



TRANSPORT TECHNICAL NOTE / ADDENDUM

Heathrow Point West, 234 Bath Road, Heathrow, UB3 5AP

Planning Application 41331/APP/2025/3250

Prepared by	Total Planning
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Purpose. This note provides one definitive and coordinated transport position in response to the Council's correspondence of 30 July, 4 August and 6 August 2026. It resolves the coach-parking and cycle-parking inconsistencies and updates the assessment for the correct 128-room extension.

1. Introduction

1.1 The application seeks retrospective planning permission for a new four-storey hotel extension, with accommodation at roof and basement levels, providing 128 bedrooms and connected to the existing hotel by a covered link bridge. The existing hotel contains 159 bedrooms. The completed hotel would therefore contain 287 bedrooms in total.

1.2 The London Borough of Hillingdon has requested clarification because earlier transport documents and plans refer variously to three or four coach spaces and to 20, 40 or 26 cycle-parking units. The Council has also asked for confirmation that the cycle provision is adequate for the entire 287-bedroom hotel.

1.3 This note should be read alongside the January 2026 Transport Statement, Framework Travel Plan and Car Park Management Plan, together with the July 2026 Addendum to the Parking Management Strategy. Where there is any conflict in the numerical information, the definitive schedule in Section 2 of this note prevails.

2. Definitive transport provision

Table 2.1: Coordinated development and parking schedule

Item	Definitive provision	Earlier references superseded
Hotel bedrooms	159 existing bedrooms plus 128 extension bedrooms: 287 bedrooms overall.	References to a 110-room extension and totals of 268 or 269 bedrooms.
Car parking	57 spaces overall, comprising 50 standard spaces and 7 accessible spaces.	References to 55 spaces or 55 spaces plus 7 accessible spaces.
Coach parking	2 dedicated on-site coach bays.	References to 3 coach bays in transport documents and 4 coach spaces on the parking plan.
Cycle parking	26 Sheffield stands providing capacity for 52 cycles.	References to either 20 or 40 cycle spaces.
Cycle allocation	At least 16 secure and covered long-stay spaces, at least 6 short-stay spaces, and 30 additional flexible spaces.	Any statement assessing cycle parking only against the former 110-room extension.

3. Coach parking

3.1 The intended and proposed provision is two coach bays. These are the two bays identifiable within the hotel forecourt. The reference to four coach spaces on the earlier parking plan is a drafting error; it is not proposed to provide or identify two additional coach spaces. References to three coach bays in the January 2026 transport documents are also superseded.

3.2 Coach visits will be managed through the hotel booking and reception arrangements. Coach arrivals will be pre-booked where practicable, drivers will be directed to one of the two designated bays, and no more than two coaches will be permitted to occupy the site at the same time. Arrival and departure times will be coordinated to prevent waiting within the access road or on Bath Road.

3.3 The revised parking-plan annotation should therefore state '2 coach bays'. Any plan annotation stating '4 coach parking spaces' is superseded by this note and should be removed from the next drawing issue.

4. Cycle-parking provision

4.1 Applicable standard

London Plan Policy T5 and Table 10.2 require hotel cycle parking at one long-stay space per 20 bedrooms and one short-stay space per 50 bedrooms. Applying those standards to all 287 bedrooms produces the requirement below. Each fractional result has been rounded up to the next whole space.

Table 4.1: London Plan cycle-parking calculation

Type	Standard	Calculation	Minimum
Long-stay	1 space / 20 bedrooms	$287 / 20 = 14.35$	15 spaces
Short-stay	1 space / 50 bedrooms	$287 / 50 = 5.74$	6 spaces
Total minimum	-	$15 + 6$	21 spaces
Proposed	26 Sheffield stands	26×2 cycles	52 spaces

4.2 Delivery and allocation

4.2.1 The parking layout identifies 26 Sheffield stands. Each stand will accommodate two bicycles, giving an overall capacity of 52 cycle spaces. The proposal therefore provides more than twice the London Plan minimum of 21 spaces and has sufficient capacity to serve the whole 287-bedroom hotel.

4.2.2 Not fewer than eight of the Sheffield stands will be secure and covered and reserved for long-stay use, providing 16 long-stay spaces against the minimum requirement of 15. Not fewer than three further stands will be conveniently located and available for short-stay use, providing six short-stay spaces. The remaining 15 stands, providing 30 spaces, will be retained as additional flexible capacity.

4.2.3 The detailed arrangement will provide step-free access, appropriate spacing, lighting, natural surveillance and clear signage. The long-stay element will be weather-protected and access-controlled. These details may be secured through the final Car Park Management Plan or an appropriately worded planning condition.

5. Parking management and trip generation

5.1 Car-parking management

The site will retain 57 car-parking spaces, comprising 50 standard spaces and seven accessible spaces. The new extension will have no general entitlement to routine guest car parking. The retained spaces will be managed through the hotel booking process and the updated Car Park Management Plan, while allowing for accessible and operational requirements.

5.2 Meaning of the car-free strategy

The statement in the July 2026 addendum that the extension would generate 'zero vehicle movements' should be read as meaning zero routine private-car parking movements by guests of the extension. It does not exclude taxi or private-hire activity, coaches, accessible journeys, servicing or deliveries. Those movements will continue to be managed through the submitted access, servicing and travel-planning arrangements.

5.3 Conservative sensitivity check

For completeness, the January 2026 Transport Statement assessed a 110-room extension. The table below applies the same TRICS vehicle trip rates used in that statement to the correct 128-room extension. It is a conservative sensitivity test because it does not discount trips to reflect the extension's car-free parking controls.

Table 5.1: Sensitivity test using the submitted TRICS rates

Period	Arrival rate	Departure rate	Arrivals	Departures	Total
AM peak	0.071	0.120	9.1	15.4	24.4
PM peak	0.096	0.060	12.3	7.7	20.0
Daily	0.951	0.888	121.7	113.7	235.4

Compared with the extant 108-bedroom extension, the additional 20 bedrooms would equate to approximately 3.8 additional two-way trips in the AM peak, 3.1 in the PM peak and 36.8 across a typical day when the same rates are applied. These are small changes. They do not alter the earlier conclusion that the development would not result in a material or severe effect on the local highway network, particularly having regard to the reduced on-site parking provision and the operational controls described above.

6. Status of earlier documents

Table 6.1: Effect of this addendum on the submitted transport documents

Document	Status following this addendum
Transport Statement 252044/TS/AG/KBL/01, January 2026	Retained except that the room numbers, car-parking total, coach provision, cycle provision and trip-generation sensitivity are replaced by Sections 2 to 5 of this note.
Framework Travel Plan 252044/TP/AG/KL/01, January 2026	Retained except that references to the number of rooms and the car, coach and cycle-parking provision are replaced by Section 2 of this note.
Car Park Management Plan 252044/CPMP/AG/KBL/01, January 2026	Retained as a framework. Its numerical parking schedule is replaced by Section 2 and will be carried into the final operational plan.
Parking Management Strategy Addendum 262129/TN/RS/KBL/02, July 2026	Supplemented by this note. References to zero vehicle movements are clarified by Section 5.2.
Parking and site-layout drawings	Any annotation referring to four coach spaces is superseded. The definitive plan labels are set out in Appendix A.

7. Conclusion

7.1 The coordinated transport position is that the 287-bedroom hotel will be served by 57 car-parking spaces, two coach bays and 26 Sheffield stands providing 52 cycle spaces. The cycle provision exceeds the London Plan minimum of 21 spaces for the hotel as a whole.

7.2 The reference to four coach spaces is a plan-annotation error. Only the two identifiable coach bays are proposed. The correct coach and cycle figures are now unambiguous and the superseding status of this note removes the inconsistencies within the earlier transport package.

7.3 The sensitivity check for the correct 128-room extension demonstrates only a small uplift over the previously consented 108-bedroom extension. Together with the substantially reduced parking provision, booking controls and Travel Plan measures, the clarified arrangements are appropriate and should enable the Highway Authority to confirm that it has no objection.

Appendix A - definitive parking-plan annotations

The following annotations should be incorporated into the next revision of the parking or site-layout plan. Until that revised drawing is issued, this schedule provides the definitive interpretation of the transport provision shown on the submitted plans.

Table A.1: Drawing annotation schedule

Plan element	Required annotation
Car-parking schedule	TOTAL CAR PARKING: 57 SPACES, COMPRISING 50 STANDARD SPACES AND 7 ACCESSIBLE SPACES
Coach bays	2 COACH BAYS
Cycle stands	26 SHEFFIELD STANDS PROVIDING 52 CYCLE SPACES
Long-stay cycle parking	8 SECURE AND COVERED SHEFFIELD STANDS PROVIDING 16 LONG-STAY CYCLE SPACES
Short-stay cycle parking	3 SHEFFIELD STANDS PROVIDING 6 SHORT-STAY CYCLE SPACES
Additional cycle capacity	15 SHEFFIELD STANDS PROVIDING 30 ADDITIONAL FLEXIBLE CYCLE SPACES
Annotation to delete	Delete any reference to '4 coach parking spaces' or '3 coach bays'.

References

1. London Borough of Hillingdon planning application record 41331/APP/2025/3250.
2. London Plan 2021, Policy T5 and Table 10.2: Minimum Cycle Parking Standards.
3. Lanmor Consulting, Transport Statement 252044/TS/AG/KBL/01, January 2026.
4. Lanmor Consulting, Framework Travel Plan 252044/TP/AG/KL/01, January 2026.
5. Lanmor Consulting, Car Park Management Plan 252044/CPMP/AG/KBL/01, January 2026.
6. Lanmor Consulting, Addendum to Parking Management Strategy 262129/TN/RS/KBL/02, July 2026.

7. London Borough of Hillingdon correspondence dated 30 July, 4 August and 6 August 2026.