

Design, Access and Planning Statement

The proposal seeks planning permission for the change of use of the existing residential property at 4 Robins Close, UB8 2LF, from a single-family dwelling(Use Class C3) to a small House in Multiple Occupation (Use Class C4), accommodating a maximum of six unrelated individuals sharing communal facilities.

4 Robins Close UB8 2LF



Site Location:	4 Robins Close UB8 2LF
Date:	6 October 2025
Planning Authority:	Hillingdon London

1. Introduction

Homz has been instructed to prepare and submit a planning application to the Hillingdon Borough Council for the approval for the change of use of the existing residential property at 4 Robins Close, UB8 2LF, from a single-family dwelling(Use Class C3) to a small House in Multiple Occupation (Use Class C4), accommodating a maximum of six unrelated individuals sharing communal facilities. The site is subject to an Article 4 Direction removing permitted development rights for such conversions.

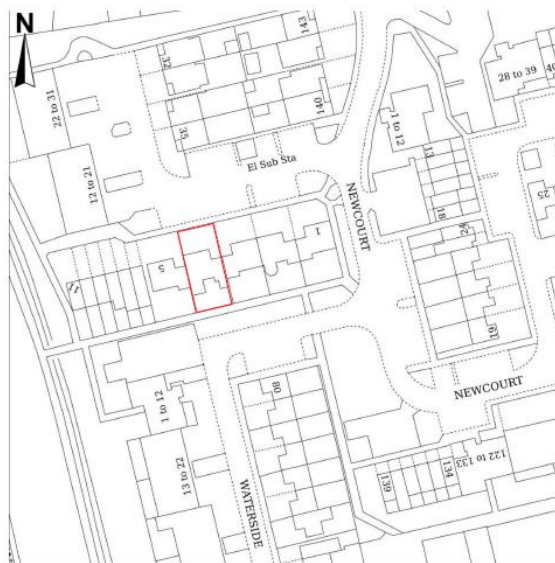
The site includes a terraced two storey dwelling house, with traditional brick façade and a pitched roof. The property has access to a private rear garden space and a shed, as well as a driveway and on street parking.

The statement outlines the site, the description of development, the planning history, relevant planning policy considerations, and material planning considerations.

2. Site and Context Analysis

2.1 Location and surroundings

The site comprises a two-storey terraced house with a private rear garden with a shed. The property is not listed and is not situated within a conservation area. It benefits from off-street parking. The site area is 198.20 m² and in terms of its setting and location, it can be viewed from the drawing below:



2.2 Site background

The property has been rented to students since 2008. Initially, they were let to Brunel University and maintained to the university's standards for student accommodation. Subsequently, they were managed by various letting agents, including Nu Pad and Coopers, and rented to unrelated groups.

The property has been licensed in accordance with Hillingdon Council's mandatory requirements. They hold valid electrical safety certificates, PAT testing records, and certification for newly installed smoke detectors. A new fire safety certificate will be issued shortly, pending completion of work by the carpenter.

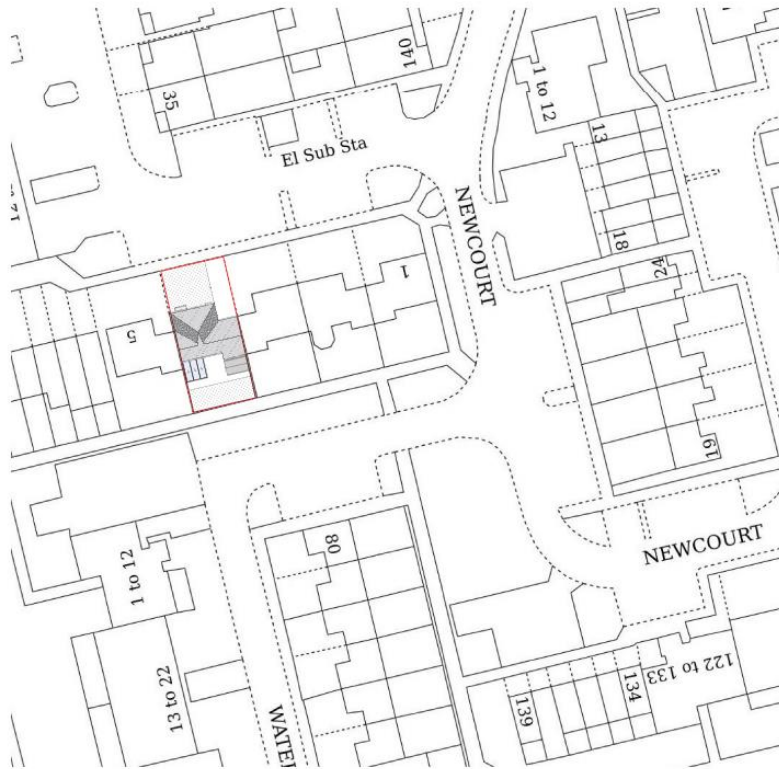
Currently, the property is let and licensed as Houses in Multiple Occupation (HMOs), and they meet all relevant regulatory requirements. The application for planning permission is being submitted solely due to the Article 4 direction. Under Section 171B of the Town and Country Planning Act 1990, a breach of planning control becomes lawful if:

- It has persisted continuously for 10 years, and
- The breach has not been deliberately concealed, and
- The local planning authority has not taken enforcement action during that time.

Unfortunately, the applicant cannot conclusively demonstrate the use has persisted continuously for 10 years.

2.3 Existing built form

The property comprises a two-storey terraced dwelling, traditional brick construction with a pitched roof. The front elevation features a modest garden area, partially laid with soft landscaping and bin storage. The property sits within a row of similar terraced houses, contributing to a consistent and coherent streetscape. It is not listed and does not lie within a conservation area. Refer to drawing below for existing block plan:



3. Description of development

The proposal seeks planning permission for the change of use of the existing residential property at 4 Robins Close, UB8 2LF, from a single-family dwelling (Use Class C3) to a small House in Multiple Occupation (Use Class C4), accommodating a maximum of six unrelated individuals sharing communal facilities. The main planning considerations for the proposal include amenity space, parking provision, waste storage and management and occupancy standards.

4. Planning History

A review of the Council's planning portal has revealed no planning history for the application site.

5. Relevant Planning Policy Considerations

National Planning Policy Framework (NPPF) (December 2024)

Chapter 11: Making effective use of land

Paragraph 124: Planning policies and decisions should promote the effective use of land to meet housing and other needs, while safeguarding the environment and ensuring healthy living conditions.

London Plan (2021)

Policy H1: Increasing Housing Supply

Promotes the optimisation of housing density and use of small sites, which aligns with the efficient use of existing dwellings as HMOs.

Policy H9: Ensuring the best use of stock.

Boroughs should take account of the role of houses in multiple occupation (HMOs) in meeting local and strategic housing needs. Where they are of a reasonable standard they should generally be protected.

Policy H10: Housing size mix

Policy encourages boroughs to ensure a range of unit sizes to meet diverse housing needs, including shared accommodation. Supports housing types that cater to single-person households, which HMOs often serve.

Policy D6: Housing Quality and Standards

Sets minimum space standards and quality expectations for all residential accommodation, including shared housing. HMOs must meet these standards to ensure safe and healthy living conditions.

Policy SD1: Opportunity Areas

Encourages innovative housing models in areas of growth, which can include co-living and shared housing formats similar to HMOs.

Hillingdon Local Plan (2012)

Local plan part 1 Strategic policies (Adopted November 2012)

Policy H1: Housing Growth

Policy BE1: Built Environment

Policy EM8: Land Water, Air and Noise

Local plan part 2 Development Management Policies (Adopted January 2020)

Policy DMH 5: Houses in Multiple Occupation

Policy DMHB 11: Design of new development

Policy DMT 6: Vehicle Parking (1 parking space per 2 occupants and 1 bicycle parking per occupant)

Policy DMHB 16: Housing Standards

Material Planning Considerations

The planning assessment will make the following considerations:

- Principle of development in this location
- Amenity space
- Parking provision / bicycle storage
- Waste storage
- Management and occupancy standards

6.1 Principle of development in this location

The principle of development in this location is considered acceptable, off-street parking and adequate amenity space along with no external alterations to the property is considered that the proposal will not detract from the street scene and the prevailing character of the area being residential.

The NPPF (2024), encourages the efficient use of land and supports a diverse range of housing options to meet local needs. HMOs contribute to housing choice, particularly for single-person households, students, and low-income residents. In the London Plan (2021) while HMOs are not explicitly referenced, the London Plan supports, housing diversity (Policy H10; optimisation of housing supply (Policy H1) and high-quality residential standards (Policy D6)

These policies collectively support shared accommodation models like HMOs, provided they are well-designed and appropriately located. In the Hillingdon Local Plan part 1 (2012) policy H1 and H3 support housing growth and diversity as well as promotes a balanced housing mix, including the provision of single person households. In the Hillingdon Local Plan Part 2 (2020) Policy DMH 5 directly addresses HMOs, stating that they are acceptable where, they do not harm residential amenity, provide adequate internal and external space and they well managed and do not contribute to the over- concentration. The site does lie within a Article 4 Direction area, however given that externally the application site respects the overall character of the area and has adequate space provisions and aligns with the overarching aim of policy to offer diverse housing options to meet housing needs, the principle of development in this location is considered appropriate.

6.2 Amenity Space

The proposed development retains the existing private rear garden, which provides usable outdoor amenity space for future occupants. While HMOs typically generate higher occupancy than single-family dwellings, the retained garden is considered sufficient for informal recreation, drying clothes, and waste storage has also been considered and provided for in the modest garden area to the front of the dwellinghouse.

In accordance with Policy DMHB 16 (Housing Standards) of the Hillingdon Local Plan Part 2, residential developments must provide:

- Private outdoor space that is functional and accessible.
- Space that is proportionate to the number of occupants.

The rear garden at the application site exceeds the minimum standard for a small HMO and is directly accessible from the communal areas. The property also provides access to a conservatory of 9m², and an adjoining dining room/living room of 5.8m² and a kitchen of 10.3m². The amenity offering is considered in good quality for those occupying the property. No reduction in garden size is proposed, and the layout ensures that the space remains usable and well-integrated with the dwelling.

Furthermore, the site is located within walking distance of public open spaces, including Cowley Hall Recreation Gound, which supplements the private amenity provision.

6.3 Parking provision and bicycle storage

The proposed development retains the existing off-street parking area at the front of the property, which accommodates two vehicles, and has a driveway which can park 2 vehicles. This meets the requirements of Policy DMT 6 (Vehicle Parking) of the Hillingdon Local Plan Part 2, which requires parking provision to be appropriate to the scale and nature of the development.

Given the site's location the proposal will not result in undue pressure on on-street parking, and the existing arrangement ensures safe and convenient access.

In accordance with Policy DMH 5 (Houses in Multiple Occupation), secure bicycle storage will be provided in the front garden. A dedicated cycle rack with capacity for at least 8 bicycles will be installed and neatly positioned and easily accessible. This supports sustainable travel choices and aligns with the London Plan's emphasis on active transport.

6.4 Waste Storage

In accordance with Policy DMH 5 (Houses in Multiple Occupation) and Policy DMHB 11 (Design of New Development) of the Hillingdon Local Plan Part 2, the proposal includes provision for adequate refuse and recycling storage to serve the needs of up to six occupants.

The existing front garden offers sufficient space for, standard wheeled bins for general waste and recycling. Secure and screened storage to prevent visual intrusion and odour nuisance. Direct access from the front of the property for collection, avoiding obstruction to the public and additional noise nuisance.

Waste storage will be in a designated area within the front garden within the property boundary. The arrangement ensures compliance with Hillingdon's waste collection standards and supports sustainable waste management practices.

6.5 Management and occupancy standards

According to Policy DMH 5 (Houses in Multiple Occupation) of the Hillingdon Local Plan Part 2, the council has adopted space standards, all bedrooms are designed of adequate size and shape for intended use and include access to adequate ventilation and natural lighting, power sockets and fixed heating. Bedroom 1, bedroom 3 and bedroom 6 has access to shower facilities with bedroom 4, 5 and 2 utilising the bathroom. The ground floor contains a WC and there is adequate amenity space within the property.

The property will be professionally managed and would be compliant with all relevant legislation to ensure space standards are maintained and there would be no impact to the surrounding character of the residential area.

6. Conclusion

The proposed change of use from a single-family dwelling (Use Class C3) to a small House in Multiple Occupation (Use Class C4) aligns with key planning policies.

Paragraph 124 of Chapter 11 of the National Planning Policy Framework (NPPF, December 2024) encourages the effective use of land to meet housing needs while safeguarding the environment and ensuring healthy living conditions. The proposed HMO makes efficient use of existing residential stock to provide affordable accommodation for single-person households, contributing to housing diversity and choice.

The London Plan (2021) supports this type of development through, Policy H1, which promotes the optimisation of housing density and use of small sites. Policy H9, which recognises the role of HMOs in meeting strategic housing needs and encourages their protection where of reasonable standard. Policy H10, which supports a mix of unit sizes and shared accommodation for single-person households. Policy D6, which sets quality and space

standards that the proposal meets. Policy SD1, which encourages innovative housing models such as co-living and shared formats.

The Hillingdon Local Plan Part 1 (2012) and Part 2 (2020) provide a robust framework for assessing HMOs, Policy H1 supports housing growth and diversity. Policy BE1 ensures high-quality design and protection of residential character. Policy EM8 safeguards environmental quality. Policy DMH 5 sets specific criteria for HMOs, all of which are met in this proposal, including adequate space, waste storage, and management. Policy DMHB 11 ensures the design respects the surrounding area. Policy DMT 6 confirms parking standards (1 space per 2 occupants and 1 cycle space per occupant), which are provided. Policy DMHB 16 ensures compliance with housing standards, which the proposal satisfies.

In summary, the proposed development is modest, policy-compliant, and contributes positively to the borough's housing objectives. It is respectfully submitted for approval.

Should the Planning Authority request any further information in order to process this request for the change of use from a single-family dwelling (Use Class C3) to a small House in Multiple Occupation (Use Class C4) please contact Chadernnay Glenn at **Homz UK** (Chadernnay@homz.uk) directly as the acting agent and we will be more than happy to deliver any additional information as and when required.