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DESIGN AND ACCESS STATEMENT

66a EAST AVENUE, HAYES, MIDDLESEX, UB3 2HP

1.0 - Introduction

This design and access statement has been prepared in support of a full planning application submitted to the Local Planning Authority, London Borough of Hillingdon Council, which for the purpose of this report is referred to as the 'LPA'.

The application has been compiled together on behalf of the owner of no. 66 and 66a East Avenue, Mr Ajmer Singh and it is seeking consent for the conversion of the existing loft space, with the addition of a rear facing flat roofed dormer extension as well as 3no. velux roof lights on the principal elevation, fronting the public highway. The proposed dormer extension will be set back from the original rear wall of the existing dwelling, approx. 5.88m wide, 2.375m high and will protrude out from the existing roof space by approx. 3.01m. The proposal is requesting to create an additional bedroom and en-suite, associated to the pre-existing first floor self-contained unit (66a East Avenue, Hayes) converting it from a 1-bedroom 1-person unit into a 2-bedroom 2-person unit. In addition to this a 6.7m² private outdoor balcony will be provided at first floor level for users of 66a East Avenue.

This statement should be read in conjunction with all submitted documentation.

This design and access statement provides a description of the proposed development and covers the following:

- An analysis of the site as existing and the immediate area.
- A description of the design process followed to reach the final design solution, covering subjects of Use, Amount, Layout, Scale, Appearance and Landscaping. It considers the constraints of the site and relevant local and nation planning policies to demonstrate that the proposed scheme is well conceived with the aim of integrating with its surroundings.
- Considers accessibility within the site and the proposal's relationship to transport links in the surrounding area. It justifies the location of pedestrian and vehicular access points to the site and establishes accessibility to public transport.
- It is to be read in conjunction with the appended drawings and information.

2.0 - Site Context

The London Borough of Hillingdon is situated at the western perimeter of the metropolitan of London, belonging within the historical county of Middlesex. The borough was formed in 1965 with the incorporation of local districts such as Hayes and Harlington, Ruislip, Northwood, Uxbridge and West Drayton thus becoming one of the 32 London Boroughs. Figure 1 below shows the extent of the borough which is encompassed by Three Rivers District Council to the north, London Borough of Harrow, Ealing and Hounslow to the east – with the borough of Hounslow partially wrapping around the boroughs southern flank, adjacent to Spelthorne Borough Council. On its west flank it is enclosed by Slough Borough Council and South Bucks District Council.

The borough is home to the country's largest airport, Heathrow Airport, which connects to approx. 302 destinations across 84 countries. Hillingdon has some the busiest parts of London's strategic road network including the M4, A40, A312 and the nearby M40 and M25, providing decent through-access to central London. It also houses several underground stations and National rail connections into central London from Heathrow (via. Heathrow Express and Heathrow Connect service) and West Drayton and Hayes (to Paddington) and West Ruislip and South Ruislip into Marylebone.

The application site falls within the town centre of Hayes Town ward, located towards the southeast of the London Borough of Hillingdon. In reference to The London Plan 2021, Hayes town centre has been classified as having high residential growth potential. East Avenue is situated central in the town centre and spans in a north south direction, running parallel to the west of Cold Harbour Lane and to the east of Central Avenue. The site falls within the southern part of East Avenue on its western flank, it is to the north of the Botwell Green Sports and Leisure Centre.

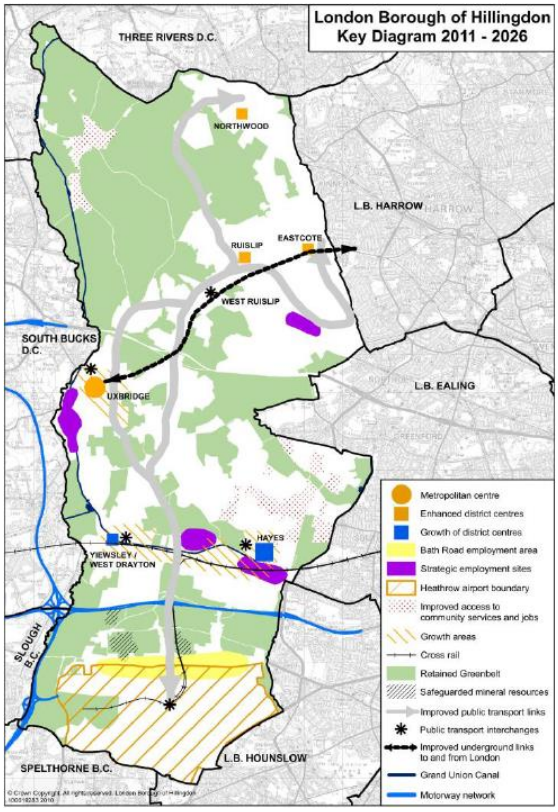

Figure 1. London Borough of Hillingdon Key Diagram,
from Hillingdon Local Plan: Part 1 – Strategic Policies (Adopted November 2012)

The application site is approximately 0.0139HA and consists of a two-storey end of terrace, mid-20th Century dwelling with an ancillary outbuilding at the rear. The property is part of a row of 4no. dwellings that form the terrace, which all have a pre-existing single storey front extensions and outer buildings. At the rear of the site an open area is present which not only provides rear access to the terrace block but also separates them from the primary and secondary shopping area, that fronts on to Cold Harbour Lane. The proposed site is integrated in an area of predominantly residential dwellings with a pocket of commercial units located adjacent to the north and south, comprising of small businesses such as cafes, convenience stores and an automotive repair garage. That being said it is noticeable of the sites built form, as it coincides with its surrounding of two to three storeyed semi-detached and terrace dwellings of similar designs and styles.

The existing dwelling consists of its pre-existing single storey front extension, fronting East Avenue, which follows suit with the remaining plots within the block of terraces. Its principal elevation is made up of a rendered front façade and exposed brickwork upstands on both sides which form a flanking parapet. The flat roof is finished with felt and a front lip has been built up to take the fall of surface water away from the main dwelling and towards no. 68 East Avenue via a hopper and down pipe on the front façade. At first floor the external face of the dwelling has a pebble dash render finish, with the only the front face being painted in a yellowy cream colour and the remaining façades being left grey. All fenestration enveloping the structure is of white uPVC frame and glazing. The main dwellings roof structure is made up of white coloured fascia and soffit boards, black guttering and browny red colour clay roof tiles. A pre-existing outer building extension is present comprising of a flat roof structure and blockwork external walls, adjacent to the shared boundary with no. 64 East Avenue, perpendicular to the main dwelling. The rear private amenities consist of the area directly in front of the outer building enclosed with a timber roof structure, with the remainder of the amenities, adjacent to the main dwelling, being open to external air. However, it is imperative to address that only the ground floor self-contained unit benefit from the private amenities space at the rear of the site. The existing first floor self-contained unit does not currently have any means of accessing the rear amenities unless they were to go through the ground floor unit.

Figure 2. Existing Site Plan

The property is accessed from the front, by foot, cycle and motor vehicle and does not have any onsite parking provisions. There are on street parking provisions for residents of East Avenue but this is already busy with limited number of spaces available. However, there is an adopted vehicle access way in between no. 74-76 East Avenue and no. 72 East Avenue, that connects to Cold Harbour Lane, which is the only route to access the rear of the site. A car space can be incorporated within the rear garden for 1no. space, which would be allocated to no. 66 East Avenue only.

The site is not in a Conservation Area or a Site of Special Scientific Interest. The site is also not in a flood risk zone and flooding from groundwater and reservoirs is unlikely.

3.0 - Planning History

Whilst no. 66A East Avenue has no records of previous planning applications submitted, the planning history of no. 66 East Avenue can be seen below:

Application No.	Proposal	Decision	Decision Date
ENF/586/21	Unauthorised use of outbuildings as self-contained accommodation	Pending	
12567/E/96/1519	Conversion of retail shop into a one-bedroom flat	Approved	17/12/1995
12567/D/95/0806	Change of use from Class A1 (shop) to Class A3 (hot food takeaway)	Refused	17/07/1995

Planning History Card for no. 66 East Avenue

4.0 - Relevant Planning Policies

Government Guidance

National Planning Policy Framework (December 2023). The revised NPPF sets out the governments planning policies and how these should be applied. It confirms that applications be determined in accordance with the development plans unless material considerations indicate otherwise (paragraph 2.) The NPPF must be considered in the preparation of the development plan and is a material consideration in planning actions.

Paragraph 7 of the revised NPPF states that the purpose of the planning system is to contribute to the achievement of sustainable development. Paragraph 8 states that in achieving sustainable development, means the planning system has three overarching objectives which are interdependent and need to be pursued in mutually supportive ways. They are an economic objective, a social objective, and an environmental objective. It also requires planning to perform several roles including mitigating and adapting to climate change and supporting the transition to a low carbon economy, being central to the three core objectives.

Paragraph 10 states that 'So that sustainable development is pursued in a positive way, at the heart of the framework is a **presumption in favour of sustainable development** (paragraph 11).

The presumption in favour of sustainable development does not change the status of the development as the starting point for decision making.

Chapter 8 states that planning policies should aim to achieve inclusive places that promote social interaction and support healthy, inclusive, and safe places. It is paramount that communities have beneficial and accessible facilities such as local shops to enhance their sustainability and growth.

Chapter 9 of the NPPF relates to the promotion of sustainable transport and requires development plans to exploit opportunities for the use of sustainable transport modes for the movement of goods or people with developments located and designed where practical to incorporate facilities for charging plug-in and other ultra-low emissions vehicles.

Chapter 12 is concerned with achieving well designed places. It states that the creation of high-quality buildings and places is fundamental to what the planning and development process should achieve. Good design is a key aspect of sustainable development and helps to make development acceptable to communities.

Paragraph 135 states that planning policies and decisions should ensure that developments:

a) Will function well and add to the overall quality of the area, not just for the short term but over the lifetime of the development.
b) Are visually attractive because of good architecture, layout, and appropriate and effective landscaping.
c) Are sympathetic to local character and history, including the surrounding built environment and landscape setting, while not preventing or discouraging appropriate innovation or change (such as increased densities).
d) Establish or maintain a strong sense of place, using the arrangement of streets, spaces, building types and materials to create attractive, welcoming, and distinctive places to live, work and visit.
e) Optimise the potential of the site to accommodate and sustain an appropriate amount and mix of development (including green and other public space) and support local facilities and transport networks; and

f) Create places that are safe, inclusive, and accessible and which promote health and well-being, with a high standard of amenity for existing and future users, and where crime and disorder, and the fear of crime, do not undermine the quality of life or community cohesion and resilience.

The London Plan – The Spatial Development Strategy for Greater London – March 2021

Policy D3 – Optimising site capacity through the design-led approach

The design-led approach

A) All development must make the best use of land by following a design-led approach that optimises the capacity of sites, including site allocations. Optimising site capacity means ensuring that development is of the most appropriate form and land use for the site. The design-led approach requires consideration of design options to determine the most appropriate form of development that responds to a sites context and capacity for growth, and existing and planned supporting infrastructure capacity, and the best delivers the requirement set out in Part D.
B) Higher density developments should generally be promoted in locations that are well connected to jobs, services, infrastructure and amenities by public transport, walking and cycling, in accordance with Policy D2 Infrastructure requirements for sustainable densities. Where these locations have existing areas of high-density buildings, expansion of the areas should be positively considered by Boroughs where appropriate. This could also include expanding Opportunity Area boundaries where appropriate.
C) In other areas, incremental densification should be actively encouraged by Boroughs to achieve a change in densities in the most appropriate way. This should be interpreted in the context of Policy H2 Small sites.
D) Development proposals should:

Form and Layout

1) Enhance local context by delivering buildings and spaces that positively respond to local distinctiveness through their layout, orientation, scale, appearance and shape, with due regard to existing and emerging street hierarchy, building types, forms and proportions.
2) Encourage and facilitate active travel with convenient and inclusive pedestrian and cycling routes, crossing points, cycle parking, and legible entrances to building, that are aligned with peoples' movement patterns and desire lines in the area.
3) Be street-based with clearly defined public and private environments.
4) Facilitate efficient servicing and maintenance of buildings and the public realm, as well as deliveries, that minimise negative impacts on the environment, public realm and vulnerable road users.

Experience

5) Achieve safe, secure and inclusive environments
6) Provide active frontages and positive reciprocal relationships between what happens inside the buildings and outside in the public realm to generate liveliness and interest.
7) Deliver appropriate outlook, privacy and amenity.
8) Provide conveniently located green and open spaces for social interaction, play, relaxation and physical activity.
9) Help prevent or mitigate the impacts of noise and poor air quality.
10) Achieve indoor and outdoor environments that are comfortable and inviting for people to use

Quality and character

11) Respond to the existing character of a place by identifying the special and valued features and characteristics that are unique to the locality and respect, enhance and utilise the heritage assets and architectural features that are unique to the locality and respect, enhance and utilise the heritage assets and architectural features that contribute towards the local character.
12) Be of high quality, with architecture that pays attention to detail, and gives thorough consideration to the practicality of use, flexibility, safety and building lifespan through appropriate construction methods and the use of attractive, robust materials which weather and mature well.
13) Aim for high sustainability standards (with reference to the policies within London Plan Chapters 8 and 9) and take into account with principles of the circular economy.
14) Provide spaces and buildings that maximise opportunity for urban greening to create attractive resilient places that can also help the management of surface water.

Policy D6 - Housing quality and standards

A) Housing development should be of high-quality design and provide adequately-sized rooms (see Table 3.1) with comfortable and functional layouts which are fit for purpose and meet the needs of Londoners without differentiating between tenures.
B) Qualitative aspects of a development are key to ensuring successful sustainable housing. Table 3.2 sets out key qualitative aspects which should be addressed in the design of housing developments.
C) Housing development should maximise the provision of dual aspect dwellings and normally avoid the provision of single aspect dwellings. A single aspect dwelling should only be provided where it is considered a more appropriate design solution to meet the requirements of Part B in Policy D3 Optimising and it can be demonstrated that it will have adequate passive ventilation, daylight and privacy, and avoid overheating.
D) The design of development should provide sufficient daylight and sunlight to new and surrounding housing that is appropriate for its context, whilst avoiding overheating, minimising overshadowing and maximising the usability of outside amenity space.
E) Housing should be designed with adequate and easily accessible storage space that supports the separate collection of dry recyclables (for at least card, paper, mixed plastics, metals, glass) and food waste as well as residual waste.
F) Housing developments are required to meet the minimum standards below which apply to all tenures and all residential accommodation that is self-contained.

Private internal space

1) Dwellings must provide at least the gross internal floor area and built-in storage area set out in Table 3.1
2) A dwelling with two or more bedspaces must have at least one double (or twin) bedroom that is at least 2.75m wide. Every other additional double (or twin) bedroom must be at least 2.55m wide.
3) A one bedspace single bedroom must have a floor area of at least 7.5sqm and be at least 2.15m wide.
4) A two-bedspace double (or twin) bedroom must have a floor area of at least 11.5sqm.
5) Any area with a head room of less than 1.5m is not counted within the Gross Internal Area unless used solely for storage (If the area under the stairs is to be used for storage, assume a general floor area of 1sqm within the Gross Internal Area).

6) Any other area that is used solely for storage and has a headroom of 0.9-1.5m (such under eaves) can only be counted up to 50% of its floor area, and any area lower than 0.9m is not counted at all.
7) A built-in wardrobe counts towards the Gross Internal Area and bedroom floor area requirements, but should not reduce the effective width of the room below the minimum widths set out above. Any built-in area in excess of 0.72sqm in a double bedroom and 0.36sqm in single bedroom counts towards the built-in storage requirement.
8) The minimum floor to ceiling height must be 2.5m for at least 75% of the Gross Internal Area of each dwelling.

Private outside space

9) Where there are no higher local standards in the borough Development Plan Documents, a minimum of 5sqm of private outdoor space should be provided for each additional occupant, and it must achieve a minimum depth and width of 1.5m. This does not count towards the minimum Gross Internal Area space standards required in Table 3.1
G) The Mayor will produce guidance on the implementation of this policy for all housing tenures.

Policy T4 – Assessing and mitigating transport impacts

A) Development Plans and development proposals should reflect and be integrated with current and planned transport access, capacity and connectivity.
B) When required in accordance with national or local guidance, transport assessments/ statements should be submitted with development proposals to ensure that impacts on the capacity of the transport network (including impacts on pedestrians and the cycle network), at the local, network-wide and strategic level, are fully assessed. Transport assessments should focus on embedding the Healthy Streets Approach within, and in the vicinity of, new development. Travel Plans, Parking Design and Management Plans, Construction Logistics Plans and Delivery and Servicing Plans will be required having regard to Transport for London guidance.
C) Where appropriate, mitigation, either through direct provision of public transport, walking and cycling facilities and highways improvements or through financial contributions, will be required to address adverse transport impacts that are identified.
D) Where the ability to absorb increased travel demand through active travel modes has been exhausted, existing public transport capacity is insufficient to allow for the travel generated by proposed developments, and no firm plans and funding exist for an increase in capacity to cater for the increased demand, planning permission will be contingent on the provision of necessary public transport and active travel infrastructure.
E) The cumulative impacts of development on public transport and the road network capacity including waling and cycling, as well as associated effects on public health, should be taken into account and mitigated.
F) Development for proposals should not increase road danger.

Policy T6 – Car Parking

A) Car parking should be restricted in line with levels of existing and future public transport accessibility and connectivity.
B) Car-free development should be the starting point for all development proposals in places that are (or are planned to be) well-connected by public transport, with developments elsewhere designed to provide the minimum necessary parking ('car-lite'). Car-free development has no general parking but should still provide disabled person parking in line with Part E of this policy.

C) An absence of local on-street parking controls should not be a barrier to new development, and broughs should look to implement these controls wherever necessary to allow existing residents to maintain safe and efficient use of their streets.
D) The maximum car parking standards set out in Policy T6.1 Residential parking to Policy T6.5 Non-residential disabled persons parking should be applied to development proposals and used to set local standards within Development Plans.

Appropriate disabled person parking for Blue Badge holders should be provided as set out in Policy T6.1 Residential parking to Policy T6.5 Non-residential disabled persons parking

Local Plan: Part 1 – Strategic Policies (Adopted November 2012)

Whilst there are a wide range of policies and sub sections within each individual policy, the following are the most applicable:

Policy BE1: Built Environment

The council will require all new development to improve and maintain the quality of the built environment in order to create successful and sustainable neighbourhoods, where people enjoy living and working and that serve the long-term needs of all residents. All new developments should:

1. Achieve a high quality of design in all new buildings, alterations, extensions and the public realm which enhances the local distinctiveness of the area, contributes to community cohesion and a sense of place;
2. Be designed to be appropriate to the identity and context of Hillingdon's buildings, townscapes, landscapes and views, and make a positive contribution to the local area in terms of layout, form, scale and materials and seek to protect the amenity of surrounding land and buildings, particularly residential properties;
3. Be designed to include 'Lifetime Homes' principles so that they can be readily adapted to meet the needs of those with disabilities and the elderly, 10% of these should be wheelchair accessible or easily adaptable to wheelchair accessibility encouraging places of work and leisure, streets, neighbourhoods, parks and open spaces to be designed to meet the needs of the community at all stages of people's lives;
4. In the case of 10 dwellings or over, achieve a satisfactory assessment rating in terms of the latest Building for Life standards (as amended or replaced from time to time);
5. Improve areas of poorer environmental quality, including within the areas of relative disadvantages of Hayes, Yiewsley and West Drayton. All regeneration schemes should ensure that they are appropriate to their historic context, make use of heritage assets and reinforce their significance;
6. Incorporate a clear network of routes that are easy to understand, inclusive, safe, secure and connect positively with interchanges, public transport, community facilities and services;
7. Improve the quality of the public realm and provide for public and private spaces that are attractive, safe, functional, diverse, sustainable, accessible to all; respect the local character and landscape, integrate with the development, enhance and protect biodiversity through the inclusion of living walls, roof, and areas for wildlife, encourage physical activity and where appropriate introduce public art;
8. Create safe and secure environments that reduce crime and fear of crime, anti-social behaviour and risks from fire and arson having regard to Secure by Design standards and address resilience to terrorism in major development proposals;
9. Not result in the inappropriate development of gardens and green spaces that erode the character and biodiversity of suburban areas and increase the risk of flooding through the loss of permeable areas;
10. Maximise the opportunities for all new homes to contribute to tackling and adapting to climate change and reducing emissions of local air quality pollutants. The Council will require

all new development to achieve reductions in carbon dioxide emission in line with the London Plan targets through energy efficient design and effective use of low and zero carbon technologies. Where the required reduction from on-site renewable energy is not feasible within major developments, contributions off-site will be sought. The Council will seek to merge a suite of sustainable design goals, such as the use of SUDS, water efficiency, lifetime homes, and energy efficiency into a requirement measured against the Code for Sustainable Homes and BREEAM. These will be set out within the Hillingdon Local Plan: Part 2- Development Management Policies Local Development Document (LDD). All developments should be designed to make the most efficient use of natural resources whilst safeguarding historic assets, their settings and local amenity and include sustainable design and construction techniques to increase the re-use and recycling of construction, demolition and excavation waste and reduce the amount disposed to landfill;

11. In the case of tall buildings, not adversely affect their surroundings including the local character, cause harm to the significance of heritage assets or impact on important views. Appropriate locations for tall buildings will be defined on a Character Study and may include parts of Uxbridge and Hayes subject to considering the Obstacle Limitation Surfaces for Heathrow Airport. Outside of Uxbridge and Hayes town centres, tall buildings will not be supported. The height of all buildings should be based upon an understanding of the local character and be appropriate to the positive qualities of the surrounding townscape.

Local Plan Part 2 – Development Management Policies, Adopted Version 16th January 2020

Whilst there are a wide range of policies and sub sections within each individual policy, the following are the most applicable:

Policy DHMB 11: Design of New Development

A) All development, including extensions, alterations and new buildings will be required to be designed to the highest standards and, incorporate principles of good design including:

i. Harmonising with the local context by taking into account the surrounding:
- Scale of development, considering the height, mass and bulk of adjacent structures;
- Building plot sizes and width, plot coverage and established street patterns;
- Building lines and set backs, roof lines, streetscape rhythm, for example, gaps between structures and other streetscape elements, such as degree of enclosure;
- Architectural composition and quality of detailing;
- Locol topography, views both from and to the site
- Impact on neighbouring open spaces and their environment.

ii. Ensuring the use of high quality building materials and finishes;

iii. Ensuring that the internal design and layout of development maximises sustainability and is adaptable to different activities;

iv. Protecting features of positive value within and adjacent to the site, including the safe guarding of heritage assets, designated and un-designated, and their settings;

v. Landscaping and tree planting to protect and enhance amenity, biodiversity and green infrastructure.

B) Development proposals should not adversely impact on the amenity, daylight and sunlight of adjacent properties and open space.

C) Development will be required to ensure that the design safeguards the satisfactory re-development of any adjoining sites which have development potential. In the case of proposals for major development sites, the Council will expect developers to prepare master plans and design codes and to agree these with the Council before developing detailed designs.

D) Development proposals should make sufficient provision for well designed internal and external storage space for general, recycling and organic waste, with suitable access for collection. External bins should be located and screened to avoid nuisance and adverse visual impacts to occupiers and neighbours.

Policy DMHB 12: Streets and Public Realm

A) Development should be well integrated with the surrounding area and accessible. It should:

i. Improve legibility and promote routes and wayfinding between the development and local amenities;
ii. Ensure public realm design takes account of the established townscape character and quality of the surrounding area;
iii. Include landscaping treatment that is suitable for the location, serves a purpose, contributes to local green infrastructure, the appearance of the area of movement through the space;
iv. Provide safe and direct pedestrian and cycle movement through the space;
v. Incorporate appropriate and robust hard landscaping, using good quality materials, undertaken to a high standard;
vi. Where appropriate, include the installation of public art
vii. Deliver proposals which incorporate the principles of inclusive design. Proposals for gated developments will be resisted.

B) Public realm improvements will be sought from developments located close to transport interchanges and community facilities to ensure easy access between different transport modes and into local communities' facilities.

Policy DMHB 16: Housing Standards

All housing development should have an adequate provision of internal space in order to provide an appropriate living environment. To achieve this all residential development or conversions should:

i. Meet or exceed the most up to date internal space standards, as set out in Table 5.1
ii. In the case of major developments, provide at least 10% of new hosing to be accessible or easily adaptable for wheelchair users.

Policy DMHB 18: Private Outdoors Amenity Space

A) All new residential development and conversions will be required to provide good quality and useable private outdoor amenity space. Amenity space should be provided in accordance with the standards set out in Table 5.3

B) Balconies should have a depth of not less than 1.5 metres and width of not less than 2 metres.

C) Any ground floor and/or basement floor unit that is non-street facing should have a defensible space of not less than 3 metres in depth in front of any window to a bedroom or habitable room. However, for new developments in Conservation Areas, Areas of Special Local Character or for developments, which include Listed Buildings, the provision of private open space will be required to enhance the street scene and the character of the buildings on the site.

D) The design, materials and height of any front boundary must be in keeping with the character of the area to ensure harmonisation with the existing street scene.

Policy DMHD 1: Alterations and Extensions to Residential Dwellings

A) Planning applications relating to alterations and extensions of dwellings will be required to ensure that:

i. There is no adverse cumulative impact of the proposal on the character, appearance or quality of the existing street or wider area;
ii. A satisfactory relationship with adjacent dwellings is achieved;
iii. New extensions appear subordinate to the main dwelling in their floor area, width, depth and height;
iv. New extensions respect the design of the original house and be of matching materials;
v. There is no unacceptable loss of outlook to neighbouring occupiers;
vi. Adequate garden space is retained;
vii. Adequate off-street parking is retained, as set out in Table 1: Parking Standards in Appendix C;
viii. Trees, hedges and other landscaping features are retained
ix. All extensions in Conservation Areas and Areas of Special Local Character, and to Listed and Locally Listed Buildings, are designed in keeping with the original house, in terms of layout, scale, proportions, roof form, window pattern, detailed design and materials.

E) Roof Extensions

i. Roof extensions should be located on the rear elevation only, be subservient to the scale of the existing roof and should not exceed more than two thirds the average width of the original roof. They should be located below the ridge tiles of the existing roof and retain a substantial element of the original roof slop above the eaves line;
ii. The Council will not support poorly designed or over-large roof extensions including proposals to convert an existing hipped roof to a gable;
iii. Raising of a main roof above the existing ridgeline of a house will generally not be supported;
iv. All roof extensions should employ appropriate external materials and architectural details to match the existing dwelling
v. In Conservation Areas, Areas of Special Local Character and on Listed and Locally Listed Buildings, roof extensions should take the form of traditional 'dormer' windows, on the rear elevation, to harmonise with the existing building. The highest point of the dormer should be kept well within the back roof slope, away from the ridge, eaves or valleys, whilst each window should match the proportions, size and glazing pattern of the first floor windows.

Policy DMT 1: Managing Transport Impacts

A) Development proposals will be required to meet the transport needs of the development and address its transport impacts in a sustainable manner. In order for developments to be acceptable they are required to:

i) Be accessible by public transport, walking and cycling either from the catchment area that it is likely to draw its employees, customers or visitors from and/or the services and facilities necessary to support the development;
ii) Maximise safe, convenient and inclusive accessibility to, and from with developments for pedestrians, cyclists and public transport users;
iii) Provide equal access for all people, including inclusive access for disabled people;
iv) Adequately address delivery, servicing and drop-off requirements;
v) Have no significant adverse transport or associated air quality and noise impacts on the local and wider environment, particularly on the strategic road network.

B0 Development proposals will be required to undertake a satisfactory Transport Assessment and Travel Plan if they meet or exceed the appropriate thresholds. All major developments that fall below these thresholds will be required to produce a satisfactory Transport Statement and Local

Level Travel Plan. All these plans should demonstrate how any potential impacts will be mitigated and how such measures will be implemented.

Policy DMT 2: Highways Impacts

Development proposals must ensure that:

i. Safe and efficient vehicular access to the highway network is provided to the Council's standards;
ii. They do not contribute to the deterioration of air quality, noise or local amenity or safety of all road users and residents;
iii. Safe, secure and convenient access and facilities for cyclists and pedestrian are satisfactorily accommodated in the design of highway and traffic management schemes;
iv. Impacts on local amenity and congestion are minimised by routing through traffic by the most direct means to the strategic road network, avoiding local distributor and access roads;
v. There are suitable mitigation measures to address any traffic impacts in terms of capacity and functions of existing and committed roads, including along roads or through junctions which are at capacity.

Policy DMT 6: Vehicle Parking

A) Development proposals must comply with the parking standards outlined in Appendix C Table 1 in order to facilitate sustainable development and address issues relating to congestion and amenity. The Council may agree to vary these requirements when:

i. The variance would not lead to a deleterious impact on street parking provision, congestion or local amenity;
ii. A transport appraisal and travel plan has been approved and parking provision is in accordance with its recommendations

B) All car parks provided for new development will be required to contain conveniently located reserved spaces for wheel chair users and those with restricted mobility in accordance with the Council's Accessible Hillingdon SPD

5.0 – The Proposal

Currently the application site is used as a residential dwelling (Class C3) with a one-bed ground floor unit and a one-bed first floor unit.

The purpose of this proposal is to seek consent for the conversion of the existing loft space, with the addition of a rear facing flat roofed dormer extension as well as 3no. velux roof lights on the principal elevation, fronting the public highway. The proposed dormer extension will be set back from the original rear wall of the existing dwelling, approx. 5.88m wide, 2.375m high and will protrude out from the existing roof space by approx. 3.01m. The proposed dormer external walls (flanking and rear wall) will be cladded in horizontally hung tiles to match the existing roof structure, and all visible eaves and guttering will also match the existing dwelling – comprising of white upVC boards for the fascia and soffit boards and black uPVC guttering. The proposal intends to incorporate a flat roofed dormer extension to the rear facing elevation to create the habitable floor space, with the extension being set back from the original rear wall and substantially lower than the overall ridge line (by approx. 0.93m) of the existing dwelling.

The proposal intends to create an additional 37.9m³ of habitable space within the loft space, which if considered in terms of scale is proportionate to the existing dwelling, given that it falls under the maximum permitted development volume increase allowed, of 40m³, if the dwelling was a single dwelling. The space created will create a habitable bedroom that is 21.6m² in total –not considering areas with less than 1.5m head space, an en-suite with a total of 4.6m² and associated landing space which is 0.7m², giving a total Gross Internal Area (GIA) of 30m². Given the existing ground floor hallway space has a GIA of 2.6m² and the first floor has a GIA of 40.4m², therefore with the inclusion of the proposed loft floor the proposed self-contained unit is 73m². This figure is slightly larger than the minimum gross internal area listed for a 2 bed 3 person over 2 storey dwellings, as shown in Table 5.1: Minimum Floorspace Standards (National Space Standards). Within the sloping section of the roof structure, in the loft, a party wall to flank wall in built wardrobe will be built to provide approx. 3.2m² of storage – excluding additional space available within the eaves (assume 0.5m²). Considering the existing bedroom on the first-floor has a built in storage space of approx. 1.2m², giving a total of 4.9m² of in built storage which exceeds the minimum requirement in Table 5.1.

The proposed ceiling height under the proposed flat roof dormer up to the existing ridge height will be approx. 2.5m, resulting in the ridge of the flat roof dormer being substantially lower than the overall roof ridge.

The additional bedroom and en-suite will benefit from a rear facing window incorporated in the rear façade to allow natural light and ventilation within the space. The principal elevation will have 3no. velux roof lights built into the front, pitched roof to further allow natural light and ventilation into the additional bedroom and loft floor stair well.

A proposed timber staircase will be constructed to allow for users of the first-floor unit to access the proposed space. The new staircase will be designed in compliance with Approved Document Part K: Protection from falling, collision and impact, and will also be positioned at loft floor level in conjunction with the proposed dormer extension to ensure at least 2.1m clear head height is achieved for users.

Further amendments are sought to the fenestration on the flank wall adjacent to no. 64 East Avenue due to the introduction of the internal staircase. The existing first floor landing window will be stripped out and demolished, with the opening in filled with masonry to suit the width of the existing wall and pebble dashed render finish to match the existing dwelling. A new structural opening will be created lower than the existing opening, and a new uPVC framed, double glazed, obscure glazing window will be installed to provide natural light into the space for the existing staircase. An additional window is to be installed at loft floor height, to provide natural light for the

proposed loft floor staircase. All fenestration on the flank wall is to match the existing dwelling, to be obscure glazing and non-openable up to 1.7m above the internal finished floor level relative to the opening.

On the rear elevation the introduction of a first-floor external balcony is being proposed within this application, to provide an area of private outdoors amenity space associated with no. 66A East Avenue. The balcony will be made up of galvanised structural steel beams and columns for support with timber joists spanning north to south (on plan). On the rear face of the balcony 1.1m high guard rail will be installed in line with Approved Document Part K: Protection from falling, impact and collisions. The proposed balcony will protrude out from the original rear wall of the property by approx. 1.82m and 3.64m wide, giving a total external area of 6.7m². To reduce any invasion of privacy, to neighbouring plots, the proposal intends to install 1.8m high privacy screening on both sides to prevent any overlooking into no. 68 East Avenue rear private amenities space. No. 64 East Avenue is a commercial unit so it does not have any rear amenities, however a privacy screen will still be installed to prevent users of the balcony from looking into the site. The overall position of the balcony is spaced 1.43m away from the shared boundary with no. 68 East Avenue and 1.15m from the shared boundary with no. 64 East Avenue. By keeping the balcony away from the boundaries and protruding 1.8m away from the original rear wall of the original dwelling, users would only face out to the rear outbuilding/ boundary of no. 64 East Avenue, which can be looked at as a secondary building in relation to the main dwelling, therefore would not have an adverse effect on the privacy to no. 68.

As noted within section 3.0 – Planning History, there is an enforcement notice issued for no. 66 East Avenue (ref: ENF/586/21 – Unauthorised use of outbuildings as self-contained accommodation). Although no.66 and 66A are separate units with separate tenants and this report has been compiled to address only the development to no. 66A. However, it is worth noting the freehold owner/ applicant of the site (Mr Singh) is proposing to address the issues raised in the enforcement notice and re-instate the private rear amenities, associated with no. 66. The applicant is proposing to strip out and demolish the existing ad hoc enclosed structures, which will then be reinstated the open-air space for continued use as private amenities for no. 66. Following this works the ground floor unit will have approx. 42.2m² of external private amenities space. The large out building, comprising of external blockwork walls and flat roof structure, will remain in place and be sectioned off to allow for a secure cycle shelter for no. 66A. Given the pre-existing out building GIA is approx. 19.4m², the proposal is requesting to reduce this to 16.1m² (to be allocated to no. 66) and 3.0m² (to be allocated to no. 66a) for the proposed use as a cycle shelter, which can be accessed from the adopted access located to the rear of the property. On the proposed rear elevation suitable motion sensor lighting will be installed on its façade to ensure the rear area behind the application site is well lit in order to provide assistance in accessing the cycle shelter during evenings and early mornings, especially during autumn and winter periods.

i) Effect on the character and appearance of the area.

The proposal intends to only create a purpose built, flat roof dormer of a high-quality traditional design and external appearance that is in keeping and further enhancing amongst its surrounding area and local character of East Avenue.

ii) Transport, Cark parking & Cycle Store

The existing first floor, 1-bedroom, self-contained unit does not benefit from any car parking spaces within the application site. The unit has always been advertised without a space and will continue to do so in the future. This is to avoid further intensifying the current on street parking situation which is already close to exhaustion. To encourage alternative means of transport for tenants of 66A the proposal intends to create a cycle shelter, incorporated within the rear out building, to house 2no. bicycles – in line with Table 10.2 of The London Plan (2021).

Due to the site's location within Hayes town centre, it also benefits from an array of transport links into Central London and surrounding areas. Approx 0.2miles to the east of the site on Cold Harbour Lane, there are accessible bus stops that provides links to the airport, north of the borough of Hillingdon and adjacent broughs such as Ealing and Harrow via:

- No. 90 Bus – Heading north leads to Northolt and south leads to Feltham
- No. 140 Bus – Heading north to Harrow Weald from Hayes town centre
- No. E6 Bus – Heading north-east to Greenford from Hayes town centre
- No. N140 Bus – Heading north to Harrow and connecting to Heathrow Airport in the south.

Heading south from the application site, approx. 0.3 miles away, on to Botwell Lane further bus stops can be found that provide links to the airport, Hillingdon Hospital, north of the borough and adjacent brough of Hounslow:

- No. 195 Bus – Heading west leads to Hillingdon and Uxbridge and east leads to Brentford via. Southall
- No. 278 Bus – Heading north leads to Ruislip via Ickenham and south connects to Heathrow Airport
- No. 350 – Connecting from Hayes town centre to Heathrow Airport, Terminal 5 via. West Drayton and Harmondsworth
- No. H98 – Running from south-west of Hayes town centre directly into Uxbridge town centre in the north-west, via. Hillingdon Hospital.
- No. 698 – Heading south-west from West Drayton to Ickenham in the north-west.

In terms of further Transport Links, Hayes and Harlington train station is situated approx. 0.5 miles/ 11-minute walk from the site. This provides excellent rail links into Central London via. the unrivalled Crossrail, named 'The Elizabeth Line' which provides connectivity to the main London Stations such as Paddington, Liverpool Street and Farringdon. The train station also provides great links to the west connecting with Reading.

iii) Amenity Space

The application site currently has 66.9m² of amenity space, located at the rear. This spans approx. 10.6m from the original rear wall of the existing dwelling to the rear boundary and is approx. 6.3m² wide from the shared boundary between neighbouring plots (no. 64 & 68 East Avenue). The amenity space has been allocated for the ground floor unit only. Given the existing first-floor unit does not benefit from any private amenities, the proposal is suggesting constructing a raised balcony (at first floor level) to provide an additional 6.7m² of private amenities for the creating of an additional bedspace within the unit. This is in line with Policy D6 – Housing quality and standards of The London Plan.

In addition to the proposed balcony there is a large public open space located approx. 120m south of the site. This is part of the Botwell Geen Sports and Leisure Centre and offers an on-site gym, swimming pool, football pitches, children's play ground and many other sports and leisure activities for the occupants. To the west of the site (approx. 0.5 miles away), is Lake Farm Country Park accessed via Botwell Lane. This outdoor area features a BMX track and skate park, childrens play area and an outdoor gym. To the east of the site (approx. 1.1 miles away) is Minet Country Park. This is a 36-hectare open space to the public, housing a cycle circuit, picnic area and children's playground. The park can be accessed on foot by walking approx. 24 minutes or 8 minutes by bicycle. This provides an alternative area of green space to occupants.

iv) Landscaping & Trees

The proposal does not intend to alter the existing landscaping throughout the site and there are no trees within falling distance to the main dwelling, that could be affected by the proposal.

5.0 – Design

a) Use and Amount

The existing, lawful use of no. 66A East Avenue is for residential use class C3 (Dwelling house), comprising of a 1no. 1-bedroom, 1-person self-contained unit with a living/ tv room, separate kitchen and w/c and bathroom. The existing GIA of the unit, including the ground floor lobby and internal access staircase is 43m².

The proposals intention by converting the existing loft space by constructing a rear facing flat roof dormer, to create an additional bedroom and en-suite extension to the existing first floor unit. The proposed first and second floor unit will remain as a residential unit but will increase to a 2-bedroom 2-person unit. When referring to Table 1 – Minimum gross internal floor areas and storage, within the Technical Housing Standards the only option available is for a 2-bedroom 3-person unit, which over 2 storeys require a minimum of 70m² of floor space to comply. Based on this figure, the proposal would create an additional 30m² of internal floor space within the loft – excluding any area within the loft under 1.5m head height. Given the existing ground floor hallway space has a GIA of 2.6m² and the first floor has a GIA of 40.4m², the overall proposed GIA would be 73m². This figure would further increase if the area of the proposed ancillary cycle shelter (3m²), created at the rear of the site is included. Therefore, the proposed GIA slightly exceeds the required GIA for a 2-bedroom 3-persons self-contained unit and should be acceptable.

Should the proposal be deemed acceptable the target market for tenants will be 2no. professionals who work in the surrounding districts of the borough or within the London Boroughs and either commute to their jobs and/or work from home. This could be two individuals who have no relation to one another or two friends, or a couple – who work from home and could look to change the first-floor bedroom into a study. Alternatively, the target market could also be a small family of 3, comprising of 2no. parents and a young child. The applicant would like to stress this as their intent and would be happy to enter an agreement with the LPA to place a restriction to ensure this is the case.

The proposed cycle shelter will remain ancillary to the proposed first floor unit and like the until, will fall under use Class C3.

b) Layout

As stated in the above section, the proposed application complies with the Technical Housing Standards for 2-bedroom, 3-persons in providing sufficient internal floor area as well as exceeding minimum widths of rooms. It also provides suitable amounts of personal storage space within the additional bedroom.

All existing and proposed bedrooms are of an adequate size and provide natural light and ventilation to its occupants.

In accordance with Part K: Protection from falling, collision and impact, the existing staircase leading into the loft will be replaced with a wider (min. 800mm) staircase. At the bottom of the loft floor staircase a clear 800mm wide x 800mm long clear landing space has been provided.

The proposal has also taken into consideration Approved Document Part B: Fire Safety in designing/ re-configuring the internal layout. All proposed doors that are to be installed will achieve a minimum of 30min fire protection, with all landing/ open space on all floors being fire protected to also achieving the same minimum protection. A smoke alarm will be installed within the proposed loft floor which is to be mains operated and conforming to BS EN 14604:2005 and BS5389-6:2019, with battery back and to be interlinked. Thus, complying with LACORS fire safety guidance.

c) Scale and Appearance

The existing loft floor space benefits from a clear head height of approx. 3m. The design approach to far exceed the minimum required 200mm set back, from the existing ridge line to approx. 900mm, has been implemented not only to keep consistent with similar residential extensions but also to minimise the impact of the rear facing dormer to the surrounding properties. The proposal reflects the context of the site and surrounding area in terms of its size, siting, scale, height, and depth whilst ensuring the scheme harmonises and respects the residential amenities of neighbouring plots.

The proposed set back dormer rear wall is approximately 24.5m away from the original rear wall of the properties fronting onto Cold Harbour Lane, which are presumed to have self-contained units within their first floor, like the application site. This distance is quite excessive and there should be no concern of the proposed extension invading the privacy of the opposite plots. Like the application site, it has been presumed that these opposite properties do not offer private rear amenities to their first-floor units. If this is the case then with presence of the proposal looking out to the back of these plot, they would face out to the rear amenities of the retail units at ground floor. However, if this is not the case, then this application is prepared to amend the design of the rear window of the loft floor bedroom so that the glazing is obscure to avoid breaching the opposite plots privacy.

Further to this point the proposed design is not of an overbearing design as it intentionally has remained under the 40m³ volume increase, allowed if a single residential dwelling as part of a terrace block was to exercise their permitted development rights. On top of this due to the rear of the application site sitting behind plots fronting on to Cold Harbour Lane, the rear facing dormer would not be visible from either Cold Harbour Lane or East Avenue. It would only partially be visible if one was to stand directly in front of no. 64 East Avenue but even then, the proposal would have minimal visual impact on the street scene.

d) Transport, car parking & Cycle store

For this application it has been presumed, based on the current on-site circumstances, that flat 66A does not have available carparking spaces. Therefore, the proposal is requesting this approach continues for the purpose of this application in that no additional on-site car parking spaces will be required with the addition of another bedroom for the first-floor unit. This also coincides with Policy T6 of The London Plan, where point A) states ‘Car parking should be restricted in line with levels of existing and future public transport accessibility and connectivity’. Considering the site is situated with the Hayes town centre boundary and has excellent links to the rest of the borough, as well as surrounding London Boroughs via public transport, there is no need to require a further car parking space. It can be considered that the proposed loft conversion would not result in an increase in traffic generation as the existing property does not benefit from any off-street parking and no parking would be provided as part of the development. The inclusion of a cycle shelter, to house 2no. cycles, will encourage future tenants to use bicycles and avoid overloading the on street available parking

e) Amenities

As stated above, the existing first floor unit does not benefit from existing private amenities space. Policy D6 of The London Plan does state '*Where there are no higher local standards in the borough Development Plan Documents, a minimum of 5sqm of private outdoor space should be provided for each additional occupant, and it must achieve a minimum depth and width of 1.5m'.* and para. 5.70 of Policy DMHB 17: Residential Density of the Local Plan Part 2 states *'Dwellings on upper floors should all have access to a private balcony or terrace, where this is consistent with the overall design of the building'.* Therefore, by the proposal introducing a balcony appeases these two policies.

As listed in section 5, part a), the primary target market for tenants would be 2-persons who have no relation to each other but could be friends or a couple, in which case the balcony would be in line with policy D6 of The London Plan. Alternatively, the secondary target market would be a small family of 3, comprising of 2no. parents and a young child. If this is the case, then by creating a balcony that is 6.7m² will exceed the minimum of 5m² of private outdoor space to allow for a young child (increasing the number of occupants from 1 to 2.5)

In terms of general amenities, the site is ideally located within the Hayes town centre boundary and is in proximity of a vast range of retail/ convenience shops, grocery stores, café, pharmacies etc. on Cold Harbour Lane and Station Road, which is ideal for both the primary and secondary target market for potential tenants. The closest large supermarkets are either Lidl on Central Avenue, 0.3 miles away and 7-minute walk, or Sainsburys on Cold Harbour Lane, 0.9 miles away and a 20-minute walk or 12-minute bus journey, north on Cold Harbour Lane.

Should the applicant find a family of 3 as tenants, the application site benefits from schools within the Hayes Area. Minet Infant School is located 0.5 miles away and is approx. 11-minute walk from the site to the east. Towards the south of the site Botwell House Catholic Primary School is located 0.3 miles away and is approx. 7-minute walk.

The closest doctors surgery can be found on Cold Harbour Lane, 0.2 miles away from the application site and approx. 5-minute walk.

6.0 - Sustainability.

A) Sustainable Design and Construction

The proposal constitutes sustainable development as it would be of a high-quality design, incorporating modern day technology and sustainable construction methodologies. The proposal therefore complies with the NPPF in this respect.

The proposal could potentially accommodate any of the following:

- Air source heat pumps and/or solar thermal panels where appropriate
- Heat Recovery System

B) Energy Efficiency

To minimise heat loss from the proposed dormer extension and maximise the efficiency of the overall building, the proposal will incorporate the following:

- Insulated roofs, walls, and floors.
- Double glazed windows
- Energy efficient lighting, internally and externally.
- Natural day light to the internal habitable rooms.

Existing appliance ratings will be reviewed and upgraded with the aim to comply with the following:

A+ Fridge Freezers
A-rated dishwasher & washing machine.

To minimise the use of water, the proposal will incorporate the following:

- Water saving devices, such as dual flush/ low flush toilets within the loft floor bathroom.

The development will incorporate the requirements of SUDS hierarchy, by disposing of as much storm water drainage on site as possible. The proposal aims to discharge surface water from the dormer extension into a soakaway located within the rear garden. The remainder of the existing dwelling and hardstanding will not be altered.

C) Waste Recycling

The proposal will encourage responsible waste recycling in the following ways:

- Adequate space for storage of waste and recycling containers

D) Sustainable Transport

The application site is located within a highly sustainable location within easy walking distance for the surrounding community and of local services and facilities within Hayes and overall Hillingdon. As highlighted above there are several local bus services within the local area.

E) Sustainable Construction

Materials will be, as far as possible, environmentally friendly and the ‘Green Guide’ and BRE publication ‘Methodology for Environmental Profiles of Construction Materials’ will be consumed. Timber will be obtained, where possible, from certified sources. A waster separation and disposal policy will be operational for the duration of the site construction.

7.0 – Conclusion

The relevant policies have been carefully considered to ensure that the proposal will have minimal impact to the local architectural appearance and character of the area.

With the introduction of a setback, rear facing dormer, the proposal ensures the dormer extension does not exceed the height of the highest part of the existing roof and does not extend beyond the plane of any existing roof slope on the principal elevation. The cubic content of the proposed loft conversion is moderate and in line with permitted development stipulations, which provides a transparent comparison, in terms of its size and scale, given the application site does not benefit from any permitted development rights. The proposal still can provide sufficient internal floor space for the additional bedroom, even when taking into account any floor space with less than 1.5m head height, whereby it complies with the internal space standards, as set out in Table 5.1 and more importantly, as well as with policy D3 of The London Plan and DMHB 16 of the Local Plan Part 2.

The proposal also intends to construct the rear facing dormer out of materials that are of a similar make up and architectural style to the existing dwelling house. It also positively responds to the local character of the area and does not cause any detrimental harm to the amenities of the surrounding neighbours. Therefore, complying policies D3 & D6 of The London Plan, as well as policy BE1 of the Local Plan Part 1 and policies DHMB 11, 12 and DMHD 1.

With regards to Transport and carparking spaces and policies T4 and T6 of The London Plan, as well as policies DMT 1, 2 and 6 of the Local Plan Part 2, this report presents the case that due to the existing first-floor unit not being allocated an on-site car parking space and being located within the town centre – with great links to public transport - an additional car parking space should not be required for the proposal as it most likely would further intensify the current on-street parking on East Avenue. Therefore, the proposal complies with policy T4, DMT 1 and DMT 2 in that it has considered the beneficial use of public transport and alternative means, thus mitigating the use of a vehicle. This is further enforced with the introduction of a cycle shelter at the rear of the site for the users of no. 66A.

The proposal also coincides with policies T6 and DMT 6 as both policies encourage the restriction of car parking providing the application site offers easy accessibility and connectivity to the existing and future public transport infrastructure. The contents of this report believe an adequate justification to this has been presented within.

In terms of amenities, although the existing first-floor unit does not have any existing private amenities space, the proposal intends to create a 6.7m² external balcony which complies with policy D6 (>minimum 5sqm required). The proposed depth and width of the balcony is in line with both policy D6 and DMHB 18, in that the depth is not less than 1.5m and width is not less than 2m. As well as this, the design has carefully considered the effect of the balcony to the neighbouring amenities. This report believes that the main critical neighbour is no. 68 East Avenue as this is also a residential plot with rear private amenities space. The proposed balcony is spaced 1.43m away from this shared boundary and a 1.8m high privacy screen is being proposed to prevent users from overlooking into the neighbour's garden.

The proposal meets the objectives of The National Planning Policy Framework and Technical Guide - Permitted Development rights for householders and for these reasons (listed above), in our view, planning permission should be granted for the proposed works.