

SITE INTELLIGENCE

Design & Access Statement

Prepared in accordance with DMPO 2015 Article 9

14 Oakfield Road, Guildford, Surrey GU2 4EH



PREPARED FOR

Sample Client

DOCUMENT REFERENCE

SAMPLE-PFCO-REP-DesignAccess-R00

DATE

1 March 2026

PREPARED BY

Site Intelligence

CLASSIFICATION

Client Confidential



ABBREVIATIONS

Abbreviation	Full Term
BNG	Biodiversity Net Gain
C3	Use Class C3 (Dwelling house)
DAS	Design and Access Statement
DMPO	Development Management Procedure Order (2015)
EV	Electric Vehicle
GIA	Gross Internal Area
LED	Light-Emitting Diode
LPA	Local Planning Authority
NPPF	National Planning Policy Framework

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1. INTRODUCTION

Purpose

This Design and Access Statement has been prepared in accordance with Article 9 of the Town and Country Planning (Development Management Procedure) (England) Order 2015 in support of a planning application for:

- Proposed two-storey rear extension and loft conversion with associated landscaping and off-street parking provision

The Application Site

The application site is 14 Oakfield Road, Guildford, Surrey GU2 4EH. The property is a two-storey semi-detached dwelling of mid-20th century construction set within a mature suburban plot. The site is not within a conservation area and the building is not listed.

The site is situated on a residential street characterised by similar semi-detached and detached dwellings of the same era, many of which have been extended or altered.

Why a DAS is Required

This application comprises both a material extension and associated landscaping works. The DAS is submitted to demonstrate the design process undertaken and to explain how the proposed development responds to the site context.

Companion Documents

This application is accompanied by the following documents:

Document	Reference	Purpose
Design & Access Statement	SAMPLE-PFCO-REP-DesignAccess-R00	This document — design rationale and access arrangements
Planning Statement	SAMPLE-PFCO-REP-PlanningStatement-R00	Planning policy compliance and planning balance
Architectural Drawings	To be submitted separately	Plans, elevations, sections, site plan

2. SITE AND CONTEXT ANALYSIS

This section presents the assessment phase of the design process — a thorough analysis of the site and its physical, built, environmental, functional, and policy context.

The Application Site

The property at 14 Oakfield Road, Guildford, Surrey GU2 4EH is a two-storey semi-detached dwelling with a pitched tile roof. The building dates from the mid-20th century and is of brick construction with rendered elements. The rear garden extends approximately 15 metres from the rear elevation and is enclosed by close-boarded fencing.

Built Context

The prevailing built character is defined by:

- **Scale:** Predominantly 2-storey semi-detached and detached dwellings from the inter-war and post-war periods
- **Materials:** Red/brown brick, render, concrete plain tiles, and uPVC replacement windows
- **Street frontage:** Set-back front gardens with driveways providing off-street parking
- **Roofscape:** Pitched roofs with chimneys. Rear extensions are common in the area

Environmental Context

- **Trees:** The rear garden contains mature shrubs and a small ornamental tree. No Tree Preservation Orders are confirmed
- **Flood risk:** The site is within Flood Zone 1 (low probability). Surface water flood risk is low
- **Ecology:** Standard domestic garden ecology. No specific ecological constraints identified

Functional Context

The site benefits from good accessibility to local shops, schools, public transport, and employment areas. Local bus routes and a railway station are accessible within walking distance.

Policy Context

The relevant design policy framework comprises:

- **NPPF (December 2024):** Chapter 12 (Achieving well-designed places), paragraphs 131–141
- **National Design Guide:** The 10 characteristics of well-designed places
- **Local Plan:** Relevant local design and residential amenity policies as set by Guildford Borough Council

3. DESIGN EVALUATION

This section draws conclusions from the context analysis in Section 2, establishing the design constraints, opportunities, and principles.

Key Design Constraints

- **Streetscape character:** The extension must be subordinate in scale to the host building and respect the established character of the streetscape
- **Adjoining property:** The shared party wall and proximity to the adjoining property require careful consideration of amenity impact
- **Rear garden amenity:** Any extension must maintain adequate garden depth for amenity purposes

Key Design Opportunities

- **Rear-facing works:** The rear of the property is not visible from the public highway, allowing physical works to be concentrated to the rear
- **Established precedent:** Numerous similar properties in the street have been extended, establishing an acceptable precedent for extensions of this type and scale
- **Garden depth:** The generous rear garden provides space for a proportionate extension while retaining adequate amenity space

Design Principles

The following design principles have been established:

- **1. Concentrate works to the rear:** All physical works are positioned to the rear of the property
- **2. Subordinate additions:** The extension is two-storey at the rear, subordinate in scale and form to the host building
- **3. Sympathetic materials:** External materials are selected to match the existing building
- **4. Retain character-defining features:** The existing front elevation is retained and maintained



4. AMOUNT AND USE

Proposed Use

The proposed use remains C3 (dwelling house). The extension provides additional living accommodation for the existing household.

Amount of Development

Metric	Existing	Proposed	Change
Use class	C3 (dwelling house)	C3 (dwelling house)	No change
Bedrooms	3	4	+1
Existing GIA	~95 sqm	~95 sqm	Retained
Extension GIA	—	~35 sqm	+35 sqm
Total proposed GIA	~95 sqm	~130 sqm	+35 sqm net additional

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5. LAYOUT

Internal Layout

The internal layout has been designed to provide additional family living space:

Ground Floor:

- Existing reception rooms retained
- New open-plan kitchen-dining area in the rear extension
- Utility space

First Floor:

- Existing 3 bedrooms retained
- New fourth bedroom above the rear extension
- Existing bathroom retained and a new en-suite provided

External Layout

- The existing building footprint is extended to the rear
- The front boundary and street frontage remain unaltered
- The rear garden retains adequate amenity space, bin storage, and cycle storage areas
- Existing off-street parking retained on the front driveway



6. SCALE AND MASSING

Two-Storey Rear Extension

The proposed rear extension is two-storey with a pitched roof, extending approximately 4 metres from the existing rear elevation.

Dimension	Measurement	Relationship to Host Building
Depth	4 metres	Subordinate — approximately 40% of the existing building depth
Width	Partial width of rear elevation	Set in from the party wall boundary by 1 metre
Height (eaves)	Approximately matching existing eaves	Consistent with the host building
Height (ridge)	Set down from existing ridge	Clearly subordinate in height
Roof form	Pitched to match existing	Complementary form and materials

The extension is clearly subordinate to the host building in both height and form. The pitched roof ensures the extension reads as a natural addition rather than an incongruous structure.

Loft Conversion

The proposed loft conversion includes a rear dormer set within the existing rear roof slope, recessed from the eaves and ridge of the main roof to maintain a subordinate character.



7. APPEARANCE AND MATERIALS

Materials Selection

Element	Proposed Material	Justification
External walls	Matching brick	Matches the existing building in colour, texture, and bond pattern
Roof covering	Matching plain tiles	Consistent with the existing roof and streetscape
Windows	uPVC double-glazed casements	Matching the existing replacement windows
Rainwater goods	Black uPVC	Matching existing

Fenestration

The existing windows on the front and side elevations are retained. New windows in the rear extension are designed to match the existing window style and proportions.

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8. LANDSCAPING AND EXTERNAL WORKS

Hard Landscaping

- Paved patio area to the rear of the extension
- Permeable paving to any new hard surfaces to reduce surface water runoff
- Existing front driveway and boundary retained without alteration

Soft Landscaping

- Retention of existing mature garden planting where possible
- New native planting in the rear garden to enhance biodiversity
- Any trees affected by the extension to be replaced with native species

Biodiversity Enhancement

The following voluntary biodiversity enhancement measures are proposed:

- Installation of bat boxes on the rear elevation
- Installation of bird nesting boxes
- Native hedgerow or shrub planting using species beneficial to pollinators
- Permeable paving to garden paths

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9. ACCESS

Vehicular and Transport Access

The existing driveway provides off-street parking for 2 vehicles. No change to vehicular access is proposed.

- **Bus:** Local bus routes within a 5-minute walk
- **Rail:** Railway station within 15–20 minutes' walk
- **Walking:** Walking distance to local shops, schools, and services

Inclusive Access

The proposed development addresses inclusive access:

- **Level access:** The ground-floor extension provides level access from the garden to the living areas
- **Internal circulation:** Internal circulation areas provide adequate width for ease of movement

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10. CONCLUSION

This Design and Access Statement demonstrates that the proposed extension and loft conversion at 14 Oakfield Road, Guildford, Surrey GU2 4EH has been developed through a genuine design process of assessment, evaluation, and design response.

The Five Aspects

Aspect	Summary
Amount	Two-storey rear extension providing additional bedroom and open-plan kitchen-dining. Efficient use of existing property
Layout	Internal layout provides additional bedroom with en-suite. External layout retains parking, bin and cycle storage, and garden amenity
Scale	Two-storey rear extension (4m depth) — subordinate to the host building. Not visible from the street
Appearance	Materials selected to match the existing building: brick, tiles, uPVC windows. Front elevation unaltered
Landscaping	Native planting, permeable paving, bat and bird boxes for biodiversity enhancement

Access

The site benefits from good transport accessibility. Off-street parking for 2 vehicles is retained. The development is designed to support sustainable travel patterns.



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Prepared by:

Site Intelligence — Design & Access, BEng (Hons)

PF & Co Construction Ltd

For and on behalf of:

Site Intelligence

A PF & Co Construction Ltd service

Date of issue: 1 March 2016

Document reference: SAMPLE-PFCO-REP-DesignAccess-R00

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