Aspects of potential overlooking and privacy are considered further under [Appendix 3](#) – Design Responses to pre-application advice.

### **3.5 Means of Access**

Access to the adapted building will continue to be from the existing gravelled forecourt; appropriate access provision will be included in accordance with the Building Regulations.

Existing site levels necessitate steps at the existing main entrance door and under the proposals this arrangement will continue (the possibility of a ramped entrance has been explored and discounted due to lack of space). Existing internal level differences between lobby and inner hall will be removed, with the ground floor becoming one level throughout.

The geometry of the proposed new attic access stair is intended to match that of the existing stair.

Vehicular access to the site from Peaks Lane will not be affected in any way.

## **4.0 Conclusion**

**4.1** The proposed development is a reasonable and proportionate response to the applicants' needs for improved family accommodation and amenities, including sheltered entrance; improved ground floor WC and first floor bathroom facilities; improved accessibility and amenity of the kitchen and dining space; and additional space overall, to meet the needs of a growing family and to provide scope for working from home.

Proposed materials and appearance fully respect existing precedents.

## Appendix 1 - Site photographs showing the existing house & context



Oblique view from south-west; street-side view taken from Peaks Lane.

Van is in driveway to neighbour to west. Note ground levels dropping towards the west.



Face-on view from south; street-side view taken from Peaks Lane.



Flanking view from south; street-side view taken from Peaks Lane & showing relationship to neighbour to east; neighbours' side wing is set back in relation to Cambo.



Oblique view from south-east; street-side view taken from Peaks Lane & across garden of neighbour to east.

Showing Cambo staircase landing window.



Angled view showing part of Cambo west elevation with main entrance door and part-view of free-standing garage.

Proposed extensions are principally in this part of the site.



View of north elevation of main house, also of part of free-standing garage – taken from Cambo private garden to north.

Note also fall of ground levels, generally from east to west.



View of side of free-standing garage – taken from Cambo private garden to north.



View of immediate neighbour to west – taken from Cambo gravel forecourt, close to road-side.

Note screening planting and fall of ground levels, generally from east to west.

## Appendix 2 – Pre-application advice letter:

### Planning and Strategic Housing

**Elmfield**  
New Yatt Road,  
WITNEY,  
Oxfordshire, OX28 1PB  
Tel: 01993 861000  
[www.westoxon.gov.uk](http://www.westoxon.gov.uk)



On Behalf Of:  
C/o Steven Wolstenholme  
UNIT 2  
SWINFORD FARM  
SWINFORD  
EYNHAM  
OXFORD  
OX29 4BL

Date: 18th October 2021  
Our Ref: 21/03232/PREAPP  
Please ask for: Stuart McIver  
Telephone: 01993 861663  
Email: [stuart.mciver@westoxon.gov.uk](mailto:stuart.mciver@westoxon.gov.uk)

Dear Mr Wolstenholme

Town and Country Planning Act 1990

APPLICATION: 21/03232/PREAPP  
PROPOSAL: Proposed side extensions and attic conversion  
AT: Cambo Peaks Lane Stonesfield  
FOR:

I write in regard to your enquiry received by the Council on the 24.09.2021 seeking the pre-application views of the Local Planning Authority. The relevant information is set out below. Please be aware of the disclaimer at the end of this letter. If you have any questions relating to the advice given, please contact the Case Officer.

I can confirm that the proposal will require planning permission as the General Permitted Development Order 2015, Schedule 2, Part 1, Class A.2 (b) states in the case of a dwellinghouse on article 2(3) land, permission is required if the enlarged part of the dwellinghouse would extend beyond a wall forming a side elevation of the original dwellinghouse.

You can apply for planning permission online via the Planning Portal at [www.planningportal.gov.uk](http://www.planningportal.gov.uk). Alternatively, you can print forms from our website at [www.westoxon.gov.uk](http://www.westoxon.gov.uk) and find an explanation of the information you will need to submit with your application.

### Policies

West Oxfordshire Local Plan 2031:

OS2 Locating Development in the right places  
H6 Existing Housing  
OS4 Good Quality Design  
EH1 Cotswolds AONB  
EH3 Biodiversity and Geodiversity  
EH10 Conservation areas  
T1 Sustainable transport  
T4 Parking Provision

The National Planning Policy Framework

West Oxfordshire Design Guide

National Design Guide

### **Site Characteristics and Constraints**

The application site is situated on Peaks Lane and consists of a detached dwelling located within the built up area of Stonesfield. The dwelling is located on a street with a mix of housing design and materials.

The application site is within the Stonesfield Conservation Area and the Cotswolds Area of Outstanding Natural Beauty.

### **Planning Assessment**

With regard to the key considerations of your enquiry, the proposed extensions would represent a material increase in built form at the application site, however the ridge line of the side extension has been set down from the ridge line of the existing dwelling and the front elevation has been set back from the front elevation of the existing dwelling. As such, I would consider this extension a secondary addition that does not overly detract from the character or primacy of the existing dwelling. However, I do have concerns with some of the design elements including the flat roof dormer to the east elevation. I suggest that the proposed rear wing and lean-to are inset around 500mm from the north gable end, and the dormer to the east elevation should be re-worked to omit the flat roof. I would also omit the second floor windows to the north and south facing elevations, if additional light is required in the attic, I would suggest an additional roof light to the west and east facing elevations.

With regard to the impact the proposed extensions may have on amenity and neighbouring amenity, I do note that the proposed windows to the east and west elevations are within relative proximity and facing the general direction of adjacent neighbours. This would be assessed during a site visit as part of any potential forthcoming application.

Notwithstanding the above advice, in terms of any potential forthcoming planning application, neighbouring properties would be notified of such a proposal in terms of the proposed development and a site visit would be undertaken as part of the formal application process to assess the impact on the surrounding area and residential amenity. The formal application process would also include the consultation of statutory consultees.

This advice is given on the basis of the information that you have supplied. The Local Planning Authority will not be responsible for any errors resulting from inaccuracies in that information.

Please note that this is without prejudice to any decision the Local Planning Authority may make and is in no way binding Members of the Area Planning Sub Committee.

Please note that all applications should demonstrate a net gain in biodiversity where possible.

### **Application Submission**

The following documents should be submitted with your application:

Design and Access Statement

West Oxfordshire District Council would encourage all applicants to consult with neighbouring properties prior to the submission of any application.

I trust this is of some assistance. If I can be of further help, please do not hesitate to contact me.



Yours sincerely,

*Stuart McIver*  
Planner

### Useful links

Sustainability Standards Checklist: <https://www.westoxon.gov.uk/planning-and-building/planning-permission/make-a-planning-application/sustainability-standards-checklist/>

West Oxfordshire District local plan: <https://www.westoxon.gov.uk/residents/planning-building/planning-policy/local-development-framework/local-plan-2031/>

Environment Agency: [www.environment-agency.gov.uk](http://www.environment-agency.gov.uk) [enquiries@environment-agency.gov.uk](mailto:enquiries@environment-agency.gov.uk)

Thames Water: [developer.services@thameswater.co.uk](mailto:developer.services@thameswater.co.uk)

Natural England: [www.naturalengland.org.uk](http://www.naturalengland.org.uk)

NPPF: [https://www.gov.uk/government/uploads/system/uploads/attachment\\_data/file/6077/2116950.pdf](https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/6077/2116950.pdf)

### Disclaimer

- Please note that this is an officer's opinion and is in no way binding Members of the Area Planning Sub Committee.
- The above advice is given for purposes relating to the Town and Country Planning Acts and for no other Council function.

West Oxfordshire District Council Planning Department promotes email correspondence as it is the quickest, easiest and most environmentally friendly way of contacting us.

Contact us at [planning@westoxon.gov.uk](mailto:planning@westoxon.gov.uk)

## Appendix 3 – Design Responses to pre-application advice letter

The proposed new rear (west) wing and lean-to, have now been inset from the north gable end; by 300mm as shown on drawings; thereby enhancing the character and scale of the proposed extensions as secondary extensions, not detracting from the character or primacy of the existing dwelling.

The proposed second floor (new attic) dormer window to the south, road-facing elevation has now been omitted at the Full planning application drawings, and additional new rooflights added to compensate for the resulting loss of daylight. The proposed second floor (new attic) dormer window to the north, garden-facing elevation has been retained, on the grounds of improved amenity for users of this proposed attic room, also on the grounds that this elevation is entirely private, does not form any part of the public realm and is not viewed from adjacent houses.

Regarding proposed windows to the east and west, potentially affecting immediate neighbours, the applicant understand and accept that such windows would be further assessed during a site visit arising from the application for Full planning permission.

Regarding east-facing windows, no additional windows are proposed at ground floor or at first floor. The proposed new window lighting the extended stairway into the proposed attic conversion would be obscure-glazed to prevent overlooking to or from the immediate neighbour to the east.

Regarding west-facing windows, the proposed new windows at ground floor are obscure-glazed in the case of the new GF WC; and are at high level (above head height) in the case of the slot windows proposed for the extended GF kitchen; in both instances preventing overlooking to or from the immediate neighbour to the west.

At first floor in the case of the extended family bathroom, the new window would again be obscure-glazed for privacy; and in any case this new window is largely equivalent to the existing bathroom window. In the case of the new west-facing window proposed for the extended Main bedroom, appropriate privacy would be achieved by the relative plan positions and relative levels of Cambo in relation to the neighbouring house to the west – with the neighbour being closer to Peaks Lane; being significantly lower; and being screened by boundary planting.

At the Full planning application drawings the design of the proposed second floor dormer, accommodating the new stair flight rising into the attic space, has been adapted to reduce the central flat area to the minimum required; i.e. over the width of the top flight, only.

SWA Architects have explored alternative geometries for the proposed attic stair in considerable detail and we feel that the proposed arrangement achieves an appropriate balance between the considerations of accessibility and of external appearance.