



Civic Centre, Uxbridge

Transport Statement

Client: London Borough of Hillingdon

i-Transport Ref: SJ/RW/AH/ITL19863-001A

Date: 09 April 2024

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i-Transport LLP

33 Queen Street
London
EC4R 1AP

Tel: 0204 531 3660

www.i-transport.co.uk

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Quality Management

Report No.	Comments	Date	Author	Authorised
ITL19863-001	Draft for Comment	03/04/2024	AH/RW	SJ
ITL19863-001A	Issue	09/04/2024	AH/RW	SJ

File Ref: L:\PROJECTS\19000 SERIES\19863 - Civic Centre Uxbridge\Admin\Report and Tech Notes\ITL19863-001A
- Transport Statement

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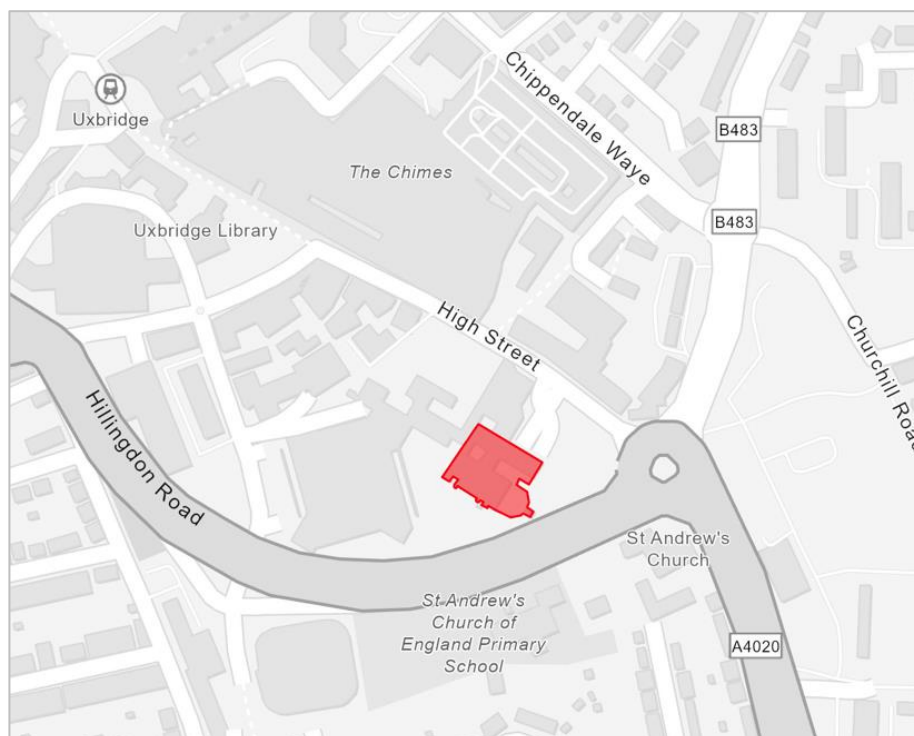
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SECTION 1 Introduction

1.1 Background

- 1.1.1 The London Borough of Hillingdon (the 'Applicant') has appointed i-Transport LLP to provide transport and highways advice with regard to the planning application for a change of use in the Middlesex Suite in the Uxbridge Civic Centre, enabling the relocation of Uxbridge Library from its current location on Uxbridge High Street, to the Middlesex Suite.
- 1.1.2 The site is located within the Civic Centre in Uxbridge, on the edge of Uxbridge town centre, in the London Borough of Hillingdon (LBH). A Site Location Plan is provided as Figure 1, an extract of which is provided in Image 1.1 below. The plan shows the proposed site and also the location of the existing Uxbridge Library.

Image 1.1: Site Location



1.2 Proposed Development

- 1.2.1 The proposal involves a change of use of the Middlesex Suite of the Civic Centre Building on Uxbridge High Street from office use (Use Class E(i)) / Sui generis to provide a Library (Use Class F1). This proposal forms part of the relocation of Uxbridge Library from Uxbridge High Street, to Hillingdon Civic Centre located circa 300 metres to the southeast of the existing library. It is noted that there will be no designated car parking for the proposed library, as is the case for the existing library.

1.2.2 In simple terms, the proposals involve the transferring of all library functions from the existing site on Uxbridge High Street to Uxbridge Civic Centre located 300m southeast of the site.

1.3 **Scope**

1.3.1 This TS has been prepared to assess the transport impacts of the change of use application to demonstrate that the proposed relocation of the library will not lead to any significant impacts on the local transport network with respect to national, regional and local policy and guidance.

1.4 **Structure of Report**

1.4.1 The remainder of the TS is set out as follows:

- **Section 2** summarises the relevant national, regional and local policies and guidance;
- **Section 3** summarises the existing conditions, including site location, local highway network, walking and cycling, public transport and the accessibility of the site;
- **Section 4** sets out the development proposals including access arrangements, servicing and parking provision;
- **Section 5** provides an analysis of the transport impact of the site; and
- **Section 6** provides a summary and conclusions.

SECTION 2 Policy Context

2.1 To provide context for the Transport Statement, this section of the report provides an overview of the national and local transport planning policy.

2.2 National Policy

National Planning Policy Framework (NPPF) December 2023

2.2.1 The NPPF sets out the Government's planning policies and provides information on how these are expected to be applied. It also constitutes guidance for local planning authorities and decision makers both in drawing up plans and a material consideration in determining applications.

2.2.2 The specific transport policies are contained within Section 9 of the NPPF. This sets out the importance of facilitating sustainable development by reducing the need to travel and offering a 'genuine' choice of transport in favour of sustainable modes.

2.2.3 The NPPF requires all developments that generate significant amounts of movement to provide a travel plan, and to be supported by either a Transport Statement or Transport Assessment. The four key transport tests are set out in Paragraph 114:

"In accessing sites that may be allocated for development in plans, or specific applications for development, it should be ensured that:

- a) Appropriate opportunities to promote sustainable transport modes can be – or have been – taken up, given the type of development and its location;***
- b) Safe and suitable access to the site can be achieved for all users;***
- c) The design of streets, parking areas, other transport elements and the content of associated standards reflects current national guidance, including the National Design Guide and the National Model Design Code; and***
- d) Any significant impacts from the development on the transport network (in terms of capacity and congestion), or on highway safety can be cost effectively mitigated to an acceptable degree."***

2.2.4 With regards to highways matters, it is clear that development ***"should only be prevented or refused on highways grounds if there would be an unacceptable impact on highway safety, or the residual cumulative impacts on the road network would be severe"*** (ref: NPPF, Paragraph 115).

2.3 Regional Policy

The London Plan 2021 (March 2021)

- 2.3.1 The London Plan sets out the strategic targets for the spatial development of London for the next 20-25 years. Relevant Policies include:
- 2.3.2 **Policy T1 – Strategic Approach to Transport** states that all development should facilitate the delivery of the Mayor’s strategic target of 80% of all trips in London to be made by foot, cycle or public transport by 2041.
- 2.3.3 **Policy T4 – Assessing and Mitigating Transport Impacts** states that Transport assessments should focus on embedding the Healthy Streets Approach within, and in the vicinity of, new development. Travel Plans, Parking Design and Management Plans, Construction Logistics Plans and Delivery and Servicing Plans will be required having regard to Transport for London guidance.
- 2.3.4 **Policy T5 – Cycling** requires that development proposals should help remove barriers to cycling and create a healthy environment in which people choose to cycle.
- 2.3.5 **Policy T6 – Car Parking** states that car-free development should be the starting point for all development proposals in places that are (or are planned to be) well-connected by public transport, with developments elsewhere designed to provide the minimum necessary parking (‘car-lite’). Car-free development has no general parking but should still provide disabled persons parking. Where car parking is provided in new developments, provision should be made for infrastructure for electric or other Ultra-Low Emission vehicles. Adequate provision should be made for efficient deliveries and servicing and emergency access. A Parking Design and Management Plan should be submitted alongside all applications which include car parking provision, indicating how the car parking will be designed and managed.
- 2.3.6 **Policy T7 – Deliveries, Servicing and Construction** states that development proposals should facilitate safe, clean, and efficient deliveries and servicing. Provision of adequate space for servicing, storage and deliveries should be made off-street, with on-street loading bays only used where this is not possible.

Car Parking Standards

- 2.3.7 The current car parking standards set out in the London Plan 2021 relevant to the site (which is in a PTAL 4 area) are summarised in **Table 2.1**.

Table 2.1: London Plan Car Parking Standards

Land Use	Vehicle Parking Standards (Maximum)
Hotel and Leisure Uses	In the CAZ and locations of PTAL 4-6, any on-site provision should be limited to operational needs, disabled persons parking and parking required for taxis, coaches and deliveries or servicing.

Source: London Plan 2021

London Borough of Hillingdon Local Plan: Part 2 – Development Management Policies (January 2020)

2.3.8 The Local Plan Part 2 provides revised development management policies and replaces the UDP in its entirety. The relevant policies within the adopted version are as follows:

- **Policy DMT 1** – Managing Transport Impacts – Development will be required to be accessible by sustainable modes of travel, adequately address delivery, servicing and drop-off requirements and have no significant adverse transport or associated air quality and noise impacts on the local and wider environment. Developments of more than 80 units will be required to prepare a Transport Assessment and Travel Plan.
- **Policy DMT 2** – Highways Impacts – Development must provide safe and suitable access for all users and impacts on local amenity and congestion are minimised by routing traffic appropriately, with suitable mitigation measures if necessary.
- **Policy DMT 4** – Public Transport – The Council may require developers to mitigate transport impacts from development proposals by improving local public transport facilities and services;
- **Policy DMT 5** – Pedestrians and Cyclists – Development proposals will be required to ensure that safe, direct and inclusive access for pedestrians and cyclists is provided on the site connecting it to the wider network.

2.4 Summary

2.4.1 The London Plan 2021 does not provide specific parking standards for libraries, although in locations of PTAL 4-6, on-site provision should be limited to operational needs and disabled persons parking.

SECTION 3 Existing Conditions and Accessibility

3.1 Site Location

3.1.1 The site is located within the Civic Centre on Uxbridge High Street, approximately 300 metres to the south of Uxbridge Station. A site location plan showing its proximity to the existing Uxbridge Library is shown in Figure 1.1.

3.2 Active Travel

Walking

3.2.1 The library is accessed from Civic Centre Square via both a stepped and ramped route to level 2 from Uxbridge High Street. A walking route from the Civic Centre foyer to the new library which will be provided at level 2 of the building and will be clearly signposted.

3.2.2 Uxbridge High Street is pedestrianised with a bus gate and restricted access to vehicles at any time except for buses, loading and access. The bus gate continues from directly outside the Civic Centre until Vine Street where it continues south.

3.2.3 A pedestrian crossing with tactile paving and dropped kerbs is provided directly outside the Civic Centre on High Street. A zebra crossing is found along the High Street, approximately 130 metres to the west of the site for access to the main parade of shops on High Street. A barrier is found at the High Street and Vine Street junction which prevents vehicles from entering the westerly section of High Street.

3.2.4 The roundabout to the east of the site benefits from the St Andrews Underpass which provided a traffic free route for pedestrians and cyclists under the High Street, Hillingdon Road, Park Road roundabout.

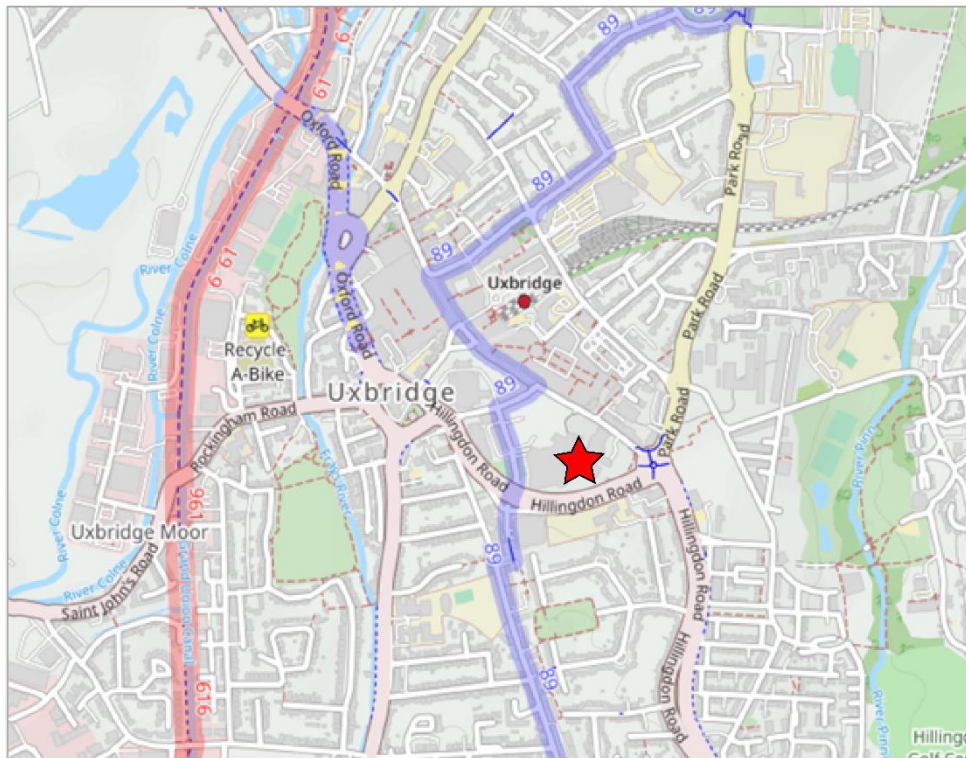
Cycling

3.2.5 The local area benefits from an extensive network of cycle routes which provide convenient routes to local facilities and train and London Underground stations. In the vicinity of the site there are a number of routes signed or marked for the use of cyclists.

3.2.6 Local Cycle Route 89 passes close to the site on High Street and provides a route to Uxbridge Station, Cowley to the south and West Ruislip to the north. The Vine Street and High Street sections of the route are along shared surfaces with other sections for use by cyclists on a mixture of quieter or busier routes.

3.2.7 National cycle route 6 runs close to the site and can be accessed within a 4-minute (1.0 km) cycle west of the site. This cycle route follows the Grand Union Canal and is therefore traffic free.

Image 3.1: Local Cycle Routes



Source: OpenCycleMap

3.2.8 A docking station for Bunel University Santander Cycles is located directly outside Uxbridge Station. These bikes are available to rent using the Nextbike TIER app.

3.3 Public Transport

Public Transport Accessibility Level

3.3.1 Public Transport Accessibility Levels (PTAL) are a measure of the accessibility of any point in Greater London to the public transport network, taking into account walking access times and service availability. On a scale of 1a (very poor) to 6b (excellent), the Uxbridge Civic Centre has been assessed to have a PTAL score of 4, suggesting the site has moderate to good accessibility to public transport nodes.

Bus

3.3.2 The closest bus stops to the site are located on High Street; directly outside the Civic Centre for westbound services and 150m west for eastbound services. The westbound stop benefits from a shelter with seating.

3.3.3 A summary of the buses that serve the site is provided in **Table 3.1**.

Table 3.1: Local Bus Services

Service	Route	Frequency		
		Weekday	Saturday	Sunday
427	Uxbridge - Hillingdon Hill - Hayes End - Hayes - Southall Broadway - Southall Station - Southall, Merrick Road	Every 8 minutes	Every 8 minutes	Every 10 minutes
U1	Ruislip - West Ruislip - Ickenham - Uxbridge - Brunel University - Hillingdon Hospital - Yiewsley - West Drayton	Every 15 minutes	Every 15 minutes	Every 30 minutes
U3	Uxbridge - West Drayton - Heathrow Airport	Every 12 minutes	Every 12 minutes	Every 20 minutes
U4	Hayes, Prologis Park - Hayes - Barra Hall Circus - Hillingdon Hospital - Kingston Lane - Uxbridge	Every 10 minutes	Every 10 minutes	Every 15 minutes
U7	Uxbridge - Brunel University - Hillingdon Hospital - Charville Lane & Academy - Lansbury Drive - Hayes, Sainsbury's	Every 30 minutes	Every 30 minutes	Every 30 minutes
N207	Uxbridge - Hayes - Ealing - Shepherd's Bush - Holborn	Every 30 minutes from 01:28-06:31	Every 30 minutes from 01:28-06:35	Every 30 minutes from 01:48-06:35

Source: Bustimes.org

- 3.3.4 In summary, the bus stops located on High Street provides up to 26 buses per hour to destinations such as Hillingdon Hill, Hayes, Southall, Brunel University and Ealing. This provision clearly provides future visitors of the library with excellent travel opportunities by bus.

London Underground Services

- 3.3.5 Uxbridge Underground Station is located 450m west of the site which equates to a 5-minute walk or 2-minute cycle along High Street which is a fully pedestrianised route. Uxbridge Station is the terminus of both the Uxbridge branches of both the Metropolitan line and Piccadilly line, and which offers frequent and reliable services through West London and Central London.
- 3.3.6 There is cycle parking located directly outside the station on High Street and Bakers Road, including Brunel University Santander docking station.

3.4 Summary

- 3.4.1 The site benefits from being in an excellent location for sustainable travel opportunities.

SECTION 4 Development Proposal

4.1 Overview

4.1.1 The Uxbridge Civic Centre is undergoing repurposing and refurbishment. This section of the TS provides an overview of the change of use application to facilitate the relocation of Uxbridge Library to the Middlesex Suite of Uxbridge Civic Centre.

4.1.2 In simple terms, the proposals involve the transferring of all library functions from the existing site on Uxbridge High Street to Uxbridge Civic Centre located 300m southeast of the site.

4.2 Existing Use

4.2.1 The existing site is known as the Middlesex Suite, which was formally used as rentable function space and part commercial catering kitchen. Historically, it has been known to be used as a wedding reception venue, although it has now been vacant for a number of years.

4.2.2 The use class of the Civic Centre (and by extension the Middlesex Suite) has been classed as Sui generis.

4.3 Proposed Development

4.3.1 The proposal involves a change of use of the existing disused Middlesex Suite to facilitate the relocation of the existing Uxbridge Library, which is currently located on Uxbridge High Street.

4.3.2 A site layout plan is included in **Appendix A**.

4.3.3 In addition, refurbishment to the Main Entrance and Reception Area is proposed to improve the access to the proposed library and other services provided within the Civic Centre and to enhance the experience of public engaging with these functions.

4.3.4 The Civic Centre will continue to operate as Sui generis, but with the inclusion of the library.

Library

4.3.5 The library is proposed to be located on Level 2 of the Middlesex Suite. The library will provide a range of study space, learning centre, information points and book shelving areas.

4.3.6 A maximum number of 8 staff members will be on-site at any one time. This is a reduction in the number of staff at the current site, which currently has up to 10 employees on site at any one time.

Mobile Library

- 4.3.7 The proposals also involve the introduction of a mobile library function to the building. This is proposed to be located on the east side of the Middlesex Suite, providing direct access to the existing service yard for library van deliveries.

4.4 Access

- 4.4.1 There is no new vehicular access proposed as part of the development proposals. Existing vehicular access to the site is taken from High Street just northeast of the main Civic Centre. An existing service yard is located directly east of the Middlesex Suite.

- 4.4.2 Pedestrian access to the library will use the existing access arrangements for the Middlesex Suite via either the existing external stairs or ramp. An alternative step free access is also proposed leading from the Piazza in front of the Civic Centre via covered colonnade and using the existing lift.

4.5 Parking

Car Parking

- 4.5.1 There is no dedicated parking for the Middlesex Suite at the Civic Centre, and none is proposed as part of this application, other than for the operational purposes of the mobile library. This is also in line with the parking provision at the existing library on Uxbridge High Street, which does not support any dedicated car parking provision.

- 4.5.2 Members of staff who hold a blue badge will have the opportunity to apply for a disabled parking permit at the Civic Centre car park.

- 4.5.3 There are several large car parks within walking distance of the site within Uxbridge Town Centre where future staff or visitors may be able to park vehicles, including Civic Centre car park (Saturdays only), Chimes car park, Grainges car park, and Bakers Road car park.

Cycle Parking

- 4.5.4 Existing cycle parking is provided within the curtilage of the Civic Centre, and can be used by staff and visitors. Sheffield stands are provided along the High Street and throughout the town centre that users undertaking pass-by trips may wish to utilise.

4.6 Refuse and Servicing

4.6.1 Servicing and deliveries will use the designated service yard, directly adjacent to the site on the east side of the building, accessed from the High Street. This service yard is already in operational as part of the Civic Centre. The small number of deliveries will be managed and distributed by hand using existing supply arrangement and internal circulation routes. It is expected that the proposal will not introduce any additional access restrictions when compared to the existing use of the site.

4.6.2 There are specific deliveries that are essential to the existing library operation, which will be transferred over to the new library. These include:

- Library van deliveries and collections as part of the mobile library (3-4 trips per week);
- A home library service van (3 trips per week);
- A Library crate van deliveries and collection, which relocates and redistributes books and materials across the borough (1 trip per day).

4.6.3 The above deliveries will not be new trips on the transport network, as they are simply moving from the existing library site to the new library site.

4.6.4 Refuse collection associated with the library will utilise the existing arrangement that is in place for the Civic Centre, so no new refuse trips will be generated. Waste collection and storage will be managed by staff on-site.

SECTION 5 Transport Impact

5.1 Overview

5.1.1 This section considers the impact in transport terms of the relocation of the Uxbridge Library to the Civic Centre.

5.1.2 The proposals involve the relocation of the library circa 300m from its current location. In simple terms, all existing library movements will be transferred from the existing library site to the proposed library site.

5.2 Extant Trip Generation

5.2.1 The site has been vacant for a number of years, after previously operating sporadically as a function space for wedding receptions. As such, no extant trip generation is included in the assessment.

5.3 Proposed Trip Generation

Staff

5.3.1 The proposed library is expected to employ up to eight staff on site at any one time. Although there may be shift patterns in operation, to ensure a robust assessment it has been assumed that all eight staff will arrive in the morning peak hour and depart in the evening peak hour. Table 5.1 shows the number of staff person trips per day.

Table 5.1: Library Staff Person Trips

	AM Peak Hour (0800 – 0900)			PM Peak Hour (1700 – 1800)		
	In	Out	Two Way	In	Out	Two Way
Library (staff)	8	0	8	0	8	8

Source: Consultant

5.3.2 Staff will have the opportunity to travel to the site via the many existing public transport options as set out in Section 3. Should a member of staff require a blue-badge parking space, they will be able to apply for a permit at the Civic Centre car park.

5.3.3 As the proposed development site is located circa 300m southeast of the existing library site, the transport impact of staff travel is anticipated to have no impact in transport and highways terms, and movements to and from the development will simply be transferred and existing staff will likely travel to work in the same method as they have done historically.

Visitors

5.3.4 No library visitor trip generation is included in the assessment, as:

- Visitors will be visiting the library as part of a linked trip to other destinations in Uxbridge rather than making a primary trip to the library;
- There is no public parking provided on site;
- The library is proposed to be relocated from the existing site which is located within 300 metres of Uxbridge Civic Centre. Therefore, no new trips are to be generated, as the proposal involves the transferring of trips from the existing library site to the proposed library site, which is in very close proximity.

5.4 Summary

5.4.1 The proposals will involve the transferring of trips from the existing library to the proposed library in the Uxbridge Civic Centre, circa 300m southeast. As such, no new traffic will be generated as part of the proposed development, only relocated.

5.4.2 Eight members of staff will be on-site at any one time. These employees will have access to an excellent range of transport choices, and blue badge holders will be able to apply for a permit to park in the existing civic centre car park or will have the opportunity to park in other public car parks in the town centre. Staff will simply move their place of work from the current site to the new one.

5.4.3 There is no on-site visitor parking available; indeed, visitors will likely be visiting the library as part of a linked trip and will be able to park in other public car parks in the town centre.

SECTION 6 Summary and Conclusions

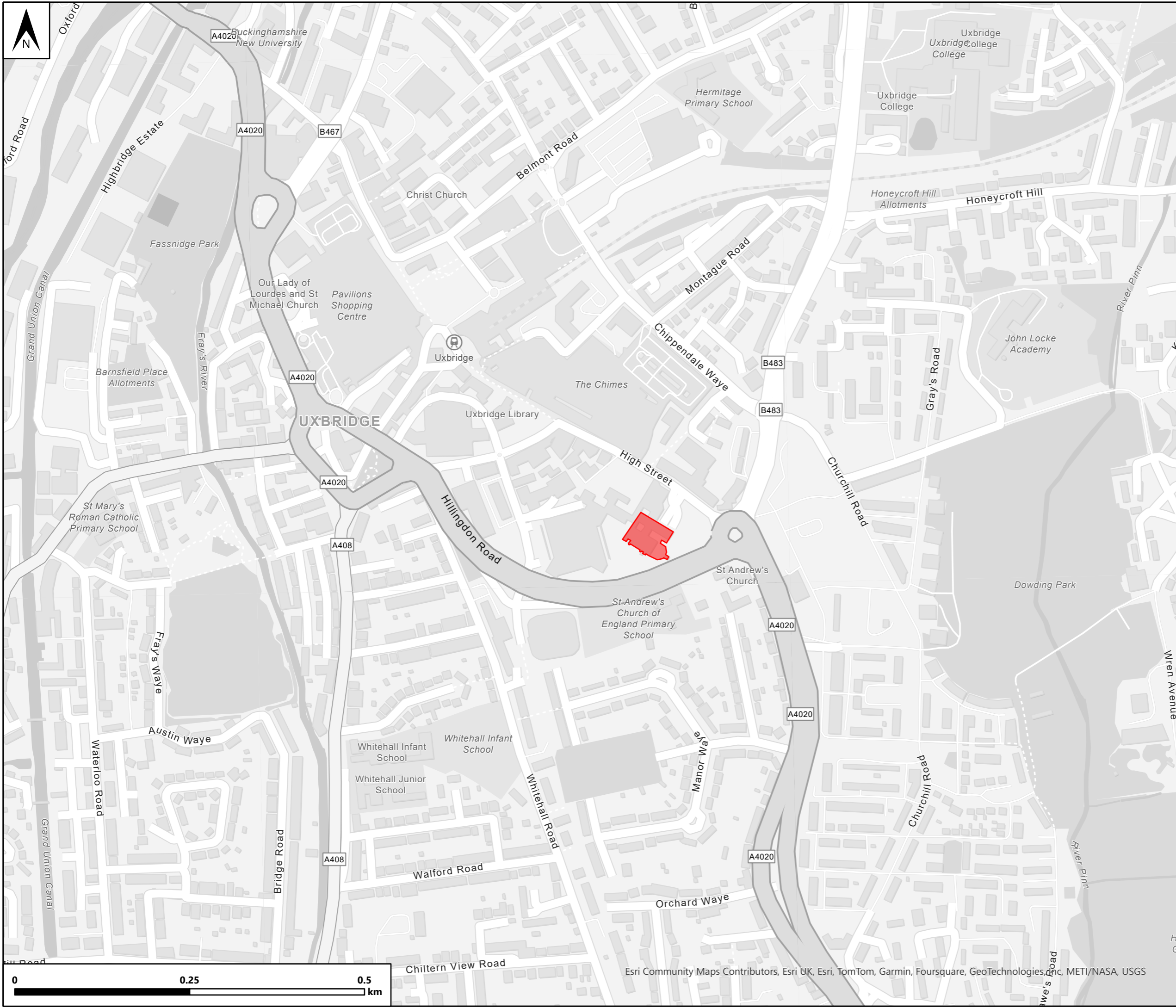
6.1 Summary

- 6.1.1 London Borough of Hillingdon (LBH) proposes relocate Uxbridge Library from Uxbridge High Street to the Middlesex Suite in the Uxbridge Civic Centre. i-Transport have been appointed by LBH to prepare a Transport Statement to support a planning application for the proposed change of use.
- 6.1.2 The Civic Centre is located circa 300m southeast of the existing library site. There is an excellent range of public transport options within a short distance of the proposed site.
- 6.1.3 The proposed development involves the transferring of all library functions from the existing site to the proposed site in the Middlesex Suite, including a mobile library. In simple terms, the proposals involve the transferring of all library functions from the existing site on Uxbridge High Street to Uxbridge Civic Centre located 300m southeast of the site.
- 6.1.4 There are no changes to the existing access at the site. There will be no dedicated car parking provided on-site, as per the arrangement at the existing library. There is a good range of cycle parking provided around the Civic Centre, and short-stay cycle parking is available outside the Civic Centre and along the High Street.
- 6.1.5 The library will employ up to eight members of staff on-site at any one time. Staff will have the opportunity to make use of the many sustainable transport options to travel to the site, or should they require a blue-badge space they will be able to apply for a permit at the Civic Centre car park.
- 6.1.6 There is no on-site visitor parking available. Visitor trips to the library are likely to be undertaken as part of a linked trip to other destinations in Uxbridge (as they are for the existing site) rather than making a primary trip to the new library. Therefore, no new trips are to be generated, as the proposal involves the transferring of trips from the existing library site to the proposed library site.

6.2 Conclusion

- 6.2.1 This Transport Statement has demonstrated that the proposed development accords with the requirements of the NPPF, which is reflected in local policy and is acceptable in terms of transport and highways.

FIGURES



Key
■ Site Boundary

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**Building 1000,
 Lakeside North Harbour Western Road,
 Portsmouth, Hampshire, PO6 3EZ**

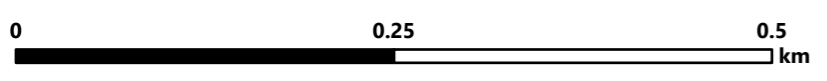
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Title: **Site Location**

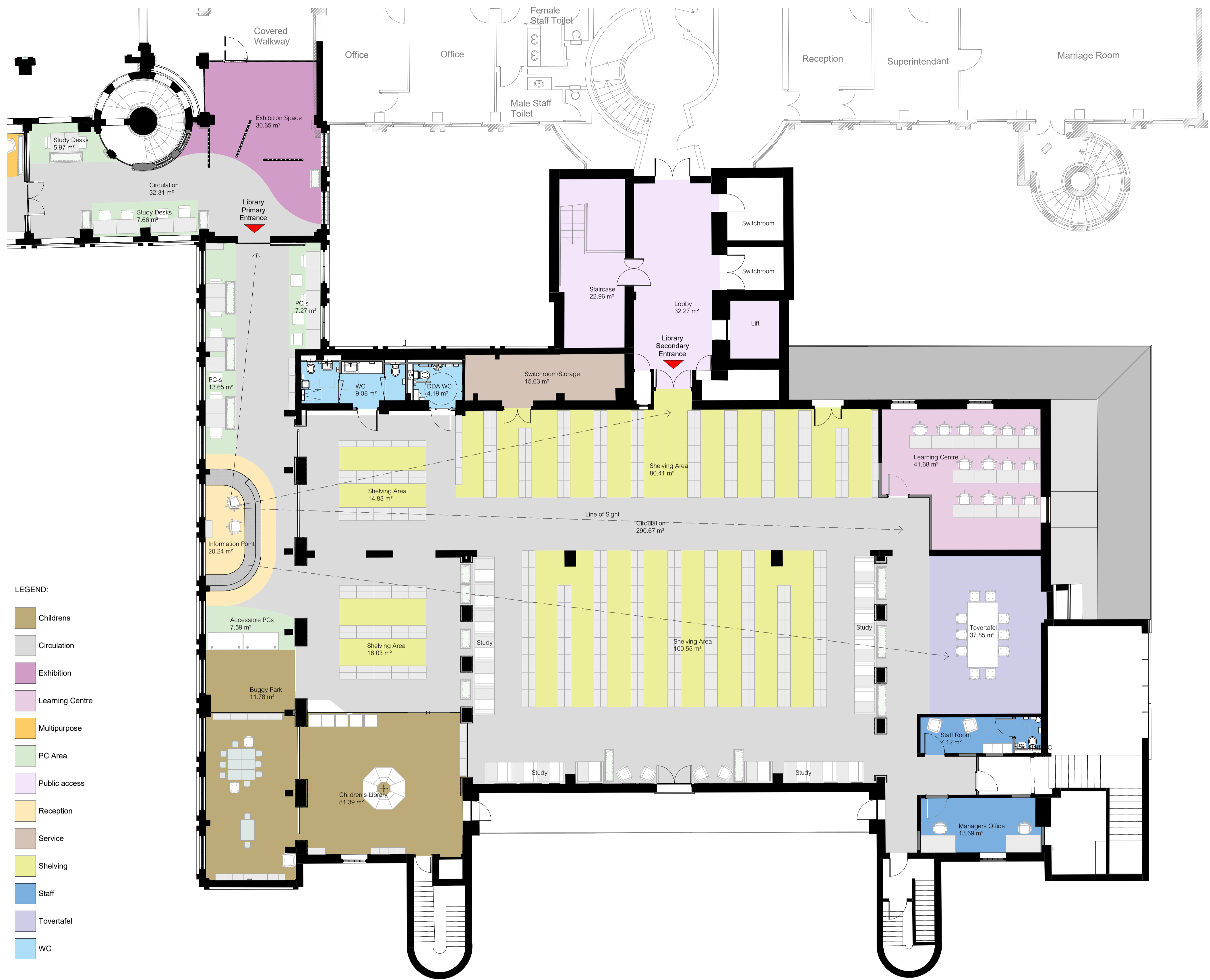
Project: **Civic Centre, Uxbridge**

Project Number: ITL19863	Figure Number: Figure 1	Revision: -
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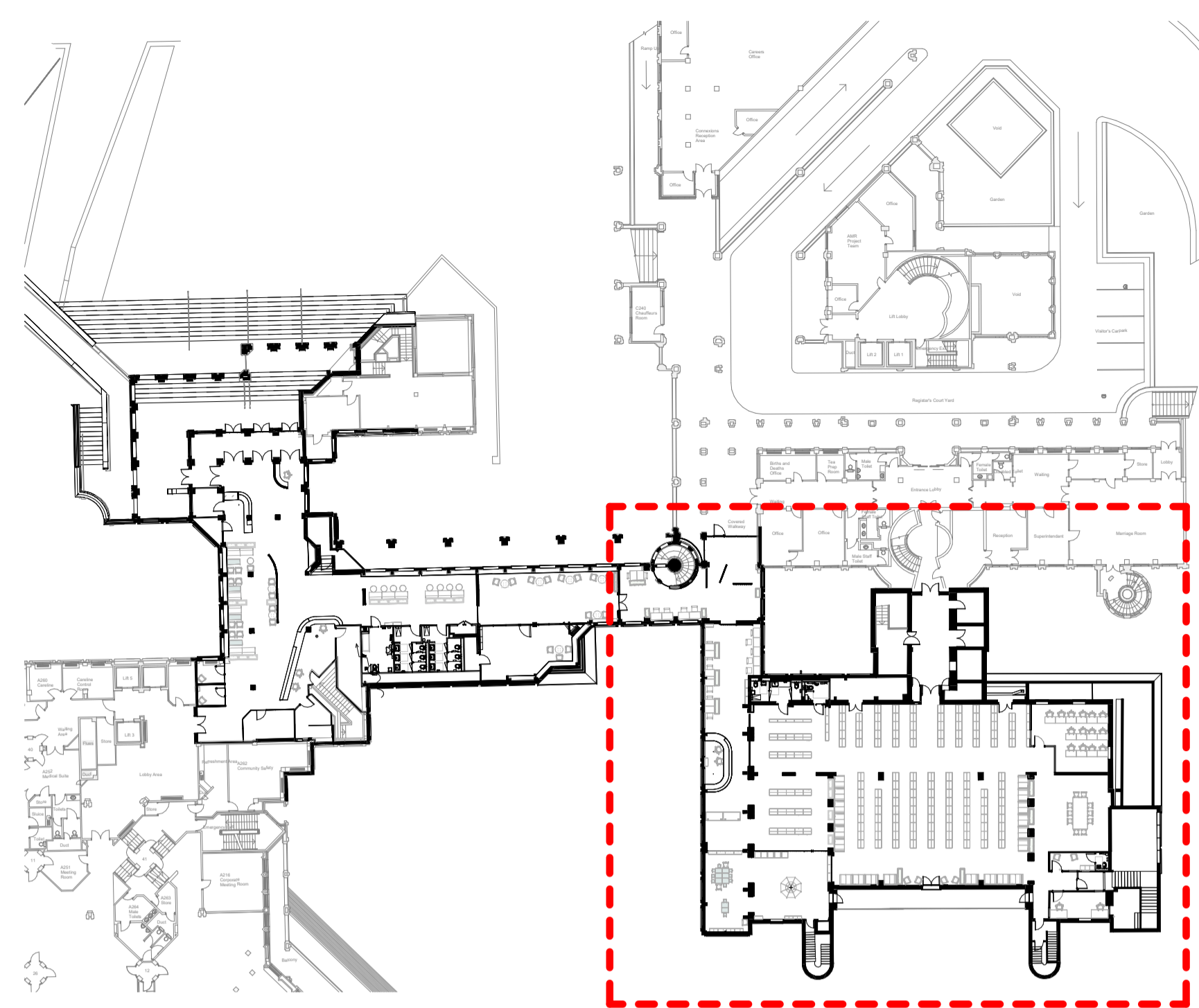


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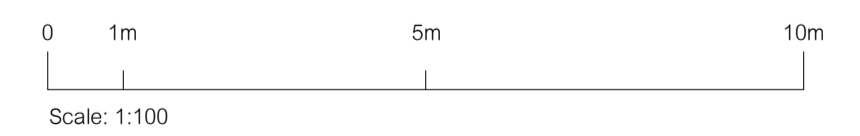
APPENDIX A. Site Layout Plan



01 Level 2 - Library Proposed Layout
1 : 100



02 Level 2 - Key Plan
1 : 500



Revision	Date	By	Reason
A	2024-03-08	GH	Issued for Coordination

drawing title:
M9556- APL0008

Level 2 - Library Proposed Plan

status code: **PLANNING**

reason for issue:
A

date:
2024-03-08

Issued for Coordination

Middlesex Suite
Space One, Hammersmith,
London, W6 0EA

hunters project number:	M9556	client project number:	-	drawn by:	Author	checked by:	Checker	scale:	As @ A1
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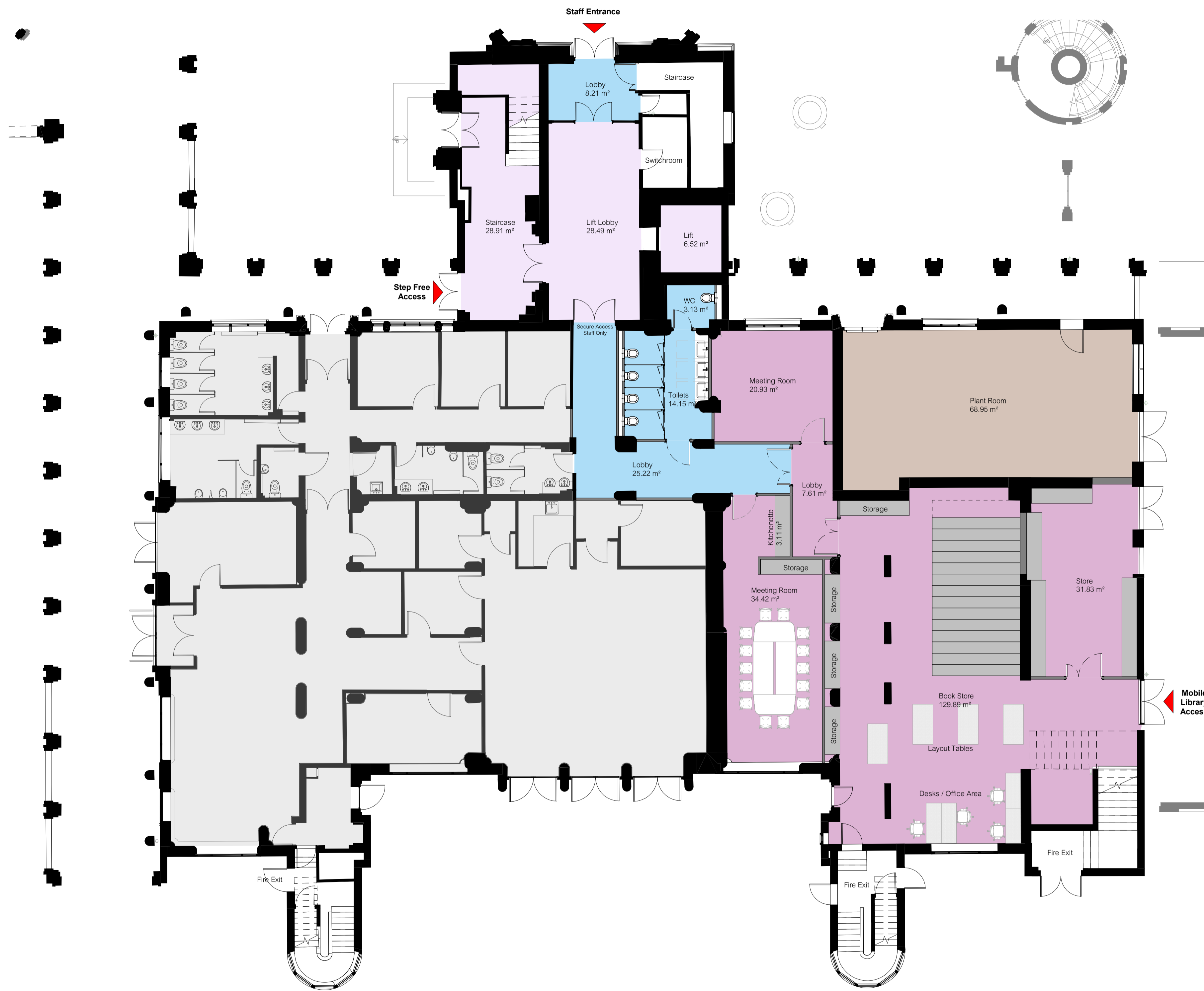
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mail@hunters.co.uk
www.hunters.co.uk

model ref: C:\Revit Local\M9556-HUN-ZZ-XX-M3-0001-Level1 and 2_g_honf.rvt



- LEGEND:
- Mobile Library
 - Public access
 - Service
 - Staff Access
 - Existing (Not included in the application)

01 Level 1 - Proposed Floor Plan
1 : 100



Revision	Date	Author	Checked by	Description
B	2024-04	GH	GH	Layout Amended
A	2024-03-08	GH	GH	Issued for Coordination

drawing title:
M9556- APL0006

Level 1 - Proposed Floor Plan

status code: **PLANNING**

reason for issue:
B

date:
2024-04

revised by:
GH

Layout Amended

Middlesex Suite
Space One, Hammersmith,
London, W6 0EA

hunters project number: M9556	client project number: -	drawn by: Author	checked by: Checker	scale: 1 : @ A1 100
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