

## PLANNING STATEMENT

### FOR APPLICATION REF PP-13527664 and PP-14208693

#### APPLICATION FOR CONFIRMATION OF PLANNING COMPLIANCE

20B HIGH STREET, NORTHWOOD HA6 1BN

Date of issue: 26 August 2025

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##### 1. INTRODUCTION

This planning statement refers to the planning application submitted to LB Hillingdon, application reference PP-14208693. The application is registered as '*Prior Approval-Change of Use/commercial business/service to dwelling houses*'. The application was submitted and registered as **complete** on 27 July 2025. The Council planning officer who dealt with the planning application is Emelie Bateman. The email to Emelie Bateman from Patrick Ettwein (Agent) dated 9 July 2025 (at 13.11) summarizes the request made by the applicant.

The submitted application includes existing and proposed drawings, location plan, planning statement and site photographs.

##### 2. BACKGROUND, SITE LOCATION & LOCAL TRANSPORTATION

The application property is a vacant detached building on a backland site, accessed via a covered passageway located between nos. 18 and 20 Northwood High Street HA6 1BN. The building has two storeys and a tiled pitched roof and is located next to the high boundary wall with no. 20. to the north side of the site. In Council documents, the site is currently referred to as '**Anna's Touch of Beauty**', which refers to name of the previous occupant/tenant. The current/ last known actual use is 'OFFICE' use.

The site is located within 220 metres of Northwood Station, which is on the Metropolitan Line. This provides fast links to Central London and beyond. Local bus routes operated by Transport for London include route 282 (to Harrow and Ealing) and H13 (to Northwood Hills station, Metropolitan Line). In summary, this site is located close to good public transport links to neighbouring areas and to central London.

By comparison with the previous known use of this property as offices, the number of future occupants is most unlikely to increase, compared to the use as offices. An average office of this size would accommodate up to 12-14 employees, by

comparison with family residential use, with 3-5 family members, based on standard UK guidance. This will equate to a significant decrease in the number of occupants/users on this site.

*If requested, access to allow an inspection of the property can be arranged by contacting the applicant's agent on 07957370435 or at ettweinp@gmail.com.*

### 3. SITE DESCRIPTION AND SITE ACCESS

The site of this building is bounded by a high brick boundary wall on the north side and by a private, mainly pedestrian access passageway on the south-facing frontage. The ground level covered access passageway from the High Street is situated below no. 20 Northwood High Street.

The access passage leads to an open vacant site beyond the rear (East) side of the site. The covered passageway permits small standard vehicular access to the application site and to the adjacent open site beyond. There is parking space adjacent to the site in a parking yard.

### 4. PREVIOUS APPLICATIONS AND ALTERATIONS

The current planning Use of the building is Office Use. The existing internal layout of the 2- storey building consists of a large office room at ground level, with WCs and store-room at the east side of the ground floor, and a similar plan on the first floor with separate office space in a room at the east side of the building. The date of this alteration is unknown but it appears from physical evidence on site to be within the last 15-20 years. The Planning website indicates that no previous planning applications have been received in recent years.

### 5. LOCAL PLANNING POLICY

Relevant Local planning policy as prescribed by LB Hillingdon :

#### POLICY DMH3 OFFICE CONVERSIONS TO RESIDENTIAL USE (quote)

***'Where offices are found to be redundant....their redevelopment for office accommodation will be supported. Where this is not feasible or viable proposals for the conversion to residential which fall outside permitted development rights, will be supported where; such conversions are in keeping with the area and its character and where homes will have dual aspect wherever possible.***

The above policy is particularly relevant to this site, insofar as the applicants are seeking to convert an existing redundant office space into good quality residential use on a highly appropriate site.

### 6. PURPOSE OF THIS APPLICATION

Under current planning legislation, conversion of office space to residential use is designated as *permitted development* in most cases. In this case, the applicant has instructed that a planning application is to be submitted for approval in order to receive formal written confirmation of the planning status of this property, as documented

evidence of a confirmed, legitimate planning use, to be made available to any future owner or tenant.

**7. APPRAISAL AND IMPACT OF PROPOSALS.**

The proposed alterations are mainly internal, as indicated on the submitted drawings. They do not involve internal structural alterations other than the formation of a suitable partially-enclosed staircase opening between the ground and first floor and additional partitions in the proposed kitchen and bedroom. Externally the removal of the external steel fire-escape staircase will considerably improve the overall external appearance of the building as viewed from the public passageway.

**8. LEGISLATION**

The planning application and this statement indicate that the proposed alterations in this proposed development will conform to the following planning requirements:

- Conversion of Use Class E office buildings to Class C3 dwellings.
- Prior approval application.
- Planning (General permitted Development) 2015 (as amended)

**9. CONCLUSION**

The applicant confirms that in his opinion, the proposals contained in this application documents and drawings submitted, conform with Local Policy, in particular with reference to Class E conversion to Class C3 (dwellings), and also Class MA of the Town and Country Planning (General Permitted development) (England) Order 2015, as amended.

**The applicant confirms his request for a certified written confirmation of compliance with Local and National planning policy.**

If an internal site inspection is requested, please contact the applicant's agent on 07957 370435 or email to [ettweinp@gmail.com](mailto:ettweinp@gmail.com).

PATRICK ETTWEIN DipArch RIBA FRSA

**END OF DOCUMENT**

PP- 14208693

Site known as 'Anna's Touch of Beauty'

20B High Street, Northwood HA6 1BN

**Application for Certificate of Planning Compliance.**