London Borough of Hillingdon, Residents Services, 3N Civic Centre, High Street, Uxbridge, Middlesex UB8 1UW
Tel: 01895 250230 Web: www.hillingdon.gov.uk

Application for Planning Permission

Town and Country Planning Act 1990 (as amended)

Publication of applications on planning authority websites

Please note that the information provided on this application form and in supporting documents may be published on the Authority's website. If you require any further clarification, please contact the Authority's planning department.

Site Location

Disclaimer: We can only make recommendations based on the answers given in the questions.

If you cannot provide a postcode, the description of site location must be completed. Please provide the most accurate site description you can, to help locate the site - for example "field to the North of the Post Office".

Number: 42

Suffix:

Property Name:

Address Line 1: Albert Road

Address Line 2: Yiewsley

Address Line 3: Hillingdon

Town/city: West Drayton

Postcode: UB7 8ER

Description of site location must be completed if postcode is not known:

Easting (x): 506205

Northing (y): 180371

Description:

Applicant Details

Name/Company

Title

Mr.

First name

Igli

Surname

Metos

Company Name

Address

Address line 1

42 Albert Road

Address line 2

Yiewsley

Address line 3

Town/City

West Drayton

County

Hillingdon

Country

GB

Postcode

UB7 8ER

Are you an agent acting on behalf of the applicant?

- [x] Yes
- [ ] No

Applicant Contact Details

Primary number

Secondary number

Fax number

Email address

***** REDACTED ******

Agent Details

Name/Company

Title

Mr.

First name

Janaka

Surname

Solanga

Company Name

Intellect Civil and Construction Limited

Address

Address line 1

30

Address line 2

Mountside

Address line 3

Town/City

Stanmore

County

Country

United Kingdom

Postcode

HA7 2DP

Contact Details

Primary number

***** REDACTED ******

Secondary number

Fax number

Email address

***** REDACTED ******

Site Area

What is the measurement of the site area? (numeric characters only).

247.30

Unit

Sq. metres

Site information

Please note: This question is specific to applications within the Greater London area.

The Mayor can request relevant information about spatial planning in Greater London under Section 346 of the Greater London Authority Act 1999. View more information on the collection of this additional data and assistance with providing an accurate response.

Title number(s)

Please add the title number(s) for the existing building(s) on the site. If the site has no title numbers, please enter "Unregistered".

Title Number:
Unregistered

Energy Performance Certificate Number

Do any of the buildings on the application site have an Energy Performance Certificate (EPC)?

- ◯ Yes
- ⊘ No

Public/Private Ownership

What is the current ownership status of the site?

- ◯ Public
- ⊘ Private
- ◯ Mixed

Description of the Proposal

Please note in regard to:

- **Fire Statements** - From 1 August 2021, planning applications for buildings of over 18 metres (or 7 stories) tall containing more than one dwelling will require a 'Fire Statement' for the application to be considered valid. There are some exemptions. View government planning guidance on fire statements or access the fire statement template and guidance.
- **Permission In Principle** - If you are applying for Technical Details Consent on a site that has been granted Permission In Principle, please include the relevant details in the description below.
- **Public Service Infrastructure** - From 1 August 2021, applications for certain public service infrastructure developments will be eligible for faster determination timeframes. See help for further details or view government planning guidance on determination periods.

Description

Please describe details of the proposed development or works including any change of use

Proposed Conversion of Existing Basement to a Self-Contained Studio Flat.
The existing basement area is proposed for conversion into a new studio flat. The proposed basement plan covers approximately 39.0 square meters.
Creation of a Studio Flat: The space will be subdivided to create a self-contained studio flat with a kitchen, lobby, hall, bathroom, and combined living/bedroom area.
Lightwells and Access: A lightwell will be created at the front of the property. Additionally, a stairwell with new access stairs and a guardrail will be constructed at the rear to provide entry to the flat.
New Windows and Doors: Install new windows and doors within the newly formed basement walls to provide natural light and access. This includes windows in the kitchen, living/bedroom area, and bathroom, as well as new internal and external doors.
Guardrails: Install an 1100mm-high metal guardrail at ground level above the new lightwell and stairwell areas.

Has the work or change of use already started?

◯ Yes
⊘ No

Further information about the Proposed Development

Please note: This question is specific to applications within the Greater London area.
The Mayor can request relevant information about spatial planning in Greater London under Section 346 of the Greater London Authority Act 1999.
View more information on the collection of this additional data and assistance with providing an accurate response.

Are the proposals eligible for the 'Fast Track Route' based on the affordable housing threshold and other criteria?

◯ Yes
⊘ No

Do the proposals cover the whole existing building(s)?

◯ Yes
⊘ No

Where proposals only affect part(s) of building(s), please provide details (e.g. 'Rear Ground Floor', 'Unit 1 - 1st-3rd Floor')

The proposed development is entirely restricted to the basement level. The drawings show that the upper floors of the existing building remain unchanged and are not part of the conversion.

Current lead Registered Social Landlord (RSL)

If the proposal includes affordable housing, has a Registered Social Landlord been confirmed?
If the proposal does not include affordable housing, select 'No'.

◯ Yes
⊘ No

Details of building(s)

Does the proposal include any new building and/or an increase in height to an existing building?

◯ Yes
⊘ No

Loss of garden land

Will the proposal result in the loss of any residential garden land?

◯ Yes
⊘ No

Projected cost of works

Please provide the estimated total cost of the proposal

Up to £2m

Vacant Building Credit

Please note: This question is specific to applications within the Greater London area.
The Mayor can request relevant information about spatial planning in Greater London under Section 346 of the Greater London Authority Act 1999.
View more information on the collection of this additional data and assistance with providing an accurate response.

Does the proposed development qualify for the vacant building credit?

◯ Yes
⊘ No

Superseded consents

Please note: This question is specific to applications within the Greater London area.

The Mayor can request relevant information about spatial planning in Greater London under Section 346 of the Greater London Authority Act 1999.
View more information on the collection of this additional data and assistance with providing an accurate response.

Does this proposal supersede any existing consent(s)?

◯ Yes
⊘ No

Development Dates

Please note: This question is specific to applications within the Greater London area.

The Mayor can request relevant information about spatial planning in Greater London under Section 346 of the Greater London Authority Act 1999.
View more information on the collection of this additional data and assistance with providing an accurate response.

Please add the expected commencement and completion dates for all phases of the proposed development. If the entire development is to be completed in a single phase, state in the 'Phase Detail' that it covers the 'Entire Development'.

Phase Detail:
N/A

When are the building works expected to commence?:
12/2026

When are the building works expected to be complete?:
12/2027

Scheme and Developer Information

Please note: This question is specific to applications within the Greater London area.
The Mayor can request relevant information about spatial planning in Greater London under Section 346 of the Greater London Authority Act 1999.

View more information on the collection of this additional data and assistance with providing an accurate response.

Scheme Name

Does the scheme have a name?

◯ Yes
⊘ No

Developer Information

Has a lead developer been assigned?

◯ Yes
⊘ No

Existing Use

Please describe the current use of the site

non-habitable accommodation

Is the site currently vacant?

◯ Yes
⊘ No

Does the proposal involve any of the following? If Yes, you will need to submit an appropriate contamination assessment with your application.

Land which is known to be contaminated

◯ Yes
⊘ No

Land where contamination is suspected for all or part of the site

◯ Yes
⊘ No

A proposed use that would be particularly vulnerable to the presence of contamination

◯ Yes
⊘ No

Existing and Proposed Uses

Please note: This question contains additional requirements specific to applications within the Greater London area.
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View more information on the collection of this additional data and assistance with providing an accurate response.

Please add details of the Gross Internal Area (GIA) for all current uses and how this will change based on the proposed development. Details of the floor area for any proposed new uses should also be added.

Use Class:
OTHER

Other (Please specify):
ancillary residential space

Existing gross internal floor area (square metres):
39

Gross internal floor area lost (including by change of use) (square metres):
39

Gross internal floor area gained (including change of use) (square metres):
0

Use Class:
C3 - Dwellinghouses

Existing gross internal floor area (square metres):
0

Gross internal floor area lost (including by change of use) (square metres):
0

Gross internal floor area gained (including change of use) (square metres):
39

Total	Existing gross internal floorspace (square metres)	Gross internal floor area lost (including by change of use) (square metres)	Gross internal floor area gained (including change of use) (square metres)
	39	39	39

Materials

Does the proposed development require any materials to be used externally?

- [x] Yes
- [ ] No

Please provide a description of existing and proposed materials and finishes to be used externally (including type, colour and name for each material)

Type:
Walls

Existing materials and finishes:

Proposed materials and finishes:
Brickwork and smooth-rendered lining designed to match the host building's existing brickwork and character.

Type:
Windows

Existing materials and finishes:

Proposed materials and finishes:
Double-glazed window units with frame profiles, materials, and colours matching the existing windows of the property.

Type:
Doors

Existing materials and finishes:

Proposed materials and finishes:
Fully glazed / composite door unit, styled and coloured to match the existing external joinery of the building.

Type:
Other

Other (please specify):
Guard rail

Existing materials and finishes:

Proposed materials and finishes:
Simple 1100mm high metal guardrails around the front lightwell and rear access stairs, finished in a visually recessive black powder-coated / painted metal.

Are you supplying additional information on submitted plans, drawings or a design and access statement?

- [x] Yes
- [ ] No

If Yes, please state references for the plans, drawings and/or design and access statement

The supportive drawing pack will be submitted with this.

Pedestrian and Vehicle Access, Roads and Rights of Way

Is a new or altered vehicular access proposed to or from the public highway?

- [ ] Yes
- [x] No

Is a new or altered pedestrian access proposed to or from the public highway?

- [ ] Yes
- [x] No

Are there any new public roads to be provided within the site?

◯ Yes
⊘ No

Are there any new public rights of way to be provided within or adjacent to the site?

◯ Yes
⊘ No

Do the proposals require any diversions/extinguishments and/or creation of rights of way?

◯ Yes
⊘ No

Vehicle Parking

Please note: This question contains additional requirements specific to applications within Greater London.

The Mayor can request relevant information about spatial planning in Greater London under Section 346 of the Greater London Authority Act 1999.

View more information on the collection of this additional data and assistance with providing an accurate response.

Does the site have any existing vehicle/cycle parking spaces or will the proposed development add/remove any parking spaces?

◯ Yes
⊘ No

Electric vehicle charging points

Please note: This question is specific to applications within the Greater London area.

The Mayor can request relevant information about spatial planning in Greater London under Section 346 of the Greater London Authority Act 1999.

View more information on the collection of this additional data and assistance with providing an accurate response.

Do the proposals include electric vehicle charging points and/or hydrogen refuelling facilities?

◯ Yes
⊘ No

Trees and Hedges

Are there trees or hedges on the proposed development site?

◯ Yes
⊘ No

And/or: Are there trees or hedges on land adjacent to the proposed development site that could influence the development or might be important as part of the local landscape character?

◯ Yes
⊘ No

Assessment of Flood Risk

Is the site within an area at risk of flooding? (Check the location on the Government's Flood map for planning. You should also refer to national standing advice and your local planning authority requirements for information as necessary.)

◯ Yes
⊘ No

Is your proposal within 20 metres of a watercourse (e.g. river, stream or beck)?

◯ Yes
⊘ No

Will the proposal increase the flood risk elsewhere?

◯ Yes
⊘ No

How will surface water be disposed of?

☐ Sustainable drainage system

☐ Existing water course

☐ Soakaway

☑ Main sewer

☐ Pond/lake

Biodiversity and Geological Conservation

Is there a reasonable likelihood of the following being affected adversely or conserved and enhanced within the application site, or on land adjacent to or near the application site?

To assist in answering this question correctly, please refer to the help text which provides guidance on determining if any important biodiversity or geological conservation features may be present or nearby; and whether they are likely to be affected by the proposals.

a) Protected and priority species

◯ Yes, on the development site
◯ Yes, on land adjacent to or near the proposed development
⊘ No

b) Designated sites, important habitats or other biodiversity features

◯ Yes, on the development site
◯ Yes, on land adjacent to or near the proposed development
⊘ No

c) Features of geological conservation importance

◯ Yes, on the development site
◯ Yes, on land adjacent to or near the proposed development
⊘ No

Supporting information requirements

Where a development proposal is likely to affect features of biodiversity or geological conservation interest, you will need to submit, with the application, sufficient information and assessments to allow the local planning authority to determine the proposal.

Failure to submit all information required will result in your application being deemed invalid. It will not be considered valid until all information required by the local planning authority has been submitted.

Your local planning authority will be able to advise on the content of any assessments that may be required.

Biodiversity net gain

Biodiversity net gain is a legal requirement for planning permission introduced on 12 February 2024. All applications are required to either provide detailed information proving there will be a biodiversity increase; or explain why the requirement does not apply to the development.

Do you believe that, if the development is granted permission, the general Biodiversity Gain Condition (as set out in Paragraph 13 of Schedule 7A of the Town and Country Planning Act 1990 (as amended)) would apply?

◯ Yes
⊘ No

Biodiversity net gain has been introduced as a general condition for planning permission. As set out in The Environment Act 2021: "grants of planning permission in England [are] to be subject to a condition to secure that the biodiversity gain objective is met". Therefore, in England, all planning permissions are generally subject to biodiversity gain rules, unless they are specifically exempt or out of scope.

If you have stated that the biodiversity net gain requirement does not apply to your application you must provide the reason(s) why, and may also need to supply evidence (especially where you believe the application is eligible for the 'de minimis' exemption).

Please add all the reasons why biodiversity net gain does not apply and enter a justification for each one

Reason biodiversity net gain does not apply:
Development site area of 0.2 hectares or below

Are there any priority habitats on or within 500m of your site?:
No

Can you evidence that you carried out a site assessment if the local authority disputes the presence of priority habitats?:
No

Please justify the reason why biodiversity net gain does not apply:
small scale development

Please read the help text for further information why developments may be exempt or not in scope.

Open and Protected Space

Please note: This question is specific to applications within Greater London.

The Mayor can request relevant information about spatial planning in Greater London under Section 346 of the Greater London Authority Act 1999.

View more information on the collection of this additional data and assistance with providing an accurate response.

Open Space

Will the proposed development result in the loss, gain or change of use of any open space?

◯ Yes
⊘ No

Protected Space

Will the proposed development result in the loss, gain or change of use of a site protected with a nature designation?

◯ Yes
⊘ No

Foul Sewage

Please state how foul sewage is to be disposed of:

☑ Mains sewer
☐ Septic tank
☐ Package treatment plant
☐ Cess pit
☐ Other
☐ Unknown

Are you proposing to connect to the existing drainage system?

- ◯ Yes
- ⊘ No
- ◯ Unknown

Water management

Please note: This question is specific to applications within the Greater London area.

The Mayor can request relevant information about spatial planning in Greater London under Section 346 of the Greater London Authority Act 1999. View more information on the collection of this additional data and assistance with providing an accurate response.

Please state the expected percentage reduction of surface water discharge (for a 1 in 100-year rainfall event) from the proposal

0	percent

Are Green Sustainable Drainage Systems (SuDS) incorporated into the drainage design for the proposal?

- ◯ Yes
- ⊘ No

Please state the expected internal residential water usage of the proposal

0.00	litres per person per day

Does the proposal include the harvesting of rainfall?

- ◯ Yes
- ⊘ No

Does the proposal include re-use of grey water?

- ◯ Yes
- ⊘ No

Trade Effluent

Does the proposal involve the need to dispose of trade effluents or trade waste?

- ◯ Yes
- ⊘ No

Residential Units

Please notes: This question contains additional requirements specific to applications within Greater London.

The Mayor can request relevant information about spatial planning in Greater London under Section 346 of the Greater London Authority Act 1999.

View more information on the collection of this additional data and assistance with providing an accurate response.

Residential Units to be lost

Does this proposal involve the loss or replacement of any self-contained residential units or student accommodation (including those being rebuilt)?

- ◯ Yes
- ⊘ No

Residential Units to be added

Does this proposal involve the addition of any self-contained residential units or student accommodation (including those being rebuilt)?

- ⊘ Yes
- ◯ No

Please provide details for each separate type and specification of residential unit being provided.

Residential Unit Type:
Flat, Apartment or Maisonette

Tenure:
Market for rent

Who will be the provider of the proposed unit(s)?:
Private

Development type:
Conversion

Number of units, of this specification, to be added:
1

GIA (gross internal floor area) per unit:
39 square metres

Habitable rooms per unit:
1

Bedrooms per unit:
1

Compliant with M4(2) of Approved Document M Volume 1 of the Building Regulations:
No

Compliant with M4(3)(2a) of Approved Document M Volume 1 of the Building Regulations:
No

Compliant with M4(3)(2b) of Approved Document M Volume 1 of the Building Regulations:
No

Providing sheltered accomodation?:
No

Providing specialist older persons housing?:
No

On garden land?:
No

Communal space to be gained

Please add details for every unit of communal space to be added

Totals

Total number of residential units proposed

1

Total residential GIA (Gross Internal Floor Area) lost

square metres

Total residential GIA (Gross Internal Floor Area) gained

39 square metres

Mixed use residential site area

Is this application for a mixed use proposal that includes residential uses?

◯ Yes
⊘ No

Non-Permanent Dwellings

Please note: This question is specific to applications within the Greater London area.

The Mayor can request relevant information about spatial planning in Greater London under Section 346 of the Greater London Authority Act 1999.

View more information on the collection of this additional data and assistance with providing an accurate response.

Does this proposal involve the loss or gain of any non-permanent dwellings? Note that this covers any non-permanent dwellings if used as main residence (e.g. caravans, mobile homes, converted railway carriages), traveller pitches/plots or houseboat moorings.

◯ Yes
⊘ No

Other Residential Accommodation

Please note: This question contains additional requirements specific to applications within the Greater London area.
The Mayor can request relevant information about spatial planning in Greater London under Section 346 of the Greater London Authority Act 1999.
View more information on the collection of this additional data and assistance with providing an accurate response.

Does this proposal involve the loss or gain of any other residential accommodation? Note that this covers all other permanent residential accommodation that is outside of Use Classes C3 and C4 (apart from student accommodation), including rooms that are specifically provided for older persons.

◯ Yes
⊘ No

Waste and recycling provision

Please note: This question contains additional requirements specific to applications within the Greater London area. The Mayor can request relevant information about spatial planning in Greater London under Section 346 of the Greater London Authority Act 1999.

View more information on the collection of this additional data and assistance with providing an accurate response.

Does every unit in this proposal (residential and non-residential) have dedicated internal and external storage space for dry recycling, food waste and residual waste?

⊘ Yes
◯ No

Utilites

Please note: This question contains additional requirements specific to applications within the Greater London area.

The Mayor can request relevant information about spatial planning in Greater London under Section 346 of the Greater London Authority Act 1999.

View more information on the collection of this additional data and assistance with providing an accurate response.

Water and gas connections

Number of new water connections required

1

Number of new gas connections required

1

Fire safety

Is a fire suppression system proposed?

◯ Yes
⊘ No

Internet connections

Number of residential units to be served by full fibre internet connections

1

Number of non-residential units to be served by full fibre internet connections

0

Mobile networks

Has consultation with mobile network operators been carried out?

◯ Yes
⊘ No

Environmental Impacts

Please note: This question is specific to applications within the Greater London area.
The Mayor can request relevant information about spatial planning in Greater London under Section 346 of the Greater London Authority Act 1999.
View more information on the collection of this additional data and assistance with providing an accurate response.

Community energy

Will the proposal provide any on-site community-owned energy generation?

◯ Yes
⊘ No

Heat pumps

Will the proposal provide any heat pumps?

◯ Yes
⊘ No

Solar energy

Does the proposal include solar energy of any kind?

◯ Yes
⊘ No

Passive cooling units

Number of proposed residential units with passive cooling

0

Emissions

NOx total annual emissions (Kilograms)

0.00

Particulate matter (PM) total annual emissions (Kilograms)

0.00

Greenhouse gas emission reductions

Are the on-site Green House Gas emission reductions at least 35% above those set out in Part L of Building Regulations 2021?

◯ Yes
⊘ No

Green Roof

Proposed area of 'Green Roof' to be added (Square metres)

0.00

Urban Greening Factor

Please enter the Urban Greening Factor score

0.00

Residential units with electrical heating

Number of proposed residential units with electrical heating

1

Reused/Recycled materials

Percentage of demolition/construction material to be reused/recycled

0

Employment

Are there any existing employees on the site or will the proposed development increase or decrease the number of employees?

◯ Yes
⊘ No

Hours of Opening

Are Hours of Opening relevant to this proposal?

◯ Yes
⊘ No

Industrial or Commercial Processes and Machinery

Does this proposal involve the carrying out of industrial or commercial activities and processes?

◯ Yes
⊘ No

Is the proposal for a waste management development?

◯ Yes
⊘ No

Hazardous Substances

Does the proposal involve the use or storage of Hazardous Substances?

◯ Yes
⊘ No

Site Visit

Can the site be seen from a public road, public footpath, bridleway or other public land?

⊘ Yes
◯ No

If the planning authority needs to make an appointment to carry out a site visit, whom should they contact?

◯ The agent
⊘ The applicant
◯ Other person

Pre-application Advice

Has assistance or prior advice been sought from the local authority about this application?

◯ Yes
⊘ No

Authority Employee/Member

With respect to the Authority, is the applicant and/or agent one of the following:
(a) a member of staff
(b) an elected member
(c) related to a member of staff
(d) related to an elected member

It is an important principle of decision-making that the process is open and transparent.

For the purposes of this question, "related to" means related, by birth or otherwise, closely enough that a fair-minded and informed observer, having considered the facts, would conclude that there was bias on the part of the decision-maker in the Local Planning Authority.

Do any of the above statements apply?

◯ Yes
⊘ No

Ownership Certificates and Agricultural Land Declaration

Certificates under Article 14 - Town and Country Planning (Development Management Procedure) (England) Order 2015 (as amended)

Please answer the following questions to determine which Certificate of Ownership you need to complete: A, B, C or D.

Is the applicant the sole owner of all the land to which this application relates; and has the applicant been the sole owner for more than 21 days?
E.g. All the land is owned by a single individual

◯ Yes
⊘ No

Is the land owned by multiple individuals, or has agricultural tenants where the details of all individuals are known by the Applicant?
E.g. The land is owned by 2 people and the applicant can provide details of those owners.

⊘ Yes
◯ No

Certificate Of Ownership - Certificate B

I certify/ The applicant certifies that:

⊘ **I have/The applicant has given the requisite notice to everyone else (as listed below) who, on the day 21 days before the date of this application, was the owner* and/or agricultural tenant** of any part of the land or building to which this application relates; or**
◯ **The applicant is the sole owner of all the land or buildings to which this application relates and there are no other owners* and/or agricultural tenants**.**

*** "owner" is a person with a freehold interest or leasehold interest with at least 7 years left to run.**

**** "agricultural tenant" has the meaning given in section 65(8) of the Town and Country Planning Act 1990**

Owner/Agricultural Tenant

Name of Owner/Agricultural Tenant:
***** REDACTED ******

House name:

Number:
42

Suffix:

Address line 1:
Albert Road, Yiewsley

Address Line 2:

Town/City:
West Drayton

Postcode:
UB7 8ER

Date notice served (DD/MM/YYYY):
23/10/2026

Person Family Name:

Person Role

⊘ The Applicant
◯ The Agent

Title

Mr.

First Name

Igli

Surname

Metos

Declaration Date

23/10/2026

☑ Declaration made

Declaration

I/We hereby apply for Full planning permission as described in the questions answered, details provided, and the accompanying plans/drawings and additional information.
I/We confirm that, to the best of my/our knowledge, any facts stated are true and accurate and any opinions given are the genuine opinions of the person(s) giving them.
I/We also accept that, in accordance with the Planning Portal's terms and conditions:
- Once submitted, this information will be made available to the Local Planning Authority and, once validated by them, be published as part of a public register and on the authority's website;
- Our system will automatically generate and send you emails in regard to the submission of this application.

☑ I / We agree to the outlined declaration

Signed

Janaka Solanga

Date

23/10/2026