



## **Design and Access Statement**

**Redevelopment of previously developed land**

**Erection of 4 dwellings following the demolition of the existing equestrian storage buildings on land adjacent to**

**Chandigrah  
Summerhouse Lane  
Harefield  
Uxbridge  
UB9 6HS**

**October 2023**

**Our Ref: 1682**



## Contents

1	Introduction.....	2
2	Assessment of the Site .....	2
3	Relevant Planning History of the Site .....	6
4	Development of the Design .....	6
5	National Planning Policy Framework .....	10
6	Relevant Planning Policy.....	12
7	Climate Change & Sustainability .....	15
8	Conclusion.....	16

# 1 Introduction

- 1.1 This Design and Access Statement accompanies the submission of a Full Planning Application for permission to erect 4 dwellings on land adjacent to Chandigrah, Summerhouse Lane, Harefield, Uxbridge, UB9 6HS following the demolition of the existing buildings on site.
- 1.2 This application is pursuant to the granting of a Certificate of Lawfulness for the existing use of buildings and site as equestrian/equestrian storage, planning reference 1131/APP/2022/2934, dated 23 January 2023. This current application is made on the basis of planning policy relating to the partial or complete redevelopment of Previously Developed Land, engaging paragraph 149(g) of the National Planning Policy Framework 2021.
- 1.3 This Design and Access Statement will demonstrate that the proposal provides a well-designed and appropriate scheme which complies with both National and Local Plan Policies.
- 1.4 This application is accompanied by the following statements:
- a) A Landscape Visual Assessment (LVA) which demonstrates that the degree of change to the local landscape brought about by the application proposal would be low in terms of magnitude and generally beneficial in nature. There would be no conflict with local or national policies in landscape and visual terms.
  - b) An Arboricultural Impact Assessment (AIA) which confirms that the application is of low Arboricultural impact provided the tree protection strategy is implemented.
  - c) A Preliminary Ecological Appraisal (PEA) which found no protected species on site.
  - d) A Transport Statement (TS) which confirms that the proposal is acceptable in transport terms.

# 2 Assessment of the Site

## 2.1 Physical Context of the Site:

- 2.1.1 The application site is to the north west of Harefield centre at the end of Summerhouse Lane.
- 2.1.2 The application site is 0.25ha and comprises 2 large, unattractive barn-style buildings to the east of Chandigrah. The site is largely surrounded by mature trees and shrubbery and is not widely visible from views outside the site.
- 2.1.3 An extract from the Hillingdon Council policies map and an aerial view of the site are shown below:

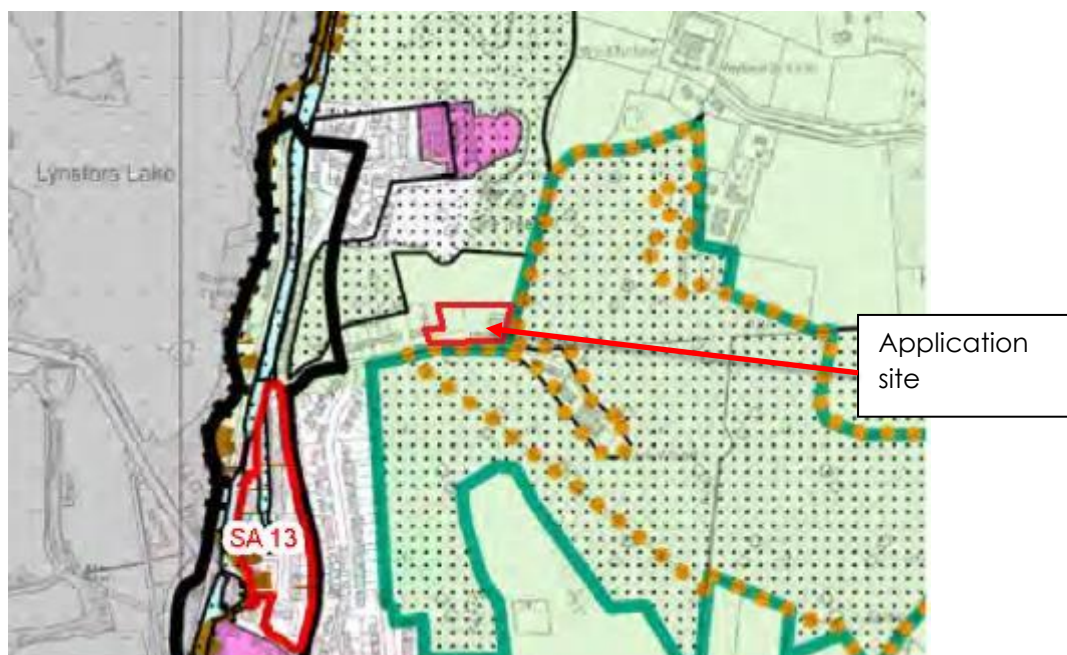


Fig.1 – Extract for the WBC online mapping system



Fig. 2 – Aerial view of the site



- 2.2 Photographs of the site and the existing buildings to be demolished are shown below:



*Fig. 3 – View looking east across the site – Barn 2 is to the right of the image and Barn 1 is to the left – the large amount of hardstanding between the buildings is also visible – both of these buildings and the hardstanding are to be removed*



*Fig. 4 – View looking south west towards the entrance across the hardstanding – Barn 2 is to the left of the image – building and hardstanding to be removed*





*Fig. 5 – View looking south east towards the north and west elevations of Barn 1 to be demolished*



*Fig. 6 – View looking towards the north and west elevations of Barn 2 to be demolished*

2.2.1 The site lies within the Green Belt.

2.3 **Social Context of the Site:**

Summerhouse Lane is largely residential in nature with the dwellings at Bellevue Terrace immediately to the east of Chandighrah. The proposed development would continue the residential use of this end of Summerhouse Lane. There is very limited visibility of the site from points of public amenity and there would be no adverse effect on the amenities enjoyed by the occupants of any residential properties in the area.

2.4 **Community Involvement:**

Relevant parties will be consulted by the LPA as part of the application process.

2.5 **Evaluation of Opportunities and Constraints:**

The proposal seeks to replace the existing buildings with four attractive, contemporary dwellings which are in keeping with the generally sylvan setting.

Other than the significant visual improvements that the scheme will provide, removing the unattractive buildings and hardstanding, the opportunity will be taken to utilise sustainable resources, for example:

- a) Installation of a 'Whole House Ventilation System' with heat recovery and highly insulated building fabric
- b) Rainwater harvesting to supply water for garden watering and general outside use such as car washing.
- c) Extensive use of low energy lighting.
- d) A green roof.

### **3 Relevant Planning History of the Site**

3.1 The site has an extensive planning history of which the Council is aware. Of particular note is the recent Certificate of Lawfulness application detailed below:

3.2 **1131/APP/2022/2934**

3.2.1 Certificate of lawfulness under section 191 for the existing use as equestrian/equestrian storage for a period of at least 24 years prior to the date of the application.

3.2.2 Certificate granted 23 January 2023. A copy of the certificate is contained at **appendix A**.

3.2.3 This certificate confirms that the site is previously developed land.

### **4 Development of the Design**

4.1 The proposal comprises the removal of the existing buildings and hardstanding on site and their replacement with 4 contemporary, two storey dwellings, largely in the location of the buildings/hardstanding to be removed. There is no set architectural style in the area but it is considered that a high quality, contemporary style would

be appropriate using materials which are suitable for the semi-rural setting of the site.

- 4.2 It is proposed that the houses will have a green roof finished in sedum or similar. The walls will comprise timber cladding and off white render. The windows will be powder coated aluminium. The utilisation of this palette of materials complements the backdrop of the woods to the south and east of the site and increases biodiversity.
- 4.3 The following design leaders have informed the style of the proposed dwellings:
- a) The timber cladding is in a similar hue to the existing buildings
  - b) Both Barns 1 and 2 have a utilitarian/ rural industrial appearance which has informed the flat roof design
  - c) The mass and bulk of the proposed dwellings mimic that of the existing buildings
  - d) The dual tone wall treatment of the proposed dwellings pays deference to the materiality of the existing barns.
- 4.4 Extracts from drawing number 1682/P-08-P-11, depicting the proposed coloured elevations for unit 1 are shown below. Each of the proposed dwellings will comprise the same materials:



*Fig. 7 – Proposed north elevation*





*Fig. 8 – Proposed east elevation*



*Fig. 9 – Proposed south elevation*



*Fig. 10 – Proposed west elevation*

#### 4.5 **Schedule of accommodation:**

The units will comprise the following accommodation:

	Ground floor	First floor
Unit 1	Kitchen/dining room; utility room; living room; family room; WC	2 double bedrooms; 1 single bedroom; two bathrooms; study
Unit 2	Kitchen/dining/sitting room; utility room; living room; WC	2 double bedrooms; 1 single bedroom; one bathroom
Unit 3	Kitchen/dining room; living room; family room/study; WC	2 double bedrooms; 2 single bedrooms; two bathrooms
Unit 4	Kitchen/dining/sitting room; utility room; living room; WC	2 double bedrooms; 1 single bedroom; one bathroom

#### 4.6 **Enhancement of the Site:**

As established previously, the site and buildings are currently in equestrian use and have been in excess of 10 years. The nature of the buildings and the amount of hardstanding detracts from the scenic beauty of the immediate surroundings. In removing the buildings and hardstanding and replacing them with four high quality dwellings, in appropriately landscaped surroundings, the appearance of the site will be significantly enhanced. This is covered in greater detail in the Landscape and Visual Assessment by Jon Etchells Consulting.

#### 4.7 **Access and Parking:**

The existing access to the site from Chandighrah will be closed up and a new safe access created to the south onto Summerhouse Lane. A full transport statement is submitted by Bellamy Roberts which concludes:

- *Consideration has been given to the development proposal in light of the current local and national policies.*
- *The scheme would generate a negligible traffic generation and would not impact on the network severely.*
- *The scheme accommodates a refuse vehicle and allows it to turn around and leave the lane in a forward gear. Such provision is considered a significant improvement to that which currently takes place.*
- *The scheme would provide car and cycle parking in accordance with the council's standards.*
- *In transport terms the proposal is acceptable.*

An extract from the proposed site plan is shown below:



Fig.11 – Extract from the proposed site plan,  
drawing number 1682/P-01

#### 4.8 Ecology:

A Preliminary Ecological Appraisal has been undertaken by Arbtech and a copy of the report accompanies the application. No evidence of protected species was found during the survey and the proposals can be implemented without harm to the biodiversity of the site.

#### 4.9 Flood Risk Assessment:

The site is in flood risk zone 1, an area with a low probability of flooding.

## 5 National Planning Policy Framework

5.1 The general principle of the Planning System is dealt with in the National Planning Policy Framework 2023, hereafter referred to as the NPPF. This document sets out the basis of the plan led system to ensure sustainable development.

5.2 Chapter 11 of the NPPF encourages policies and decisions which make 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. The site is previously developed land with 2 barn buildings and a substantial amount of concrete hardstanding. The proposal will provide 4 new family homes (3no. 3 bed and 1no. 4 bed) in excess of the national space standard requirements, and built in accordance with current building regulations ensuring safe and healthy living conditions are provided. The reduction in built form on the site and the use of green roofs for the new dwellings will significantly improve the environment.

5.3 Chapter 12 of the NPPF supports the creation of high quality sustainable buildings. This proposal is for 4 family homes in a rural contemporary style with high quality detailing, which sit comfortably in the semi rural environment. The new dwellings will

function well and add to the overall quality of the area, not just for the short term but over the lifetime of the development.

- 5.4 Chapter 13 ascribes the importance of Green Belts and places great emphasis on protecting the openness of the Green Belt. The construction of new buildings in the Green Belt is deemed inappropriate with certain exceptions described at paragraph 149 which states the following:

*"A local planning authority should regard the construction of new buildings as inappropriate in the Green Belt. Exceptions to this are:*

.....

*g) limited infilling or the partial or complete redevelopment of previously developed land, whether redundant or in continuing use (excluding temporary buildings), which would: – not have a greater impact on the openness of the Green Belt than the existing development;*

- 5.5 The Certificate of Lawfulness granted on 23 January 2023, planning reference 1131/APP/2022/2934, confirms that the land is in equestrian use and not agricultural land and therefore constitutes 'previously developed land' for the purposes of the NPPF - Paragraph 149 (g) is therefore engaged. In order to establish that the proposal would not have a greater impact on the openness of the Green Belt, an analysis of the floor areas and volumes of the existing and proposed buildings is detailed below:

	Footprint	GEFA (m <sup>2</sup> )	Volume (m <sup>3</sup> )
Barn 1	169.9	270.5*	753
Barn 2	265.9	265.9	868
Total existing	435.8m <sup>2</sup>	536.4m <sup>2</sup>	1,621m <sup>3</sup>
Proposed – Unit 1	79.9	147.2	410
Proposed – Unit 2	60.7	115.84	324
Proposed – Unit 3	78	148.7	414
Proposed – Unit 4	66.7	125	348
Total proposed	285.3m <sup>2</sup>	536.7m <sup>2</sup>	1496m <sup>3</sup>
% change	-34.5%	0%	-7.7%

\*including notional first floor above 1500mm

- 5.6 As can be seen from the table above, there is no increase proposed in gross external floor area and decreases in both volume and footprint. These figures do not take into account the removal of the existing hardstanding/concrete of 948m<sup>2</sup> (not including the existing buildings). The new access, parking (which will be semi permeable) and the pathways only have an area of 611m<sup>2</sup>, a 35.5% reduction. This demonstrates that there will be a significant increase in the openness of the Green



Belt in which the site is located. As these proposals would have significantly **less** impact on the openness of the Green Belt than the existing development, they fully accord with policy 149(g). The LVA, at paragraphs 4.4.4 - 4.4.6 submitted with this application, confirms that there will be an increase in the openness of the Green Belt and there is no conflict with Green Belt policy.

## **6 Relevant Planning Policy**

6.1 The Development Plan for the London Borough of Hillingdon currently consists of the Local Plan: Part 1 - Strategic Policies (2012), the Local Plan: Part 2 - Development Management Policies (2020) & Site Allocations and Designations (2020), the West London Waste Plan (2015) and the London Plan (2021) – many of the policies of the London Plan are duplicated in the local plan part 2. The relevant policies from each document are considered below:

### **6.2 Local Plan Part 1**

#### **6.2.1 BE1 – Built Environment**

The proposed new dwellings are of a high quality design incorporating sustainable elements where appropriate. Each of the dwellings is provided with appropriate amenity space for the enjoyment of all future residents over the lifetime of the dwellings. The layout, form, scale and materials have all been considered during the course of the design to ensure the proposed development makes a positive contribution to the local area. Biodiversity will be enhanced with the removal of the existing buildings and hardstanding. The proposal significantly reduces the amount of built form on site, including areas of hardstanding, introducing native hedgerows, landscaped gardens and dwellings with green roofs.

#### **6.2.2 EM2 Green Belt, Metropolitan Open Land and Green Chains**

Any proposals for development in Green Belt will be assessed against national and London Plan policies. As described in paragraphs 5.4-5.6 above, the proposal does not conflict with the exceptions listed in the NPPF (para 149(g)) and therefore complies with the local plan policy requirements set out in policy EM2.

#### **6.2.3 T1 – Accessible Local Destinations**

A Transport Statement is submitted in support of this application which demonstrates appropriate access to services and amenities by public transport.

### **6.3 Local Plan Part 2**

#### **6.3.1 DMHB 11 – Design of New Development**

The proposal has been developed to the highest standards incorporating principles of good design. The scale of development represents a reduction in the current built form on site, with each dwelling respecting the neighbouring amenity. The adoption of a rural contemporary style has enabled the maximum ridge height to remain lower than a traditional two storey, pitch roof dwelling. The height of the proposed dwellings is only 0.5m higher than the barns to be replaced and the same height as Barn 1 when measured AOD. The proposed dwellings are almost entirely within the area covered by buildings and hardstanding as depicted in drawing number 1682/P-12, an extract of which is shown below:

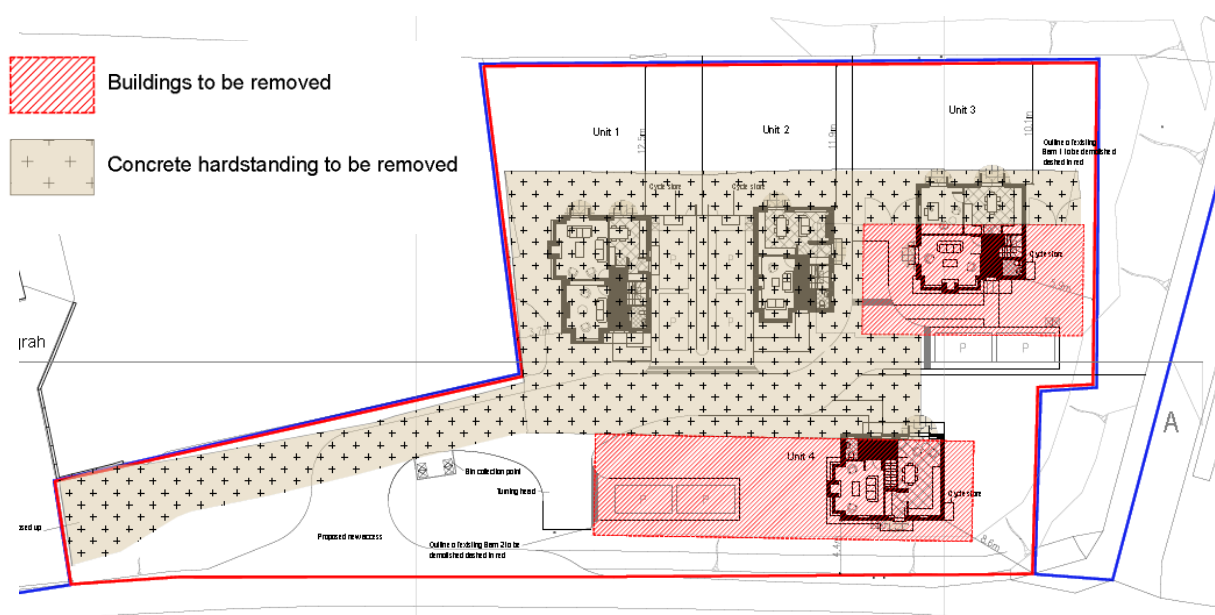


Fig. 12 – Overlay site plan

There is no adverse impact on amenity, daylight or sunlight of adjacent properties and open space. Provision is made for discrete bin storage adjacent to each of the dwellings with a bin collection point close to the access of the site. As described in the transport statement, refuse lorries will be able to enter and exit the development in a forward gear.

### 6.3.2 DMHB12 – Streets and Public Realm

An analysis of the townscape character and quality of the surrounding area has been undertaken by Jon Etchells and a copy of the Landscape Visual Assessment is submitted in support of the application.

### 6.3.3 DMHB 14 – Trees and Landscaping

An arboricultural survey has been undertaken by Mark Welby, arboriculturist and a full Arboricultural Impact Assessment is submitted with this application. The report demonstrates that there will be no detrimental effect on trees of amenity value.

The LVA considers policies DMHB 12 and 14 and notes that any effects on the surrounding landscape would be generally beneficial, so there would be no harm in terms of the qualities and character of the surrounding area, and no conflict with these policies.

#### 6.3.4 DMHB 15 – Planning for safer places

The safety and security of the proposed new dwellings has been considered in the development of the design. The layout allows for entrances in visible and safe locations which benefit from natural surveillance.

### 6.3.5 DMHB 16 – Housing Standards

The new dwellings comply with the guidelines set out in the nationally described space standards.

Unit	No. of beds	No. of people	GIFA (m <sup>2</sup> )	National Space Standard (m <sup>2</sup> )
1	3	5	122.2	93
2	3	5	94.5	93
3	4	6	124.1	106
4	3	5	102.5	93

All bedroom sizes and storage requirements are also in excess of the national standard.

Each of the dwellings will have a step free access.

#### 6.3.6 DMHB 17 – Residential Density

The matrix provided in relation to this policy provides guidance as to appropriate densities although the standards will be regarded with flexibility. The total number of habitable rooms is 24 on a site of 0.25ha (including the access way resulting in a density of 96hr/ha. This is very slightly below the recommended 105-150hr/ha but is considered appropriate in this location.

#### 6.3.7 DMHB 18 – Private Outdoor Space

As can be seen from the proposed site plan drawing 1682/P-01 (an extract of which is shown at fig. 11 above, high quality, usable amenity space is provided for each of the dwellings, well in excess of the requirements set out in the LPP2.

#### 6.3.8 DMEI 1 – Living walls and Roofs

Although the proposal is not a major development, living roofs have been provided in order to improve biodiversity.

#### 6.3.9 DMEI 4 – Development in the Green Belt

Inappropriate development in the Green Belt will not be permitted. As described in paragraphs 5.4-5.6 of this statement, the proposal falls within the exception noted at paragraph 149(g) of the NPPF. Furthermore, the following is noted in relation to policy DMEI 4:

- (i) The height of the proposed dwellings has been kept to a minimum by adopting a rural contemporary design style – the maximum height of the dwellings is only 0.5m higher than barn 1, and the same height when measured AOD.
- (ii) The proposal is only on land that is already developed and, as demonstrated in the table at paragraph 5.6 of this statement, the amount of built form would be reduced.
- (iii) The footprint of the dwellings is significantly smaller (34.5%) than the existing buildings.

- (iv) There is no development on the site to be retained.
- (v) The visual amenity of the Green Belt is preserved and enhanced with the addition of 4 high quality family homes.

6.3.10 DMEI 7 – Biodiversity Protection and Enhancement

A preliminary ecological appraisal of the site has been undertaken and there are no features of biodiversity or geological value. The biodiversity of the site will be significantly enhanced by the reduction of hardstanding and the introduction of grassed amenity areas. The green roofs will also significantly enhance biodiversity.

6.3.11 DMEI 10 – Water Management, Efficiency and Quality

A drainage assessment has been undertaken by Timmins Engineering Design Services and a copy of the report is submitted with the application.

6.3.12 Policies DMT 1, 2, 5 & 6 – Transport Impacts, Highways, Pedestrians, Cyclists and Parking

All these policies are addressed in the transport statement by Bellamy Roberts which accompanies this application, a summary of which is at paragraph 4.6 above. The proposal accords with each of the policies providing vehicle and cycle parking in accordance with standards, safe access to public transport and minimal impact on the surrounding road network. Space is provided in the site for the turning of refuse vehicles/fire engines.

6.4 **The London Plan 2021**

Many of the policies of the London Plan are duplicated in the Hillingdon Local Plan and have been assessed above. Others requiring consideration, are noted below:

6.4.1 Policy H2 – Small Sites

This policy promotes proposals for well-designed new homes on small sites, below 0.25ha. In accordance with the policy, the design style will diversify the type of housing supply providing much needed 3 and 4 bedroom family dwellings. Implementation of the proposals will support a small/medium size housebuilder in accordance with the aims of the policy.

6.4.2 Policy D12 – Fire Safety

A Planning Fire Safety Strategy (PFSS) Statement is submitted as one of the application documents. The safety of all building users has been considered in the development of the design.

## **7 Climate Change & Sustainability**

7.1 The effect on climate change and the sustainability of the proposal has been considered while developing the design of the new dwellings.

7.2 Energy use will be minimised where possible. The proposed new fenestration will all be double glazed and draught proofed with trickle vents to allow fresh air to circulate naturally throughout the building and to allow polluted air out.

7.3 Low energy light bulbs will be utilised both inside and outside the dwelling. All white goods and the boiler will be A+++ rated. Smart meters will be provided to promote awareness of energy usage.



- 7.4 Insulation will be provided to the floors, walls and roof in accordance with the requirements of the building regulations.
- 7.5 Where possible, reclaimed/recycled materials will be used and sourced locally.
- 7.6 Any waste from the site will be removed to a licenced materials recovery facility.
- 7.7 Electric vehicle charging points will be provided adjacent to the parking areas.
- 7.8 The garden provides ample space for outdoor drying and for fruit/vegetable patches.
- 7.9 Biodiversity will be enhanced by the inclusion of green roofs and the replacement of concrete hardstanding with grassed/landscaped areas.

## **8 Conclusion**

- 8.1 The Certificate of Lawfulness issued in January 2023 confirms that the site is 'previously developed land'. There is no greater harm to the openness of the Green Belt and therefore the site's redevelopment is fully in accordance with paragraph 149(g) of the NPPF 2023.
- 8.2 The proposed dwelling has been examined in light of other relevant Local and National Planning Policies and complies with these.
- 8.3 The proposed dwellings are in close proximity to several other dwellings and therefore cannot be considered isolated.
- 8.4 The proposal significantly reduces the built form on site decreasing the impact on the openness of the Green Belt in which it is located.
- 8.5 The proposed dwellings will be of a high-quality and have been designed to complement the site and its surroundings, respecting and enhancing both the immediate and wider setting.
- 8.6 The removal of the existing unsightly buildings and concrete hardstanding will significantly improve the surrounding landscape.
- 8.7 The building will not overlook or impact upon the amenity of any neighbouring dwellings.
- 8.8 The proposed scheme supports several environmental measures and many sustainable elements will be incorporated in the scheme.
- 8.9 For the reasons set out above, we recommend this application to you for approval.

*Michael Conoley Associates*

## **Appendix A**

### **Certificate of Lawfulness**

**1131/APP/2022/2934**



**Sections 191 and 192  
(as amended by section 10 of the Planning and Compensation Act 1991)**

**TOWN AND COUNTRY PLANNING (GENERAL DEVELOPMENT PROCEDURE) ORDER 2015  
ARTICLE 39**

**CERTIFICATE OF LAWFUL USE OR DEVELOPMENT**

Mr Michael Conoley  
Michael Conoley Associates  
The Old Forge  
The Green  
Elstead  
GU8 6DD

Application Ref: **1131/APP/2022/2934**

The Council of the London Borough of Hillingdon as the Local Planning Authority hereby certifies that the use or operation or activity, referred to below was lawful on 23rd September 2022 within the meaning of the above Act.

Description of development: Confirmation of lawful use for use as equestrian / equestrian storage  
(Application for a Certificate of Lawful Development for an Existing Use).

Location of development: Chandigrah Summerhouse Lane Harefield

Date of application: 23rd September 2022

Plan Numbers: See attached Schedule of plans

**The grounds for the Council's decision are listed on the attached schedule:-**

**Interim Director of Planning, Regeneration & Public Realm**

**Date: 23 January 2023**

**NOTES:** Your attention is drawn to the attached sheet which sets out the rights of applicants who are aggrieved by the decision of the Local Planning Authority.

**Sections 191 and 192  
(as amended by section 10 of the Planning and Compensation Act 1991)**

**TOWN AND COUNTRY PLANNING (GENERAL DEVELOPMENT PROCEDURE) ORDER 2015  
ARTICLE 39**

**CERTIFICATE OF LAWFUL USE OR DEVELOPMENT**

Application Ref: 1131/APP/2022/2934

**SCHEDULE**

**The grounds for the Council's decision are as follows:-**

- 1 The existing use does not require planning permission by reason of Section 191 of the Town and Country Planning Act 1990: Section 191 as amended by Section 10 of the Planning Compensation Act 1991, as the Applicant has been able to demonstrate that the use described as the Description of the Development has been in existence and has been constantly used as such for a period of at least twenty four years prior to the date of this application.

This determination is based on your submitted plans. All measurements are taken from existing ground level.

**INFORMATIVES**

**END OF SCHEDULE**

**Address:**

Development Management  
Directorate of Place  
Hillingdon Council  
3 North, Civic Centre, High Street, Uxbridge UB8 1UW  
[www.hillingdon.gov.uk](http://www.hillingdon.gov.uk)



**Sections 191 and 192  
(as amended by section 10 of the Planning and Compensation Act 1991)**

**TOWN AND COUNTRY PLANNING (GENERAL DEVELOPMENT PROCEDURE) ORDER 2015  
ARTICLE 39**

**CERTIFICATE OF LAWFUL USE OR DEVELOPMENT**

Application Ref: 1131/APP/2022/2934

**SCHEDULE OF PLANS**

1682/OS-01 - received 20 Dec 2022

1682/S-01 - received 20 Dec 2022

Photograph - received 20 Dec 2022

Photograph - received 20 Dec 2022

Stat dec (not redacted) - received 20 Dec 2022

1682/S-06 - received 23 Sep 2022

1682/S-05 - received 23 Sep 2022

1682/S-04 - received 23 Sep 2022

1682/S-03 - received 23 Sep 2022

1682/S-02 - received 23 Sep 2022

1682/S-01 - received 23 Sep 2022

1682/OS-01 - received 23 Sep 2022

Supporting Statement, August 2022, Ref: 1682 - received 23 Sep 2022

**RIGHTS OF APPLICANTS AGGRIEVED BY DECISION  
OF LOCAL PLANNING AUTHORITY**

**TOWN AND COUNTRY PLANNING ACT 1990**

**Application for Certificate of Lawfulness**

**Notes**

If you are aggrieved by the decision of the Local Planning Authority to refuse an application for a certificate under Sections 191 or 192 of the Town and Country Planning Act 1990 (as amended) or to refuse it in part, you may appeal to the Department of Communities and Local Government (DCLG), under Section 195 of the Act (as amended).

Notice of appeal must be given in writing to the Planning Inspectorate, 3/02 Kite Wing, Temple Quay House, 2 The Square, Temple Quay, Bristol, BS1 6PN (Tel; - 0117 372 8428). Appeal forms can be downloaded from the Planning Inspectorate's website at <http://www.planning-inspectorate.gov.uk>. Copies of all relevant documents, including the application, the notice of decision and all plans, drawings and correspondence, must be supplied to the Inspectorate.

You are advised to consult the brief official guide and appeals, published by the Department of Communities and Local Government (DCLG), this and appeal forms can be obtained from the Planning Inspectorate on request.

**Address:**

Development Management  
Directorate of Place  
Hillingdon Council  
3 North, Civic Centre, High Street, Uxbridge UB8 1UW  
[www.hillingdon.gov.uk](http://www.hillingdon.gov.uk)