

# Officers Report

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Date: 25th January 2018

Dear Vivek Narad

RE: Double storey side extension and conversion into 2 self contained units.

SITE: 97 North Hyde Road Hayes

I refer to your request for pre-application planning advice dated 2nd August 2017 and our subsequent meeting on 29 September 2017 relating to the above development. The advice provided is based on the following drawings and documents issued to the Local Planning Authority for consideration:

Plan Numbers:   A-201   - received 27 Jul 2017  
                      A-302   - received 15 Dec 2017  
                      A-200   - received 27 Jul 2017  
                      L-101   - received 15 Dec 2017  
                      L001   - received 27 Jul 2017  
                      A-301   - received 15 Dec 2017

**Outlined below is a preliminary assessment of the proposal, including an indication of the main issues that should be addressed should you choose to submit a formal planning application. Please note that the views expressed in this letter represent officer opinion only and cannot be taken to prejudice the formal decision of the Council in respect of any subsequent planning application, on which consultation would be carried out which may raise additional issues. In addition, the depth of analysis provided corresponds with the scope of information made available to Council officers.**

## The Site and Surrounds

The application site is located on the South-Western side of North Hyde Road and comprises a semi-detached dwelling with a cat-slide roof and mock Tudor features with a gabled roof porch and a large garage attached to the Eastern side. The property is extended to the roof involving a hip to gable roof alteration, a large rear dormer and three front roof-lights and conservatory to the rear. The front round window at the first floor level has been replaced with a casement window.

The site has an irregular shape, gradually narrowing to the rear; the rear garden is flat surrounded by a timber fence.

The frontage is covered mainly in hard-standing with a landscaped strip on the boundary with No 95 North Hyde Road with a low brick wall to the front and to the side. To the North-West lies No 95 North Hyde Road, the counterpart of the proposal semi, which benefits from a single storey rear extension and had permission for a two storey side extension in 2007 (not implemented). The property to the South-East, No 99 North Hyde Road, benefits from a roof extension involving hip to gable roof alteration and a large dormer to the rear and a single storey

rear extension.

The street scene is residential in character and appearance, comprising semi-detached and detached two storey and bungalow properties. The site is situated within a developed area as identified in the policies of the Adopted Hillingdon Local Plan - Saved UDP Policies (November 2012).

## **The Proposal**

The application seeks pre-application advice in respect of a proposed double storey side extension, replacing a large garage attached to the Eastern side elevation, and conversion into 2 self contained units.

## **Planning Policy**

The proposed development would be assessed against the Development Plan Policies contained within Hillingdon Local Plan: Part 1, Saved Unitary Development Plan policies, the London Plan 2015, the NPPF and supplementary planning guidance prepared by both LB Hillingdon and the GLA.

### **Part 1 Policies:**

PT1.BE1 (2012) Built Environment

### **Other Policies:**

|          |                                                                                                                           |
|----------|---------------------------------------------------------------------------------------------------------------------------|
| AM14     | New development and car parking standards.                                                                                |
| BE13     | New development must harmonise with the existing street scene.                                                            |
| BE15     | Alterations and extensions to existing buildings                                                                          |
| BE19     | New development must improve or complement the character of the area.                                                     |
| BE20     | Daylight and sunlight considerations.                                                                                     |
| BE21     | Siting, bulk and proximity of new buildings/extensions.                                                                   |
| BE22     | Residential extensions/buildings of two or more storeys.                                                                  |
| BE23     | Requires the provision of adequate amenity space.                                                                         |
| BE24     | Requires new development to ensure adequate levels of privacy to neighbours.                                              |
| BE38     | Retention of topographical and landscape features and provision of new planting and landscaping in development proposals. |
| H7       | Conversion of residential properties into a number of units                                                               |
| HDAS-LAY | Residential Layouts, Hillingdon Design & Access Statement, Supplementary Planning Document, adopted July 2006             |
| HDAS-EXT | Residential Extensions, Hillingdon Design & Access Statement, Supplementary Planning Document, adopted December 2008      |
| LPP 3.5  | (2016) Quality and design of housing developments                                                                         |

## **Main Planning Issues**

### **1. Principle of development**

The application site is located within the Developed Area as identified within the Hillingdon Local Plan - Saved UDP Policies (November 2012), where there is no objection to the principle of some intensification of residential development subject to other policies within the Development Plan.

Policy H7 of the Hillingdon Local Plan states that the Local Planning Authority will regard the conversion of residential properties into more units as acceptable in principle provided this can be achieved without causing demonstrable harm to the residential amenities or character of the area or the amenity of adjoining occupiers and the following criteria are met:

- i. it can be demonstrated that adequate sound insulation is provided;
- ii. car parking to the standards adopted by the local planning authority can be provided within the curtilage of the site and can be accommodated without significant detriment to the street scene;
- iii. all units are self contained with exclusive use of sanitary and kitchen facilities and with individual entrances, and internal staircases are provided to serve units above ground floor level; and
- iv. adequate amenity space is provided for the benefit of residents of the proposed development.

In terms of the principle of conversion, the Council do not have an 'in principle' objection to the conversion of the property, subject to the application demonstrating compliance with all of the above criteria and relevant Development Plan policies.

## 2. Design

Policy BE1 of the Hillingdon Local Plan: Part One - Strategic Policies (November 2012) requires all new development to maintain the quality of the built environment including providing high quality urban design. Furthermore policies BE13 and BE15 of the Hillingdon Local Plan: Part Two - Saved UDP Policies (November 2012) resist any development which would fail to harmonise with the existing street scene or would fail to safeguard the design of existing and adjoining sites.

Policy BE19 ensures any new development complements or improves the amenity and character of the area. Policy BE22 requires residential extensions of two or more storeys in height to be set back a minimum of 1 metre from the side boundary of the property for the full height of the building.

The Council's Adopted SPD the Hillingdon Design and Accessibility Statement: Residential Extensions (December 2008) or HDAS, contains design guidance (below) for all types of extensions.

Paragraph 5.0 of the HDAS SPD states that extensions at first floor level provide the opportunity to create additional bedrooms, however they also have the potential to have a significant impact upon the neighbouring properties. The Council will therefore consider proposals for two storey side extensions in terms of their setting and character and the quality of the street scene. Extensions of two or more storeys in height must be set back 1m from the side of the boundary to protect the character and appearance of the street scene and gaps between properties to prevent appearing terraced. Semi-detached dwellings should also be set back 1 m from the front wall and lowered by at least 500 mm from the main roof.

Paragraphs 6.6 and 6.7 of the adopted SPD state that it is desirable that any two storey extension to a house with a pitched roof should also have a pitched roof and that flat roofed extensions will not generally be accepted and obviously poor designs and applications out of character with their surroundings will be rejected.

The proposed two storey side extension would replace an existing large garage of an irregular shape, would be set back 1 m from the principal elevation at both levels. The proposal would measure 4 m in width at both levels, would extend the full depth of the existing dwelling across the flank elevation and would project from the rear elevation of the original house by 3.4 m at the ground floor level and 2.7 m at the first floor level.

The proposed two storey side extension would be characterised by a hipped roof measuring a maximum height of 7.65 m which would be lowered by 0.5 m at roof level and therefore would comply with the height for two storey extensions, as specified in paragraph 5.8 of the HDAS SPD. The 4 m wide side extension would be almost two thirds of the main house (6.12 m) and therefore complies with the HDAS SPD as specified in paragraph 5.10. However, the proposed two storey side extension would be extending the semi-detached property already extended to the roof involving a hip to gable and a large rear dormer. Therefore the proposed extension would result in a more substantial unbalancing of this pair of semi-detached dwellings.

The proposed first floor rear extension would have a flat roof above, which is not acceptable. As mentioned above, any two storey extension to a house with a pitched roof should also have a pitched roof and a flat roofed extension will not generally be accepted. Therefore, the proposed first floor rear extension with a flat roof above due to the existing large rear dormer and those two extensions would not complement each other but on the contrary would result in a poor design, and are therefore not acceptable as mentioned in section 6.0 of the HDAS SPD. The proposed first floor extension therefore would impact unduly on the character and appearance of the existing and adjoining properties and the visual amenities of the area in general.

One large window and entrance door would be inserted on the front elevation at ground level and one window at the first floor level. The same fenestration is proposed at the rear elevation of the proposed side extension. One larger casement window and one small high level window would be inserted on the side elevation at the ground floor level and one small, non openable up to 1.7 m at the first floor level. It is considered that proposed entrance door at the front elevation of the proposed side extension should be removed and replaced on the side elevation facing to No 99 North Hyde Road.

Policy BE22 and HDAS SPD states residential extensions of two or more storeys in height should be set back for the full height a minimum of 1 m from the shared boundary to preserve the visually open gaps between properties and preventing dwellings from coalescing to form a terraced appearance. Also, paragraph 5.6 of the HDAS SPD states for semi-detached house, the ground and first floor should be set back 1 m from the main front building line to ensure a subordinate appearance to the existing house.

The proposed two storey side extension would be within a distance of 1 m from the shared boundary at the narrowest point to the rear, widening to the front, according to the requirement of the HDAS SPD and also complies with policy BE22.

The proposed two storey side extension due to its position at the semi-detached dwelling as an addition to an already extended property, and the first floor extension, due to its roof form in connection with an existing large rear dormer, would be an

incongruous addition to the original dwelling, and would be damaging to the architectural composition of the property and the visual amenities of the area. Therefore, the development is considered unacceptable.

### 3. Amenity

Policy BE20 requires any new development to be laid out so as to protect the daylight and sunlight levels of existing houses. Policy BE21 requires new extensions by virtue of their siting, bulk and proximity would not result in a significant loss of residential amenity to neighbouring properties and Policy BE24 should protect the privacy of the occupiers and their neighbours.

The application site benefits from two adjoining neighbours, No 95 North Hyde Road, the counterpart of the proposal semi and No. 99 North Hyde Road to the South East.

The adjoining neighbour at No. 95 benefits from a rear extension. Given the distance from this adjoining property, the proposed two storey side extension by virtue of its size and scale would not have an adverse impact upon the adjoining neighbours at No. 95 North Hyde Road.

With regards to the impact on neighbouring residential amenity, it is considered that the proposed development would not have any adverse harm on the residential amenities of the occupiers of the adjacent dwellings at No.99 North Hyde Road given the reasonable separation distance between those two properties, their angled position.

The window inserted to the first floor side elevation would serve a bathroom.

Paragraph 4.9 of HDAS SPD Residential Layout (2006) and paragraph 5.14 of HDAS SPD Residential Extension (2008) state where a two or more storey building abuts a property or its garden, adequate distance should be maintained to overcome possible overdomination. As such, 15 m will be the minimum acceptable distance. It should be noted that the minimum 21 m overlooking distance between facing habitable rooms and windows will still need to be complied with.

The window inserted to the first floor rear elevation to serve a bedroom would face towards the rear garden and rear/side elevations of the neighbouring outbuildings as such no overlooking would be involved. The first floor window on the side elevation should be obscured glazed to at least scale 4 on the Pilkington scale and be non opening below 1.7 m above finished floor level (bathroom window).

Therefore, it is considered that the proposed development would not constitute an un-neighbourly form of development in compliance with Policies BE19, BE20 and BE21 of the Hillingdon Local Plan: Part Two -Saved UDP Policies (November 2012).

On 25 March 2015, the Government introduced new technical housing standards in England, which comprise of new additional 'optional' Building Regulations on water and access, and a nationally described space standard (referred to as "the new national technical standards"). These new standards came into effect on 1 October 2015. The Mayor of London has adopted the new national technical standards through a minor alteration to The London Plan.

The Housing Standards (Minor Alterations to the London Plan) March 2016 sets out the minimum internal floor spaces required for developments in order to ensure that

there is an adequate level of amenity for existing and future occupants. The supporting statement confirms that the proposed 2 bed/3 per flat would measure 72.5 square metres internally and the 3 bed/ 6 per flat would achieve 138 square metres which would meet the floorspace standards required by London Plan.

It is considered that all the proposed habitable rooms, and those altered by the extension, would maintain an adequate outlook and source of natural light, therefore complying with Policy 3.5 of the London Plan (2015).

In terms of the garden area at least 55 sq.m of rear private garden should be provided to give adequate amenity space for 2 and 3 bed flats. The resultant amenity space would be approximately 100 sq.m which would be in excess of the paragraph 4.17 HDAS SPD (Residential Layout) requirement. The proposal would be in accordance with Policy BE23 of the Hillingdon Local Plan Part 2.

#### 4. Highways

Policy AM7 of the Hillingdon Local Plan: Part Two - Saved Unitary Development Plan Policies (November 2012) considers whether the traffic generated by proposed developments is acceptable in terms of the local highway and junction capacity, traffic flows and conditions of general highway or pedestrian safety.

Policy AM14 states that new development will only be permitted where it is in accordance with the Council's adopted Car Parking Standards. These require a provision of four off-street parking spaces for two and three bed flats. The submitted drawings show the provision of four parking spaces, it is therefore considered the proposal would not result in demand for on street parking and would be in accordance with Policy AM14 of the Hillingdon Local Plan: Part Two Saved UDP Policies (November 2012). However, the arrangement of the parking area should be amended so that the parked cars would not approach the highway reversing due to the importance of North Hyde Road.

#### 5. Other

Flood Risk:

The site is not located within a flood zone. In accordance with Policy EM6 of the Hillingdon Local Plan: Part One - Strategic Policies (November 2012), the principles of sustainable drainage should be used in any development of this site which should seek to manage storm water as close to its source as possible.

Security:

The design and layout should also have regard to secure by design principals.

Energy:

The Local Planning Authority expects the design of developments to take into account the requirements of energy conservation. Applicants are advised to consult the Mayor's Supplementary Planning Guidance on Sustainable Design and Construction (available at [www.london.gov.uk/thelondonplan/guides/spg/spg\\_04.jsp](http://www.london.gov.uk/thelondonplan/guides/spg/spg_04.jsp)) to assist in achieving a sustainable development.

Landscaping

Saved policy BE38 seeks the retention and utilisation of topographical and landscape features of merit and the provision of new planting and landscaping wherever it is

appropriate. No trees or landscaping features would be affected by the proposal. Should the applicant pursue a formal application it is recommended that landscaping details be submitted and a minimum of 25% soft landscaping provided within the front garden of the property, as required by the Councils HDAS standards.

The scheme would need to provide for refuse storage and cycle parking.

#### 6. Planning Obligation and CIL (Mayor and LBH)

The Council adopted its own Community Infrastructure Levy (CIL) on August 1st 2014 and the Hillingdon CIL charge for residential developments is £95 per square metre of additional floorspace. This is in addition to the Mayoral CIL charge of £35 per sq metre.

The scheme would be CIL liable.

#### 7. Application Submission

List of documents to be submitted:

- Full set of drawings;
- Planning Statement;
- Design and Access Statement;
- CIL Liability Form;
- Daylight and Sunlight Assessment;
- Noise Impact Assessment;
- Energy/Sustainability Statement;
- Transport Assessment (including Speed Survey and Refuse Vehicle Tracking);
- Drainage Strategy;
- Illustrative Visuals; and
- Landscape plan and Landscape Strategy (within the Design & Access Statement).
- Provision for refuse storage and cycle storage.

#### 8. Conclusion

The application seeks pre-application advice in respect of a proposed double storey side extension, replacing a large garage attached to the Eastern side elevation, and conversion into 2 self contained units.

Subject to the advice given above, relating to the two storey side extension and conversion into self contained flats (2 and 3 bed) it is considered that the proposal would have a negative impact upon the visual amenity of the site and the surrounding area as such contrary to Policy BE1 of the Hillingdon Local Plan: Part One - Strategic Policies (November 2012) and policies BE13 and BE15 of the Hillingdon Local Plan: Part Two - Saved UDP Policies (November 2012). However, the proposals would not constitute an un-neighbourly form of development in compliance with Policies BE19, BE20 and BE21 of the Hillingdon Local Plan: Part Two - Saved UDP Policies (November 2012) and the future occupants of the extended property would enjoy a satisfactory level of residential amenity.

An application would be subject to neighbour consultation which may raise other issues.

The comments made in this letter represent officer opinion and cannot be seen to prejudice the Local Planning Authority's formal determination of this or any other

planning application.

**Please be advised that the Council require confirmation that you wish to enter into a PPA as soon as possible, in order to ensure the necessary resource are in place to meet the terms of the PPA.**

Thank you for entering into the Councils pre-application advice service and I trust you have found this service of assistance.

Maria Tomalova  
Planning Consultant  
Major Applications Team  
London Borough of Hillingdon

#### Planning Guarantee

For complex applications which are likely to exceed the statutory time frames, the applicant is encouraged to enter into a Planning Performance Agreement (PPA) to allow for the negotiation of complex cases. Central Government encourages the use of PPAs for larger and more complex planning proposals to bring together the developer, the Local Planning Authority and key stakeholders to work in partnership throughout the planning process.

Providing a PPA helps ensure that major proposals progress through the application process in a timely fashion and result in high quality development but the service is both time consuming and costly. The charge for all planning performance agreements will ensure that adequate resources and expertise can be provided to advise on major development proposals, the charges are determined on a site by site basis.

**Hillingdon are committed to ensure the best possible service provision to all of our applicants. In order to ensure this, we will not be able to facilitate negotiation which would result in an application being determined outside of statutory timeframes, unless the applicant has entered into a Planning Performance Agreement.**