



Home Extensions and
One-Off Houses
2026 — 2027



#UNLOCKING
POTENTIAL



A message from our Managing Director

"Thank you for choosing WS. We are an award-winning practice of Chartered Planners, Chartered Architects, Architectural Technologists and Heritage Consultants with a passion for helping our clients meet their objectives.

I firmly believe that our success is down to effective negotiation and the hard work and enthusiasm of the Team as a whole. Our Planning, Architectural and Heritage teams work extremely well together and offer our clients a truly unique service that I am immensely proud of.

The values of the Practice focus on Relationships, Professionalism and Community. Everything we do as a Practice stems from these values to ensure we consolidate our position as the 'go to' Planning, Architectural and Heritage Practice in the South East.

We have built a trusted network of Preferred Partners that work alongside the Practice to help meet our clients' needs. Our Four Stage Planning & Design process is at the core of everything we do to ensure the best possible chance of success for our clients. We also work closely with our local communities to improve the world around us".

Brian Woods BA (TP) MRTPI

Chairman

Our Mission

To unlock potential for our clients, the WS Team, and the local community. Creating value, achieving our full potential, and improving lives and places.

Our Approach

We have a proven track record of delivering successful solutions for a wide range of clients throughout the UK. By utilising our Four Stage Planning & Design Process, WS work on behalf of private individuals, home-builders, developers and local authorities.

By pooling the expertise of our highly qualified planners, architects and technical team in-house we provide design solutions that unlock the true potential of your land or home.

Our Preferred Partners initiative ensures that specialist advice required through the Planning and Design process can be dealt with quickly and efficiently to provide the best possible chance of success.

As the only practice in the South East to offer this unique approach, we are best placed to advise our clients from the start to the finish of their project.

Our Values

Our values concentrate on the three key components that we consider essential to our clients, to the WS Team and to the local community.

Relationships - Our relationships with clients and suppliers are based on principles of mutual respect and mutual benefit. We aim to develop profitable and lasting relationships. We want to build on what we do well and to provide the best possible service.

Professionalism - We value our team as the foundation of our practice. We respect the experience and skills of our people and value the contribution that every person makes to the WS team. We recognise that pride and enjoyment in the job comes from commitment, leadership by example and accomplishment.

We work together to train, develop and reward our team in ways that acknowledge performance, teamwork and individual abilities

Community - We aim to improve the community around us through our work with local charities and community groups. Whether we are assisting with a regeneration project or providing work experience for young people, we take pride in helping others.

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Planning Services

The planning team provide essential planning advice and strategy for all aspects of the planning system.

Whether you are looking to find sites for new development, require appraisals on potential new land, extend your property or looking to protect your own interests, we can provide effective, expert advice from the outset to the completion of your project.

As well as working alongside our in-house architectural team, we also provide planning advice for a vast array of external architects, surveyors and agents.

The majority of Planning Applications follow a Four Stage Planning & Design Process that dovetails the service offered by our architectural team or working with external surveyors or architects to ensure the best possible chance of success at Planning stage.

Our range of services includes the following areas:

- Appraisals
- Applications
- Appeals
- Certificates of Lawful Development
- Enforcement cases
- Local Government consultancy

- Appearing as expert witnesses at Hearings, Public Local Inquiries, Court Cases (with, where necessary, direct access to the Planning Bar)
- Community Consultation & Engagement
- Objections to planning applications
- Policy: Strategic Land, Local Plan Representations, Local Plan Monitoring, Housing Needs Surveys
- EIA: Environmental Impact Assessments, Scoping Reports
- Development Economics: Site Searches and Referral Services, S106 Negotiations
- Seminars & Training: We carry out planning-related seminars and are available to provide training on planning related topics



Architecture Services

Established in 2011 the architectural arm of our practice has gone from strength to strength, achieving RIBA Chartered Practice recognition since 2018.

Combining the expertise of our Chartered Architects, Architectural Assistants and Architectural Technologists we provide a full architectural service including the following:

- Feasibilities
- Planning proposals
- Building Control applications
- Urban design advice
- Masterplanning
- Working drawings
- Contract Administration

We follow our Four Stage Planning & Design Process that utilises the combined knowledge of our planning and architectural teams.



Heritage Services

WS Heritage is a UK wide heritage consultancy specialising in Listed Buildings, Conservation Areas, Scheduled Monuments, Locally Listed Buildings & Non-Designated Heritage Assets.

Heritage consultants to private, public and third sector clientele, WS Heritage offer expert advice and services with respect to:

- Planning permission
- Listed Building Consent
- Scheduled Monument Consent
- De-Listing
- Rebuttal
- Townscape & Character Appraisal
- Visual Impact Assessment
- Archaeological Building Recording
- Objection
- Appeal & Expert Witness

Independent guidance and support are provided from feasibility, concept and pre-planning stages, through to full planning and the discharge of conditions or appeal.





Est. 1992



WS PLANNING &
ARCHITECTURE

Over 30 Years of unlocking potential

Four Stage Planning & Design Process

We passionately believe that following our Four Stage Planning & Design Process provides a greater chance of achieving planning permission at a local level.

It sets out a clear step by step route to ensuring the best possible chance of success for your project.

In creating our Four Stage Planning & Design Process we have adapted the RIBA Plan of Work to simplify the planning and design process. It provides a clear understanding of key stages and sets out a framework to co-ordinate the many facets of the planning and design process.

It ensures we dovetail the services offered by our planning and architectural teams and Preferred Partners to deliver the client's brief.

Our scope of service and fee proposals are set out following the same Four Stage Planning & Design Process and are tailored to each project depending on when we become involved in the process.

Clients are not obliged to use all of the services we offer. We are more than happy to assist other planners, architects or surveyors on projects and have a successful track record of doing so.

The Four Stage Planning & Design process wouldn't be complete without the expert guidance of our Preferred Partners network.





Preparation & Briefing



Concept Design & Pre-Application



Creating a clear, agreed Brief is essential to the success of the project. We work closely with our clients to shape a clear design Brief from the outset of each project. Our Design Brief Template provides a useful starting point to ensuring that we fully understand the nature and objections of each project.

Involves: Client meeting; Site visit; Design briefing; Planning policy review

Results in: An agreed design brief; Identifying site constraints and opportunities; Scope of service; Feasibility drawings; Fee quote(s)

We work closely with our clients to shape a clear design brief from the outset of each project.

Involves: Client meeting; Site visit; Planning policy review.

Results in: An agreed design brief either prepared in house or with your own surveyor or architect; Identifying site constraints and opportunities; Scope of service; Fee quote(s) (including Preferred Partners or other external consultants as required).

Specialist external advice is often required to address site constraints and Policy for planning applications. Seeking advice on topography, highways, heritage, noise, trees, ecology etc. at an early stage increases the likelihood of obtaining permission and successful project completion. While external consultants may not be necessary for all applications, front-loading the process with sufficient information reduces delays caused by pre-commencement planning conditions after permission is granted. Our approach involves liaising with Preferred Partners or external consultants at an early stage to obtain necessary fee proposals.

The Concept Design covers the outline proposals for the project leading to a pre-application enquiry submission to the Local Planning Authority here required. While projects vary, this stage ensures that the Design Brief can be met before moving on to the Spatial Coordination stage.

Involves: Concept Design drawings; addressing planning policy and site constraints

Results in: Client approval and/or Pre-Application submission (Usually involves a meeting with and written response from the Local Planning Authority)

National Planning Policy Framework encourages pre-application engagement and front loading applications for efficient and effective planning. Though Local Planning Authorities should prioritise solutions, some adopt pre-application processes for smoother transitions. Not all applications need this process. Smaller householder inquiries may resolve via written exchange, but larger submissions require on-site meetings resulting in written responses on a without prejudice basis. Timescales and costs vary between Authorities.

Same as above but also involves liaising with Preferred Partners or external consultants and addressing planning policy and site constraints with the necessary information.

Architecture

Planning

Preferred Partners



Spatial Coordination & Planning Application



Technical Design & Planning Conditions



Using feedback from the client and/or pre-application enquiry process the spatial coordination can be undertaken. We work closely with our referred Partners and/or external consultants to ensure that the site constraints and relevant planning policies have been addressed in order to progress with a planning application.

Involves: Planning application drawings; Planning Statement (PS) and Design & Access Statement (DDAS)

Results in: Planning application submission; monitoring application through to decision.

For major developments, it takes 13 weeks for the Local Planning Authority to make a determination from submission. Authorities can ask for more time to address any issues that may arise. Architects and external consultants assist in resolving technical issues related to Highways, Trees, Ecology and Noise. The process involves submitting planning application drawings, a Planning Design & Access Statement (PDAS), and other reports to address site constraints. It may also require attending Planning Committee and speaking in support of the proposal. If an application is refused, or not determined within the correct timeframe, an appeal may be necessary.

We collaborate with Preferred Partners and consultants to address site constraints and planning policies for successful planning applications. This includes reports on trees, highways, Ecology and Energy. Architectural Visualisation is also used to showcase the proposal's impact on the area's character. Some Local Planning Authorities require these visuals for Planning Committee presentations. Our process involves liaising with Preferred Partners to ensure all identified constraints are covered in the submission and responding to internal consultee comments. We monitor the application process from submission to decision.

Following receipt of the planning approval there may be the need to discharge planning conditions as well as handling the detailed Technical Design before construction can commence. Our services include Building Regulations drawings and submissions.

Involves: Assessing planning conditions; Co-ordinating external consultants; Building Regulations drawings.

Results in: Releasing pre-commencement Planning Conditions; Building Regulations Plans approval.

To obtain planning permission, submitting a formal Condition Application may be necessary when further details are needed by the Authority. This may include input from architects, Preferred Partners, or external consultants to address various issues such as materials, landscaping, tree protection, construction method, land contamination and archaeology. The process involves assessing planning conditions and coordinating external consultants, with determination taking up to 8 weeks from submission. While it may increase initial costs, providing information from the outset saves time in the long run and results in the release of pre-commencement conditions.

Our Preferred Partners and/or external consultants will provide specialist reports to aid the discharge or conditions and provide technical information such as Structural Calculations for Buildings Regulations as well as advice from Quantity Surveyors on build costs.

Our Preferred Partners

We have built a network of trusted specialist professionals who make up our Preferred Partners.



Gold

This service ensures that almost any specialist advice required through the Four Stage Planning & Design Process can be dealt with quickly and efficiently to provide the best possible chance of success. Our Preferred Partners work with the WS teams to provide the necessary technical support required to address site constraints and issues that may arise from local residents through to the statutory consultees that assess the application after submission.

Arboriculture



Connick Tree Care
Specialists in the Preservation and Maintenance of Trees

connicktreecare.co.uk

Arboriculture



DAVID ARCHER ASSOCIATES

davidarcherassociates.co.uk

Biodiversity Solutions



natureimpact.world

Chartered Surveyors



brian gale surveyors

briangalesurveyors.com

Energy, Daylight & Sunlight



baseenergy.co.uk

Flood Risk & Drainage



flumeconsultants.com

Flood Risk & Drainage



nimbusengineering.co.uk

Heritage



ws-heritage.co.uk

Home Energy Systems



glow.homes

Landscape



draffinassoc.co.uk

Landscape



petrow-harley.com

Noise



adnitt.com

Structural & Civil Engineers



afongate.co.uk

Structural & Civil Engineers



gearedpartnerships.com

Topographical Surveys



hooksurvey.com

Topographical Surveys



spatial-dimensions.co.uk

Our fee proposal will set out our Preferred Partners' involvement. Projects will typically require a Topographical Survey, Party Wall advice and sustainability solutions. Our professional Photography partners showcase completed projects with still & drone images. Our Partner Programme is made up of two categories; **GOLD** & **SILVER**. Our **SILVER** Members also cover services that are integral to the Planning & Design Process but offer more niche areas that are not covered by our **GOLD** Members.

Contractor



houseofbuilding.co.uk

Contractor



slprojects.co.uk

Highways, Flood Risk & Drainage



motion.co.uk

Highways



ttc-tp.com

Noise



dbaacoustics.co.uk

Photography, Drone & Video Production



solentskyservices.co.uk

Building the right team for your project
wspa.co.uk/preferredpartners



Silver

Air Quality



cogan-ec.com

Garden Design



houseofstewartgardens.com

Insurance Brokers



yellowbolts.com

Smart Homes & Audio Visual



meshsystems.co.uk



Our Projects

We cover a broad spectrum of planning and architectural projects within the Practice ranging from householder extensions to residential redevelopment, refurbishments and conversions, changes of use, commercial development, educational, leisure uses as well as masterplanning.

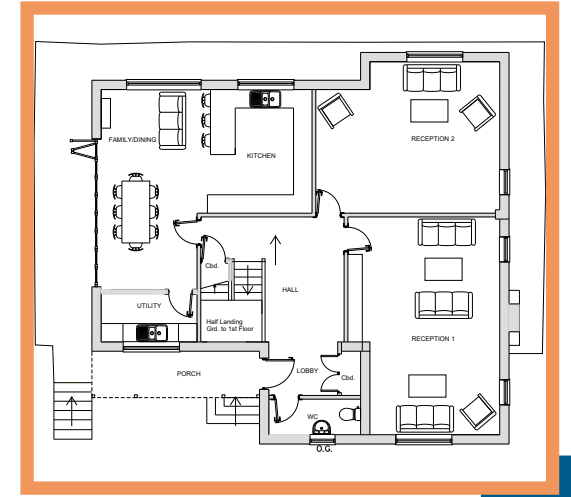
This selection of case studies provides an insight into the diverse range of home extensions & one off houses that have both challenged and excited us in equal measure. We are not bound by any one architectural style and seek pragmatic solutions that not only provide high quality designs but also bear in mind the individual circumstances of each client.

We are very proud of the high level of work consistently produced by our team and welcome the opportunity to visit completed projects to learn from the finished article and ensure a high quality for future designs.

CASE STUDY 1 // 17



Two storey extension



Project Outline

The original bungalow occupied a spacious corner plot with considerable potential for redevelopment. The proposed extension opens out at ground floor level with large bi-fold doors onto the landscaped gardens.

The new first floor provides generous accommodation including 4 large bedrooms 2 with en-suite and two further bedrooms and a family bathroom are located within the roof.

Our Involvement

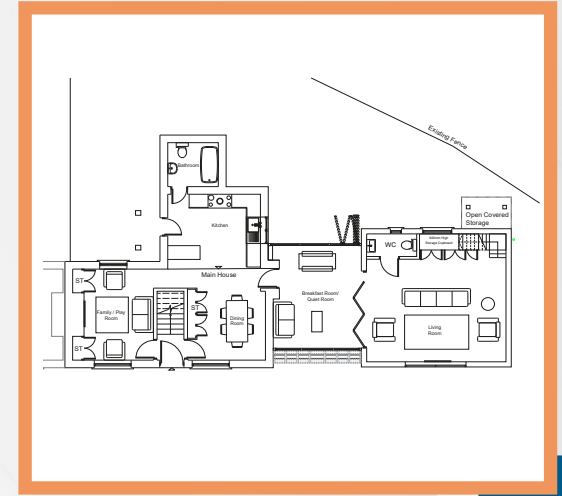
Planning & Architecture.

Comments

Few “home extension” projects have resulted in such a dramatic change as this one. We truly unlocked the potential of this site, transforming a modest, outdated bungalow into a substantial, contemporary family home.

CASE STUDY 2 // 17

Garage conversion and glazed link



Project Outline

Planning permission was originally granted for the conversion of the existing garage to habitable space at the local level. Following this approval, a householder application was submitted with an intention to erect a glazed link between the main house and the outbuilding to connect the two elements together and greatly improve the habitable space at ground floor level. The Planning and Architectural team worked closely with the Client to design the high-quality glass link whilst considering the Green Belt policy constraints. The application was refused at the local level due to the cumulative impact of the various extensions and we subsequently obtained planning permission on appeal. The appeal Inspector deemed the proposal would not be a disproportionate addition to the original building despite the Council estimating the proposal would be akin to a 49% increase over the original building. We subsequently assisted with the Technical Design stage to obtain Building Regulations Approval.

Our Involvement

Planning & Architecture.

Preferred Partner Involvement

Base Energy (SAP Assessor)

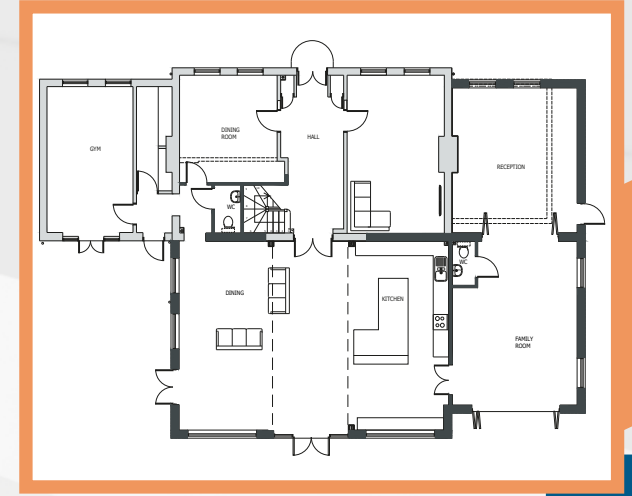
Solent Sky Service Ltd (Photography)

Comments

Obtaining planning permission for householder extensions in the Green Belt is often challenging, as extensions to dwellings in the Green Belt are only allowed if they are not disproportionate to the size of the original dwelling. In this instance, the Planning and Architectural team worked closely to define the amount of built form that could be provided given the constraints of the site and designed a high-quality extension that would be sympathetic to the Green Belt setting.

CASE STUDY 3 // 17

Two storey side extensions, single storey rear extension & loft conversion



Project Outline

Planning permission was granted for 2 two storey side extensions, single storey rear extension, loft conversion and detached double garage for private clients in Banstead, Surrey. Given the size of the project and number of alterations to the existing building we sought Pre-application advice from Reigate & Banstead Borough Council prior to submitting the developed design. The single storey rear addition exceeded the Council's usual depth of extension by some margin which meant that additional evidence was required to prove to the Council that the work could be carried out under Permitted Development rights for larger extensions. While the existing dwelling had a large box dormer we were required to create more useable living space in the roof hence the box dormer needed to be increased in size. This stunning design solution provides a large open plan kitchen and living space along with additional accommodation over all three floors. The large detached double garage and redesigned drive could be justified by virtue of the chosen design and location which is well landscaped from the main road.

Our Involvement

Planning & Architecture.

Preferred Partner Involvement

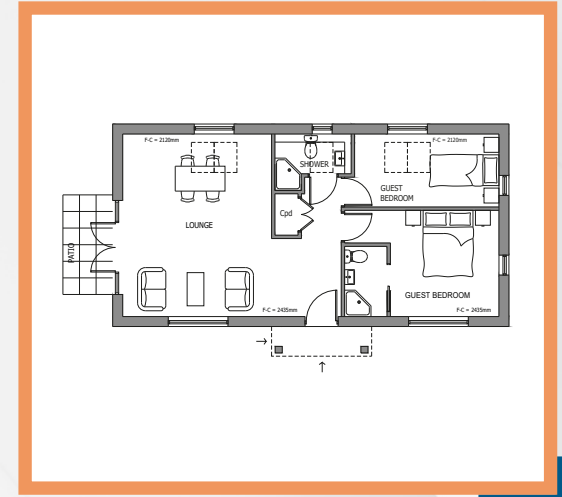
David Archer Associates (Arboriculture)

Comments

Planning permission at local level is the ultimate aim for every application. However, careful planning and consideration of National and Local Guidance is essential to make improve your chances of success. Each Council usually has their own Householder Design Guide which needs to be carefully considered on a case by case basis. The Permitted Development rules can be utilised where certain extensions are deemed unacceptable i.e. in many Green Belt or Countryside cases. In this case the fallback position was important to demonstrate in order to promote a much larger extension than the Council would usually accept.

CASE STUDY 4 // 17

Replacement of existing outbuilding with residential annexe



Project Outline

The main property on the land where the new annexe was proposed is locally listed and within the Chipstead Conservation Area. In addition to the site being situated within the Green Belt, it also formed part of an Area of Great Landscape Value which set a number of key constraints before work could commence.

Following a positive Pre-application process, Planning Consent was achieved for the extension and conversion of the garage to a separate residential annexe. A subsequent application sought the provision of a new outbuilding based on the previous design but from new rather than via conversion.

A rigorous Building Regulations process with the client was carried out to ensure the client's desired features and spaces were achieved without comprising the architectural detail required by the Conservation Officer.

Our Involvement

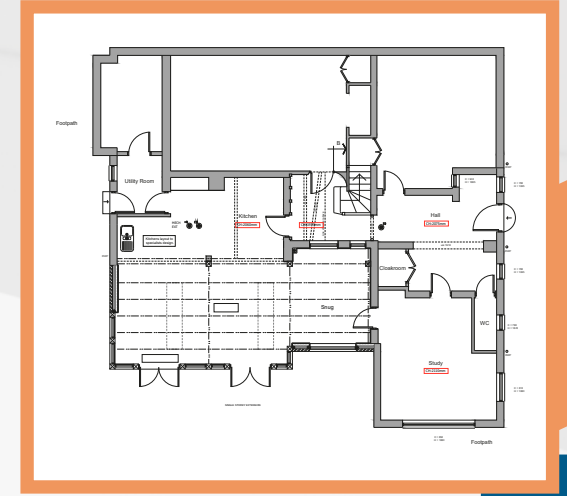
Planning & Architecture.

Comments

Another great example of good communication combined with expert advice to achieve a challenging Planning Consent. Regular liaison with the Local Authorities allowed the project to achieve approval, first through the planning application applications that allowed the already approved annexe to be demolished then re-built given its poor structural condition and energy performance. This was followed up by a Section 73 Application for the addition of a flue for a wood burning stove.

CASE STUDY 5 // 17

Single storey rear extension



Project Outline

The client approached us with the intention of improving the internal layout and creating a large open kitchen/living dining in the form of a semi-contemporary extension attached at the rear. The Planning and Architectural team worked closely to define the amount of volume that could be provided given the constraints of the site being located within the Green Belt. Extensions to dwellings in the Green Belt are only allowed if they are not disproportionate to the size of the original dwelling.

The design evolved quickly and efficiently despite a tight deadline to complete the project. Subsequently a strong relationship emerged from the appointment of the oak supplier, working together with the architect to develop the design and technical design until completion.

Our Involvement

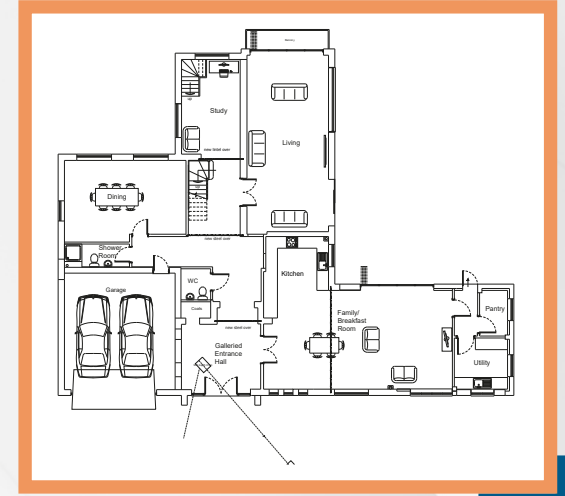
Planning & Architecture.

Comments

A project highlighting our compatibility as a team to work with external professionals to deliver a project on time and match the clients' vision. Another triumph within the Green Belt where the juxtaposition between modern and traditional materials combine to create a desirable space maximising its value and potential.

CASE STUDY 6 // 17

Two storey extension



Project Outline

This project involved a comprehensive redevelopment of the original dwelling to create a stunning transformation.

There is often a fine line between taking on a major extension and remodelling or complete rebuild. In this case we utilised the original T-shaped floor plan adding a new first floor to create large family dwelling.

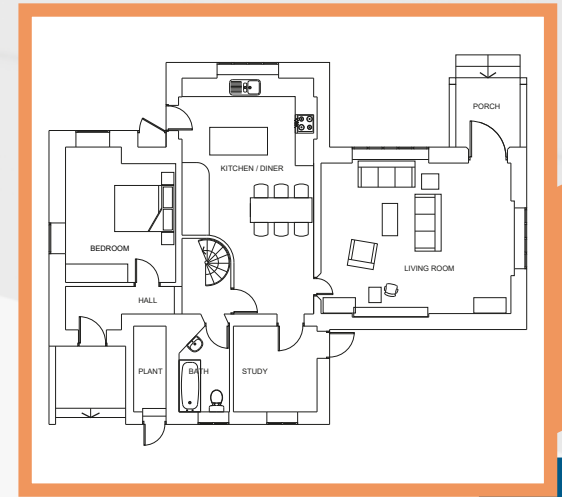
The contemporary design was achieved using a white render facade with cedar cladding. The fully glazed two storey entrance allows light to pour into the dwelling and creates a dramatic entrance to the property.

Our Involvement

Planning & Architecture.

CASE STUDY 7 // 17

Conversion of former Chapel to three-bedroom dwelling



Project Outline

We were instructed by the local diocese to obtain permission for the change of use of the building to residential. Working with local agents Robert Leech to undertake the project we managed to provide a layout that would make the most of this modest chapel.

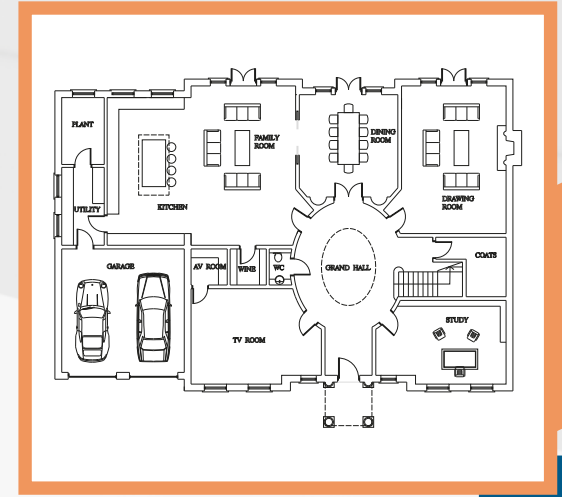
The resultant conversion has seen a spectacular transformation. The interior design has truly lifted the building and clever use of staircases to limit wasted space and open up the interior. A glazed panel in the ceiling reveals the original bell tower and makes for a truly unique detail that sets this conversion apart from the competition.

Our Involvement

Planning & Architecture.

Comments

Apart from requiring the vision to unlock the true potential of historic buildings the main planning consideration with this type of project is the fact the change of use results in the loss of a community facility. Local Planning Authorities will usually require marketing evidence of 6-12 months to prove that there are no other Community facilities interested in the premises. Examples of the marketing efforts along with proof that the correct use has been advertised over that time, rather than just as a potential residential redevelopment are essential.



Project Outline

Our Planning and Architecture teams worked together on this project, demolishing the existing dwelling on the site and replacing it with a much improved, luxury, bespoke family home. Due to the ambition and scale of the project, the Planning Team took it to Pre-application with Reigate & Banstead Borough Council before submitting the planning application. The site is in The Warren and The Glade Residential Area of Special Character (RASC) which added to the difficulty of gaining permission, as houses in this area need to uphold the high standard of design quality and be in-keeping with the character of the area. Planning permission was granted, and the old house demolished, with a stunning six-bedroom house built in its place.

Our Involvement

Planning & Architecture.

Comments

The Pre-application process allows for the Council to pass comments about the principle of development and how to proposal can be improved for increased likelihood of granted permission, without receiving a planning refusal. In this case, the Council advised to scale down the size of the building as to respect the boundaries and so that the size of the house was not imposing to its neighbours. The character of The Warren and The Glade RASC is typified by large detached properties set on large plots, giving plenty of space between houses which creates a semi-rural feel on the outskirts of the centre of Kingswood Village.

CASE STUDY 10 // 17

Demolition of existing bungalow for the erection of a new dwelling



Project Outline

Following the purchase of an existing bungalow on a generous site, the young couple as clients appointed us to assist them with unlocking the potential of the site and create their dream house. The project was challenging, as the site was located in an area of Urban Open Land comprising of woodland to the north of the site. Following the clients' design brief, we proposed a subtle two storey dwelling of a traditional form with contemporary detailing. The local materials were carefully chosen to blend in with the woodland background whilst spaces and framed views were introduced towards the south to enable solar gain and views towards the fields.

The four-bedroom house comprises additional spaces such as music and playrooms, as well as a double garage with a workshop above. Planning approval was achieved following a Pre-application enquiry and close liaison with the local authority during the planning application.

Our Involvement

Planning & Architecture.

Preferred Partner Involvement

David Archer Associates (Arboriculture)

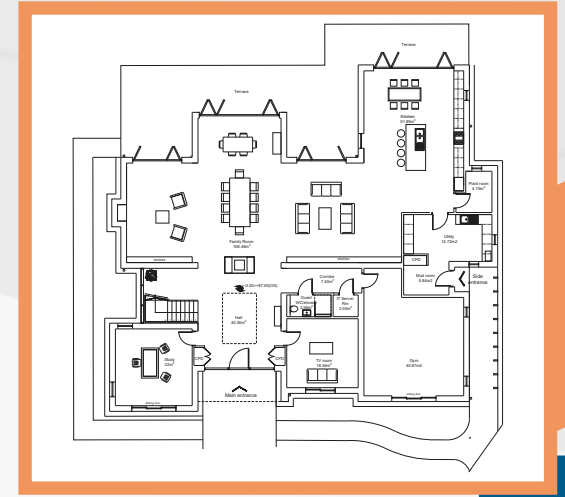
Comments

A comprehensive brief given by the clients led to an exciting opportunity for us to design a modern house to match their vision.

The selection of materials and careful consideration of construction techniques would facilitate its build, as well as help to achieve a high-quality home with excellent energy efficiency.

CASE STUDY 11 // 17

Replacement dwelling



Project Outline

There are few locations in the southeast that can rival the fantastic setting offered by Furnace Pond in West Sussex. The proposal sought a contemporary replacement dwelling in the countryside within a private estate. Furnace Pond is one of three industrial ponds in the vicinity used by the iron industry in the sixteenth century. The remnants of Warren Furnace are still located to the north of the pond and listed as a scheduled monument. The Cannons has a vernacular building form with pitched roofs and gable ends, but it is in a contemporary envelope. The tower at the northeast corner is positioned and designed to become the focal point of the dwelling. The design of the elevations is based on the concept of white rendered gable ends and white frame with timber and stone clad panels. The building is opened up by large, glazed openings to south and southwest to allow sunlight in and to enable the enjoyment of the view. The design optimises the site constraints and is positioned to maximise the view and the sunlight. It takes into consideration the terrain, and the impact of the dwelling on the surrounding environment.

Our Involvement

Planning & Architecture.

Preferred Partner Involvement

David Archer Associates (Arboricultural)

Petrow Harley (Landscape)

Solent Sky Services Ltd (Photography)

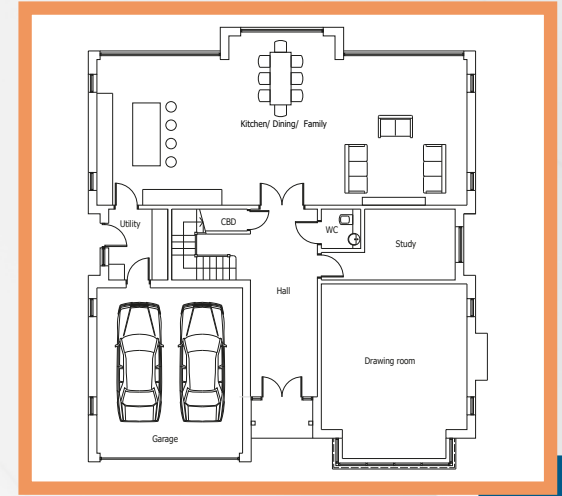
Comments

Permission was originally granted for the previous owner of the site. However, when the property was purchased, there was insufficient time to obtain permission for the new dwelling prior to the permission lapsing. To ensure the principle of the new dwelling would be maintained the original conditions were signed off and a material start made on site.

Demolition of the existing buildings was unable to start until a bat licence was obtained and a "watching brief" carried out during demolition. It is vitally important to ensure bat surveys are carried out in accordance with the correct season (April – August).

CASE STUDY 12 // 17

Replacement dwelling



Project Outline

This project follows two previous planning applications, one of which was refused and dismissed at appeal. The current project proposes a 5-bedroom chalet dwelling that is in keeping with the adjacent dwellings, whilst addressing concerns of the previously refused application. The site is located in Kingswood within the urban area; however, the Green Belt lies adjacent to the eastern boundary of the site.

We provided both planning and architecture services for this project working alongside other consultants. The drawings and plans were completed by the architectural team considering feedback from the previous refused application. The plans were submitted alongside a Planning Design and Access statement. The planning team liaised with external consultants and the architectural team to pull together and submit the application that was subsequently approved with conditions at the local level.

Our Involvement

Planning & Architecture.

Comments

Resubmission of applications that have previously been refused are often difficult to navigate, as the design brief and needs of the client must be balanced with addressing the reasons for refusal outlined in the Decision Notice of the previous application.

CASE STUDY 13 // 17

Detached four-bedroom dwelling



Project Outline

Our Planning and Architectural Teams advised the applicants prior to the submission of the planning application on the potential for development having regard to site's location within a Green Belt Settlement and other permissions in the locality.

The design approach was formulated having regard to the site constraints identified and following clarification of the clients' brief for a bespoke contemporary dwelling. The Planning, Design & Access Statement prepared in support of the proposal clearly set out the design rationale for the scheme and persuaded the Case Officer recommend the application for Planning Permission to the Chief Planning Officer, notwithstanding the traditional styles of development in the locality.

Our Involvement

Planning & Architecture.

Preferred Partner Involvement

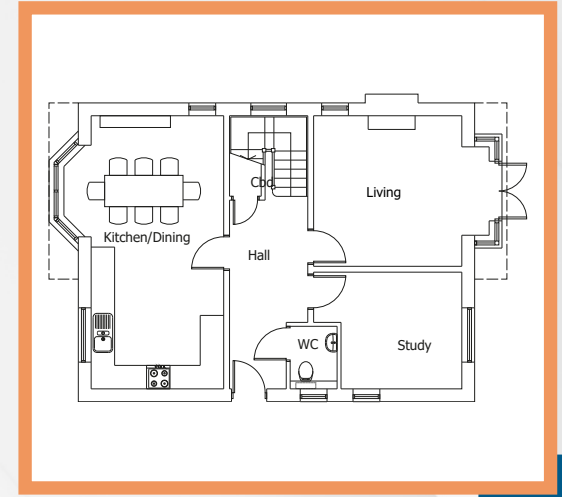
David Archer Associates (Arboriculture)

Comments

This application demonstrates the importance of presenting a sound case for proposed design at the outset, to avoid what can otherwise be a difficult and protracted planning process if permission is refused.

CASE STUDY 14 // 17

New detached dwelling



Project Outline

The site is in the heart of the Conservation Area and comprised an underutilised back land location. Despite receiving positive feedback from the Council's Conservation Officer at Pre-application stage regarding the proposed design, the Council ultimately refused the application due to the impact from perimeter trees.

It became clear during the application that the Council's Tree Officer did not visit the site which called into question the objection put forward in the Council's decision notice. Working closely with David Archer Associates who provided specialist Arboricultural evidence, the subsequent appeal was allowed. The Inspector chosen to determine the appeal complimented the design rationale and acknowledged that while the site is not substantial, the house would sit comfortably within the plot and have sufficient space around it.

Our Involvement

Planning & Architecture.

Preferred Partner Involvement

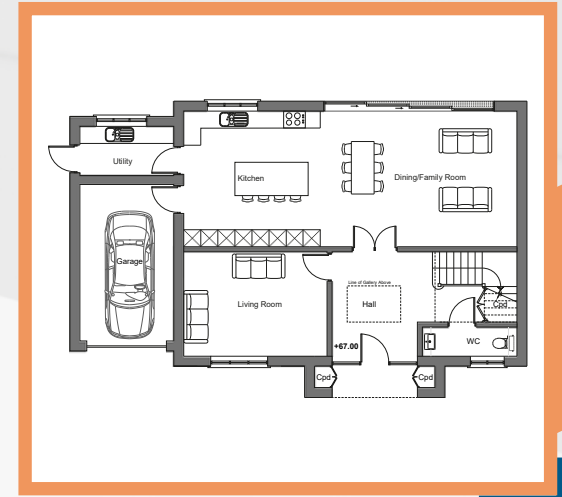
David Archer Associates (Arboriculture)

Comments

Walton is an attractive village with a range of differing characters. The 'Arts and Crafts' design of the project reflects much of the surrounding development and therefore complements the area well. Especially with the overhanging jetty of the first floor and combination of brick and clay tile on the elevation.

CASE STUDY 15 // 17

New detached dwelling



Project Outline

This project followed a back land development for the erection of a new detached dwelling in the Urban Area and an Area of Landscape Importance in Egham. Following the design brief of the client, a unique design was produced. This included a gothic style dwelling with brick quoins at the borders along with a brick plinth. The main material of the dwelling will be stone to complement the brick details. The proposal was amended during the application process following feedback from the Case Officer.

Acting as Planning Agents for the application we liaised with the applicant, Preferred Partners and external consultants to pull together the submission as well as supporting the application with a Planning, Design and Access Statement. Due to the constraints of the site, it was necessary for the Council to determine the application at Committee level. The application was granted at Committee, in line with the Case Officer's positive recommendation.

Our Involvement

Planning & Architecture.

Preferred Partner Involvement

David Archer Associates (Arboriculture)

Petrow Harley (Landscape)

Comments

This application demonstrates the need to front load applications with as much detail as possible to ensure the proposal can be understood clearly by all interested parties and provide the confidence needed for decision makers to support proposals for new development.

CASE STUDY 16 // 17

Replacement dwelling



Project Outline

Presented with a challenging site that formed the rear part of a tapering garden for two newly built detached dwellings the design brief sought to identify the potential for a detached dwelling.

The design solution saw a radical evolution of the period single storey dwellings found in the area and opted for a more striking flat roof design with the aid of a zinc roof. The new design nestles into the corner of the site and tapers with the road to create a striking design set back from the road. The building height falls from front to rear ensuring little impact on the adjoining properties yet providing ample garden space to the front and side. The floor to ceiling windows will let light flood into the new dwelling and create an exciting space for three bedrooms, kitchen and lounge area opening onto the private amenity space to the side of the dwelling. We subsequently applied for a full basement including swimming pool which greatly increased the amenity space for the new owners. We then obtained permission for the boundary wall and electric gates to the front of the property.

Our Involvement

Planning & Architecture.

Preferred Partner Involvement

David Archer Associates (Arboricultural)

Petrow Harley (Landscape Architecture)

Comments

This project clearly identifies ways of making the best use of urban land without having to conform to the usual stereotypes. The Local Authority recognised that the design proposed addressed the site constraints and proposed a high quality form of design. Our planning and architectural teams shaped the design and layout to secure the positive outcome. Our Preferred Partners assisted with the release of pre commencement conditions including landscaping, highways and trees while our Architectural team also prepared the building control drawings.

CASE STUDY 17 // 17

Side and rear extension to dwelling



Project Outline

In consultation with the Client, the WS Planning & Architecture Team were able to devise an excellent use of space. The Project included the demolition of an existing outbuilding and the erection of a single storey side and rear extension. The area comprises a spacious living space, utility room, and guest bedroom with adjoining shower room.

Our Involvement

Planning & Architecture

Preferred Partner Involvement

David Archer Associates (Arboriculture)

Base Energy (Energy)

Solent Sky Services (Photography)

Comments

We unlocked the potential of this property by securing Planning Permission, Conservation Area Consent, and managing planning conditions, including a Section 73 application for layout and materials.

Our Architectural Team produced drawings for both planning and Building Regulations approval via Southern Building Control Partnership. Acting as Contract Administrator, WS oversaw the Build Contract, monitoring quality, progress, payments, variations, snagging, and final handover, ensuring successful completion of the project on behalf of the client.

Design Brief

The design brief will help you with your project. It forms the very beginning of the process and the more information you can share with us, the more effective the decision making and problem solving will be.

It's important to remember that your initial ideas don't need to be concrete but will help shape the vision for your project. What is most helpful is that you communicate your priorities and what you hope to achieve from the finished project. The information you send us is treated as confidential until you give us your approval to proceed. We then use the information with the required consultants and outside agencies.



Describe your current home

- What do you like and dislike about it?
- What is missing, and what would you change?
- What kind of ideas do you have about design and / or materials?
- Do you have any images from magazines/internet that show us a style that you like?
- Are there any particular design features that are important to you?
- What kind of style do you want for the project? e.g. contemporary, traditional, industrial, bold, elegant, minimal etc.
- Do you have specific time requirements for the project to be complete?
- Do you have any specific accessibility requirements, for example is anyone in your family disabled or do you have any regular visitors that would have special needs?
- Do you have any specific considerations toward sustainability and energy efficiency? Is there a particular system you would like to use: i.e., solar panels etc.

About the site

- Is there anything about the site that you particularly like or dislike?
- Are there any views within the site that are particularly important to you?

About the occupants

- How many people will be living in the new home?
- Do you foresee new additions to the home?
- Are there any pets that will need to be accommodated?

About the lifestyle

- Describe your lifestyle and the kind of spaces that you need? For example, work from home, entertain often, etc.
- How much time do you spend in the different areas of your home (indoors and outdoors)?
- What type of storage do you require?
- Specific hobbies that require lots of storage space?
- Large wardrobe space?

Indoor spaces

- Number of floors / rooms / spaces and use for each?
- Are there any particular areas that are to be more private than others?
- Or particular rooms that you would like to be connected?
- Do you have any preferred room layouts/relationships or orientations? – a south facing kitchen for example.

Outdoor spaces

- Do you have any specific ideas or plans for the outside spaces that you would like us to consider?



Find Out More

The Party Wall Etc. Act 1996

What does the Act do?

The Act came into force on 1 July 1997 and applies throughout England and Wales. It provides a framework for preventing or resolving disputes in relation to party walls, party structures, boundary walls and excavations near neighbouring buildings. Anyone intending to carry out work (anywhere in England and Wales) of the kinds described in the Act must give Adjoining Owners notice of their intentions. The Act applies even to Crown, government and local authority owned property. Where the intended work is to an existing party wall (section 2 of the Act) a notice must be given even where the work will not extend beyond the centre line of a party wall. Adjoining Owners can agree with the Building Owner's proposals or reach agreement with the Building Owner on changes in the way the works are to be carried out, in their timing and manner. It is always best to have any agreement with your adjoining owner in writing. Where a dispute arises in relation to a new party wall or party fence wall under section 1, or works to an existing party wall under section 2 or an excavation under section 6, if written consent has not been given by the Adjoining Owner within fourteen days of receiving a written notice served under the Act, the Act provides for the matter to be resolved by a surveyor or surveyors in a procedure for the resolution of disputes under section 10 of the Act.

What does the Act cover?

Various work that is going to be carried out directly to an existing party wall or party structure New building at or astride the boundary line between properties Excavation within 3 or 6 metres of a neighbouring building(s) or structure(s), depending on the depth of the hole or proposed. Work may fall within more than one of the above categories and involve different types of buildings and structures for example, houses, garages and office buildings.

Why is the Party Wall Etc. Act important?

By law, anyone intending to carry out work on or astride the boundary or on a party wall or undertake certain excavations adjacent to an adjoining neighbours' buildings or structures must give adjoining owners notice of their plans. This applies as much to private property as it does government or local authority owned property. Owners are considered to be joint owners of the entirety of a party wall rather than sole owner of part of the wall. If work starts without a notice being given, an adjoining owner can seek to stop the work through a court injunction or seek other legal redress. If you are not sure whether the Act applies to the work that you are planning, you may wish to seek professional advice from a Party Wall Surveyor. Please contact us for details.



For detailed information about any issues arising from the Party Wall Act 1996, or to discuss your specific requirements please contact our Preferred Partner:



Brian Gale Surveyors
Contact:
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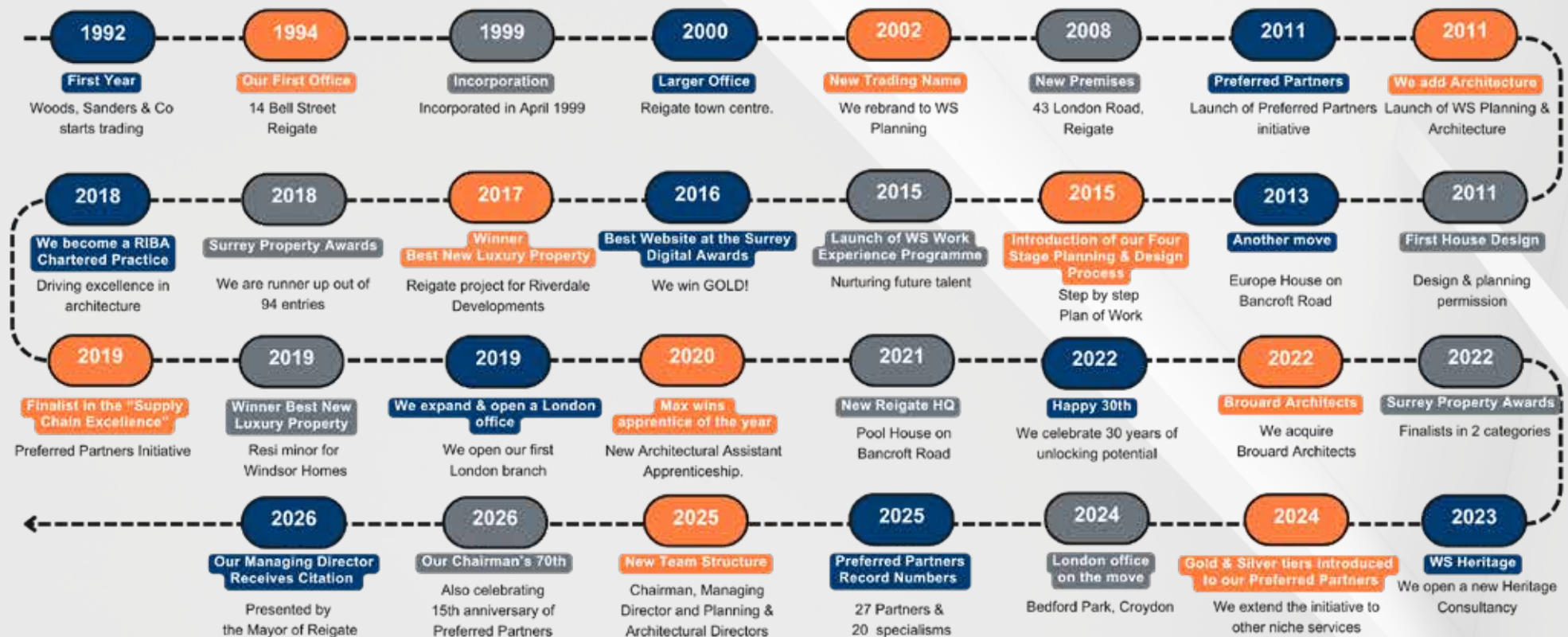
The WS Team

We are an award winning practice of Chartered Planners, Architects and Heritage Consultants with a passion for helping our clients meet a wide range of objectives. Our Planning, Architectural and Heritage Teams are supported by our Preferred Partner network to ensure that all site constraints can be addressed throughout the Four Stage Planning & Design Process.

WS PLANNING & ARCHITECTURE

Established in 1992, WS Planning & Architecture have offices in London and Surrey. From day one it has been our belief that effective negotiation is key to success. We pride ourselves in giving honest, comprehensive and sound planning advice which is perfectly complemented by our highly skilled architectural team.

Our Timeline



WS HERITAGE

Established in 2023, WS Heritage provides a bespoke Heritage consultancy specialising in Listed Buildings, Conservation Areas, Scheduled Monuments, Locally Listed Buildings and Non Designated Heritage Assets.

BROUARDARCHITECTS

In 2022 we acquired Brouard Architects, which became our Kent office. Brouard Architects has an excellent reputation in a variety of sectors including residential, education, health care and commercial.

Client Testimonials

Mr Richard Wortley

★★★★★

"We recently engaged WS planning in Reigate to submit various planning applications related to our property. Emily Munro has been outstanding in all of our interactions with the company. She has shown high levels of professionalism and attention to detail throughout the project. I would highly recommend."

Mr Toby Blythe

★★★★★

"Dora of WSPA / Brouard Architects recently acted for us on a large extension & refurbishment project of a Victorian family home over 2 years. Dora was fantastic from start to finish, from the initial design ideas, through working drawings and amended planning applications. Dora was always prompt and very solution focused. I would thoroughly recommend her / WSPA / Brouard Architects."

Mr I Maclean

★★★★★

"We contacted WSPA through recommendation. We chose them as they also delivered a good price. We had a tight timescale and they worked with us to navigate through the entire process, from submitting the cover letters through to handling communications with the council & Building Control. We needed to move a doorway at the last minute and through their relationships and planning knowhow, they were able to add in a change which then allowed the planning to still go through on time. I will use them again!"

Mr & Mrs S Khan

★★★★★

"WS Planning & Architecture took on our project and provided us with an excellent cost-effective service. We were particularly impressed by the level of professionalism; I was informed from the start about the costs and the time frame and was especially pleased with the prompt responses. They liaised on our behalf with other professionals and the Council and gave us the advice to complete our project. We would highly recommend them to anyone embarking on a building project."

Mrs B. Johnson

★★★★★

"I would like to share how happy I've been with the services and professional conduct at WS Planning & Architecture. I would highly recommend this company to anyone in the future, especially if you need to Appeal against a planning refusal. Their services are exemplary."

Mr Tracy

★★★★★

"We have used WS Planning & Architecture twice and both times got the desired result. First some planning permission we didn't think possible (they got it!) and second, a permitted development sign-off from the council. Both cases were dealt with quickly and without any fuss. Exceptional service. I would highly recommend this practice. Great people to deal with."

Mr T. Leppard

★★★★★

"The WS Account Manager was professional, knowledgeable, helpful and responsive. Our challenging planning application was backed up with a thorough site assessment and AutoCAD work to ensure our application had the best chance of being approved. They then worked closely with the local authority, keeping us informed every step of the way. Our application was approved last week. I highly recommend this company."

Mr & Mrs Patterson

★★★★★

"We have been very happy with the professional and efficient work, ideas and advice provided by WSPA for our oak-framed kitchen extension. Communication with the team was excellent and they were happy to visit our home outside of normal office hours. We would have no hesitation in employing them again."

Mrs C. Malagoni

★★★★★

"The WS Team were a great support and guided us through the entire process. They were always available to take our calls and answer any of our questions or concerns. They are very knowledgeable of the local area and it was a pleasure to work with them. We would highly recommend them."

We are an Award winning Planning, Architecture and Heritage practice focused on designing high quality buildings and spaces that shape the world around us. Whether you are seeking to extend or replace your property, uplift the value of land or buildings or contemplating a purchase, we can provide that early expert guidance where so much can be at stake.

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