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Design and Access Statement

Relating to

Conversion of existing garage to a home office

at

12 Little Road

Hayes

UB3 3BT

for

Mr Harjinder Dhaliwal

Prepared by

Stones Architects Ltd

2-3 Noble Corner

Great West Road

Hounslow

TW5 0PA

4th June 2025

Project ref: 2025.024

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Description of Existing Site

The application relates to a semi-detached, residential property situated in Hayes Town, in the London Borough of Hillingdon.

No.12 Little Road has a white render finish, with a hardstanding front. To the rear of the property there is soft scaping. The surrounding area is predominantly residential semi-detached dwellings, designed in a similar style throughout the development with differences in form and appearance.

The site is not located within an Area of Conservation, nor are the buildings on site or adjacent to statutory or locally listed.

Brief

We seek planning consent to carry out internal alterations along with minor external alterations to number 12 Little Road to provide a home office. The applicant wishes to provide a functional space suitable for modern living.

Planning

Typically we would make a Lawful development application for proposed use for a garage conversion, however in this instance we are making a householder planning application, refer to preapplication section below.

Applicable planning policies are as follows:

- Hillingdon Local Plan: Part Two - Development Management Policies (2020)
- National Planning Policy Framework (2023)
- The London Plan (2021)
T4, T5, T6, D3, D6, D13, D14

Planning History

	Description	Decision
16956/APP/2012/204	Conversion of roof space to habitable use to include a rear dormer, 2 front rooflights and conversion of roof from hip to gable end with a new gable end window (Application for a Certificate of Lawful Development for a Proposed Development)	Approved 27/01/12
16956/F/92/0317	Erection of a first-floor side extension and garage and front canopy	Withdrawn 24/02/92
16956/E/91/1943	Erection of first floor side extension over existing garage	Refusal 09/12/91

Design

The proposal is shown on drawings listed in the Appendix at the end of this statement.

There are no significant external changes being proposed. The only external changes will be to infill the existing garage door to allow for the new window to the front of the property. This is illustrated in the attached drawings.

Pre-Application Advice

Pre-application advice from the Duty Planning Officer (LBH), see below:

- There is a condition regarding the use of the garage from the 1970s-therefore a householder planning application is required.
- LBH recommended the provision of two car parking spaces; one will need to be located at the front of the property, and the second via street parking.
- There is an existing dropped kerb.
- There is sufficient on-street parking in the area.

Access

Existing access to the property will remain and new works will comply with the latest building regulations.

Appendix A

List of documents submitted with the application.

Drawing no.	Scale	Sheet size	Drawing title
S01	1:1250	A3	Site Location Plan
S02	1:100	A3	Existing Ground and First Floor Plan
S03	1:100	A3	Existing Roof Plan
S04	1:100	A3	Existing Elevations
C01	1:100	A3	Proposed Ground and Elevation
DAS	NTS	A4	Design and Access Statement

Ends.