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Guildford Borough Council
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11th December 2023
DHD/21/543/SPL

Dear Sir(s)/Madam,

Town and Country Planning Act 1990
Planning Application/Portal Ref: PP-12668413

SITE: 3 Cranmore Cottages, Cranmore Lane, West Horsley, KT24 6BS.

PROPOSAL: Erection of a two-storey extension to the side of the existing semi detached dwelling.

On behalf of my client (Mr & Mrs M Pollard), please find enclosed a 'Householder' planning application for the above-mentioned extension. This application includes the following:

- 'Householder' planning application form
- CIL (Community Infrastructure Levy) Form 1
- Flood Risk Assessment
- Environment Agency Flood Map / report
- Site Location Plan edged in red – A4 paper size (Scale 1/1250)
- Block Plan Existing edged in red – A4 paper size (Scale 1/200)
- Block Plan Proposed edged in red – A4 paper size (Scale 1/200)

- Drawings as follows:
DHD/21/543-001, 002, 003 & 004.

My clients are looking to increase the existing semi-detached dwelling by virtue of the following addition:

A two-storey hipped roof extension to the side of the existing dwelling.

My clients have appointed me to oversee the implementation of this 'Householder' planning application for the above-mentioned works. My clients are keen to increase the size of the existing semi-detached property at both ground floor and first floor levels. The proposed extension will provide my client with a much needed open-plan Kitchen/Diner, Utility Room and Cloakroom on the ground floor and a new master Bedroom with walk-in wardrobe space. The proposed extension roof is to be hipped, fitted with tiles/ridge tiles to match the existing house roof tile and bonnet style hip tiles to all hip edges. The new roof is to be tied into the existing pitched roof incorporating lead valleys. The proposed works will also include for alterations to the existing structure on both floors internally. The design of the proposed two-storey side extension has been carefully thought through to ensure that the proposed works do not affect the neighbouring properties with regards to loss of natural light or intrusive windows looking out onto their properties.

The proposed extension will be constructed with a traditional brick and block cavity wall and to a high standard with the first-floor levels being tile-hung (to match existing tile hanging. All other building materials are to match the existing dwelling.

We hope that this planning application will sit well with the planning officer / neighbours and that a planning approval 'Decision Notice' can be issued in the statutory 8 weeks. The planning application fee will be paid shortly by my client, when prompted to do so by clicking on the planning portal email weblink on the payment page. I would be grateful if you could carry out your validation checks and process the application asap. Should you have any questions or concerns with regards to the planning application supporting documents then please can you contact me by either email.

Yours faithfully

Darren Holmes

D.H. Design & Build Ltd

cc. Mr & Mrs M Pollard