

4D PLANNING

Architecture | Town Planning

DESIGN AND ACCESS / PLANNING STATEMENT

Demolition of the existing side garage and erection of a two storey side and rear extension to create 1 x 2 bedroom self contained dwelling (8C Cleveland Road) with private amenity space, parking, cycle and refuse storage, new boundary treatments and gates, and reconfiguration of the amenity space serving Flats 8, 8A and 8B.

Property Address: 8, 8A, 8B and 8C Cleveland Road, Uxbridge, UB8 2DW.

September 2026

1.0 INTRODUCTION

1.1 This Design and Access / Planning Statement is submitted by 4D Planning on behalf of the applicant, Mr P Caraco, in support of a full planning application at 8 Cleveland Road, Uxbridge, UB8 2DW. The application seeks permission for the demolition of the existing single storey side garage and the erection of a two storey side and rear extension to create 1 x 2 bedroom self-contained dwelling (to be known as 8C Cleveland Road), together with private amenity space, an allocated parking space, cycle and refuse storage, new boundary fencing and gates, and the reconfiguration of the rear amenity space serving the 3 existing flats (8, 8A and 8B).

1.2 The application follows a previous scheme for a 2 bedroom dwelling on the same footprint (ref. 32669/APP/2023/1438) which was refused by the Council and dismissed at appeal on 18 September 2024 (ref. APP/R5510/W/23/3329120). The Inspector found that the design was subordinate and proportionate to the host building and would preserve the significance of The Greenway Conservation Area, but dismissed the appeal because the dwelling would have had only about 41m² of private outdoor amenity space against the 60m² minimum in Table 5.3 of Policy DMHB 18. The current proposal has been designed specifically to overcome that single reason for dismissal while retaining the design approach the Inspector endorsed.

1.3 This Statement comprises:

- A description of the application property and surrounding area;
- A summary of the relevant planning history, including the 2024 appeal decision;
- A description of the proposed development;
- The relevant national, regional and local planning policy; and,
- An assessment of the proposed development against that policy, with particular attention to the matters raised in the previous decisions.

1.4 This Statement should be read alongside the submitted drawings CU01 to CU20 (Location Plan, Existing and Proposed Block Plans, Floor Plans, Roof Plans, Sections and Elevations) prepared by 4D Planning.

2.0 APPLICATION PROPERTY AND SURROUNDING AREA

2.1 8 Cleveland Road is a two storey detached property with a basement level, occupying a corner plot at the junction of Cleveland Road and Villier Street, Uxbridge. The building has a hipped roof, brick elevations and white framed windows, with a hardstanding frontage providing 5 off street parking

spaces and a paved rear garden. The property is in residential use as 3 self-contained flats: Flat 8 and Flat 8A at ground and first floor level (approved under ref. 32669/APP/2021/788) and Flat 8B at basement level, the lawfulness of which was confirmed by a Certificate of Lawfulness for an existing use granted on 6 May 2026 (ref. 32669/APP/2026/659).

2.2 A single storey garage with a mono pitched roof is attached to the southern flank of the house and is built up to the shared boundary with No. 6 Cleveland Road. The land behind the garage is currently unused and is shown on the existing block plan as "land with garage". The rear garden is informally divided between the 3 flats.

2.3 The site lies within The Greenway Conservation Area, which is characterised by mainly detached and semi-detached dwellings of individual design in a range of styles and scales, many of which have been extended, with varied spacing between buildings along Cleveland Road. The building is not listed and there are no listed buildings adjoining the site.

2.4 The site is not within the Green Belt or a flood zone from rivers. There are no Tree Preservation Orders on the site. The Article 4 Directions covering Hillingdon (restricting C3 to C4 HMO changes of use in the Uxbridge South and Brunel wards, and larger single storey rear extensions) are not engaged by this proposal.

2.5 The site is well located for local services and public transport, being within walking distance of Uxbridge town centre, Uxbridge Underground station (Metropolitan and Piccadilly lines), the bus station and the shops and services along the High Street. Cleveland Road and Villier Street are lightly trafficked residential streets.

3.0 PLANNING HISTORY

3.1 The planning history for the site, taken from the Council's online planning register, is summarised below.

3.2 Ref. 32669/APP/2021/788: Conversion of existing dwelling to 2 x 3 bed self contained flats with associated parking and amenity space. Approved 6 May 2021. Condition 6 (door specification) was discharged under ref. 32669/APP/2021/2379 and Condition 4 (landscape scheme) was discharged under ref. 32669/APP/2022/194 (approved 20 April 2022) following an earlier refusal under ref. 32669/APP/2021/4091.

3.3 Ref. 32669/APP/2021/2045: First floor extension over existing garage to provide 1 x 2 bed self contained flat with parking space. Refused 24 September 2021. The refused scheme retained the garage footprint up to the boundary and the front building line, with a ridge matching the host building.

3.4 Ref. 32669/APP/2023/1438: Erection of 2 bedroom end of terrace dwelling. Refused 16 August 2023 for 2 reasons: (1) that by reason of its siting, size, scale, layout, width and design the dwelling would constitute a cramped form of development that would not appear subordinate to the host building, contrary to Policy BE1, Policies DMHB 11 and DMHB 12 and London Plan Policy D3; and (2) that insufficient private amenity space would be provided, resulting in a poor standard of accommodation contrary to Policy DMHB 18.

3.5 Appeal ref. APP/R5510/W/23/3329120: The refusal was appealed and the appeal was dismissed on 18 September 2024. The Inspector's findings are directly relevant to this application and are set out in more detail below.

3.6 Ref. 32669/APP/2024/3086: Erection of a new dwellinghouse with associated parking, bin storage, cycle storage and landscaping. Withdrawn 17 January 2025 to allow the amenity arrangements for the whole site to be reconsidered and the lawful status of the basement flat to be regularised before resubmission.

3.7 Ref. 32669/APP/2026/659: Certificate of Lawfulness for the existing use of the basement level (8B) as a self-contained residential unit. Granted 6 May 2026.

The 2024 appeal decision

3.8 The Inspector identified 2 main issues: the effect on the character and appearance of the area including The Greenway Conservation Area, and the quality of the accommodation with regard to private outdoor amenity space. On the first issue the Inspector found in the appellant's favour, concluding at paragraphs 13 and 14:

"Based on the above observations, the proposed dwelling is designed as a subordinate and proportionate extension to the host property. Within the wider street scene, as extended, the host property would retain the appearance of an individually designed detached property in a generous plot. As a result, the proposed development would complement the character and appearance of the area and this would preserve the significance of The Greenway Conservation Area."

3.9 In reaching that view the Inspector relied on the following design features: the dwelling being about half the width of the host property; a slight set back from the front elevation; a ridge set down by about 0.5m; a 1m gap to the boundary with No. 6 (whereas the existing garage is built up to the boundary), creating an appreciable gap between the buildings; matching materials and a fenestration arrangement broadly consistent with the host; and the entrance being located to the side so that the new unit would not be readily apparent as separate accommodation. The Inspector found compliance with Policy BE1, Policies DMHB 11 and DMHB 12, London Plan Policy D3 and Policy HE1, and no harm to the Conservation Area. The Council's first reason for refusal was therefore not upheld.

3.10 On the second issue the Inspector found that the block plan showed only about 41m² of private outdoor amenity space against the 60m² minimum required by Table 5.3 of Policy DMHB 18 for a 2 bedroom dwelling, and that this would significantly compromise the quality of the accommodation. An amended block plan submitted late in the application process was not taken into account because it had not been consulted upon and because it increased the new dwelling's garden at the expense of a significant reduction in the amenity space for Flat 8A. The appeal was dismissed on this ground alone.

3.11 The current proposal responds directly to that decision. The new dwelling is provided with 60.95m² of private amenity space, meeting the DMHB 18 standard in full, and this is achieved without reducing the amenity space of any of the existing flats below the relevant policy standard. The design principles that the Inspector found acceptable have been retained.

4.0 PROPOSED DEVELOPMENT

4.1 The proposal is for the demolition of the existing single storey side garage and the erection of a two storey side extension on the garage footprint, with a two storey element extending to the rear, to form a self-contained 2 bedroom, 4 person dwelling (8C Cleveland Road). The dwelling is attached to the host building and reads as an extension to it, in the same way as the appeal scheme.

Scale and design

4.2 The new dwelling is 4.2m wide, which is less than half the width of the host building. Its front elevation is set back 2.4m behind the front elevation of the host property and its hipped roof has a ridge height of +7.25m, 0.5m below the host ridge of +7.75m, so that the addition is clearly subordinate. The southern flank wall is set approximately 1m off the shared boundary with No. 6 Cleveland Road, whereas the existing garage is built hard up to that boundary, opening up the spacing between the 2 buildings.

4.3 The extension will be finished in brickwork to match the existing building, with roof tiles to match the existing roof and windows of a frame material, style and colour to match the host property. The front elevation windows align with the proportions of the existing fenestration. A single storey rear element with bi fold doors opens onto the garden, with new steps and landing. The entrance to the new dwelling is on the southern side elevation, reached through a new black metal framed gate at the front, so that the street frontage is not altered by an additional front door.

4.4 The side elevation facing No. 6 contains the entrance door and a small number of windows. These are shown as obscure glazed and non-opening below 1.7m above finished floor level to protect

privacy. The proposed plans include a 45 degree line check from the nearest window of the host building to confirm that the rear element does not unduly affect light or outlook to the existing flats.

Accommodation

4.5 The dwelling provides a gross internal area of 80.62m² over 2 floors. At ground floor there is a living room, a kitchen and dining room opening onto the garden, a toilet and 2 storage cupboards. At first floor there are 2 double bedrooms and a bathroom. Floor to ceiling heights are 2.7m throughout, exceeding the 2.5m minimum in London Plan Policy D6 and the Nationally Described Space Standard.

Amenity space and boundary treatments

4.6 The new dwelling is provided with a private garden of 60.95m² to the rear (south west) of the site, on land that currently sits behind the garage and is not used by any of the existing flats. The rear garden serving the existing flats is reorganised so that each flat has a clearly defined and enclosed private space: Flat 8 is allocated 30.32m², Flat 8A 30.84m² and Flat 8B 28.07m². The spaces are separated by new timber fences, with the gates in black metal to match the existing railings. The existing arrangement is informal and shared. The reorganisation gives each household a private, usable and secure space, which is an improvement on the current situation.

Parking, cycle storage and refuse

4.7 The existing hardstanding to the front of the property provides 5 parking spaces. One of these is allocated to the new dwelling and the remaining 4 continue to serve the existing flats. No new vehicle crossover is required and the existing access from Cleveland Road is retained.

4.8 A covered and secure cycle parking area is provided within the front curtilage at the corner of Cleveland Road and Villier Street, shared with the existing flats and sized to accommodate the London Plan requirement for the new dwelling. Refuse and recycling storage is provided in 2 enclosed bin areas within the front curtilage, both within 10m of the public highway to meet the Council's collection distance requirements.

5.0 PLANNING POLICY

5.1 Section 38(6) of the Planning and Compulsory Purchase Act 2004 requires that applications are determined in accordance with the development plan unless material considerations indicate otherwise. The development plan comprises the London Plan (2021), the Hillingdon Local Plan Part 1: Strategic Policies (2012) and the Hillingdon Local Plan Part 2: Development Management Policies and Site Allocations (2020). Section 72(1) of the Planning (Listed Buildings and Conservation Areas) Act 1990 requires special attention to be paid to the desirability of preserving or enhancing the character or appearance of the Conservation Area.

National Planning Policy Framework

5.2 The NPPF (December 2024) sets out a presumption in favour of sustainable development and places significant weight on the need to boost the supply of homes. It recognises that small and medium sized sites make an important contribution to meeting housing need and asks authorities to support the development of windfall sites. Chapter 12 requires development to be well designed, to be sympathetic to local character and to add to the overall quality of an area, while stating that this should not prevent appropriate innovation or change such as increased densities. Chapter 16 requires great weight to be given to the conservation of designated heritage assets and requires any harm to be weighed against the public benefits of a proposal.

London Plan (2021)

5.3 Policy H1 sets a 10 year housing target for Hillingdon of 10,830 homes and Policy H2 requires boroughs to support well designed small housing developments on sites below 0.25 hectares, including infill development within the curtilage of existing houses, to meet a small sites target of 4,410 homes in Hillingdon. Policy D3 requires a design led approach that optimises site capacity and responds to local character. Policy D4 requires the design quality of schemes to be secured. Policy D6 sets minimum space and floor to ceiling standards for new housing, with 79m² for a 2 bedroom, 4 person dwelling over 2 storeys and a 2.5m floor to ceiling height for at least 75% of the gross internal area. Policy HC1 requires development affecting heritage assets to conserve their significance. Policy T5 requires 2 cycle parking spaces for a 2 bedroom dwelling and Policy T6.1 sets maximum residential parking standards.

Hillingdon Local Plan Part 1 (2012)

5.4 Policy BE1 requires all new development to achieve a high quality of design that harmonises with the local context. Policy HE1 seeks to conserve and enhance the borough's historic environment, including conservation areas. Policy H1 supports new housing on previously developed land within the built up area.

Hillingdon Local Plan Part 2 (2020)

5.5 The following policies are relevant. Policy DMHB 4 (Conservation Areas) requires development to preserve or enhance the features that contribute to the special character of a conservation area. Policy DMHB 11 (Design of New Development) requires development to harmonise with the scale, height, massing and materials of the local context and to provide adequate separation to neighbours. Policy DMHB 12 (Streets and Public Realm) addresses the relationship with the street. Policy DMHB 14 (Trees and Landscaping) and Policy DMHB 15 (Planning for Safer Places) are also relevant. Policy DMHB 16 (Housing Standards) applies the Nationally Described Space Standard and requires new dwellings to meet Building Regulations M4(2). Policy DMHB 18 (Private Outdoor Amenity Space) and Table 5.3 require a minimum of 60m² of private amenity space for a 2 bedroom house and 25m² and 30m² for 2 and 3 bedroom flats respectively. Policy DMH 6 (Garden and Backland Development) applies to development within residential curtilages. Policies DMT 2 (Highways Impacts), DMT 5 (Pedestrians and Cyclists) and DMT 6 (Vehicle Parking) address transport matters, and Policy DMEI 10 addresses water management and sustainable drainage.

5.6 The Council's Residential Layouts Supplementary Planning Document and the emerging Hillingdon Local Plan are material considerations. The emerging plan has not yet been adopted and carries limited weight at this stage, but its approach to housing delivery on small sites is consistent with the adopted policies relied on in this Statement.

6.0 PLANNING ASSESSMENT

Principle of development

6.1 The site is previously developed land within the built up area of Uxbridge, in a highly accessible location close to the town centre and public transport. The provision of an additional home on a small site of this kind is expressly supported by London Plan Policy H2 and by the NPPF, and contributes to Hillingdon's housing targets. The principle of a dwelling on the garage footprint was not disputed by the Inspector in 2024 and is accepted. The proposal does not involve the loss of any existing home, garden land used by the existing flats, or any non-residential use.

Character, appearance and the Conservation Area

6.2 The Inspector's findings on design are the starting point. The current scheme retains every feature that led the Inspector to conclude that the appeal proposal was a subordinate and proportionate extension which would preserve the significance of The Greenway Conservation Area: the dwelling is less than half the width of the host, set back from the front elevation, set down 0.5m at the ridge, set

1m off the southern boundary, finished in matching materials, with fenestration consistent with the host and a side entrance. The hipped roof form reflects the existing roof and the mono pitched garage roof, which contributes nothing to the Conservation Area, is removed.

6.3 The main change from the appeal scheme is the two storey element to the rear, which is needed to provide a well proportioned 2 bedroom dwelling on a narrower footprint while keeping the frontage subordinate. This element sits behind the host building and is not visible from Cleveland Road. It is partly visible from Villier Street across the rear garden but is seen against the bulk of the host property and follows its roof form and materials. It does not alter the appearance of the building in the street scene on which the Inspector based his assessment. The Council's first reason for refusal in 2023 was not upheld at appeal and there is no basis for it to be repeated in respect of a scheme that follows the same design principles.

6.4 In terms of the statutory duty under section 72(1) and Policy DMHB 4, the significance of The Greenway Conservation Area derives largely from the varied architecture of its individually designed houses and their spacing. The extended building will continue to read as a single detached property in a generous plot, and the gap to No. 6 is increased compared with the existing garage. The character and appearance of the Conservation Area is preserved and no harm is identified, so the balancing exercise in the NPPF is not engaged. The proposal complies with Policies BE1, HE1, DMHB 4, DMHB 11 and DMHB 12 and London Plan Policies D3 and HC1.

Standard of accommodation and amenity space

6.5 The dwelling has a gross internal area of 80.62m², exceeding the 79m² required by the Nationally Described Space Standard for a 2 bedroom, 4 person, 2 storey home, with 2.7m floor to ceiling heights that exceed the London Plan minimum. Both bedrooms are doubles, all habitable rooms have windows and the living room and kitchen benefit from a dual aspect and direct access to the garden. Built in storage is provided at ground floor. The dwelling can be constructed to meet Building Regulations M4(2) requirements so far as the site allows, and this can be secured by condition.

6.6 Private amenity space was the sole reason the 2024 appeal was dismissed. The proposed dwelling is now provided with 60.95m² of private garden, meeting the 60m² minimum in Table 5.3 of Policy DMHB 18. The garden is a regular shape, enclosed, directly accessible from the kitchen and dining room and of a usable proportion. It is formed from land to the rear of the garage that is not currently used as amenity space by any of the existing flats, so the standard is met without taking garden from the existing occupiers.

6.7 The Inspector was also concerned that the late amended plan in the previous case increased the new dwelling's garden by significantly reducing the amenity space of Flat 8A. That concern has been addressed at the outset in this application. Each of the existing flats retains a policy compliant private space: 30.32m² for Flat 8 and 30.84m² for Flat 8A against a 30m² standard for 3 bedroom flats,

and 28.07m² for Flat 8B against a 25m² standard for a 2 bedroom flat. The subdivision of the rear garden between the flats was not fixed by any condition of the 2021 permission, and the lawful use of Flat 8B was established through a Certificate of Lawfulness rather than a planning permission, so there is no approved amenity layout that the proposal departs from. The new fencing formalises the arrangement and gives each flat a private and secure space, which is a material improvement for the existing residents.

Neighbouring amenity

6.8 The nearest neighbour is No. 6 Cleveland Road to the south. The new dwelling is set approximately 1m off the shared boundary where the existing garage is built up to it, and the main building of No. 6 is itself set away from the boundary, so there is a separation of several metres between the 2 buildings. The two storey element replaces a single storey garage that already occupies the boundary, and its flank is set back from the front of the site. Given the orientation, the southern position of No. 6 and the separation involved, there would be no material loss of daylight, sunlight or outlook to that property. The windows in the southern flank are obscure glazed and non opening below 1.7m, so there is no overlooking. The first floor bedroom windows face the street and the site's own garden.

6.9 To the north the site is bounded by Villier Street, and there are no neighbouring residential windows close to the western boundary that would be affected by the rear element. Within the site, the 45 degree check shown on the proposed plans confirms that the rear element does not unacceptably affect the nearest windows of the existing flats. A dwelling of this size generates minimal additional activity and no noise or disturbance beyond that of ordinary residential occupation. The proposal complies with Policy DMHB 11 and London Plan Policy D6 in this respect.

Parking, access and servicing

6.10 One of the 5 existing off street parking spaces is allocated to the new dwelling, which is within the London Plan Policy T6.1 and Policy DMT 6 maximum standards for a 2 bedroom home in this location and leaves 4 spaces for the 3 existing flats. The site is a short walk from Uxbridge station and bus station, so car ownership can be expected to be low. The existing access from Cleveland Road is unchanged and there are no highway safety implications.

6.11 In the 2023 application the Highway Authority raised no objection subject to conditions, but commented that the cycle parking should be relocated on plot. Secure cycle parking is now shown within the front curtilage at the corner of the site, accessible without passing through any private garden. Refuse storage is within 10m of the highway in enclosed bin stores, addressing the Council's previous comment that bins stored in the rear garden exceeded the collection distance. Details of both can be secured by condition, as the officer report in 2023 acknowledged.

Other matters

6.12 The site is in Flood Zone 1 with a low surface water risk. The new dwelling sits largely on the existing garage footprint and the new garden areas are permeable, so there is no increase in surface water run off. No trees are affected and the landscape scheme approved under Condition 4 of the 2021 permission is unaffected. The new dwelling will be constructed to current Building Regulations Part L standards and, as an attached unit, benefits from a reduced external envelope. The proposal is a minor development below the threshold for a CIL liability assessment to be dealt with in this Statement; the Mayoral and Hillingdon CIL forms are submitted with the application.

Suggested conditions

6.13 Should the Council be minded to approve, the applicant would accept conditions covering approved plans, materials to match, obscure glazing to the southern flank windows, details of cycle and refuse storage and boundary treatments, the provision and retention of the amenity spaces as shown, and M4(2) compliance. These reflect the conditions the Council indicated it would have imposed had the 2023 application been approved.

7.0 CONCLUSION

7.1 The proposal delivers a new 2 bedroom family home on a small, previously developed site in a highly accessible location, in line with London Plan Policy H2 and the Government's emphasis on making effective use of small sites. The design follows the principles that the Planning Inspector found acceptable in September 2024: a subordinate, proportionate addition in matching materials that preserves the character and appearance of The Greenway Conservation Area.

7.2 The only reason the previous appeal was dismissed, the shortfall in private amenity space, has been resolved. The new dwelling has 60.95m² of private garden and each of the existing flats retains a policy compliant, and now properly enclosed, private space. The accommodation exceeds the national space standard, parking, cycle and refuse provision is policy compliant, and there is no material impact on neighbouring amenity.

7.3 The proposal accords with the development plan. The Council is respectfully requested to grant planning permission.