



HILLINGDON  
LONDON



# Hillingdon Planning Committee

## Councillors on the Committee

Councillor Henry Higgins (Chair)  
Councillor Adam Bennett (Vice-Chair)  
Councillor Keith Burrows  
Councillor Roy Chamdal  
Councillor Elizabeth Garelick  
Councillor Gursharan Mand  
Councillor Jagjit Singh

**Date:** TUESDAY 16 JULY 2024

**Time:** 7.00 PM

**Venue:** COUNCIL CHAMBER -  
CIVIC CENTRE, HIGH  
STREET, UXBRIDGE UB8  
1UW

**Meeting  
Details:** The public and press are welcome  
to attend and observe the meeting.

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Contact: Anisha Teji  
Tel: 01895 277655  
Email: [ateji@hillington.gov.uk](mailto:ateji@hillington.gov.uk)

Lloyd White  
Head of Democratic Services  
London Borough of Hillingdon,  
3E/05, Civic Centre, High Street, Uxbridge, UB8 1UW  
[www.hillingdon.gov.uk](http://www.hillingdon.gov.uk)

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# Agenda

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## Chairman's Announcements

- 1 Apologies for absence
- 2 Declarations of Interest in matters coming before this meeting
- 3 To receive the minutes of the previous meeting 1 - 10
- 4 Matters that have been notified in advance or urgent
- 5 To confirm that the items of business marked Part I will be considered in Public and the items marked Part II will be considered in Private

## Applications with a Petition

- 6 Planning Committee Report Part 1\_Standard Information 11 - 18

7	Civic Centre, Uxbridge 14805/APP/2024/956	Uxbridge	Change of use of Middlesex Suite and Registrar's Office (Part Level 1 and Level 2) within the Civic Centre Complex from Class E (g) (i) / Sui Generis to Class F1 to accommodate a new public library and museum, involving minor internal and external alterations and associated works.  <b>Recommendation: Approval</b>	19 – 60 156 – 169
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## Applications without a Petition

8	Civic Centre, Uxbridge 14805/APP/2024/1410	Uxbridge	Alterations to the existing covered walkway between Corporate Entrance and the Middlesex Suite to form an enclosed entrance area and link from the Corporate Entrance to the Middlesex Suite, involving the installation of new windows and glazed screens together with the installation of new signage (Application for Listed Building Consent)  <b>Recommendation: Approve Listed Building Consent</b>	61 – 76 170 – 186
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9	Garage Site, Hilton Close  77811/APP/2024/442	Uxbridge	Erection of two 3-bedroom detached dwellings with associated parking and amenity space following demolition of existing garages.  <b>Recommendation: Approve + s106 agreement</b>	77 – 114  187 – 197
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10 Planning Committee Report Part 3\_Policy Appendices

115 – 154

**Plans for the Hillingdon Planning Committee**

**155 – 198**



# Agenda Item 3

## Minutes

### HILLINGDON PLANNING COMMITTEE

11 June 2024



Meeting held at Committee Room 5 - Civic Centre

	<p><b>Committee Members Present:</b> Councillors Henry Higgins (Chair), Adam Bennett (Vice-Chair), Roy Chamdal, Philip Corthorne, Raju Sansarpuri, Gursharan Mand, and Jagjit Singh</p> <p><b>Officers Present:</b> Ed Laughton (Area Planning Service Manager – Central and South) Chris Brady (Planning Team Leader), Michael Briginshaw (Deputy Team Leader) Eoin Concannon (Planning Team Leader), Alan Tilly (Transport, Planning and Development Team Manager), Jimmy Walsh (Legal Advisor), and Ryan Dell (Democratic Services Officer)</p>
3.	<p><b>APOLOGIES FOR ABSENCE</b> (<i>Agenda Item 1</i>)</p> <p>Apologies were received from Councillor Keith Burrows with Councillor Philip Corthorne substituting.</p> <p>Apologies were also received from Councillor Elizabeth Garelick with Councillor Raju Sansarpuri substituting.</p>
4.	<p><b>DECLARATIONS OF INTEREST IN MATTERS COMING BEFORE THIS MEETING</b> (<i>Agenda Item 2</i>)</p> <p>None.</p>
5.	<p><b>TO RECEIVE THE MINUTES OF THE PREVIOUS MEETINGS DATED 8 MAY 2024 AND 9 MAY 2024</b> (<i>Agenda Item 3</i>)</p> <p><b>RESOLVED:</b> That the minutes from the meeting on 08 May 2024 and 09 May 2024 be approved.</p>
6.	<p><b>MATTERS THAT HAVE BEEN NOTIFIED IN ADVANCE OR URGENT</b> (<i>Agenda Item 4</i>)</p> <p>None.</p>
7.	<p><b>TO CONFIRM THAT THE ITEMS OF BUSINESS MARKED PART I WILL BE CONSIDERED IN PUBLIC AND THE ITEMS MARKED PART II WILL BE CONSIDERED IN PRIVATE</b> (<i>Agenda Item 5</i>)</p>

It was confirmed that all items would be heard in Part I.

8. **279 SWAKELEYS ROAD, ICKENHAM 30255/APP/2023/417** (*Agenda Item 6*)

**Demolition of the existing house and the erection of a two-storey block of flats, with habitable rooms in the roof space, consisting of 5 proposed flats (4 x two-bed and 1 x 3-bed units) and associated parking.**

Item 6 was taken after item 7.

Officers introduced the application.

The application had been submitted in response to a previous refusal for a similar development which comprised of a larger scale building and six flats. This application was refused on the grounds that the impact upon the character and appearance of the street scene was unacceptable; the over-dominance of hard surfacing and lack of soft landscaping; lack of usable amenity space which led to a poor standard of living accommodation; lack of evidence to demonstrate compliance with the highest accessible standards; and also the impact that development would have on the visual amenities of the neighbouring property number 277. The refusal of this application was also subject to an appeal, which was subsequently dismissed by the inspector. The current application reduced the scale and bulk, which subsequently reduced the number of units proposed from an initial seven to five. The distance between the elevation facing Warren Road and the boundary had been increased from 2.5 to 3.5 metres. The proposed dwelling had been reorientated to have the principal elevation facing Swakeleys Road.

The applicant and agent addressed the Committee and made the following points:

- The agent thanked the Committee for the opportunity to address them
- The design had been developed with lengthy negotiations with the Planning Department to fine tune the design and to overcome the previous reasons for refusal
- The agent commended the planning officer on their report
- The applicant had lived in the house for over 20 years
- The reason for redevelopment was that the applicant lived alone and the house had fallen slightly into disrepair due to high costs and bills
- The agent highlighted page 31 of the report which noted that the Local Plan advised that the conversion of single dwellings into more dwellings, or the redevelopment of dwellings into new blocks of flats to enable more efficient use of the site to be achieved was very pertinent. This was because there was a large house occupied by a single person
- The applicant also commended the planning officer for their report
- The applicant had no issues with petitions in objection and again commended the officers for answering each of the questions that had been posed by the petitioners

Officers clarified that there was a landscaping condition proposed.

Members asked about the existing street scene and the 10% rule. Officers noted that the scale of other nearby flatted developments were greater than that of the current application. The current application for was a corner plot. Furthermore, there was a

	<p>10% threshold placed within the policy. The pretext of the policy advised that the conversion of single dwelling homes into more dwellings, or the redevelopment of dwellings into blocks of flats can enable more effective use of the sites.</p> <p>Members noted that the application history had reduced the size from nine to five flats, and commended officers on their discussions with the applicant.</p> <p>Members queried the allocated parking, and whether it was allocated to the flats. Officers noted that there was not a parking allocation plan condition but this could be added.</p> <p>Access to the site would be secured by a landscaping condition. Double yellow lines had been provided to protect the corners so that vehicles do not park on the junction. This formed part of the Ickenham Parking Management Scheme IC3 where parking was restricted between 10:00-11:00 and 15:00-16:00.</p> <p>Construction hours would be secured by a construction management plan, which would be reviewed once submitted.</p> <p>The number and type of trees planted would be included within the landscaping condition.</p> <p>Members asked that if the development were approved but subsequently not constructed, how this would affect the 10% rule. When considering new applications, officers did not just look at those that had been approved and built. Officers undertook a history search of all applications which benefited from planning permission and had not expired. If the current application were approved and a similar application submitted tomorrow, the determination of that application would take into consideration this approval. If the current application were approved but not built, it would not make up part of the 10% rule.</p> <p>Members asked if there was any requirement for additional hard surfacing to be permeable. Condition 13 required surface water management details but officers would look for control of water and permeable surfacing of hardstanding.</p> <p>Officers clarified on the landscaping condition for boundary treatment that this would be required to be of a certain size and that if gates were installed, that vehicles would be off-road while the gates were open so as to avoid blocking traffic.</p> <p>Officer's recommendations were moved, seconded and when put to a vote, unanimously approved.</p> <p><b>RESOLVED: That the application be approved.</b></p>
9.	<p><b>15 KEWFERRY ROAD, NORTHWOOD 26090/APP/2024/813</b> (<i>Agenda Item 7</i>)</p> <p><b>Erection of first floor rear extension.</b></p> <p>Item 7 was taken before item 6.</p> <p>Officers noted that the site was not within a conservation area and was not listed.</p> <p>In general, officers were satisfied that the design was in keeping with the character and</p>

appearance of the existing building, the straight scene and the wider character in terms of amenity. There would be no loss of daylight/ sunlight.

A further site inspection had been carried out this afternoon to examine the outlook of the neighbouring properties and officers were satisfied that the outlook would be retained to the garden area.

The application was recommended for approval.

The petitioner addressed the Committee and made the following points:

- The petitioner lived next door to the application site
- The officer's report stated that the proposal would have an acceptable impact on neighbouring residential amenity. This was not the case and the proposal would have a considerable adverse impact for the petitioner's property and way of life, being both intrusive and causing severe lack of light
- The petitioner had lived here for nearly 34 years
- The petitioner's conservatory had a glass roof through which they can see the sky and trees. The proposed extension was due south of this conservatory and would block a lot of light
- Policy DMHB 11 of the Local Plan stated it seeks to ensure that development proposals do not adversely impact on the amenity daylight and sunlight of adjacent properties
- The view from the conservatory had already been spoiled by construction
- During spring and autumn, the petitioner's house benefitted from bright sunshine in the kitchen. The proposed extension would remove this uplifting experience. It would remove considerable daylight from the kitchen, and the petitioner would have to use electric light. This was not good for global warming, and not in accordance with the policy
- The Human Rights Act stated that public officials should only do things that restrict one's right to private and family life when they need to
- There had been numerous previous applications on this site which were not carried out to plan and had Planning Enforcement involvement. Construction over four years took little notice of their conditions such as working hours
- The building of the extension resulted in extensive damage to the side of the petitioner's rear outbuilding which needed wall strengthening; the roof copings being replaced; and drainage installed. The petitioner's insurance company was still trying to resolve excessive damp inside the outbuilding and had had no response from the applicant
- There were errors in the officer's report which included referring to the wrong house number; the wrong street; the fact that number 15 was the two-storey house when it had a third story; two driveways when there was only one; and wrongly describing an outhouse as the lean-to
- Policy DMHB 1 of the Local Plan stated that alterations and extensions to buildings would be required to ensure that a satisfactory relationship with the adjacent dwellings was achieved. Until there was no unacceptable loss of outlook to neighbouring occupiers, this policy was not adhered to

Members asked about daylight and sunlight. Officers suggested there were no considerable issues, but this was contrary to what the petitioner had said. The segregation distance between properties allowed light to continue to pass between the application site and the neighbouring property. The two kitchen windows on the flank wall would still receive sufficient daylight, even though they were not directly facing the extension. The existing two-storey flank wall and fencing already compromised the

	<p>window's light. The neighbouring property had a window and door leading to a conservatory with a glazed roof and window, ensuring sufficient light.</p> <p>The Committee acknowledged the petitioner's concerns and discussed the need for a formal daylight and sunlight review. Members suggested that this may warrant further investigation.</p> <p>Officers had visited the site and believed the impact to be acceptable.</p> <p>Members asked on what occasions would an independent daylight/ sunlight review would be sought. Offices confirmed that this would be for all major applications. For residential schemes, officer opinion was sufficient. Officers had visited the site and deemed it acceptable. It was noted that the Committee could request a formal daylight/ sunlight review.</p> <p>Members referred to one of the petitioner's images and noted that the application would block out light. Members raised the possibility of a site visit. This was seconded. It was further noted that a site visit should not be in lieu of an independent daylight/ sunlight report.</p> <p>A proposal to defer pending a site visit and an independent daylight/ sunlight report was moved, seconded and when put to a vote, approved.</p> <p><b>RESOLVED: That the application be deferred.</b></p>
10.	<p><b>TESCO, GLENCOE ROAD, HAYES 36999/APP/2023/3455</b> (<i>Agenda Item 8</i>)</p> <p><b>Variation of condition 3 (re. deliveries) of planning permission ref. 36999/T/93/0878 (allowed at appeal under ref. 94/236865) and dated 10 May 1995 for the removal of condition 12 (re. opening hours) of planning permission ref. 36999E/89/1214 and dated 1 May 1990 for the erection of a District Shopping Centre incorporating a retail store of 6228sqm gross floorspace with 725 car parking spaces, 12 small shop units with residential accommodation over, a covered mall, a doctor's surgery, a public house, a restaurant, changing facilities, a meeting hall, public convenience, a petrol filling station, a children's play area, an associated car parking area, a service yard and landscaping on land at Willow Tree Lane/Glencoe Road/Jolly's Lane, Hayes.</b></p> <p>The application proposed to amend the condition wording to allow for one delivery to take place between the hours of 09:00 and 10:00 on a Sunday, which the current wording of the condition prohibited.</p> <p>The applicant was proposing to deliver to the front of the store prior to the store opening and delivering to the front of the store would make it quicker to unload perishable goods. This would also reduce the potential noise impacts upon neighbouring residents.</p> <p>The proposal for one delivery between 09:00 and 10:00 on a Sunday was not considered to result in a significant increase in noise, given that this was one delivery and it was set in a location which was at least 34 metres from a neighbouring property. Unlike the existing service and delivery yard there would be a negligible impact upon air quality and the highways network. The application was recommended for approval.</p>

The lead petitioner addressed the Committee and made the following points:

- The petitioner lived on Telford Way
- There was a longstanding issue with pollution, noise and diesel fumes coming into the garden
- There had been a previous application in 2018 which was refused
- Tesco were currently allowing people into the store at 09:00 before the tills opened at 10:00. Therefore, there could be cars in the car park when the lorry attempted to deliver
- The lorries were noisy and cannot reverse so they would have to drive nearer to the flats in order to exit the car park
- The petitioner could not use their garden whilst deliveries took place
- The petitioner stated that they had evidence of Tesco making a delivery on a Sunday and on a Bank Holiday, and this had been submitted to officers
- Permission for one delivery would lead to more deliveries
- As this application sought to deliver to the front of the store, the petitioner questioned how a delivery vehicle would manoeuvre around the mini roundabout
- The petitioner had emailed the manager of Tesco on numerous occasions
- Some local residents had moved away from the area as a result of this
- The local MP, John McDonnell, had been engaged on this issue

Members asked the petitioner if Tesco had engaged with residents over this proposal. The petitioner confirmed that they had initiated some engagement along with John McDonnell MP.

Members asked if the petitioner had contacted their local Ward Councillors and suggested they do so if they had already.

Members asked if the petitioner had moved to the area before the Tesco store was built. The petitioner moved in after the store was built but the store had subsequently expanded. However, the loading bay was the same size.

The agent attended and addressed the Committee, making the following points:

- The agent thanked the Committee for the opportunity to address them
- The proposal sought permission for a single delivery to take place between 09:00 and 10:00 on Sunday mornings
- The application sought to amend an existing planning condition which currently prohibited deliveries on Sundays
- The existing delivery arrangements meant that it was not possible for Tesco to adequately stock the store with fresh produce for Sunday trading, which was one of the busiest days of the week with the store open between 10:00 and 16:00
- This meant that produce available to customers on Sundays and early Monday mornings were picked from the last Saturday delivery
- This impacted on Tesco's ability to provide a full range of fresh goods to local residents. This also had implications for staffing and on the store's performance
- The principal planning consideration for this application related to the potential impact of the proposals on residential amenity. Tesco were aware of local residents' concerns and the sensitivities relating to the potential noise impact of service vehicles accessing the service yard via the access road to the rear of the properties on Telford Way
- This was also a key consideration of the previously refused application
- To ensure that there was no impact on the properties in Telford Way arising from

delivery vehicle movements, Tesco proposed to bring a single delivery to the front door, which was well away from those noise sensitive properties

- The delivery would take place before Sunday opening, meaning that there would be no conflict with customer vehicles
- Tesco were confident, and had tracked, that the delivery vehicle can enter the site past the roundabout, undertake a turning manoeuvre outside the existing retail units beyond the store and come back around and park before unloading into the front door
- A noise assessment accompanied the application and assessed the real-world effects of a delivery at 09:00 on a Sunday
- The delivery would take about half an hour to be offloaded, and the proposals would not result in any significant negative impact on residential amenity, especially on the flats above. This position was accepted by the Council's Environmental Health Officer

Members asked and the agent confirmed that the reason they were proposing to have the delivery to the front of the store and not to the loading bay was to mitigate noise problems to local residents of the service road.

The agent further noted that a previous application for Sunday deliveries had been refused and that decision was upheld at appeal by the Planning Inspectorate. Therefore, Tesco had sought an alternative.

Members asked about contingencies, suggesting that a one-hour slot was a short time frame for a delivery vehicle to arrive, park, unload and exit.

There would be a strict restriction on the permission that set out that the delivery can only take place between 09:00 and 10:00. If it arrived after that period, it would not be able to deliver. The Local Authority would be within its rights to undertake enforcement action against Tesco.

Members asked what interactions had taken place with residents. The agent had not directly interacted with residents.

The agent confirmed that this application was for the purpose of ensuring a full range of goods as part of business needs.

Members highlighted the common practise no Sundays of stores allowing customers in prior to the tills opening, and asked if that took place here. The agent said they were not aware of this happening here. The procedure was that customers should not be in the store until 10:00 but could feed this back to Tesco.

On the delivery vehicle, officers noted that the application form only stated that it was a Heavy Goods Vehicle (HGV) and so it could be assumed that this would be a 16.5 meter articulated lorry. The first roundabout had a generous carriageway width and was also used by vehicles arriving at the petrol station and buses. The second roundabout was the mini roundabout, and mini roundabouts were designed as such that they can be overridden. The vehicle would enter a largely empty car park because of the time in the morning. It was not foreseen that there would be any conflicts between vehicles that would raise undue concerns to the Highway Authority.

There was a history of appeals on this site. Unsuccessful appeals did also form part of the planning history. There was a store opening hours application submitted, which

was refused and overturned at appeal. That particular application sought to vary Condition 1 which was the hours of opening. It was noted that the Committee needed to be mindful that any additional condition to prevent customers entering the store before 10:00 may conflict with Condition 1 which was subject to appeal.

It was noted that any practise of customers entering the store prior to 10:00 would be in breach of the opening hours.

The current application was for one single delivery in a different location to the previous application, which was upheld at appeal. It was also 34 metres away from the nearest residence (which was further away than the service yard was from the residence to the east). The application was for one delivery between the hours of 09:00 and 10:00, so significantly different to the previous application which was submitted, refused and upheld at appeal.

It was clarified that only newspapers were currently delivered on a Sunday.

Members noted the possibility of conditions around the size of the delivery vehicle and entry times for customers to the store. These would be contained within a management plan/ delivery plan.

Members suggested there would be difficulties in this proposal working. With Sunday trading laws, there was limited time to go to stores and so people would get there early as the store would be busy. Members further suggested that those who may need to get there earlier than others would be those who may need to use the disabled parking bays, which was where it was proposed that the delivery vehicle would park.

In addition, Members suggested that it would be difficult for a delivery vehicle to arrive, park, unload and depart within an hour. The Chair noted that it was possible to unload a delivery vehicle within 30 minutes.

The Legal Officer confirmed that planning consent could not be withdrawn if there were breaches, though enforcement action could be taken. The Legal Officer further noted that if Tesco did not comply with the conditions, there could be a Breach of Condition Notice issued, which was not appealable. This could only be overturned by a judicial review. A continued breach would be a criminal offence.

Members noted that although there was over 30 meters distance to the nearest residences, this was open space and so the noise would travel.

It was noted that a condition on time could only be implemented if this were an application for temporary planning consent.

Members noted the likelihood of this application going to appeal if it were refused. This could lead to the loss of existing conditions.

Members highlighted the potential danger of the delivery vehicle being in the car park at the same time as vulnerable adults and children and suggested a condition on portioning off the car park to separate the delivery vehicle from customer vehicles.

Officers noted their support for a condition requiring a servicing and delivery plan. This plan would not be signed off until officers were satisfied that potentially dangerous scenarios would not arise.



Members noted that the opening hours were for the store and not the car park.

Officers clarified that there was a condition in place relating to opening times. Adding a condition which prevented people entering the store would conflict with this condition. This meant that it would be necessary to vary the condition which was outside the scope of the current application.

Members asked if it were possible to add a condition for the gates of the car park to not be opened until the delivery vehicle arrived. It was noted that this would be a matter of land ownership which was outside the scope of this application.

It was re-iterated that any approval would be subject to conditions such as the submission of a delivery plan. If the delivery plan were deemed unacceptable, permission for the application would not be granted. The condition would be constructed in consultation with the Chair.

Officer's recommendations, subject to the additional condition of a service delivery/management plan, were moved, seconded and, when put to a vote, agreed.

**RESOLVED: That the application be approved**

11. **FORMER SIPSON GARDEN, WEST DRAYTON 67666/APP/2023/3721** (*Agenda Item 9*)

**The development of a Centre of Excellence for servicing and repair of Airside Support Vehicles (Use Class B2), consisting of a service building with 7no. service bays and 1no. storage bay, an ancillary two storey office building, with associated hardstanding, parking, a wash bay, plant, solar PVs, landscaping and drainage.**

The current application sought permission for a centre of excellence for the servicing and repair of electric airside support vehicles falling under use class B2.

Officers highlighted the addendum which amended references to starting hours of operation from 07:30 to 07:00.

Members asked if it would be possible to condition that only electric vehicles be serviced at the site, and if it was possible to condition the route taken to Heathrow. Officers further referred to the apprentice scheme and no Sunday opening.

Officers noted that routing would form part of the operational management plan. This was listed under Condition 28 and would direct vehicle movements to the north. There was also Condition 17 which would restrict access to the site. On a condition on electric vehicles, officers noted that conditions needed a demonstrable harm to mitigate against. The scheme had been reviewed from an air quality perspective, and there was an air quality contribution that had been agreed. Head of Term 5 was the employment strategy which would encompass an apprentice scheme.

The landscape scheme condition did secure the provision of both active and passive electric vehicle charging provision.

It was noted that four alternative sites had been identified in the appendix to the

	<p>applicants' planning statement. None of those sites were deemed to be adequate in terms of operation or location. This had been scrutinised by officers, planning policy and the GLA.</p> <p>Officer's recommendations were moved, seconded and when put to a vote, agree.</p> <p><b>RESOLVED: That the application be approved</b></p>
	<p>The meeting, which commenced at 7.00 pm, closed at 9.05 pm.</p>

These are the minutes of the above meeting. For more information on any of the resolutions please contact Ryan Dell on [democratic@hillingdon.gov.uk](mailto:democratic@hillingdon.gov.uk). Circulation of these minutes is to Councillors, Officers, the Press and Members of the Public.

# Planning Committee Report Part 1:

Standard Information for  
Members - Applicable to All  
Applications on the Agenda



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# Part 1: Statutory Planning and Human Rights Considerations

## **1.1 Development Plan**

1.1.1 Section 38(6) of the Planning and Compulsory Purchase Act 2004 and section 70(2) of the Town and Country Planning Act 1990, require that applications for planning permission be determined in accordance with the development plan, unless material considerations indicate otherwise.

1.1.2 The development plan for the London Borough of Hillingdon consists of the following documents:

- [Hillingdon Local Plan Part 1: Strategic Policies \(2012\)](#)
- [Hillingdon Local Plan Part 2: Development Management Policies \(2020\)](#)
- [Hillingdon Local Plan Part 2: Site Allocations and Designations \(2020\)](#)
- [The West London Waste Plan \(2015\)](#)
- [The London Plan \(2021\)](#)

## **1.2 Equality Act**

1.2.1 Section 149 of the Equalities Act 2010, requires the Council, in considering planning applications to have due regard to the need to eliminate discrimination, advance equality of opportunities and foster good relations between people who have different protected characteristics. The protected characteristics are age, disability, gender reassignment, pregnancy and maternity, race, religion or belief, sex and sexual orientation.

1.2.2 The requirement to have due regard to the above goals means that Members should consider whether persons with protected characteristics would be affected by a proposal when compared to persons who do not share that protected characteristic. Where equalities issues arise, Members should weigh up the equalities impact of the proposals against the other material considerations relating to the planning application. Equalities impacts are not necessarily decisive, but the objective of advancing equalities must be considered in weighing up the merits of an application. The weight to be given to any equalities issues is a matter for the decision maker to determine in all the circumstances.

## **1.3 Human Rights**

1.3.1 The Human Rights Act 1998 incorporates the key articles of the European Convention on Human Rights into domestic law. These include:

- Article 8: Right to respect for private and family life.

Everyone has the right to respect for his private and family life, his home and his correspondence. This right embodies the right to a name, the right to change one's civil status and to acquire a new identity, and protection against telephone tapping, collection of private information by a State's security services and publications infringing privacy. This right also enables Members of a national minority to have a traditional lifestyle.

- Article 1 of the First Protocol: Protection of property.

Every natural or legal person is entitled to the peaceful enjoyment of his possessions. No one shall be deprived of his possessions except in the public interest and subject to the conditions provided for by law and by the general principles of international law.

- Article 14: Prohibition of discrimination.

The enjoyment of the rights and freedoms set forth in this Convention shall be secured without discrimination on any ground such as sex, race, colour, language, religion, political or other opinion, national or social origin, association with a national minority, property, birth, or other status.

1.3.2 Members must be aware of the rights contained in the Convention (particularly those set out above) when making any planning decisions. However, most Convention rights are not absolute and set out circumstances when an interference with a person's rights is permitted. Any interference with any of the rights contained in the Convention must be sanctioned by law and be aimed at pursuing a legitimate aim and must go no further than is necessary and be proportionate. Members must, therefore, carefully consider the balance to be struck between individual rights and the wider public interest.

## **1.4 Development in Conservation Areas**

1.4.1 Section 72(1) of the Planning (Listed Buildings and Conservation Areas) Act 1990 requires the local planning authority, in determining applications affecting conservation areas, to pay special attention to the desirability of preserving or enhancing the character or appearance of that area. This statutory duty needs to be considered alongside relevant heritage policies contained in the National Planning Policy Framework and local plan.

## **1.5 Development Affecting Listed Buildings**

- 1.5.1 Section 66(1) of the Planning (Listed Buildings and Conservation Areas) Act 1990 requires the local planning authority, in determining applications affecting a listed building or its setting, to “have special regard to the desirability of preserving the building or its setting or any features of special architectural or historic interest which it possesses”. This statutory duty needs to be considered alongside relevant heritage policies contained in the National Planning Policy Framework and local plan.

# **Part 1: Other Relevant Information for Members**

## **2.1 Five Year Housing Land Supply**

- 2.1.1 Land supply is a key part of planning and links plan policies and sites with actual delivery. The need to demonstrate a 5yr rolling supply of sites, known as 5yr housing land supply (5YHLS), is an embedded part of the planning system.
- 2.1.2 When councils are unable to demonstrate a 5YHLS the National Planning Policy Framework 2023 (NPPF) presumption in favour of sustainable development - the so-called ‘tilted balance’ - is engaged. NPPF paragraph 11 (d) ii states that in these circumstances the development plan policies most important for determining the application are to be treated as out-of-date. Therefore, where the presumption applies, planning permission should be granted unless:
1. The application of policies in the NPPF that protect areas or assets of particular importance provides a clear reason for refusing the development proposed; or
  2. Any adverse impacts of doing so would significantly and demonstrably outweigh the benefits, when assessed against the policies in this Framework taken as a whole.
- 2.1.3 Hillingdon Council is currently able to demonstrate a 5yr supply of deliverable housing sites. Therefore, the ‘tilted balance’ is not engaged.

## **2.2 Planning Appeals / Risk of Costs Award Against the Council**

- 2.2.1 Members should be aware that in the event of an appeal, local planning authorities are at risk of an award of costs if they behave unreasonably with respect to the substance of the matter under appeal. For example, by

unreasonably refusing or failing to determine planning applications, or by unreasonably defending appeals.

- 2.2.2 A further example includes imposing a condition that is not necessary, relevant to planning and to the development, enforceable, nor precise or reasonable in all other respects (and thus does not comply with NPPF guidance on planning conditions and obligations). It should be noted that planning conditions can be appealed.
- 2.23 Another example includes failing to substantiate each reason for refusal on appeal. Therefore, should members determine to refuse an application (contrary to officer recommendation for approval) planning reasons for refusal should be provided.

## **2.3 Use of Planning Conditions**

- 2.3.1 Members may decide to grant planning consent subject to conditions. Planning consent should not be refused where planning conditions can overcome a reason for refusal.
- 2.3.2 Planning conditions should only be imposed where members are satisfied that imposing the conditions are necessary, relevant to planning, relevant to the development to be permitted, enforceable, precise and reasonable in all other respects. Where conditions are imposed, the Council is required to provide full reasons for imposing those conditions.

## **2.4 Planning Obligations**

- 2.4.1 Policy DMCI 7 of the Hillingdon Local Plan: Part 2 (2020) states that whilst infrastructure requirements will be predominantly addressed through the Council's Community Infrastructure Levy (CIL), planning obligations will be sought on a scheme-by-scheme basis. Applications that fail to secure an appropriate Planning Obligation to make the proposal acceptable will be refused.
- 2.4.2 The Community Infrastructure Levy Regulation 2010 (Regulations issued Pursuant to the 2008 Act) and the NPPF have put three tests on the use of planning obligations into law. It is unlawful to request planning obligations that do not meet the following tests:
- i. necessary to make the development acceptable in planning terms,
  - ii. directly related to the development, and
  - iii. fairly and reasonable related in scale and kind to the development.
- 2.4.3 The effect of the Regulations is that the Council must apply the tests much more strictly and is only to ask for planning obligations that are genuinely



necessary and directly related to a development. Should planning obligations be requested that do not meet the policy tests, the Council would have acted unlawfully and could be subject to a High Court challenge.

- 2.4.4 Members must be satisfied that any planning obligations to be secured by way of an agreement or undertaking pursuant to Section 106 of the Town and Country Planning Act 1990 are necessary to make the development acceptable in planning terms. The obligations must be directly related to the development and fairly and reasonably related to the scale and kind to the development (Regulation 122 of Community Infrastructure Levy 2010).

## **2.5 Community Infrastructure Levy (CIL)**

- 2.5.1 The Community Infrastructure Levy (CIL) allows local authorities to raise funds from developers undertaking new building projects in their area. The Community Infrastructure Levy (CIL) is a charge collected from new developments.
- 2.5.2 The CIL applies to all proposals that add 100 square metres of new floorspace or an extra dwelling. This includes bringing a vacant building back into use. The amount to pay is the increase in floorspace (m<sup>2</sup>) multiplied by the rate in the CIL charging schedule plus indexation.
- 2.5.3 The money raised from the Community Infrastructure Levy pays for the infrastructure required to support development. This includes transport schemes, flood defences, schools, health and social care facilities, parks, open spaces and leisure centres.
- 2.5.4 The London Borough of Hillingdon adopted its [CIL Charging Schedule](#) on 10 July 2014 and it is applied to new developments in the borough since 1 August 2014. The use types that are charged borough CIL is large format retail development (greater than 1,000sqm) outside of designated town centres; offices; hotels; residential dwellinghouses; and industrial storage and distribution.
- 2.5.5 The Mayor's CIL (MCIL)
- The Mayor's CIL applies to all qualifying developments approved on or after 1 April 2012. Hillingdon Council is a CIL collecting authority for the Mayor of London.
- 2.5.6 The Mayoral CIL 1 (MCIL 1) rate was £35 per sqm plus indexation and is used by the Mayor of London to fund the delivery of Crossrail.
- 2.5.7 For planning permissions granted from 1 April 2019, the Mayoral CIL 2 (MCIL 2) rate of £60 per square metre plus indexation applies. This rate may also apply to some phased planning permissions granted before then.

## **2.6 Environmental Impact Assessment**

- 2.6.1 The Town and Country Planning (Environmental Impact Assessment) Regulations 2017 (as amended) requires that an Environmental Impact Assessment (EIA) is undertaken, and an Environmental Statement (ES) produced for certain developments.
- 2.6.2 EIA is a procedure which serves to provide information about the likely significant effects of a proposed project to inform the decision-making process and whether the project should be allowed to proceed, and if so on what terms.
- 2.6.3 An overview of the EIA process is provided as part of government's [Planning Practice Guidance](#). An EIA is normally only necessary for a small proportion of projects.
- 2.6.4 An EIA Screening Opinion can be obtained from the council to determine whether a proposed development needs an EIA. Once it has been determined that an EIA is required, an EIA Scoping Opinion can be obtained from the Local Planning Authority to provide advice on the scope and content of the Environmental Statement (ES).

## Report of the Head of Development Management and Building Control Committee Report Part 2 – Application Report

Case Officer: <b>Pedro Rizo</b>	<b>14805/APP/2024/956</b>
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Date Application Valid:	<b>24.04.2024</b>	Statutory / Agreed Determination Deadline:	<b>23.07.2024</b>
Application Type:	<b>Full</b>	Ward:	<b>Uxbridge</b>

**Applicant: London Borough of Hillingdon**

**Site Address: Civic Centre, High Street, Uxbridge UB8 1UW**

**Proposal: Change of use of Middlesex Suite and Registrar’s Office (Part Level 1 and Level 2) within the Civic Centre Complex from Class E (g) (i) / sui generis to Class F1 to accommodate a new public library and museum, involving minor internal and external alterations and associated works.**

**Summary of Recommendation: GRANT planning permission subject to conditions**

**Reason Reported to Committee: Required under Part 6 of the Planning Scheme of Delegation (the Council is the Applicant)**



## **Summary of Recommendation:**

GRANT planning permission subject to the conditions set out in Appendix 1.

### **1 Executive Summary**

- 1.1 This planning application seeks to change the use of part of the Middlesex Suite and the Registrar's Office from Class E (g) (i) and sui generis use class to a public library and museum (Use Class F1). It is understood that the applicant seeks to relocate the existing public library from its current location at the Uxbridge High Street to the civic complex. In this respect, this application has been appropriately assessed on its own planning merits. The development includes the relocation of the Registrar's Office from the second floor to the first floor within the Civic Centre. In addition, the proposal includes refurbishment works to the main reception area and alterations to the covered walkway between the Corporate Entrance and the Middlesex Suite. The alterations to the covered walkway and proposed signage are also assessed under the associated application for listed building consent, which is also presented to the planning committee (Ref. 14805/APP/2024/1410).
- 1.2 The main issues which shall be addressed within this committee report relate to the principle of the development, the impact on heritage assets/effect on the significance of the Grade II Listed Building, the quality of the proposed F1 floorspace (non-residential institution), the impact on amenity, the implications on transport and highways (including accessibility, provision of car parking, cycle parking, delivery/servicing requirements and waste management), environmental considerations (particularly noise, flooding and contamination), sustainable design and security measures (such as crime prevention and fire safety).
- 1.3 It is recommended that planning permission is granted subject to conditions, by reason that the key material planning considerations are acceptable and consistent with local and regional policies, listed in Appendix 3 of this committee report. In addition, all considerations raised within the responses to the public consultation have been addressed and conditions are recommended, which ensure that any adverse impact of the proposal is mitigated against.
- 1.4 The proposed change of use would re-provide floorspace for social infrastructure within the Uxbridge Town Centre and would be compatible with the civic character of the application site. In addition, the quality of the proposed F1 floorspace is acceptable, considering that it would accommodate a range of services, such as public spaces/museum, learning centres, study areas and a children's library in a safe and accessible environment. Furthermore, the proposal includes the operation of a mobile library at first floor, to ensure that residents with no capacity to visit the public library retain access to library services. Servicing arrangements for the mobile library would be positioned at the east side of the site.

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- 1.5 Seven car parking bays are proposed, which would be allocated for blue badge holders. Three of these bays would be located on level 2 and allocated to library users, and the other four bays would be located on level 1 and allocated to users of the Registrar's Office. Both these blue badge parking locations are in proximity to the main entrances of these services with step-free access routes. Step-free access would also be provided to both the first and second floor levels via an internal lift, within the building itself.
- 1.6 In terms of the proposed internal works, the proposed layout and removal of existing partitions would re-instate the original plan form of the Middlesex Suite as a public library. The works would therefore enhance the character and significance of the Grade II Listed Building, as it would ultimately upgrade the internal condition of this section of the building and restore its original layout, features, and function. The proposed changes to the internal layout of the Registrar's Office are also supported, by virtue that these would enhance circulation areas to access public community spaces, such as a public space/museum, a learning centre and study areas. The proposed works to install glazed panels to fully enclose the covered walkways are also acceptable, as assessed under associated application for listed building consent (Ref. 14805/APP/2024/1410).
- 1.7 This committee report seeks to provide a comprehensive assessment of the planning application and supporting documentation. All material planning considerations have been considered, including responses to public and internal consultation. On balance, Officers are satisfied that the proposed change of use would deliver benefits to the application site in a way that the quality of existing library services within the catchment of the Uxbridge Town Centre would be retained and enhanced. As such, it is recommended that planning permission is granted subject to conditions and informatives, which are set out in Appendix 1 of this committee report.

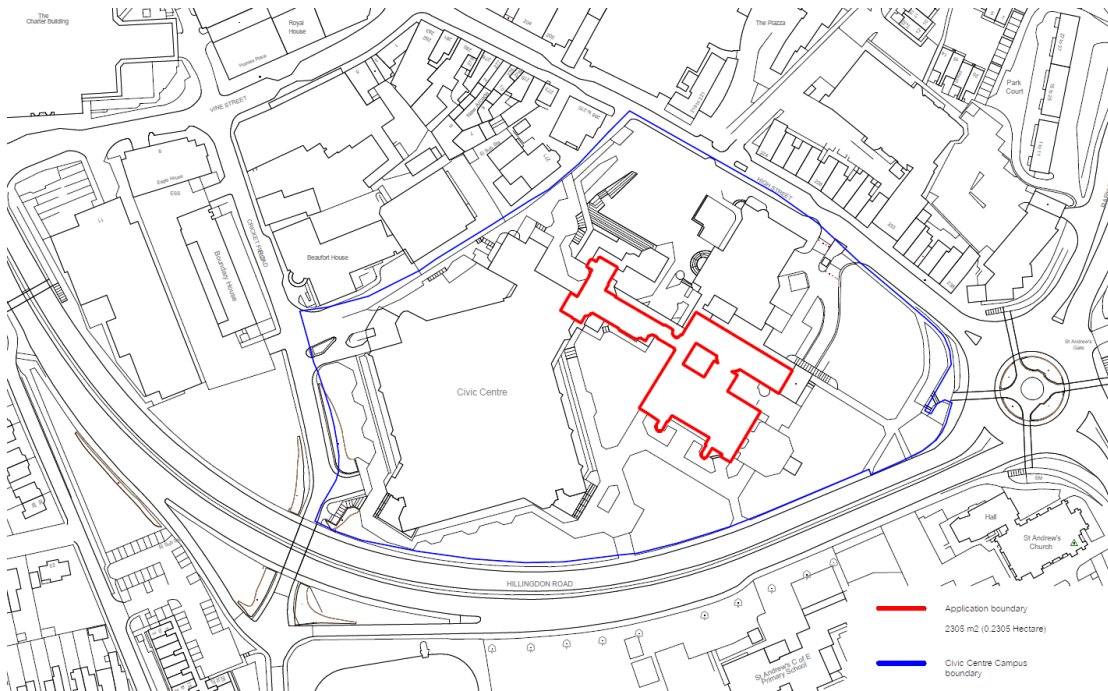
## **2 The Site and Locality**

- 2.1 The application site comprises the Middlesex Suite and the Registrar's Office, which are positioned at first and second floor levels within the southeast side of the Civic Centre on the High Street, Uxbridge. The building is Grade II Listed and is located between the High Street to the north and a curving dual-carriageway along Hillingdon Road, towards the eastern and southern sides. The site is therefore mainly surrounded by publicly accessible land and contains parking at lower ground floor, which is accessed via the High Street. The parking bays are subject to control points which are equipped with a lift-up barrier.
- 2.2 The Middlesex Suite and Registrar's Office are positioned at the southeast side of the host building and sit within an irregular plot of land that comprises the civic complex. The building fronts the civic square and opens onto Uxbridge High Street and therefore is perceived as a focal visual element within the immediate context of the site. This is by virtue of its sense of formality, particularly when observed from public vantage points at the northwest side of the site, along the

Uxbridge High Street. The square also provides access to different sections of the civic complex, such as the council chamber, civic suite, and council offices.

- 2.3 Although the building is not located within a conservation area, the Old Uxbridge/Windsor Street Conservation Area lies towards the northern side of the site. Notwithstanding its position outside the conservation area, the building is Grade II Listed (the Grade II Listing is only external). This heritage listing is due to its architectural and historic interest, as it's one of the first major works by a Modernist architect that is conceived as an example that re-interprets 'Arts and Crafts' through detail and by breaking down massing into smaller spaces and forms, creating a distinct form of civic architecture.
- 2.4 The Middlesex Suite within the building complex was mainly used for civic purposes and its open-plan layout was originally designed for a library, as documented by the library's archives. However, the interior of the building has been altered several times with non-structural partitions, including the blocking-up of walls and original openings. Whilst the site is currently vacant, the space was used for civic purposes, including a cellular office under Class E (g) (i) at first floor and as a rentable catering space with associated function space at second floor level (sui generis). Additionally, the Registrar's Office operates under sui generis use class, as part of the mixed uses within the civic complex.
- 2.5 The site is also located within the Uxbridge Town Centre and has direct access across the civic square onto Uxbridge High Street, which is pedestrianised along the parade of shops towards the west side, with a bus gate that flows towards the south along Vine Street. The site has a Public Transport Accessibility Level (PTAL) score of 4 to 5, which is considered 'moderate to good', as it's located at approximately 450 metres from Uxbridge Station.
- 2.6 The civic centre has no trees protected by Tree Preservation Orders (TPO) and falls within Flood Zone 1, having a low annual risk of flooding (less than 1 in 1000).

**Figure 1: Location Plan (Middlesex Suite & Register's Office edged red)**



**Figure 2: Image of the Corporate Entrance and Public Square**



### **3 Proposal**

- 3.1 This planning application seeks to change the use of part of the Middlesex Suite and the Registrar's Office at first and second floor levels from Class E (g) (i) and sui generis to a public library and museum (Use Class F1). The current Registrar's Office would be moved from the second floor onto the first floor within the same building.
- 3.2 The proposed library space and museum would be located at second floor and would connect to a refurbished corporate entrance and reception area through an enclosed link. This link would be created by installing glazing to part of the covered walkway between the main corporate entrance and the Middlesex Suite.

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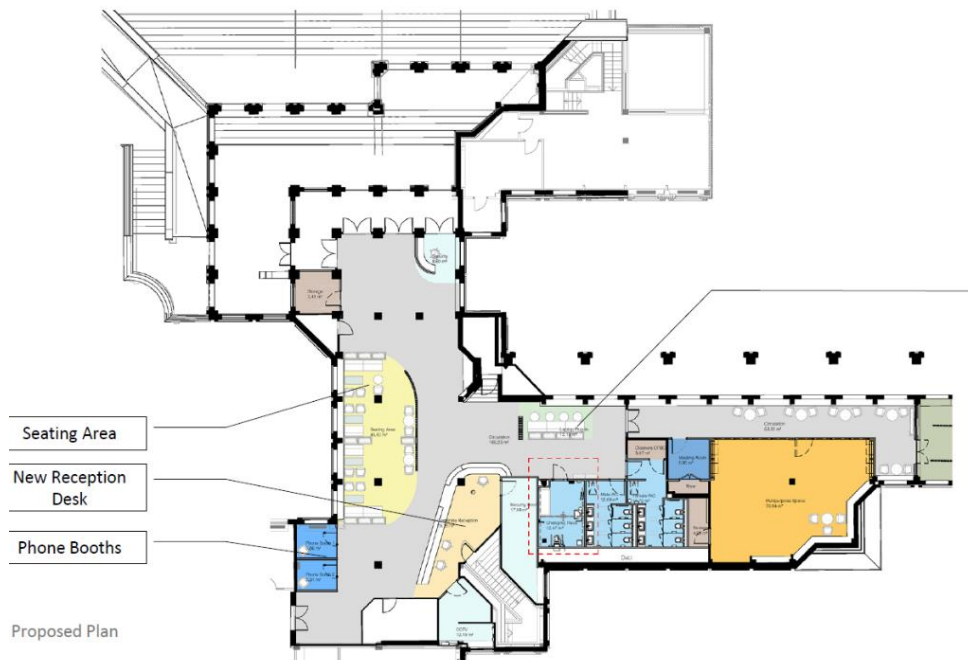
**PART 1 – Members, Public & Press**



New signage is also proposed. These works are principally assessed under the associated application for listed building consent, which is also being presented to the planning committee (ref. 14805/APP/2024/1410).

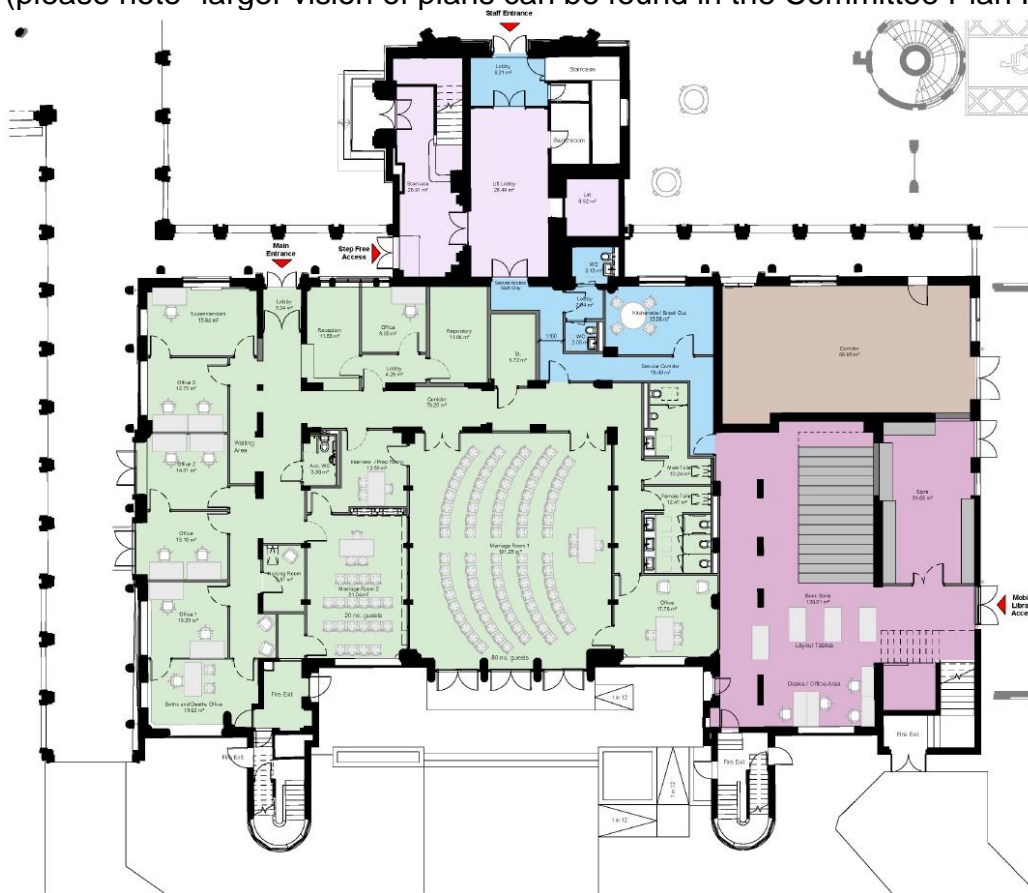
- 3.3 The changes to the internal layout seek to reinstate the original openings that have been blocked-up, to form internal spaces with greater visibility across the floor levels. The second floor would also be refurbished to accommodate an upgraded reception area that would link council services and the proposed public library, by providing enhanced community spaces at second floor, such as new meeting rooms and clearer circulation spaces (see *Figure 3 below*). In addition, step free access and a staff entrance to the proposed mobile library would be provided at first floor, which would be serviced from the east side of the building (see *Figure 4 below*).

**Figure 3: Proposed Second Floor - Entrance Refurbished** (please note – larger version of plans can be found in the Committee Plan Pack)





**Figure 4: Proposed First Floor Plan – Registrar’s Office & Mobile Library**  
 (please note- larger vision of plans can be found in the Committee Plan Pack).



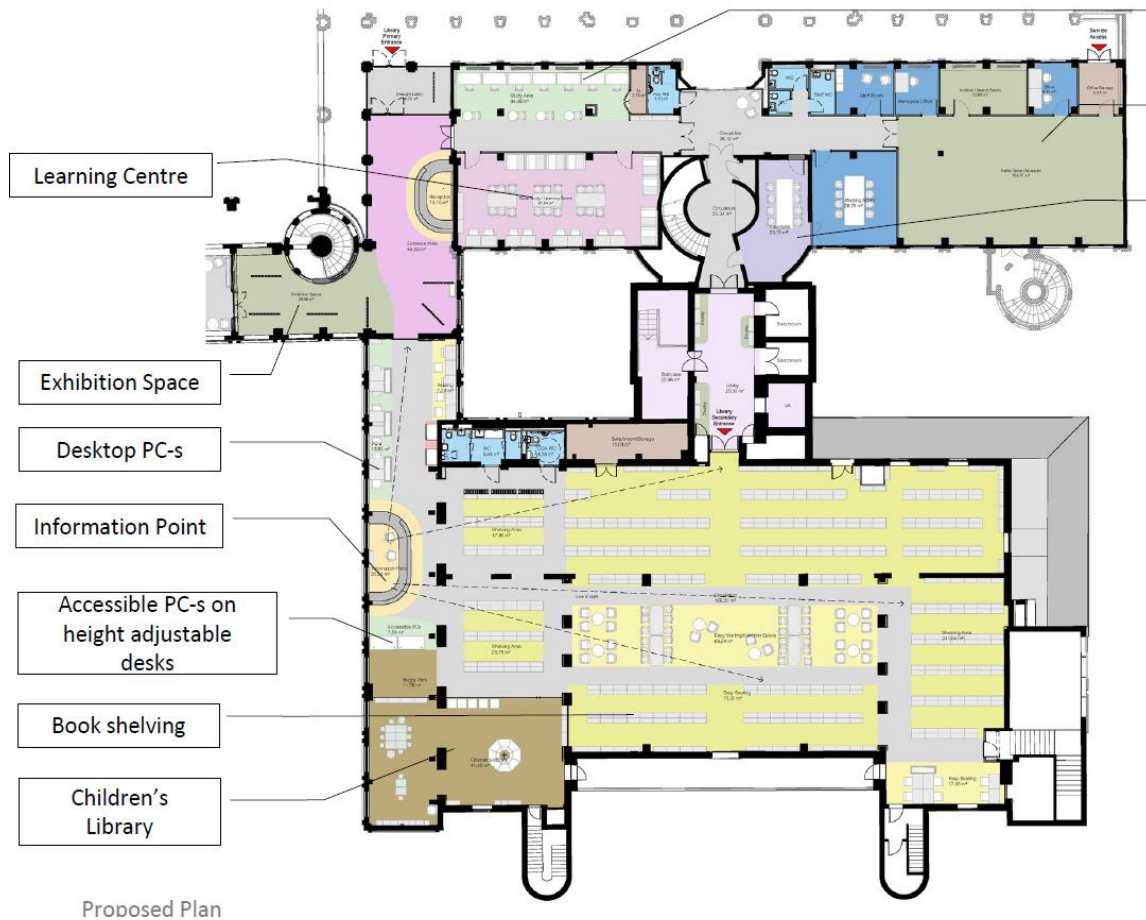
3.4 The original central high ceilings within the proposed library space would be reinstated by the removal of the low-level suspended ceilings and the reinstatement of high-level windows. Moreover, the original high-level Crittal windows that have been blocked would be re-opened to restore the original character and significance of the Grade II Listed Building. These internal works are currently on-going (see *Figure 5 below*).

**Figure 5: Middlesex Suite – Internal works for re-instating high-level windows and restoring central high ceilings.**



- 3.5 The proposed layout for the library at second floor includes a central space for seating, with books and shelves (see *Figure 6 below*). The central area would be served by step-free access to ancillary spaces, including a children’s library, a learning centre, study booths, computer areas, information points and an exhibition/museum space. The main entrance would be located at second floor via the covered walkway, which would lead to an information desk with integrated seating areas and multipurpose spaces. A secondary library entrance adjacent to the proposed lift would facilitate accessibility to and from level 1. Step-free access to the public square and other services that the Council provides within the civic complex would be facilitated via the upgraded corporate reception area and existing ramps that front the public square.
- 3.6 In terms of capacity, the proposed floorspace for the library would comprise a total of 2,636.33 sqm and could accommodate approximately 60 visitors for a fixed period of approximately 30 minutes. Capacity is not easy to identify in this instance, by reason that the number, timing, and type of visitors vary during a day. Additionally, the range of activities and services within the proposed F1 floorspace would vary, as it would include a public space/museum, learning centres, study areas, meeting rooms and a children’s library.

**Figure 6: Proposed Second Floor Plan - Library** (please note- larger vision of plans can be found in the Committee Plan Pack)



Amendments during the course of this application

- 3.7 The submitted plans, documents and proposal description were amended on the 29<sup>th</sup> May 2024. The floorspace within the existing Registrar’s Office at second floor level was incorporated into the proposal for F1 floorspace. This has enabled an uplift to the proposed public library’s size and capacity from 1,820.23 sqm to 2,636.33 sqm. It would also accommodate proposed new community facilities, such as the public space/museum, a study area, exhibition areas and a learning centre.
- 3.8 The revised plans aim to take a holistic view of accessibility to the site and address constraints that result from the statutory listing of the exterior of the building. As such, the associated application for listed building consent (ref. 14805/APP/2024/1410) seeks to upgrade the access and covered walkway by installing new glazing within the link between the Corporate Entrance and the proposed public library. This also includes the installation of new signage to address concerns with regards to legibility and wayfinding.

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## **4 Relevant Planning History**

- 4.1 A list of the relevant planning history related to the proposal can be found in Appendix 2.

## **5 Planning Policy**

- 5.1 A list of planning policies relevant to the consideration of the application can be found in Appendix 3.

## **6 Consultations and Representations**

- 6.1 248 letters of consultation were sent to neighbouring properties on the 25<sup>th</sup> April 2024. The application was also advertised via five site notices that were posted near the site on the 25<sup>th</sup> April 2024. Notices were also displayed at Uxbridge Library, Northwood Hills Library and Botwell Green Library and a press advert was published on the 1<sup>st</sup> May 2024.
- 6.2 The consultation process resulted in a total of twenty-five representations in objection to the proposal. In addition, a petition containing 834 signatures (online and paper signatories) was submitted in May 2024. The petition statement objects to the application by reason of “building accessibility grounds, inadequate space for a comprehensive library stock, insufficient study space and inadequate community support facilities”. These matters raised are addressed in Table 1 (below).

### Re-consultation following amendments

- 6.3 Due to the amendments received in May 2024 and the revised description of the development, 248 letters of re-consultation were sent to neighbouring properties on the 30<sup>th</sup> May 2024 and four site notices were posted near the site on the 30<sup>th</sup> May 2024. Notices were again also displayed at Uxbridge Library, Northwood Hills Library and Botwell Green Library. In addition, a press advert was published as part of the re-consultation on the 30<sup>th</sup> May 2024.
- 6.4 The re-consultation process resulted in a total of 14 representations in objection to the proposal. The matters of concern are also detailed in Table 1 (below). Moreover, an e-petition containing 23 signatories was submitted on the 13<sup>th</sup> June 2024. This petition notes that the amendments to improve the proposed facilities at the public library are welcomed. However, it is asserted that there is little or no evidence that the proposed facilities would adequately replace those at the current Uxbridge Library location. The petition therefore states that NURA (North Uxbridge Residents Association) objects to the proposed relocation of the library on the grounds that it fails to comply with Policy DMCI 1 which concerns the loss of existing community facilities. This matter is addressed in Table 1 (below).

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6.5 Full copies of the consultation responses have been separately made available to Members.

**Table 1: Summary of Representations Received**

<b>Representations</b>	<b>Summary of Issues Raised</b>	<b>Planning Officer Response</b>
<p><u>Initial Consultation</u></p> <p>Twenty-five individual letters of objection from residents.</p> <p>Petition containing 834 signatures.</p> <p><u>Re-consultation</u></p> <p>Fourteen individual letters of objection from residents.</p> <p>Petition containing 22 signatures.</p>	<p>1. Accessibility: The proposed public library would not be easily accessible, and the existing disabled access fails to meet disability requirements.</p>	<p>The internal works aim to maximise accessibility. The proposed step-free access routes have been reviewed by the Council's Access officer, who accepts the proposed specifications and confirms that the existing gradient of the ramps is acceptable, considering the physical conditions of the site by reason of the Grade II Listing. Further details on this issue are addressed in paragraphs 7.30 – 7.31 of this committee report.</p>
	<p>2. Size of Library floorspace and design: The proposed floorspace would not meet capacity on a growing population and the re-location of the library would result in a reduction in community use. The community spaces would fail to meet demand and would therefore prevent social interaction.</p>	<p>The proposed internal floorspace is assessed in terms of quantum and quality and the provision of 2,636.33 sqm of internal floorspace is considered adequate. The proposed library floorspace would be within one single floor to reduce stepped access to community areas. This planning consideration is assessed in more detail in paragraph 7.27 of this committee report.</p>
	<p>3. Legibility:</p>	<p>The Middlesex Suite and Registrar's Office is linked to the public square, which</p>

	<p>The proposed location of the public library would not be convenient and would be hidden away from the High Street.</p>	<p>is a point of reference within the Town Centre. Additionally, the public library would be integrated to other services that the civic complex offers. Clear signage would be provided and a condition requiring a wayfinding strategy is recommended, to respond to the public nature of the proposed use. Further details on this point of concern are addressed in paragraph 7.33 of this committee report.</p>
	<p>4. Evacuation and Safety: The proposed evacuation measures in an emergency would be inadequate, by reason that the public library would not be at ground floor and not directly accessed from the streetscape.</p>	<p>The public library would be at second floor but would have several secondary exit points and would therefore meet Building Regulations. In addition, a condition requiring a fire safety strategy is recommended. An assessment of this planning consideration is in Paragraph 7.63 of this committee report.</p>
	<p>5. Anti-Social Behaviour: The proposed public library would be positioned within an under used part of the civic centre and would cause safety concerns by reason of poor surveillance.</p>	<p>The proposed change of use would reinforce passive surveillance within the civic complex and a condition restricting operating hours is recommended, to address concerns over anti-social behaviour. An assessment of this planning consideration is in Paragraphs 7.55 and 7.64 of this committee report.</p>
	<p>6. Impact on the Town Centre: The proposed re-location of the public library would have a harmful impact on the vitality of the Town</p>	<p>The proposed change of use would not result in a loss of F1 floorspace for a public library within the town centre, as the proposed reprovision would still be located within</p>

	Centre and the Uxbridge High Street.	the catchment areas that it currently serves. Any forthcoming use of the existing floorspace where the current public library is positioned is not a material consideration for the determination of this planning application. An assessment of this issue is carried out in Paragraphs 7.7, 7.8 and 7.9 of this committee report.
	7. Energy and Efficiency: The proposed relocation of the public library would fail to reduce carbon emissions.	The proposed change of use would form part of a comprehensive approach to concentrate council services within one location, resulting in greater efficiency within the civic complex and moving towards the decarbonisation of Council sites. An assessment of this planning consideration is in Paragraphs 7.61 and 7.62 of this committee report.
	8. Parking: The public library would fail to provide disabled parking.	Seven blue badge parking bays (3 for the library and 4 for the Registrar's Office) would be allocated by road markings on existing car parking areas, with direct access from the High Street and within proximity to the proposed public library and re-sited Registrar's Office. A response to this issue is elaborated in Paragraphs 7.44, 7.45, 7.46 and 7.47 of this committee report.
	9. Loss of existing library with inadequate re-provision.	The site of the present Uxbridge library is not subject to this planning application. Any future proposed change of use for that site would be



		<p>subject to consideration under a separate planning application, including the loss of a community facility (policy DMCI 1). This application should be determined on its own planning merits.</p> <p>Nevertheless, whilst this committee report considers the merits of the proposal throughout, paragraphs 7.1 to 7.12 consider the principle of the proposed development, including reference to policy DMCI1.</p>
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**Table 2: Summary of Internal Consultee Responses**

<b>Consultee and Summary of Comments</b>	<b>Planning Officer Response</b>
<p><b>Access Officer – Inclusive Design:</b>            No concerns are raised in respect to the change of use. However, consideration on the following issues should be noted:</p> <ol style="list-style-type: none"> <li>1. Convenient parking for Blue and Brown badge holders visiting the library should be considered.</li> <li>2. Alternative routes to the new library should be easy to use without needing to provide advanced notice to Civic Centre security. Details of the alternative entrances should be provided. The approach routes should be well lit to accord with BS 8300:2018.</li> <li>3. All points of entry should provide a doorway with clear opening width of 1000 mm. Original doors which form part of the listed building and cannot be replaced should be automated as appropriate.</li> <li>4. Details of fixtures, fittings and furnishings, particularly hard materials should be submitted to support this application. For example, the reception counter should be designed such that people using a wheelchair and of short stature can engage with reception staff and make full use of the facilities offered to customers. It is therefore strongly recommended the entire</li> </ol>	<p>(i) Three parking bays have been identified to provide allocated disabled car parking within the site for library users. This is consistent with planning policy.</p> <p>(ii) Revised drawings have been submitted demonstrating step-free access routes through the Corporate Entrance, from the public square and from the blue-badge parking areas on levels 1 and 2. None of these routes require advance notice to security.</p> <p>(iii) The proposed points of entry would meet the minimum requirements for doorway width. All new doors would be power assisted to aid access. A condition has been</p>



<p>length of the reception counter is set at a height of between 760 mm and 860 mm above the finished floor height. An additional writing surface can be provided at 950 mm and 1,100 mm for taller people.</p>	<p>included requiring the submission of details to demonstrate that existing doors on the proposed routes would be automated in a manner that does not affect the heritage listing.</p> <p>(iv) A condition requiring the submission of details of fixtures and fittings is included to ensure compliance with London Plan policy D5.</p> <p>Accessibility matters are addressed in paragraphs 7.30 and 7.31 of this committee report.</p>
<p><b>Design and Conservation Officer:</b>          Whilst listed building consent is not required for these internal works we believe that the proposals would be positive. They bring the structure back into use, bringing it more closely to its original layout and returning it to its designed use. As such we would welcome the proposal and in particular the opening of the top lantern light and exposing of the columns which would be most beneficial to the space. The character of the building would be better appreciated, and the feel of the modern structure returned to the space which at present is somewhat enclosed and has lost its former grandeur. Therefore, we would support this element of works and recommend approval. The proposed application is supported, and a condition is recommended to agree a paint colour scheme, to ensure that the interior reflects its time and preserves the significance of this pre-war structure, and the proposed internal details match the existing historic features.</p>	<p>Comments noted.</p> <p>It is recognised that the interior of the building is not listed, and therefore not subject to the associated listed building consent application. Therefore, a condition securing details of the internal finishings on heritage grounds would not meet the tests for conditions, on either application. Nevertheless, an informative has been included advising the applicant to discuss these matters with the Council's heritage officers in due course.</p> <p>Heritage matters are addressed in paragraphs 7.21 and 7.22 of the committee report.</p>
<p><b>Highways and Transport Officer:</b>          The Highways Authority has no concerns regarding the impact on the surrounding road network. The proposed servicing and deliveries within the designated service yard at the east of</p>	<p>Comments noted. Both conditions for a Car Parking Design and Management Plan and details in respect of active</p>

<p>the site are accepted, as these are already operational as part of the civic centre. The proposed car parking spaces within the civic centre car park, which would be available for disabled library visitors is acceptable in terms of quantum and location. Conditions requiring a Car Parking Design and Management Plan and details of active electric charging points are required.</p>	<p>electric charging points for blue badge parking bays are included. These considerations are addressed in paragraphs 7.44 and 7.45 of the committee report.</p>
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**7 Planning Assessment:**

The key issues which shall be addressed within this report are as follows.

Principle of Development

- 7.1 The National Planning Policy Framework (NPPF) (2023) states at paragraph 127 that Local Planning Authorities should take a proactive approach to applications for alternative uses of land which is currently developed but not allocated for a specific purpose, where these would meet identified development needs. They should support proposals to make more effective use of sites that provide community services, in a way that the provision of services is improved or maintained. This approach is reflected in policy GG1 of the London Plan (2021) (see *Appendix 3*), which supports development proposals that provide access to good quality community spaces, services, amenities, and infrastructure that accommodate and strengthen communities, to increase participation and social interaction. Moreover, policy S1 of the London Plan (2021) (see *Appendix 3*) supports high quality, inclusive social infrastructure that addresses a local or strategic need and supports service delivery strategies.
- 7.2 The site sits within the Uxbridge Town Centre and therefore policy SD6 of the London Plan (2021) 'Town Centres and High Streets' (see *Appendix 3*) is also applicable. This policy states that the vitality and viability of London's varied town centres should be promoted by identified locations to deliver a competitive range of services and activities by walking, cycling and public transport in a way that a high-quality environment is secured, and the local character of a site is complemented.
- 7.3 At a local level, policy E4 of the Local Plan: Part 1 Strategic Policies (2012) (see *Appendix 3*) sets the objective to improve access to local services and facilities within the Uxbridge Town Centre, including community and cultural facilities, especially for those without a car and for those in remote parts of the borough through well planned routes and integrated public transport. This objective is supported by policy CI2 of the Local Plan: Part 1 Strategic Policies (2012) (see *Appendix 3*), which states how Hillingdon is well served by cultural facilities, such as libraries. The policy adds how some facilities need to be upgraded to provide shared facilities to reflect varying interests and seeks to transform libraries to form 'community hubs' that are accessible to all members of the community.

- 7.4 In addition, policy DMTC 1 of the Local Plan: Part 2 - Development Management Policies (2020) (see *Appendix 3*) supports development proposals that are consistent with the scale and function of a town centre, considering floorspace for town centre uses with appropriate servicing arrangements. Uxbridge has a Metropolitan Town Centre hierarchy, as set out by policy DMTC 1, by reason of its significant employment, leisure, and services function within a wide catchment. As such, the strategic considerations in respect to the town centre are noted, in line with the requirements set out by London Plan Policy SD6 (2021).
- 7.5 Furthermore, policy DMCI 1 of the Local Plan: Part 2 – Development Management Policies (2020) (see *Appendix 3*) states that proposals involving the loss of an existing community facility will be permitted if the specific use is no longer required on-site. In such circumstances, the policy requires evidence to demonstrate that the proposal would not lead to a shortfall in provision for a specific use within the local catchment area and that any replacement/relocated facilities for a specific use provide an acceptable level of accessibility and standard of provision that is at least equal to the existing facility. Policy DMC1 2 of the Local Plan: Part 2 – Development Management Policies (2020) (see *Appendix 3*) also supports provision of new community facilities, if these are located within the community or catchment that they are intended to serve and are accommodated within inclusive, accessible, flexible spaces that meet design standards to meet the needs of intended occupants.
- 7.6 The proposed change of use of the Middlesex Suite and Registrar’s Office at first and second floor levels from office class E (g) (i) and function/catering space (sui generis) to a public library and museum (Use Class F1), whilst considered a standalone application that should be considered on its own merits, would result in the relocation of the existing public library from its current location at the High Street to the civic complex. The proposed plans have been revised and the F1 floorspace has been uplifted from 1,820.23 sqm to 2,636.33 sqm and would include the provision of a mobile library at first floor and additional community facilities at second floor. These facilities include a public space/museum, a learning centre, study areas and a children’s library. This would ensure that the library services remain accessible for all residents, including adults and children with special needs, in accordance with the above-mentioned requirements set out by policy E4 of the Local Plan: Part 1 Strategic Policies (2012) (see *Appendix 3*).
- 7.7 In planning and strategic terms, the change of use would have no detrimental effects on the vitality and viability of the Uxbridge Town Centre, as the proposed siting would not result in a loss of F1 floorspace (learning and non-residential institutions) within the town centre. The application site is still located within the catchment area that is currently served by the present location of the public library, within the town centre. Moreover, the first and second floor levels within the Middlesex Suite are considered underused and are therefore identified as having the potential for introducing new public services. The proposed facilities/services are considered compatible with the civic character of site. It is

also noted that the Registrar's Office would be re-provided/accommodated at first floor level, adjoining the proposed mobile library.

- 7.8 Given the public character of the application site within the Uxbridge Town Centre and considering that the development would bring back into use vacant and redundant floorspace to ultimately intensify the use of the civic complex, the proposed use of the Middlesex Suite and Registrar's Office as a public library is supported. The proposal would also complement the existing uses that operate within the civic complex. For reference, other civic uses within the building include the council chamber, council offices and civic suite. Under these terms, the Uxbridge Family Hub and Uxbridge Adult Education Centre have also been relocated to the Civic Centre and the proposed change of use would consolidate the renovation of the civic complex, providing a one-stop visit for residents to upgraded community facilities.
- 7.9 In addition, the proposed refurbishment works at second floor level to upgrade the reception area and create new community spaces that would link the council services with the proposed public library is welcomed (*see Figure 3 above*). In the absence of a reduction of services within the catchment of the town centre, particularly as the mobile library would continue to provide services for people with special needs within the wider setting of the civic centre, the proposed operational requirements of the public library would not be compromised as a result of the proposed change of use of the Middlesex Suite and Registrar's Office.
- 7.10 As such, it is considered that the proposed public library and internal public space/museum would complement the public character of the square that opens to the Uxbridge High Street. The proposed community facilities would be accessed via the enclosed link across the corporate entrance, reinforcing the vitality and significance of the public square and Grade II Listed Building, in a convenient and accessible location that is well-served by public transport. In the absence of any reduction in library services, particularly as the proposal would incorporate a mobile library that would serve residents that are unable to access the public library within the wider setting of the site, the proposed development raises no objections under a strategic point of view.
- 7.11 Given that the Middlesex Suite is currently vacant and represents an inefficient use of space within the Civic Centre, the principle of development is acceptable. The proposal represents an opportunity to provide a high-quality community facility that optimises the potential of the civic complex in a way that it does not result in a shortfall of existing library services within the town centre. Moreover, the proposed relocation of the Registrar's Office to the first floor would accommodate new meeting rooms, office floorspace and a reception area that would be linked to a main entrance at first floor, with step-free access.
- 7.12 Considering the above, the proposed change of use is supported, and the proposals would be consistent with the objectives of policies GG1, GG2 and SD6 of the London Plan (2021), policies E4 and C12 of the Local Plan: Part 1

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Strategic Policies (2012) and policies DMTC 1 and DMTC 2 of the Local Plan: Part 2 Development Management Policies (2020).

### Effects on the Fabric and Setting of the Listed Building

- 7.13 The National Planning Policy Framework (NPPF) (2023) states at paragraph 201 that Local Planning Authorities should identify and assess the particular significance of any heritage asset that may be affected by a proposal. Any development proposal should avoid or minimise any conflict between the heritage asset's conservation and any aspect of the proposal.
- 7.14 Policy HC1 of the London Plan (2021) (*see Appendix 3*) states that development proposals that affect heritage assets and their setting, should conserve their significance, by being sympathetic to their architectural and historic value. Development proposals should identify enhancement opportunities by integrating heritage considerations in the design process.
- 7.15 Policy HE1 of the Local Plan: Part 2 – Development Management Policies (2020) (*see Appendix 3*) seeks to conserve and enhance Hillingdon's distinct and varied environment, which includes statutorily Listed Buildings and encourages the reuse and modification of heritage assets. In addition, policy DMHB 1 of the Local Plan: Part 2 – Development Management Policies (2020) (*see Appendix 3*) resists any harm to the historic environment. This is considered alongside policy DMHB 2 of the Local Plan: Part 2 – Development Management Policies (2020) (*see Appendix 3*), which sets out how applications that involve a change of use of a statutorily Listed Building will only be permitted if they retain its significance and value and are appropriate in terms of fabric, historic integrity, spatial quality and layout.
- 7.16 A Design, Access, and Heritage Statement (Revision G dated April 2024) and a separate Heritage Statement (revised June 2024) have been reviewed and give special weight to the impact that the proposed modifications to the internal layout would have on the heritage assets and significance of the Listed Building. On balance, the proposed internal works are regarded as a positive heritage contribution to the Grade II Listed Building, by virtue that the use would be returned to its original function in a way that would improve circulation and legibility around the civic complex.
- 7.17 The building was designed in 1967 and was built between 1973 and 1977. The design is based on the 'Arts and Crafts Movement' and is characterised by its prominent pitched tiled roof forms, which reflect an emphasis in creating new civic buildings of the later post-war period. The architectural assets are also defined by the brickwork detail and hard landscaping, which add to its historic value, by virtue that the building is one of the first major works by a Modernist architect that marks a new architectural language for civic architecture. As such, the covered walkways at ground level, which are accessible from the open square to the front (paved in brick and concrete slab) form part of the civic ensemble and public character of the building.

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- 7.18 The Middlesex Suite is positioned at the south side of the building complex and was fitted as the 'Middlesex Suite' in 1978. This part of the building was originally designed for a clinic on the ground floor and library services at first floor with an open-plan layout. The design of this element of the building complex is defined by its curved staircases and the classical detailing around the side entrance, which fronts a courtyard. This side entrance was once the main entrance to the building.
- 7.19 Whilst it is recognised that the heritage listing does not include the interior of the building, the proposed works to the internal building fabric seek to reinstate the original function and plan form of the internal spaces, in order to facilitate the proposed change of use. The internal works would comprise the following minor alterations:
- Reinstatement of the original openings and form open spaces to allow greater visibility across the first and second floor levels.
  - Changes to internal layout to accommodate a security desk, reception area, seating areas, an information point, an enclosed children's library, book shelving areas, hireable meeting rooms, a learning centre, study booths and staff room/office together with internal changes to the first-floor layout to accommodate a mobile library.
  - Refurbishment works to reinstate the original central high ceilings at second floor level by the removal of low-level suspended ceilings and re-provision of upper window features.
  - Replacement of internal doors along the access route, so these are power assisted to aid accessibility.
- 7.20 Notwithstanding the fact that the proposed change of use involves internal alterations to the Listed Building (which is not part of the listing), the application is assessed together with an application for listed building consent (ref. 14805/APP/2024/1410). This application for listed building consent involves the installation of glazing to fully enclose the covered walkway between the Corporate Entrance and the Middlesex Suite to create an internal link. Therefore, the impact on the historic fabric of the building needs to be assessed. Similarly, the application for listed building consent involves the installation of a new signage, to address concerns raised in connection to legibility and accessibility to the proposed public library.
- 7.21 The alterations to create the link are considered modest, and these would ultimately seek to upgrade accessibility to the Listed Building, by creating a more welcoming reception area for visitors. The works would have no effects on the solid/void relationship between walls and glazing and would ensure the retention of sufficient daylight penetration to the building. In the absence of changes to the original plan form or removal of original features of the Listed Building, the proposed glazing and enclosures would be on balance positive, as these would aim to deliver a more welcoming and secured covered entrance to the Middlesex Suite. Moreover, the proposed bronze signage with individual lettering for "Uxbridge Library & Museum" that would be mounted on the existing brick

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parapet, would be sympathetic to the listed façade of the building. These works and the associated signage are considered in more detail in the assessment of the associated application for listed building consent (ref. 14805/APP/2024/1410).

- 7.22 Following the comments from the Council’s Design and Conservation Officer, which state that the works “would bring the structure back into use, bringing it more closely to its original layout and returning it to its designed use”, the proposed internal works are supported, as these would respect the significance of the Listed Building by reinstating its original function and plan form. Under these terms, Design and Conservation Officers welcome the proposed internal works, particularly as these involve opening the high-level windows and exposing the columns, which would benefit the space in terms of character, illumination, and detailing.
- 7.23 For the above reasons, the development would preserve and enhance the significance and fabric of the Listed Building, the application would accord with policies HC1 of the London Plan (2021), policy HE1 of the Local Plan: Part 2 (2020) and policies DMHB 1 and DMHB 2 of the Local Plan: Part 2 (2020).

#### Quality of Proposed F1 Floorspace for a Public Library

- 7.24 London Plan Policy D4 (2021) (see *Appendix 3*) seeks to scrutinise the qualitative aspects of a development in terms of spatial quality and standards. These requirements are assessed together with policy S1 of the London Plan (2021) (see *Appendix 3*), which seeks high-quality and inclusive social infrastructure facilities, such as public libraries. Given the public character of the proposed change of use, careful consideration should be given to the proposed layout, outlook, comfort, lighting, and accessibility of the internal spaces to ensure that the proposed F1 floorspace accommodation is adequate and co-exists with the existing functions of the civic centre in a welcoming and attractive manner.
- 7.25 Policy DMHB 11 of the Local Plan: Part 2 – Development Management Policies (2020) (see *Appendix 3*) provides further design considerations, including works that are applicable to internal alterations, to ensure that the design and layout maximises the capacity of a building and remains adaptable to different activities. The policy seeks to protect features of positive value, particularly heritage assets.
- 7.26 The proposed entrances have been designed to ensure that the services are accessible through different sections of the building. The public spaces would be accessible at first and second floors and would be also linked to the council offices through improved circulation spaces and meeting rooms.
- 7.27 With regards to capacity, the proposed library would contain 2,636.33 sqm of internal floorspace, which would include a public space/museum, study desk areas, circulation areas, meeting rooms, shelving areas, a children’s library and learning centre areas. The revised proposal uplifts the quantum of F1 floorspace,

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following concerns raised during the first consultation exercise. The revised floor space accommodates that of the existing Registrar's Office, merging this with the proposed public library, to ensure that the library remains the largest public library within the Borough and accommodates a range of community services for different users.

- 7.28 Moreover, the proposed floorspace should not only be assessed in terms of size, but the internal layout should be reviewed with regards to quality, particularly in terms of layout, circulation, visual outlook and illumination. In this instance, the space would be mainly distributed within one single floor at second floor level (the Registrar's Office services are proposed on first floor level) and there would be no stepped access between the different spaces of the public library. The floorplan would therefore be convenient and legible for library users and would benefit from natural sunlight and daylight, by reason that the spaces would be opened and the original high-level Crittall windows would be restored.
- 7.29 In light of the refurbishment works which seek to restore the original character of the spaces with good levels of illumination and visual outlook and considering the open-plan layout approach for convenient use, the proposal raises no concerns in terms of internal configuration.

#### Inclusive Design and Accessibility

- 7.30 With regards to inclusive design and disabled access, step-free access would be provided at second floor level through the existing ramps. As an alternative, disabled access would also be provided at first floor level, in a way that access is linked to the staff entrance and mobile library. Additionally, disabled access would be provided through the forecourt via a ramped access route to the covered walkway. The level access route would include an internal lift between both step-free access points. The facilities would therefore provide adequate accessibility arrangements for disabled, less mobile, and elderly residents by providing step-free access, ultimately improving the existing connections within the building.
- 7.31 Although concerns have been raised in the public consultation over the gradient of the existing ramps, these have been assessed in detail by the Council's Access Officer. Following revisions and subject to conditions, the Access Officer raises no objections to the proposed means of disabled access to the site, considering that these also respond to the physical constraints of the Grade II Listed Building. The entrances would be designed to meet the requirements of Part M4 (3) with clear opening widths to allow sufficient turning space within entrance areas.

#### Summary

- 7.32 Given the concept for an open plan layout, as the internal works would reinstate the previously blocked areas and original opening features of the building, the proposed internal design is acceptable. The open-plan concept would facilitate community engagement but would also adapt to other uses in a functional

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manner, considering that ancillary spaces such as the learning centre, study booths, museum, an exhibition room, and a children's library would be linked to the reception space. This would result in an acceptable and welcoming public internal environment.

- 7.33 Whilst the public library would provide step-free access and would meet modern accessibility requirements, the legibility between the covered entrance and the public square should be prioritised, in accordance with comments given by the Council's Access Officer. The public library should also be perceived as a point of reference from the public square and by the local community and should therefore respond to the layout and original plan form of the civic centre. Furthermore, the public library should be integrated to other services that the civic complex provides. As such, a condition that requires the submission of a Wayfinding Strategy is recommended (see Appendix 1), to assess details of all routes and approaches and ensure that these are clear, inviting and illuminated. The associated application for listed building consent (ref. 14805/APP/2024/1410) includes the installation of signage to ensure that the public library is perceived as a point of reference within its setting.
- 7.34 Due to the above considerations, the quality of the proposed public library space within the Middlesex Suite and Registrar's Office raises no concerns in terms of size, layout, and accessibility. The proposed public library would reinstate the civic character of the site and would be compatible with the range of services that operate within the civic complex, in a way that the connections within the building would be improved. The development would therefore be consistent with policy D4 of the London Plan (2021) and policy DMHB 11 of the Local Plan: Part 2 – Development Management Policies (2020) (see Appendix 3) in that it would provide a positive contribution to social infrastructure within the Town Centre in a well-designed, inclusive, and safe environment.

#### Impact on Amenity

- 7.35 Policy D6 of the London Plan (2021) (see Appendix 3) states that development proposals should not cause unacceptable harm to the amenity of surrounding land and buildings, particularly residential buildings. At a local level, policy BE1 of the Hillingdon Local Plan: Part 1 – Strategic Policies (2012) (see Appendix 3) states that all new development should seek to protect the amenity of neighbouring residential properties. This requirement is consistent with policy DMHB 11 of the Hillingdon Local Plan: Part Two – Development Management Policies (2020) (see Appendix 3), which seeks to avoid any adverse impact on amenity of adjacent properties and open space.
- 7.36 Given the nature of the proposed development involving a change of use with limited alterations to the building, the application would not raise concerns over harmful effects on the amenity of neighbouring properties with regards to sunlight/daylight, privacy or visual outlook provided to neighbouring residents. The Middlesex Suite and the Registrar's Office are located at the southeast side of the Civic Centre and retain a significant distance from residential properties within the wider context of the site. As such, the development would have no

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adverse impact on amenity and no objections have been received raising concerns with regards to harm on residential or visual amenity. The change of use is therefore acceptable on amenity terms and would be consistent with policy D6 of the London Plan (2021), policy BE1 of the Hillingdon Local Plan: Part 1 Strategic Policies (2012) and policy DMHB 11 of the Hillingdon Local Plan: Part Two – Development Management Policies (2020) (see *Appendix 3*).

### Highways and Transport

- 7.37 Policy T1 of the London Plan (2021) (see *Appendix 3*) states that development proposals should support the delivery of the mayor’s strategic target of 80% of all trips in London to be made by foot, cycle, and public transport by 2041. Policy T1 requires developments to make the most effective use of land, in a way that reflects its connectivity and accessibility by existing and future transport links, walking and cycling routes to ensure that any impact on the London’s transport networks and supporting infrastructure is mitigated. Furthermore, policy S1 of the London Plan (2021) (see *Appendix 3*) supports social infrastructure when sites are easily accessible by public transport, cycling and walking. These should be encouraged in high streets and town centres.
- 7.38 At a local level, policy T1 of the Local Plan: Part 1 Strategic Policies (2012) (see *Appendix 3*) seeks to reduce the impact of development on the transport network by steering it towards appropriate locations, as development proposals should encourage access by sustainable modes of transport and include the provision of good cycling and walking means of access. In addition, policy DMT 1 of the Local Plan: Part 2 – Development Management Policies (2020) (see *Appendix 3*) requires proposals to be accessible by public transport, walking and cycling from the catchment area that it’s likely to draw its employees from, including customers and visitors. The policy seeks for safe, convenient, and inclusive environments, including adequate provision of access for disabled people.
- 7.39 The proposed public library would continue to occupy a prominent position within the Uxbridge Town Centre and given the absence of external alterations to the building, the current access arrangements to the site would remain as existing. However, initial concerns raised with regards to the absence of disabled parking for the new facilities have been noted. The revised application proposes to secure the allocation of three blue badge parking bays on Level 2 for library users, within a maximum of approximately 50 metres level-access distance from the main entrance to the proposed public library. Four blue badge parking spaces are proposed on Level 1 for users of the relocated Registrar’s Office, within proximity and with level access. An internal lift is proposed to enable step-free access between the facilities on each of the two floors.

#### Active Travel Arrangements:

- 7.40 The Middlesex Suite and Registrar’s Office are located at a short walking distance (approximately 5 minutes) from Uxbridge Station. The site has a Public Transport Accessibility Level (PTAL) of 4 to 5, which is considered ‘good’. The proposed introduction of the public library within the site involves the relocation

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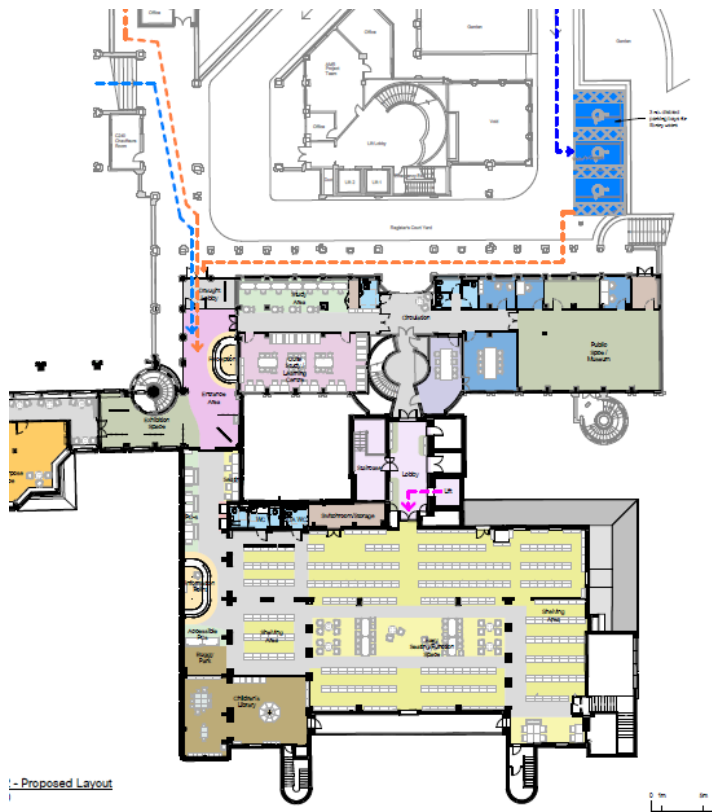
of the existing library, which sits at 22 High Street Uxbridge, at approximately 300 metres from the application site (three to five minutes' walk). Due to the limited distance, the proposed location would remain accessible and served by the same range of public transport options as existing, while serving the same catchment within the Uxbridge Town Centre.

- 7.41 The Civic Centre also fronts a bus stop (Stop U) and is located at a short distance from a number of bus stops along Hillingdon Road and Vine Street towards the east and west sides. There are up to 26 buses per hour stopping within a walking distance of the site, which are connected to various destinations, such as Hillingdon Hill, Hayes, Southall, and Ealing. Overall, the site sits within a sustainable location and the introduction of a public library within the Civic Centre would still reduce the need to travel by car and encourage walking, cycling and the use of public transport, in accordance with the aspirations set out by policy T1 of the Local Plan: Part 1 Strategic Policies (2012) (see *Appendix 3*).
- 7.42 Pedestrians would access the library via the Civic Centre through stepped or ramped step-free walking routes onto the second-floor level, from Uxbridge High Street. The means of disabled access have been reviewed in detail by the Council's Access Officer, who raised no concerns with regards to the proposed routes across the High Street, which would lead through a covered colonnade to access an internal lift. An alternative step-free access route would also be delivered at first floor level, across an internal lift that adjoins the proposed mobile library at first floor. Whilst concerns were raised on the existing gradient of the ramps, these form part of the fabric of the Grade II Listed Building and are considered duly appropriate, as advised by the Council's Access Officer.
- 7.43 The site also benefits from an extensive network of cycle routes and there is existing cycle parking within the curtilage of the civic complex, which can be used by staff and visitors.

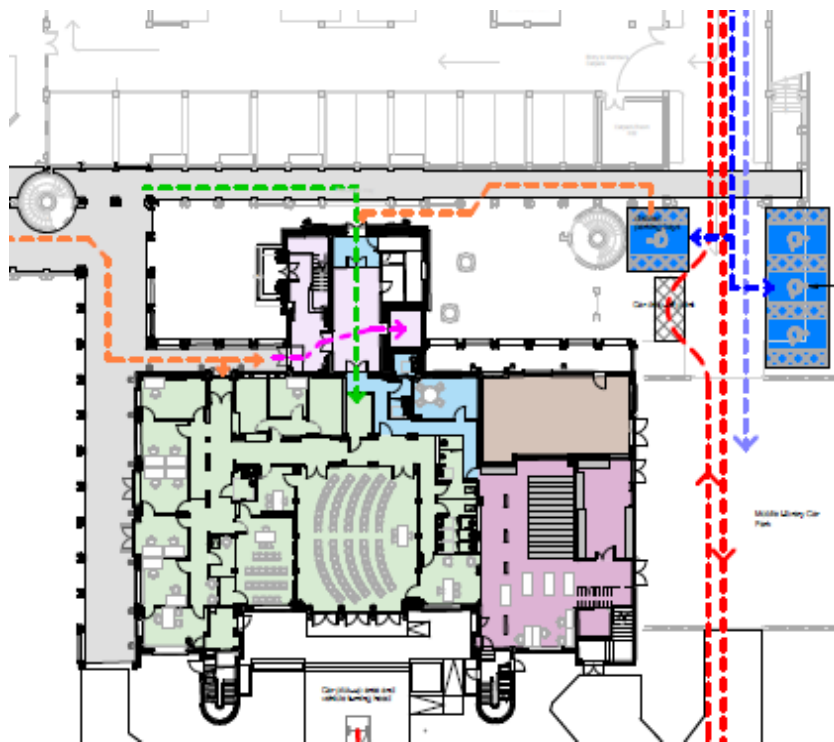
Parking:

- 7.44 The Middlesex Suite and Registrar's Office, as existing, have no dedicated car parking. However, the introduction of new F1 floorspace to accommodate a new public library within the Civic Centre is assessed against car parking requirements set out by policy T6 of the London Plan (2021) (see *Appendix 3*). As such and as stated above, three blue badge holder parking bays (an additional four for the relocated Registrar's Office) would be allocated to library users by road markings on the existing car parking area at the east side of the site, with direct access from the High Street and within 50 metres from the proposed public library (see *Figure 7 below*). This allocation raises no concerns in terms of the impact on the existing car parking area within the Civic Centre, as these are currently underutilised. The Highways and Transport Officer therefore raises no objections and accepts the quantum of allocated blue badge parking bays for library users.

**Figure 7: Proposed Parking Layout Level 2** - (please note- larger vision of plans can be found in the Committee Plan Pack)



**Figure 8: Proposed Parking Layout Level 1** - (please note- larger vision of plans can be found in the Committee Plan Pack)



- 7.45 Step-free access routes would be provided from the blue badge parking spaces to the respective proposed services on Levels 1 and 2. The provision of blue badge car parking is therefore welcomed, as it responds to the parking requirements set out by the London Plan for non-residential floorspace. Details in connection to management and control of these parking bays would be secured by condition requiring the submission of a Car Parking Management Plan, to ensure that these are used by blue badge library users only. In addition, a condition requiring details of dual active electric vehicle charging points has been requested by the Highways Authority, which is also therefore recommended.
- 7.46 Notwithstanding the provision of three blue badge parking bays within the Civic Centre for disabled library visitors, other visitors could also use existing parking arrangements and access the publicly accessible town centre multi-storey car park (The Chimes). Additionally, members of staff (maximum number of eight that would be on-site at any time) who hold a blue badge could also apply for disabled parking at the Civic Centre Car Park. The provision of dedicated disabled car parking is therefore welcomed, particularly as there are no parking arrangements on the existing public library at 22 High Street.
- 7.47 Cycle parking would be provided within the curtilage of the Civic Centre, which would be used for staff and visitors. In addition, Sheffield stands are available along the High Street and throughout the town centre. Under these terms, the provision of additional cycle parking within the building is not required.

#### Servicing and Refuse:

- 7.48 The proposed change of use would have no effects on the existing servicing and delivery arrangements of the Civic Centre, as the public library and mobile library would use the designated service yard, which is adjacent to the Middlesex Suite towards the east side of the site. Given the small number of deliveries that would result from the development, these would be distributed by hand across the circulation routes.
- 7.49 Although the proposed deliveries and collections in connection to the mobile library would involve additional movements within the site, these deliveries would not constitute new trips on the transport networks, as these are already in operation from the existing public library. These include three types of trips and vehicles, which would comprise the following: one van for library deliveries and collections (3 – 4 trips per week); one van for home library service (3 trips per week); and one van for redistribution of books and materials across the borough (1 trip per week).
- 7.50 With regards to waste, the proposed library would use the existing arrangements that are in place in the Civic Centre and would not involve an uplift in refuse collection. Waste collection would be managed by staff, in a similar way as the existing public library operates at 22 High Street Uxbridge. The Highways Authority accepts these arrangements.

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### Trip Generation:

- 7.51 The proposed library is expected to employ a maximum of eight staff on site at any one time, resulting in sixteen two-way trips per day. Notwithstanding the limited number of trips per day by reason of the limited number of staff, it is noted that the development would have no impact on travel, as movements to and from the Middlesex Suite and Registrar's Office would be simply a transferal and the existing staff will likely travel in the same method as existing staff within the current facilities at 22 High Street. Under these terms, no trip generation for visitors was assessed as part of the revised Transport Statement (dated 3<sup>rd</sup> June 2024), by reason that the change of use involves a relocation from an existing site that is positioned at 300 metres from the application site. There are therefore no new trips generated by the proposed development.
- 7.52 In light of the above considerations, the proposed change of use raises no concerns in terms of transport and highways. The site benefits from good transport options and the development involves transferring the library functions from an existing site that is at a close distance of approximately 300 metres. The development therefore would have no effect on trip generation within the locality. The provision of three blue badge holder parking bays for library users within the existing underutilised car parking area at the east side of the building is welcomed, as these would ultimately enhance the arrangements of the current library. The development is therefore consistent with policies T1 and SI7 of the London Plan (2021) and policies DMT 1 and DMT 6 of the Local Plan: Part 2 – Development Management Policies (2020) (*see Appendix 3*).

### Noise Impacts

- 7.53 Policy D14 of the London Plan (2021) requires mitigation measures on existing and potential adverse impacts in terms of noise and disturbance, as a result of new development proposals. This policy seeks to enhance the acoustic environment of a site and minimise any adverse impact of noise through sensitive design, management, and operation.
- 7.54 Given the nature of the development for the reprovision of the public library within the Civic Centre, a Noise Impact Assessment was not required in this instance, as the development would only involve a change of use and no specifications for assessing the external building fabric and measures for noise control were considered applicable. Nevertheless, in the absence of residential environments within the immediate context of the site, no concerns are raised with regards to new and existing receptors.
- 7.55 In terms of the proposed opening hours, these would be consistent with the current opening hours that operate within the existing public library at the High Street, which are as follows:

- Monday to Thursday – 9:00AM to 19:00PM
- Friday to Saturday – 9:00AM to 17:00PM

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- Sundays – 10:00AM to 13:00PM and closed on bank holidays.

The above opening hours are recommended by condition, for the avoidance of doubt and in the interest of noise and disturbance mitigation.

### Contamination

- 7.56 Policy DMEI 12 of the Local Plan: Part 2 – Development Management Policies (2020) (see Appendix 3) is applicable for development proposals on potentially contaminated sites and requires remediation measures in respect to contamination to deliver developments that are suitable for their proposed use. The site is considered to have a low likelihood of contaminants or ground gases and the change of use does not involve the introduction of residential floorspace. Moreover, given the fact that the application only involves refurbishment works and minor internal alterations to the Listed Building, further details in connection to contaminated land are not required in this instance.

### Flooding

- 7.57 Policy SI12 of the London Plan (2021) requires development proposals to minimise any flood risk and introduce mitigation measures if required. The Civic Centre is within a Flood Zone 1 and has low risk from sources of flooding. In the absence of development works within areas that are identified as being potentially at risk of flooding and considering that the application does not include any significant external works to the Listed Building, the application does not require a site wide drainage strategy. Any impact from the proposed internal works is considered negligible within the context of the Civic Centre. There are therefore no conditions recommended with reference to flooding and the development is consistent with policy SI12 of the London Plan (2021) (see Appendix 3).

### Ecology

- 7.58 London Plan Policy G6 (2021) (see Appendix 3) states that development proposals should manage impacts on biodiversity and aim to secure net biodiversity gain. The policy seeks for development proposals to incorporate measures that support species and habitats with appropriate landscaping strategies.
- 7.59 Notwithstanding the above requirements, the Middlesex Suite and Registrar's Office are entirely built over and the proposed public library would not include areas of soft landscaping or trees. Given the nature of the application for a change of use and the fact that the F1 floorspace would be entirely enclosed, there would be no soft planting or trees that would be impacted by the proposed development. As such, no conditions to provide details of planting and landscaping are recommended.

### Sustainability

- 7.60 Policy DME1 2 of the Local Plan: Part 2 – Development Management Policies (2020) (see Appendix 3) requires all developments to make the fullest contribution to minimise carbon dioxide emissions.
- 7.61 No Energy Statement is required to support the application as the proposal is not a major development, considering that it does not involve the creation of new floorspace, and the site is less than 1 hectare in area. Nevertheless, the proposed change of use forms part of a comprehensive approach to accommodate several public services within the civic complex, resulting in greater energy efficiency.
- 7.62 In this case, it is worth noting that the current public library along the High Street does not have the space to accommodate the size of an air heat source pump and the current boilers are too new to attract government grants for decarbonisation. The Civic Centre has received government funding from the ‘Public Sector Decarbonisation Fund’ to decarbonise and the proposed internal works to accommodate new services within the Middlesex Suite would implement the secured funding to reduce emissions and make the building complex carbon neutral. Due to these considerations, the proposed change of use would be consistent with the above aspirations, as set out by policy DME1 2 of the Local Plan: Part 2 – Development Management Policies (2020) (see Appendix 3).

### Fire Safety

- 7.63 Policy D12 of the London Plan (2021) (see Appendix 3) requires all development proposals to achieve the highest standards of fire safety. A condition has been included requiring the submission of a fire safety strategy that includes, but is not limited to, an evacuation plan and means of escape (see Appendix 1).

### Safety and Security

- 7.64 Policy D11 of the London Plan (2021) sets out policy requirements that ensure all new forms of development incorporate acceptable levels of safety and security measures. As noted, the proposed opening hours would be consistent with the current opening hours that operate within the existing public library at the High Street, which are stated in paragraph 7.55. Whilst it is recognised that the current Middlesex Suite is underused, the introduction of a public library and Registrar’s Office (on the currently vacant floor space at Level 1), would reinforce passive surveillance within the civic complex. Therefore, the proposal raises no significant concerns with potential anti-social behaviour.



## **8 Other Matters**

### Human Rights

- 8.1 The development has been assessed against the provisions of the Human Rights Act, and in particular Article 1 of the First Protocol and Article 8 of the Act itself. This Act gives further effect to the rights included in the European Convention on Human Rights. In arriving at this recommendation, due regard has been given to the applicant's reasonable development rights and expectations which have been balanced and weighed against the wider community interests, as expressed through third party interests/the Development Plan and Central Government Guidance.

### Equality

- 8.2 Due consideration has been given to Section 149 of the Equality Act regarding the Public Sector Equality Duty in the assessment of this planning application. No adverse equality impacts are considered to arise from the proposal.

### Local Finance Considerations and CIL

- 8.3 Local finance considerations are a material consideration in the determination of planning applications. Local finance considerations can include either a grant that has been or would be given to the Council from central government or money that the Council has received or will or could receive in terms of the Community Infrastructure Levy (CIL).
- 8.4 The Civic Centre has received government funding from the 'Public Sector Decarbonisation Fund' to decarbonise and the proposed internal works to accommodate new services within the Middlesex Suite would in part, implement the secured funding to reduce emissions and make the building complex carbon neutral.
- 8.5 The proposed development is not CIL liable.

## **9 Conclusion/Planning Balance**

- 9.1 The principle of development is acceptable and consistent with local and regional policies. The proposed change of use to accommodate a public library within the Civic Centre would be compatible with the civic character of the site and the development would not represent a shortfall of community infrastructure (F1 Use Class) within the town centre.
- 9.2 The proposed location of the public library within the civic complex would seek to consolidate council services within the civic offices. This would ultimately reinforce the significance of the public square and Grade II Listed Building, by bringing back redundant floorspace to active use in an accessible way across the corporate entrance to the site.

- 9.3 The proposed works to the Grade II Listed Building are welcomed, by virtue that these would reinstate the original open-plan layout and function of the Middlesex Suite as a public library. In addition, the works would upgrade the internal condition of the building, by re-instating original openings and visual features, such as the high ceilings, columns and top roof features at second floor level.
- 9.4 Overall, the quality of the F1 floorspace as a public library is acceptable. The space would contain an adequate layout with step-free access within a good internal environment that would benefit from good visual outlook and provision of natural sunlight/daylight. Furthermore, the development raises no concerns in terms of impact on amenity to neighbouring properties.
- 9.5 The development would have no impact on highway safety and would not affect the public realm or safety for pedestrians and cyclists. Suitable cycle parking and disabled parking facilities are/would be provided on site, which would be in proportion with the scale and location of the development.
- 9.6 Overall, it is considered that this committee report provides a comprehensive assessment of the planning application. All material planning considerations have been considered, including responses to consultation. Although concerns over the proposed change of use are noted, it is considered that there are no material planning considerations in this instance that would warrant a refusal. The conditions set out in Appendix 1 would ensure that any adverse impact of the scheme is mitigated against. As such, Officers are satisfied that the development would be acceptable and would ultimately deliver benefits under planning terms.

## **10 Background Papers**

- 10.1 Relevant published policies and documents considered in respect of this application are set out in the report. Documents associated with the application (except exempt or confidential information) are available on the [Council's website here](#), by entering the planning application number at the top of this report and using the search facility. Planning applications are also available to inspect electronically at the Civic Centre, High Street, Uxbridge, UB8 1UW upon appointment, by contacting Planning Services at [planning@hillingdon.gov.uk](mailto:planning@hillingdon.gov.uk).

# **APPENDICES**

## **Planning Application**

**14805/APP/2024/956**

## Appendix 1: Recommended Conditions and Informatives

### Conditions

#### 1. RES3 Time Limit

The development hereby permitted shall be begun before the expiration of three years from the date of this permission.

#### REASON

To comply with Section 91 of the Town and Country Planning Act 1990.

#### 2. RES4 Accordance with Approved Plans

The development hereby permitted shall not be carried out except in complete accordance with the details shown on the submitted plans numbered:

M9556-HUN-APLO001 (Rev. B) Site Location Plan  
M9556-APL0005 (Rev. B) Site Plan  
M9556-APL0006 (Rev. E) Level 1 - Proposed Floor Plan  
M9556-HUN-APL0007 (Rev. D) Level 2 - Entrance Proposed Floor Plan  
M9556-HUN-APL0008 (Rev. D) Level 2 - Library Proposed Plan  
M9556-HUN-APL0009 (Rev. E) Level 1 - Access Plan  
M9556-APL0010 (Rev. E) Level 2 - Access Plan  
M9556-HUN-APL004 (Rev. C) Context Plan and Proposed Signage

and shall thereafter be retained/maintained for as long as the development remains in existence.

#### REASON

To ensure the development complies with the provisions of the Hillingdon Local Plan Part 1 (2012), Part 2 (2020) and the London Plan (2021).

#### 3. NONSC Wayfinding Strategy (details)

Prior to first occupation of the development hereby approved, a wayfinding strategy with details of signage and access routes shall be submitted to and approved in writing by the Local Planning Authority. The approved details shall be implemented prior to first occupation of the development.

#### REASON

To ensure the safe and accessible movement of pedestrians and cyclists through easily identifiable routes, in the interest of providing a safe, well-connected and inclusive environment in accordance with policy DMHB 11 of the Local Plan: Part 2 - Development Management Policies (2020) and policy D8 of the London Plan (2021).

#### **4. NONSC Fire Safety Statement (details)**

Prior to first occupation of the development hereby approved, a Fire Safety Statement shall be submitted to and approved in writing by the Local Planning Authority. The statement shall include the following:

- 1) Identify suitably positioned unobstructed outside space:
  - a) for fire appliances to be positioned on.
  - b) appropriate for use as an evacuation assembly point.
- 2) Incorporate appropriate features which reduce the risk to life and the risk of serious injury in the event of a fire; including appropriate fire alarm systems and passive and active fire safety measures.
- 3) Demonstrate provision of suitable and convenient means of escape, and associated evacuation strategy for all building users.
- 5) A strategy for evacuation which can be periodically updated and published, and which all building users can have confidence in.
- 6) Demonstrate suitable access and equipment for firefighting which is appropriate for the size and use of the development.

The development shall be carried out in accordance with the approved details.

#### **REASON**

In the interest of fire safety and to ensure the safety of all building users in line with Policy D12 of the London Plan (2021).

#### **5. H6 Car Parking Design and Management Plan (details)**

Prior to first occupation of the development hereby approved, a Parking Design and Management Plan shall be submitted to and approved in writing by the Local Planning Authority. The development shall not be occupied until the approved arrangements have been implemented. These shall be retained as such thereafter.

#### **REASON**

To ensure that adequate facilities are provided for blue-badge holders and effectively designed and managed, in accordance with Policy T6 of the London Plan (2021).

#### **6. NONSC Electric Vehicle Charging Points (details)**

Prior to first occupation of the development hereby approved, details of the provision of dual active electric vehicle charging points shall be submitted to and approved in writing by the Local Planning Authority. The development shall not be occupied until the approved electric vehicle charging points have been implemented. These shall be retained as such thereafter.

#### **REASON**

To support carbon-free travel and more sustainable modes of transport, in accordance with Policy T6 of the London Plan (2021).

## **7. NONSC Accessible Design of Fixtures and Fittings (details)**

Prior to first occupation of the public library hereby approved, details of the internal fixtures and fittings shall be submitted to and approved in writing by the Local Planning Authority to ensure an inclusive design approach to ensure access for all. The approved details shall be implemented prior to first occupation of the public library, and retained thereafter.

### **REASON**

To ensure an inclusive design approach to the built environment that enables access to opportunities for all, in accordance with Policy D5 of the London Plan (2021).

## **8. NONSC Automated Doors on Step-Free Access Routes (details)**

Prior to first occupation of the development approved, details to demonstrate that the doors on the step-free routes will be automated shall be submitted to and approved in writing by the Local Planning Authority. The approved details shall be implemented prior to first occupation of the development, and retained thereafter.

### **REASON**

To ensure an inclusive design approach to the built environment that enables access to opportunities for all, in accordance with Policy D5 of the London Plan (2021) and to safeguard the special architectural and/or historic interest of the building in accordance with Policy HE1 of the Hillingdon Local Plan Part 1 (2012), Policies DMHB 1 and DMHB 2 of the Hillingdon Local Plan Part 2 (2020), Policy HC1 of the London Plan (2021) and Chapter 16 of the National Planning Policy Framework (2023).

## **9. COM22 Operating Hours**

The public library and museum hereby approved shall not be open to the public outside of the following hours:

- 9:00 AM and 19:00 PM on Mondays to Thursdays
- 9:00 AM to 17:00 PM on Fridays and Saturdays
- 10:00 AM to 13:00 PM on Sundays with no opening hours on Bank Holidays.

### **REASON**

To safeguard the amenity of the occupiers of adjoining and nearby properties in accordance with policy DMHB 11 of the Hillingdon Local Plan Part 2 (2020).

## **10. NONSC Restriction of Use**

Notwithstanding the provisions of the Town and Country Planning (General Permitted Development) (England) Order 2015 (or any Order revoking and re-enacting that Order), the F1 Use Class floorspace hereby approved, shall only be used for the purposes stated within this application and not for any other F1 Use Class, unless otherwise agreed in writing by the Local Planning Authority.

## REASON

To protect the amenity of adjoining properties and the surrounding area in accordance with Policy BE1 of the Hillingdon Local Plan: Part 1 - Strategic Policies (2012) and Policy D6 of the London Plan (2021).

## Informatives

### 1. I52 **Compulsory Informative (1)**

The decision to GRANT planning permission has been taken having regard to all relevant planning legislation, regulations, guidance, circulars and Council policies, including The Human Rights Act (1998) (HRA 1998) which makes it unlawful for the Council to act incompatibly with Convention rights, specifically Article 6 (right to a fair hearing); Article 8 (right to respect for private and family life); Article 1 of the First Protocol (protection of property) and Article 14 (prohibition of discrimination).

### 2. I70 **LBH worked applicant in a positive & proactive (Granting)**

In dealing with the application the Council has implemented the requirement in the National Planning Policy Framework to work with the applicant in a positive and proactive way. We have made available detailed advice in the form of our statutory policies from Local Plan Part 1, Local Plan Part 2, Supplementary Planning Documents, Planning Briefs and other informal written guidance, as well as offering a full pre-application advice service, in order to ensure that the applicant has been given every opportunity to submit an application which is likely to be considered favourably.

### 3.

The Equality Act 2010 seeks to protect people accessing goods, facilities and services from discrimination on the basis of a 'protected characteristic', which includes those with a disability. As part of the Act, service providers are obliged to improve access to and within the structure of their building, particularly in situations where reasonable adjustment can be incorporated with relative ease. The Act states that service providers should think ahead to take steps to address barriers that impede disabled people.

### 4.

Please be advised that in the interests of safeguarding the special architectural and historic interest of the building, it is strongly recommended that the interior paint colour scheme and internal details to match existing remaining historic features is discussed and agreed with the Council's Conservation and Design Officers.

## Appendix 2: Relevant Planning History

14805/APP/2003/1617 Civic Centre High Street Uxbridge

CHANGE OF USE OF PART OF MEZZANINE CAR PARK TO COUNCIL OFFICES

**Decision:** 29-10-2003 Approved

14805/APP/2023/2336 Civic Centre High Street Uxbridge

The replacement of a failed flat roof covering (behind parapet walls); replacement of defective pv panels on a like-for-like basis. Joinery, brickwork and concrete repairs; the replacement of single glazed Crittall windows with double glazed Crittall windows. Installation of air source heat pumps to service yard, with associated screening, and removal of a suspended ceiling within the function suite, all within the Middlesex Suite.

**Decision:** 06-10-2023 Approved

14805/APP/2023/2337 Civic Centre High Street Uxbridge

The replacement of a failed flat roof covering (behind parapet walls); replacement of defective pv panels on a like-for-like basis. Joinery, brickwork and concrete repairs; the replacement of single glazed Crittall windows with double glazed Crittall windows. Installation of air source heat pumps to service yard, with associated screening, and removal of a suspended ceiling within the function suite, all within the Middlesex Suite. (Application for Listed Building Consent).

**Decision:** 06-10-2023 Approved

14805/APP/2023/3254 Civic Centre High Street Uxbridge

Alterations to the existing covered walkway (2nd level of the building) between the Corporate entrance and the Middlesex Suite to form a fully enclosed link by installing new windows and glazed screens. Formation of new entrance door (1st level of the building) to 1 North Quadrant.

**Decision:** 15-02-2024 Approved

14805/APP/2023/3274 Civic Centre High Street Uxbridge

Alterations to the existing covered walkway between the Corporate entrance and the Middlesex Suite (2nd level of the building) to form a fully enclosed link by installing new windows and glazed screens. Formation of new entrance door (1st level of the building) to North Quadrant.

**Decision:** 15-02-2024 Approved



14805/PRC/2023/59

Civic Centre Middlesex Suite High Street Uxbridge

Proposed installation of platform lift, and enclosing of 2 windows as part of the Civic transformation in the Middlesex Suite

## Appendix 3: List of Relevant Planning Policies

The following Local Plan Policies are considered relevant to the application:-

### Part 1 Policies:

PT1.BE1	(2012) Built Environment
PT1.CI1	(2012) Community Infrastructure Provision
PT1.E4	(2012) Uxbridge
PT1.E5	(2012) Town and Local Centres
PT1.HE1	(2012) Heritage

### Part 2 Policies:

DMEI 12	Development of Land Affected by Contamination
DMHB 1	Heritage Assets
DMHB 11	Design of New Development
DMHB 15	Planning for Safer Places
DMHB 2	Listed Buildings
DMTC 1	Town Centre Development
DMTC 4	Amenity and Town Centre Uses
LPP D12	(2021) Fire safety
LPP D3	(2021) Optimising site capacity through the design-led approach
LPP D4	(2021) Delivering good design
LPP D5	(2021) Inclusive design
LPP G6	(2021) Biodiversity and access to nature
LPP GG1	(2021) Building strong and inclusive communities
LPP GG2	(2021) Making the best use of land

LPP HC1	(2021) Heritage conservation and growth
LPP S1	(2021) Developing London's social infrastructure
LPP SD6	(2021) Town centres and high streets
LPP SD7	(2021) Town centres: development principles and Development Plan Documents
LPP SI12	(2021) Flood risk management
LPP D8	(2021) Public realm

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## Report of the Head of Development Management and Building Control Committee Report Part 2 – Application Report

Case Officer: <b>Pedro Rizo</b>	<b>14805/APP/2024/1410</b>
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Date Application Valid:	<b>29.05.2024</b>	Statutory / Agreed Determination Deadline:	<b>24.07.2024</b>
Application Type:	<b>Listed Building Consent</b>	Ward:	<b>Uxbridge</b>

Applicant: **London Borough of Hillingdon**

Site Address: **Civic Centre, High Street, Uxbridge UB8 1UW**

Proposal: **Alterations to the existing covered walkway between Corporate Entrance and the Middlesex Suite to form an enclosed entrance area and link from the Corporate Entrance to the Middlesex Suite, involving the installation of new windows and glazed screens together with the installation of new signage.**

Summary of Recommendation: **GRANT listed building consent subject to conditions**

Reason Reported to Committee: **Required under Part 6 of the Planning Scheme of Delegation (the Council is the Applicant)**



## **Summary of Recommendation:**

GRANT listed building consent subject to the conditions set out in Appendix 1.

### **1 Executive Summary**

- 1.1 This application for listed building consent proposes minor alterations to the covered walkway between the Middlesex Suite and the Corporate Entrance. These alterations would involve the installation of new entrance doors and glazed screens, which would be in a recessed position within the covered walkway.
- 1.2 This application also includes the proposed installation of signage, which would comprise small bronze letters at the front of the building, facing towards the civic square. Letters cutout from a bronze plate and backlit are also proposed on a side wall adjacent to the proposed main steps. This signage would read 'Uxbridge Library & Museum'.
- 1.3 These proposed works are associated with a planning application to change the use of the Middlesex Suite and Registrar's Office to a public library and museum (ref. 14805/APP/2024/956). The proposed works subject to this application for listed building consent seek to upgrade the existing access arrangements and introduce signage to enable clearer legibility to access the proposed new public library.
- 1.4 The main consideration in determining this application for listed building consent is whether the proposals would conserve the heritage significance or special architectural or historic interest of the listed building. The Council's Design and Conservation Officer has reviewed the proposals and is satisfied, subject to the imposition of a condition securing matching window detailing for the proposed two windows overlooking the internal courtyard. This has been included in this recommendation. No representations have been received from public consultation.
- 1.5 It is considered that given the sensitive design and modest nature of the proposed alterations and enhancements to the covered walkway and installation of signage, subject to recommended conditions, there would be no harm to the historic fabric or specially preserved characteristics of the Grade II listed building. It is therefore recommended that listed building consent is granted.

### **2 The Site and Locality**

- 2.1 The application site comprises the enclosed walkway that provides access into the Middlesex Suite, within the civic complex. The site is located between the Uxbridge High Street to the north and a curving dual-carriageway along Hillingdon Road, towards the east and south sides. The site is therefore surrounded by

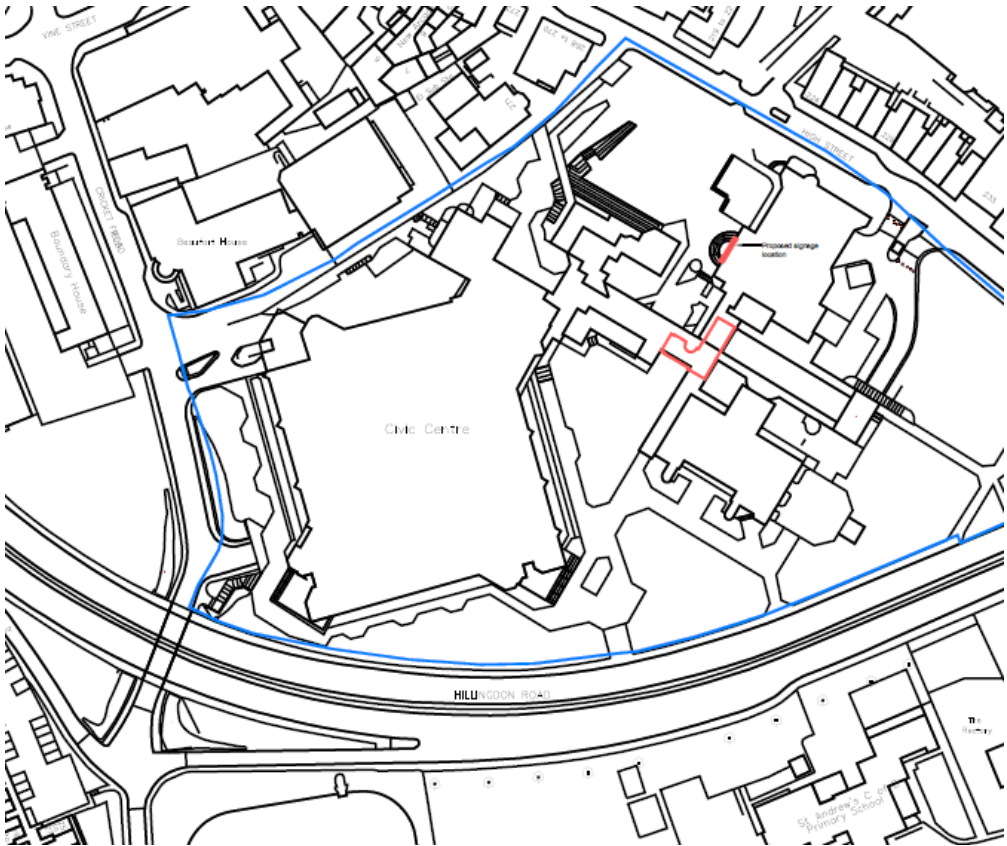
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publicly accessible land and contains parking at lower ground level, which is accessed via the High Street.

- 2.2 The enclosed walkway subject to this listed building consent application is linked to the Corporate Entrance, within the second floor at the southeast side of the site and contains two window openings that overlook an internal courtyard and a spiral staircase, which provides access to the first floor. This public space leads to a colonnade, which leads to the civic square onto Uxbridge High Street. As such, the walkway makes a positive contribution to the public character of the building, considering that the building is perceived as a prominent visual landmark within its context. The Civic Centre building has a sense of formality, particularly when observed from public vantage points at the northwest side of the site, at Uxbridge High Street. The civic square also provides access to different services of the civic complex, such as the council chamber, civic suite, and council offices.
- 2.3 Although the building is not located within a conservation area, the Old Uxbridge/Windsor Street Conservation Area lies towards the north side of the site. The building is Grade II Listed, whereby the listing pertains only to the exterior of the building.
- 2.4 The building was designed in 1967 and was built between 1973 and 1977. The design is based on the 'Arts and Crafts Movement' and is characterised by its prominent pitched tiled roof forms, which reflect an emphasis in creating new civic buildings of the later post-war period. The building's architectural asset is also defined by the detailing of the brickwork and hard landscaping, which add to its historic value, by reason that the building is one of the first major works by a Modernist architect that marks a new architectural language for civic architecture. The covered walkways at second floor, are accessible from the open square to the front (paved in brick and concrete slab) and form part of the civic ensemble.
- 2.5 The site has a Public Transport Accessibility Level (PTAL) score of 4 to 5, which is considered 'moderate to good', as is located at approximately 450 metres from Uxbridge Station.
- 2.6 The site of the listed building has no trees protected by Tree Preservation Orders (TPO) and falls within a Flood Zone 1, having a low annual risk of flooding (less than 1 in 1000).

**Figure 1: Location Plan (Walkway Covered Entrance edged red)**



**Figure 2: Street View Image of the Grade II Listed Building and Public Square**

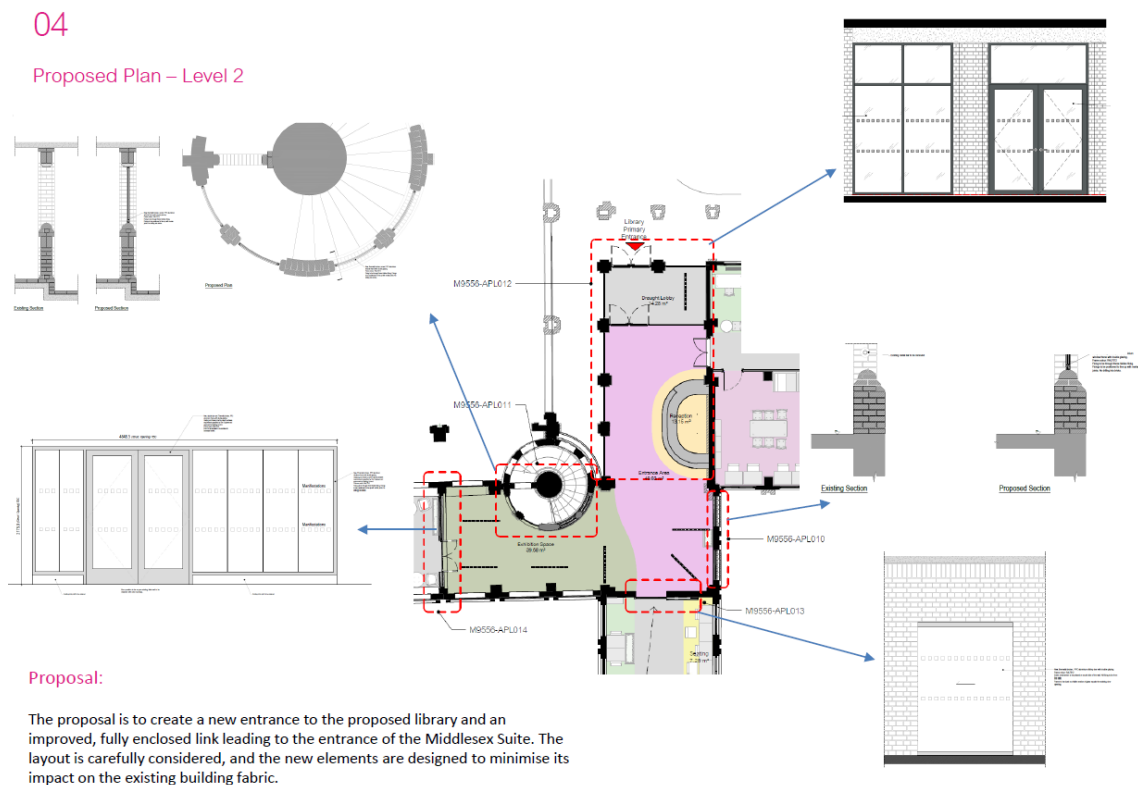




### 3 Proposal

- 3.1 This application for listed building consent proposes improvements to the entrance of a proposed public library, which would be accommodated within part of the Middlesex Suite and current Registrar's Office within the civic complex. The proposed change of use to a library and museum is considered under the associated planning application ref. 14805/APP/2024/956, which is also referred to the planning committee for determination.
- 3.2 This application comprises the installation of aluminium windows with double glazing within the covered entrance area. The proposed works would enclose the existing openings overlooking an internal courtyard and the spiral staircase. It would also include the installation of new sliding glazed doors at the entrances. Given that this Grade II Listed Building is only listed externally, any internal alterations associated with the aforementioned planning application are assessed separately and do not form part of this application for listed building consent.

**Figure 3: Proposed Entrance at Second Floor** (please note – larger versions of plans can be found in the Committee Plan Pack)



- 3.3 The proposed works also include the installation of signage within the main elevation of the building. This would comprise of individual bronze letters fixed at the front elevation and would not be illuminated. Additional letters cutout from a bronze plate on a side wall adjacent to the main stairs, and cutouts of a bronze soffit would be backlit. The proposed signage would seek to incorporate a

contextual design approach that recognises the prominence of the front elevation and detailing of the Grade II Listed Building, as these would be modest in size.

**Figure 4: Proposed Signage at the Front Elevation of the Grade II Listed Building.**



#### **4 Relevant Planning History**

- 4.1 A list of the relevant planning history related to the proposal can be found in Appendix 2.
- 4.2 Listed building consent (ref. 14805/APP/2023/3274) was approved on 14th February 2024. This was for alterations to the existing covered walkway between the Corporate Entrance and the Middlesex Suite at second floor, to form a fully enclosed link by installing new windows and glazed screens. The principle of introducing new glazing and doors within the walkway was therefore considered acceptable. This application seeks a modified version of this approved development by minimally increasing the area of the proposed enclosure to include a draught lobby.

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## 5 Planning Policy

- 5.1 A list of planning policies relevant to the consideration of the application can be found in Appendix 3.

## 6 Consultations and Representations

- 6.1 248 letters of consultation were sent to neighbouring properties on 30<sup>th</sup> May 2024. The application was also advertised via four site notices that were posted near the site and a press notice was published. Notices were also displayed at Uxbridge Library, Botwell Green Library and Northwood Hills Library. No letters of representation in response to the public consultation have been received.
- 6.2 A summary of the internal comments received from the Design and Conservation Officer are noted in Table 1 below. It is noted that comments were also received from the Council's Access Officer. However, as this assessment pertains to the application for listed building consent, these comments have been incorporated into the assessment of the associated application for planning permission.

**Table 1: Summary of Internal Consultee Responses**

Consultee and Summary of Comments	Planning Officer Response
<p><b>Design and Conservation Officer:</b> No objections to the proposals, as the works would not cause harm to the character of the Listed Building or its setting. These are set back from the principal elevation and within the walkway. As such, the application would have a nominal impact. However, all other windows within this space that are not part of the Middlesex Suite have the same design. Therefore, the two windows to the internal courtyard should match this to ensure that there is not a visual break within the space and preserve the character and quality of this space and the design composition. The external elevations are particularly important as this help define the hierarchy of space within the building.</p>	<p>Comments noted. Condition requiring the submission of details to demonstrate that the two proposed windows overlooking the courtyard would match the existing windows in this section of the building.</p>

## 7 Planning Assessment

- 7.1 The main consideration in determining this application for listed building consent is whether the proposals would conserve the heritage significance, special architectural or historic interest of the listed building. This is assessed within this committee report as follows.

## Policy Context

- 7.2 The Planning (Listed Building and Conservation Areas) Act 1990 requires Local Planning Authorities to have special regard to the desirability of preserving the character of Listed Buildings and their setting or any features of special architectural and historic interest. Section 72 (1) of the Act requires Local Authorities to pay special attention to the desirability of preserving or enhancing their character and significance.
- 7.3 Under chapter 16 of the National Planning Policy Framework (NPPF), Listed Buildings and Conservation Areas are considered designated heritage assets. Any application for listed building consent should therefore describe the significance of heritage assets affected by any development affecting the fabric or setting of a Listed Building, including any contributions made by the development.
- 7.4 London Plan Policy HC1 (2021) (see Appendix 3) states that development proposals affecting heritage assets and their settings, should conserve their significance, by being sympathetic in terms of materials and detailing. The cumulative impacts of incremental change from development on heritage assets and their settings should also be actively managed.
- 7.5 At a local level, heritage policy HE1 of the Hillingdon Local Plan; Part One - Strategic Policies (November 2012) (see Appendix 3) states that the Council will conserve and enhance Hillingdon's distinct and varied environment, its settings, and the wider historic landscape, which includes locally and statutorily Listed Buildings, Conservation Areas, and Areas of Special Character. Development proposals should also encourage the reuse, modification, and regeneration of historic assets.
- 7.6 Policy DMHB 1 of the Hillingdon Local Plan: Part Two – Development Management Policies (2020) (see Appendix 3) states that development proposals should avoid any harm to the historic environment and prevent the loss of significance to the character, appearance, or heritage assets of a designated site.
- 7.7 Policy DMHB 2 of the Hillingdon Local Plan: Part Two – Development Management Policies (2020) will only permit development proposals that retain the significance and value of Listed Buildings and are therefore appropriate in terms of fabric, historic integrity, spatial quality, and layout. Any alteration to a Listed Building should respect the scale, proportions, detailing, materials, and workmanship.
- 7.8 Policy DMHB 13A of the Hillingdon Local Plan: Part 2 (2020) makes reference to how any sign should complement the scale, form, materials and architectural composition of a building in a way that these complement the visual amenity and character of the site and its surrounding area and enhance historic assets and their setting.

## Heritage Impact on the Grade II Listed Building

- 7.9 The proposed aluminium frames and glazed windows infilling the spiral staircase, together with the replacement doors would not affect the fabric of the Listed Building and would have no harmful effect on the building's architectural or historic assets. The proposed works would be within the walkway and would therefore be setback from the building's prominent elevations fronting the civic square. In addition, the proposed glazing would constitute lightweight and unobtrusive features. Subject to a condition securing details to ensure that the proposed windows overlooking the internal courtyard would match the existing windows in this section of the building, the Council's Design and Conservation Team raise no objections. As such, the works would not be prominent from the public realm and would have limited effects on the historic townscape within the civic complex.
- 7.10 Overall, the proposed alterations to the covered walkway are considered modest, and these would ultimately seek to upgrade accessibility to the Listed Building, by creating a more welcoming reception area for visitors. The works would have no effects on the solid/void relationship between walls and windows and would ensure sufficient daylight penetration to the building is retained. In the absence of changes to the original plan form or removal of original features of the Listed Building, the proposed glazing and enclosures would be on balance positive, as these would aim to deliver a more welcoming and secured covered entrance to the Middlesex Suite.
- 7.11 With regards to the proposed signage, these would be installed on the prominent front elevation of the building fronting the civic square and within a side wall above an existing opening at the side of the main stairs. The proposed cutout bronze panel letters would have back lighting and would be modest in size with a small separation of 30 mm. As such, these would not result in visual clutter and would be visually sympathetic to the appearance of the building façade. The Council's Design and Conservation Team raise no concerns in terms of visual impact on the heritage significance and appearance of the Grade II Listed Building.
- 7.12 Due to the above, the proposed works would be consistent with the requirements of policy HC1 of the London Plan (2021), policy HE1 of the Hillingdon Local Plan; Part One -Strategic Policies (November 2012) and policies DMHB 1, DMHB 2 and DMHB 13A of the Hillingdon Local Plan: Part Two – Development Management Policies (2020).

## **8 Other Matters**

### Planning (Listed Buildings and Conservation Areas) Act 1990

- 8.1 Considerable importance and weight has been attached to the need for special regard to be paid to the desirability of preserving the building or its setting or any features of special architectural or historic interest which it possesses, under s.16 of the Planning (Listed Buildings and Conservation Areas) Act 1990, as amended.

## **9 Conclusion**

- 9.1 The proposed external alterations to the Grade II Listed Building comprising the installation of new entrance doors and glazed screens and windows, would respect the character, prominence and significance of the Grade II Listed Building. These works would have no harmful effects on its setting, by reason of their siting within the covered walkway linking the Middlesex Suite and the Corporate Entrance, at a distance from the principal elevations.
- 9.2 The proposed signage is also considered acceptable, as the size, position and materials of the bronze letters and backlit cutouts would be appropriate in terms of appearance, and sensitive use of illumination, which would not harm the appearance and significance of the Grade II Listed Building.
- 9.3 Overall, it is considered that proposals would respect the historic character and significance of the Grade II Listed Building. The conditions set out in Appendix 1 would ensure that any adverse impact of the minor external works to the Listed Building is mitigated against. As such, Officers are satisfied that the development would be acceptable, and it is recommended that listed building consent is granted.

## **10 Background Papers**

- 10.1 Relevant published policies and documents considered in respect of this application are set out in the report. Documents associated with the application (except exempt or confidential information) are available on the [Council's website here](#), by entering the planning application number at the top of this report and using the search facility. Planning applications are also available to inspect electronically at the Civic Centre, High Street, Uxbridge, UB8 1UW upon appointment, by contacting Planning Services at [planning@hillingdon.gov.uk](mailto:planning@hillingdon.gov.uk).

# **APPENDICES**

## **Planning Application**

**14805/APP/2024/1410**

## Appendix 1: Recommended Conditions and Informatives

### Conditions

#### 1. LB1 Time Limit (3 years) - Listed Building Consent

The works hereby permitted shall be begun before the expiration of three years from the date of this consent.

#### REASON

To comply with Section 18 of the Planning (Listed Buildings and Conservation Areas) Act 1990.

#### 2. RES4 Accordance with Approved Plans

The development hereby permitted shall not be carried out except in complete accordance with the details shown on the submitted documents and drawings numbered:

M9556-APL001 (Rev. A) Site Location Plan  
M9556-APL003 (Rev. A) Existing Floor Plan  
M9556-HUN-APL004 (Rev. C) Context Plan and Proposed Signage  
M9556-HUN-APL005 (Rev. A) Level 2 - Proposed Floor Plan  
M9556-APL10 (Rev. A) Window Opening Detail  
M9556-APL011 (Rev. A) Spiral Stair Screen Details  
M9556-APL012 (Rev. A) Glazed Screen Details  
M9556-APL013 (Rev. A) New Sliding Door  
M9556-APL014 (Rev. A) New Internal Glazed Partition

Heritage Statement, prepared by Portico Heritage, dated June 2024  
Design, Access and Heritage Statement, prepared by Hunters, dated May 2024

and shall thereafter be retained/maintained for as long as the development remains in existence.

#### REASON

To ensure the development complies with the provisions of the Hillingdon Local Plan Part 1 (2012), Part 2 (2020) and the London Plan (2021).

#### 3. NONSC Window Details

Notwithstanding the approved documents and drawings, prior to commencement of the development details of the two proposed windows overlooking the internal courtyard shall be submitted to and approved in writing by the Local Planning Authority. These details shall demonstrate that these windows would be designed and finished in materials to match the existing windows in this section of the building with regards to design, materials, colour and profile. The development shall be carried out in accordance with these approved details.



#### REASON

To safeguard the special architectural and/or historic interest of the building in accordance with Policy HE1 of the Hillingdon Local Plan Part 1 (2012), Policies DMHB 1 and DMHB 2 of the Hillingdon Local Plan Part 2 (2020), Policy HC1 of the London Plan (2021) and Chapter 16 of the National Planning Policy Framework (2023).

#### 4. LB2 Making good of any damage

Any damage caused to the building in execution of the works shall be made good to the satisfaction of the Local Planning Authority within six months of the works being completed.

#### REASON

To safeguard the special architectural and/or historic interest of the building in accordance with Policy HE1 of the Hillingdon Local Plan Part 1 (2012), Policies DMHB 1 and DMHB 2 of the Hillingdon Local Plan Part 2 (2020), Policy HC1 of the London Plan (2021) and Chapter 16 of the National Planning Policy Framework (2023).

### Informatives

#### I53 Compulsory Informative (2)

The decision to GRANT listed building consent has been taken having regard to the policies and proposals in the Hillingdon Local Plan Part 1 (2012) and Part 2 (2020), including Supplementary Planning Guidance, and to all relevant material considerations, including The London Plan (2021) and national guidance.

DMHB 1	Heritage Assets
DMHB 2	Listed Buildings
LPP HC1	(2021) Heritage conservation and growth
NPPF16 -23	NPPF16 23 - Conserving and enhancing the historic environment

## Appendix 2: Relevant Planning History

14805/APP/2022/1345 Civic Centre High Street Uxbridge

Installation of new access ramp along the perimeter of the civic building constructed within the footprint of planting bed and external steps to provide level access to the terrace external to the South-East entrance of the Civic Centre. A new pit-mounted wheelchair platform lift to provide level access between the external terrace and internal ground floor level (Application for Listed Building Consent).

**Decision:** 27-06-2022 Approved

14805/APP/2023/3254 Civic Centre High Street Uxbridge

Alterations to the existing covered walkway (2nd level of the building) between the Corporate entrance and the Middlesex Suite to form a fully enclosed link by installing new windows and glazed screens. Formation of new entrance door (1st level of the building) to 1 North Quadrant.

**Decision:** 15-02-2024 Approved

14805/APP/2023/3274 Civic Centre High Street Uxbridge

Alterations to the existing covered walkway between the Corporate entrance and the Middlesex Suite (2nd level of the building) to form a fully enclosed link by installing new windows and glazed screens. Formation of new entrance door (1st level of the building) to North Quadrant.

**Decision:** 15-02-2024 Approved

14805/APP/2024/956 Civic Centre High Street Uxbridge

Change of use of Middlesex Suite and Registrar's Office (Part Level 1 and Level 2) within the Civic Centre Complex from Class E (g) (i) / Sui Generis to Class F1 to accommodate a new public library and museum, involving minor internal and external alterations and associated works.

### **Appendix 3: List of Relevant Planning Policies**

The following Local Plan Policies are considered relevant to the application:-

Part 1 Policies:

PT1.HE1            (2012) Heritage

Part 2 Policies:

DMHB 1            Heritage Assets

DMHB 2            Listed Buildings

LPP HC1            (2021) Heritage conservation and growth

NPPF16 -23        NPPF16 23 - Conserving and enhancing the historic environment

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## Report of the Head of Development Management and Building Control Committee Report Part 2 – Application Report

Case Officer: <b>Daniel Ambrose</b>	<b>77811/APP/2024/442</b>
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Date Application Valid:	<b>20.02.2024</b>	Statutory / Agreed Determination Deadline:	<b>31.07.2024</b>
Application Type:	<b>Full</b>	Ward:	<b>Uxbridge</b>

Applicant: **London Borough of Hillingdon**

Site Address: **Garage Site Hilton Close, Uxbridge**

Proposal: **Erection of two 3-bedroom detached dwellings with associated parking and amenity space following demolition of existing garages**

Summary of Recommendation: **GRANT planning permission subject to section 106 legal agreement and conditions**

Reason Reported to Committee: **Required under Part 6 of the Planning Scheme of Delegation (the Council is the Applicant)**



## Summary of Recommendation:

That delegated powers be given to the Director of Planning, Regeneration and Environment to **GRANT** planning permission subject to the following:

- A) That the Council enters into a legal agreement with the applicant under Section 106 of the Town and Country Planning Act 1990 (as amended) or any other legislation to secure the following:
1. A financial contribution of £7,000 towards the implementation of a local parking management scheme, if requested by residents through the Council's Petition Scheme.
  2. A restriction such that future occupiers of the development are unable to join any parking management scheme in the vicinity of the site.
  3. Project management and monitoring fee: A financial contribution equal to 5% of the total cash contributions.
- B) That in respect of the application for planning permission, the applicant meets the Council's reasonable costs in the review and preparation of the legal agreement and any abortive work, as a result of the agreement not being completed.
- C) That Officers be authorised to negotiate and agree the detailed terms of the proposed agreement and conditions of approval (proposed conditions set out in Appendix 1 to this report).
- D) If the Legal Agreement has not been finalised within 6 months, delegated authority be given to the Director of Planning, Regeneration and Environment to refuse the application for the following reason:

*'The applicant has failed to provide measures to mitigate the impacts of the development on the Highway, as a consequence of demands created by the proposed development. The proposal therefore conflicts with policies DME1 7, and DMT 6 of the Hillingdon Local Plan: Part 2 - Development Management Policies (2020), the Council's Planning Obligations SPD, the Hillingdon Local Plan: Part 1 - Strategic Policies (2012), the London Plan (2021) and the NPPF.'*

## 1 Executive Summary

- 1.1 This application for full planning permission relates to a garage site situated to the rear (south-east) of Hilton Close, Uxbridge. It is proposed to demolish 20no. existing garages and erect two 3-bedroom detached dwellings, with associated parking and amenity space.

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- 1.2 With regards to the proposed loss of the existing 20no. garages on site, it should be noted that the design/size of the garages does not accord with modern garage standards. As a result, the garages are considered impracticable for the parking of modern vehicles, and are unlikely to be used for such purposes. Having regard to this, the redevelopment of the site is considered a public benefit in principle.
- 1.3 Moreover, the proposal seeks planning consent for 2 new 3-bedroom dwellings on previously developed land. As such, the new dwellings would make effective use of land and contribute towards meeting an identified need for family sized dwellings in the Borough. This weighs in favour of the proposal.
- 1.4 Each proposed dwelling would be provided with 2no. off-street car parking spaces, therefore ensuring adequate parking provision to serve the new development. It is acknowledged that in addition to the loss of the 20no. garages, the proposal would result in the loss of circa 6 car parking spaces which are located within the site area, but not on street. A parking survey has been submitted by the Applicant, which demonstrates that the potential displacement of these 6 spaces on street could be absorbed, however this would result in the on-street parking spaces reaching maximum capacity. A planning obligation has been recommended requiring the applicant to fund the future implementation of a parking management scheme, in the event that residents were to request one through the Council's Petition Scheme. It is considered that this proposed planning obligation satisfactorily mitigates any potential harm arising from parking overspill.
- 1.5 The replacement of the garage blocks with proposed new, well designed residential units would have a positive impact on the character and appearance of the area. The proposed dwellings would provide adequate levels of internal living accommodation for future residents, which would include level access to meet accessibility standards (to be secured by planning condition). The proposed external amenity space provision conforms to the requirements of Policy DMHB 18 of the Hillingdon Local Plan Part 2: Development Management Policies (2020). Overall, it is considered that the development would provide good quality living accommodation for its future residents, and the scheme has been designed such that it would not adversely affect the residential amenity of neighbouring residents.
- 1.6 It is noted that following a formal public consultation during the processing of the planning application, no objections or concerns were received from residents.
- 1.7 Taking all relevant matters into account, it is concluded that the proposal would have an acceptable impact on highway safety, and the development would not cause harm in respect of flood risk, neighbouring residential amenity or other respects. The development would contribute positively to the character and appearance of the area, and would provide high quality family housing, for which there is an identified need. The proposal complies with the Development Plan and is recommended for approval, subject to the completion of a satisfactory S106 agreement to secure the obligations set out in the Heads of Terms (above), and subject to the planning conditions set out in Appendix 1.

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## 2 The Site and Locality

- 2.1 The development site is located at the end of Hilton Close, a cul de sac leading from Cowley Mill Road, Uxbridge. The site comprises 20no. single storey garages, 7no. 'end-on' hardstanding parking spaces and grass verges, with hardstanding being the dominant feature. The site is located within a predominantly residential area, comprising of two storey terraced and semi-detached properties and three storey blocks of flats, finished in brick. Some properties within the local area have on-site parking spaces, others have detached garages or use nearby parking bays. To the south / south-west of the site lies existing industrial and commercial development.
- 2.2 Hilton Close has an unclassified PTAL ranking, indicating there is no access to public transport. This suggests that the occupiers of properties along Hilton Close would be reliant on the private car for trip making.
- 2.3 The site is not within a designated conservation area, or within close proximity of any listed buildings. The site does lie within an Air Quality Management Area and an Archaeological Priority Zone. The site is identified as being one which is at risk of surface water flooding and is potentially contaminated land (historic land-use). There are no other site designations of particular relevance to the proposal. However, it should be noted that the industrial/commercial development to the south/south-west lies within a designated SIL (Strategic Industrial Land) designation.
- 2.4 Figure 1 (below) shows a street-view image, looking towards the application site from Hilton Close. Figure 2 (over the page) shows the location of the application site and relationship with neighbouring buildings.

**Figure 1: Street View Image of the Application Site**





**Figure 2: Location Plan (application site edged red)**



### **3 Proposal**

- 3.1 Planning permission is sought for the demolition of 20no. existing garages and the erection of two 3-bedroom detached dwellings, with associated car parking spaces and private gardens. Extracts from the proposed site layout plan and elevation plans are shown over the page (Figure 3).
- 3.2 It should be noted that amended drawings were received during the application process, to amend the garden boundary of plot 2, to maintain access to an adjacent substation from Hilton Close. Re-consultation on the amended drawings was not considered necessary, having regard to the minor nature of the amendments.

### **4 Relevant Planning History**

- 4.1 A list of the relevant planning history related to the application site can be found in Appendix 2.

### **5 Planning Policy**

- 5.1 A list of planning policies relevant to the consideration of the application can be found in Appendix 3.

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**Figure 3: Proposed Plans** (please note – larger versions of plans can be found in the Committee Plan Pack)

Extract from Proposed Site Layout Plan



Proposed Elevations (north-east and south-west)



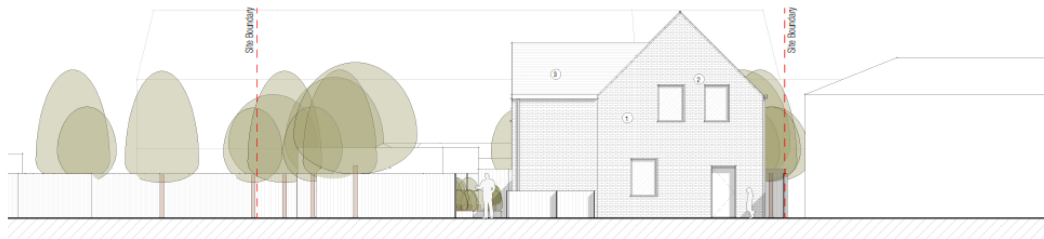
Proposed North East Elevation  
1:100



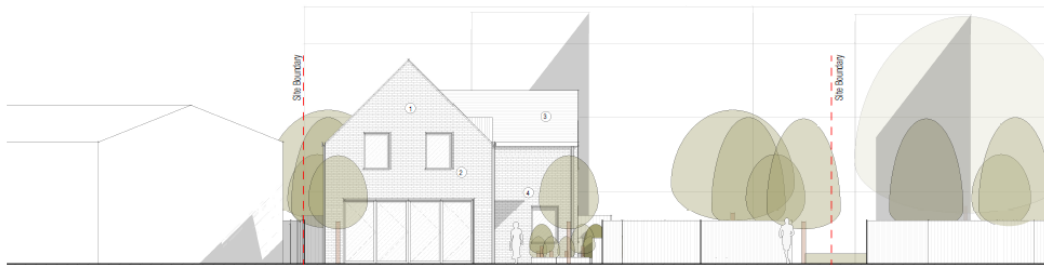
Proposed South West Elevation  
1:100



Proposed Elevations (north-west and south-east)



Proposed North West Elevation  
1:100



Proposed South East Elevation  
1:100



**6 Consultations and Representations**

- 6.1 22 neighbouring addresses were notified directly about the proposal on 28<sup>th</sup> February 2024. No comments or objections have been received from members of the public.
- 6.2 Consultee responses received are summarised in Table 1 (below).

***Table 1: Summary of Consultee Responses***

Consultee and Summary of Comments	Planning Officer Response
<p><b>Scottish Southern Electric (SSE)</b></p> <p>No comments received to date. The consultation expires on 17<sup>th</sup> July 2024.</p>	<p>An update will be provided to Members through an Addendum/at Committee.</p>

<p><b>Contaminated Land Officer</b></p> <p>No objection to the proposal. However, contamination records show that the proposed development site is located on a former potential contaminated land use, identified as 'works (various) land use'.</p> <p>Therefore, it is recommended that contaminated land conditions are imposed should the application be approved.</p>	<p>Noted. The recommended conditions have been included in the Planning Officer's recommendation.</p>
<p><b>Highway Authority</b></p> <p>No objection subject to conditions and S106 Legal Agreement.</p> <p>The land currently hosts 20no. lock up garages and 7no. 'end-on' hardstanding parking spaces. Hilton Close is a residential cul-de-sac providing access to 8no. apartment blocks containing 42no. flats. Hilton Close leads off Cowley Mill Road, which forms part of the Borough's classified road network. Parking along Hilton Close is signed as being for 'Residents Only', though the only enforceable parking restriction pertains to a single on-street disabled person parking bay. On the roads further afield, parking is unrestricted.</p> <p>Beyond the 20no. garages is an electricity sub-station with pedestrian access to it from Cowley Mill Road. The proposal would not impinge upon this access.</p> <p>In support of the planning application, a Transport Statement has been provided that includes a Lambeth Methodology Parking Survey. NOTE: the Lambeth Methodology excludes disabled parking spaces. This survey includes Cowley Mil Road and the streets opposite; however, the Highway Authority considers that people living on Hilton Close would be reluctant to park on Cowley Road or the roads leading off it, anxious that their car would be stolen, broken into, or hit by another vehicle. It is anticipated that the residents of Hilton Close would prefer to park as close to their home as possible.</p> <p>The Transport Statement reports that there are 35no. car parking spaces on Hilton Close, however the</p>	<p>Noted. The recommended conditions, planning obligation and parking permit restriction are all included within the Planning Officer's recommendation.</p>

<p>Highway Authority considers that there are only 33no. usable spaces.</p> <p>The applicant has undertaken a parking survey which found 27no. cars parked. Based on there being 33no. car parking spaces available, this showed a parking stress of 81%, where 85% stress shows parking is at full capacity. With the development built out, 6no. of the 7no. hardstanding car parking spaces would be lost, reducing supply to 27no. spaces.</p> <p>Taking into account the number of car parking spaces available and demand, the Highway Authority require a planning obligation be secured that would fund delivery of a Parking Management Scheme should residents ask for one. This would address this issue. With a Parking Management Scheme in place, only those residents with a parking permit would be allowed to park on Hilton Close, the hours of operation are typically Monday to Friday 09:00 to 17:00h. Furthermore, as both of the new dwellings would have 2no. car parking spaces each, the Highway Authority require that the occupiers of these dwellings are prohibited from applying to join any forthcoming parking scheme. Allowing them access to parking permits would provide them with access to more car parking spaces than permitted in the London Plan 2021 Policy T6.1 Residential Parking.</p> <p>Planning conditions are also required to secure:</p> <ol style="list-style-type: none"> <li>1. That each new property is provided with 1no. active electric vehicle charge point; and</li> <li>2. A Construction Logistics Plan shall be submitted for approval.</li> </ol>	
<p><b>Access Officer</b></p> <p>This proposal has been reviewed with reference to London Plan Policy D7. No accessibility concerns are raised, subject to conditions being imposed to secure step free access and compliance with M4(2) accessibility standard (as set out in Approved Document M to the Building Regulations (2010) 2015).</p>	<p>Noted. The recommended conditions have been included in the Planning Officer's recommendation.</p>

## **7 Planning Assessment**

### Principle of Development

#### *Redevelopment of the Site for Housing*

- 7.1 The NPPF (2023) and Policy GG2 of the London Plan (2021) encourage the effective use of land, and the use of previously developed, vacant and underutilised sites to maximise development potential, in particular for new housing. Chapter 5 of the NPPF supports the delivery of homes, confirming that local authorities should, through their Local Plans, demonstrate how housing targets and objectives will be met. Emphasis is given to housing delivery over the next five years, but authorities are also required to consider growth beyond this.
- 7.2 Policy GG4 of the London Plan (2021) seeks to ensure that London's housing needs are met. Policy H1 of the London Plan promotes the optimisation of housing output within different types of location. Consideration will also be given to the accessibility of the site to services and amenities. Policy H2 of the London Plan advises that Borough's should proactively support well designed homes on small sites in decision and plan making.
- 7.3 At the local level, Policy H1 of the Local Plan: Part 1 - Strategic Policies (November 2012) gives general support to housing provision to meet and exceed the Council's minimum strategic dwelling requirement.
- 7.4 The site comprises a set of garages within an established residential area (albeit adjacent to industrial / commercial buildings). Having consulted with the Local Highway Authority, it is understood that 90% of the garages are vacant and have been for a period of time. It is confirmed that the existing garages are not designed to accommodate modern-day vehicles, which is likely to have led to an increase in the vacancy rates. Furthermore, it is considered that the garages are of a utilitarian and tired appearance and thus do not contribute positively to the visual character and appearance of the area. Having regard to the above points and in light of the planning policy support for the optimisation of brownfield sites to contribute towards delivering new homes, subject to the proposed development's compliance with other relevant planning policies and material planning considerations, the principle of redeveloping the site for housing is supported.

#### *Housing Mix and Tenure*

- 7.5 The planning application proposes the erection of 2 x 3-bedroom dwellings. This proposed housing mix is supported, as it would make a positive contribution towards addressing the identified need for family sized units within Hillingdon Borough. Whilst the application form submitted appears to suggest the proposed dwellings may be offered as affordable units, it is understood from the applicant that this is not the case and the dwellings would be market dwellings. This is acceptable, as there is no policy requirement for provision of affordable dwellings for a development of this scale. The planning permission (if granted) would allow for the dwellings to be either sold as market dwellings or occupied as affordable dwellings.

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### *Density of Development*

- 7.6 Numerical densities are more appropriate to larger sites and what is considered of greater significance to the determination of this application is the local contextual factors. The key consideration is therefore whether the development would acceptably integrate with the character and appearance of the area, and would respect residential amenity considerations, rather than the consideration of the numerical density of the proposal. These matters are discussed below.

### Design / Impact on the Character and Appearance of the Area

- 7.7 Policies D1, D3 and D4 of the London Plan (2021) require development proposals to be of high quality and to enhance the local context by delivering buildings and spaces that positively respond to local distinctiveness.
- 7.8 Policy BE1 of the Hillingdon Local Plan Part 1 – Strategic Policies (2012), and policies DMHB 11 and DMHB 12 of the Hillingdon Local Plan Part 2 – Development Management Policies (2020) seek (in summary) to secure a high quality of design that enhances and contributes to the area in terms of form, scale and materials; is appropriate to the identity and context of the townscape; and would improve the quality of the public realm and respect local character. These aims are also supported by Chapter 12 of the NPPF (2023).
- 7.9 The development site is located at the end of Hilton Close, a small cul de sac that lies off Cowley Mill Road. To the south and south-west of the site are industrial / commercial buildings. A substation is situated adjacent to the site to the south-east and as noted previously, the application has been amended to maintain access to this substation from Hilton Close. To the north of the site lie the 3 storey flats on Hilton Close, which are finished in brick. To the east are the gardens and rear elevations of 2 storey semi-detached and terraced dwellings on Cowley Mill Road. These dwellings are finished in brick, with the semi-detached dwellings featuring render at first floor level.
- 7.10 The proposed new dwellings would be constructed away from the existing three-storey flats where the close ends. As such, they would adhere to an extent to the building lines of the last block of flats and would be built close to the rear site boundary, which would assist in maintaining the openness of Hilton Close at this end. Further, the proposed two storey height and relatively modest scale of the dwellings would ensure the proposal would not appear over-dominant in its setting.
- 7.11 It is considered that the proposed dwellings are of a high-quality design and appearance. Subject to securing appropriate materials for the new development (planning condition recommended), the replacement of the utilitarian and somewhat dilapidated garages with the proposed new dwellings, would result in a positive impact on the character and visual amenity of the area. Whilst the proposed dwellings would be of a more contemporary design when compared with neighbouring properties, it is important to note that the surrounding area contains a mixture of housing types and commercial buildings. The two new dwellings would be set on their own at the end of the close and in this context, it would not be

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necessary for their design to replicate adjacent buildings. Moreover, it is considered that the proposed contemporary (whilst in keeping design, in terms of scale and massing) would provide an appropriate transition between the existing vernacular and the commercial area to which this site borders.

- 7.12 In the event that the application is approved, a landscaping scheme would be secured via condition to ensure that appropriate planting is provided to soften the new development.
- 7.13 Overall and for the reasons outlined above, it is considered that the proposal would have a positive impact on the character and visual amenities of the area.

#### Residential Amenity

- 7.14 Policy DMHB 11 of the Hillingdon Local Plan: Part Two - Development Management Policies (2020) states that development proposals should not adversely impact on the amenity, daylight and sunlight of adjacent properties and open space.
- 7.15 Paragraph 135 of the NPPF (2023) states *'Planning policies and decisions should ensure that developments: 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...'*

#### *Privacy*

- 7.16 The front elevation windows of the proposed dwellings would front Hilton Close (and the rear elevations of No.s 44 to 47 Cowley Mill Road, at a distance of approximately 21m at their closest point). This separation distance would be sufficient to ensure that the proposal does not have an unduly detrimental impact upon the privacy of the occupiers of No.s 44 to 47 Cowley Mill Road.
- 7.17 The side elevations of the proposed dwellings contain first floor and ground floor windows. It is noted from the submitted Design and Access Statement that the north-west facing elevation openings are proposed to be obscure glazed. This is considered necessary, as those openings on Plot 1 would face towards windows in an adjacent block of flats at approximately 14m separation distance. Similarly, the north-west facing windows serving Plot 2 would face towards habitable room windows in Plot 1 at close proximity. The windows to be obscurely glazed either serve non-habitable rooms, or in the case of a ground floor kitchen window in each Plot, are one of multiple openings serving the same room. Accordingly, obscure glazing these openings would be acceptable and can be secured by condition in the event of the grant of planning permission. The proposed south-east facing side elevation windows of Plot 1 would face the aforementioned north-west elevation obscure glazed windows of Plot 2, and the proposed south-east facing side elevation windows of Plot 2 would face towards commercial properties. These would be acceptable relationships. There are no windows proposed to the rear elevations of the new dwellings.



- 7.18 At present, properties within Hilton close and the surrounding area have first floor rear windows which provide views into their gardens and neighbouring gardens. As such, a degree of mutual overlooking is not uncommon in this dense residential location. The development would cause no loss of privacy or overlooking which is above and beyond the established level of overlooking that exists between properties in the local area.

*Light and Outlook*

- 7.19 The proposed dwellings would be sited far enough away from neighbouring properties so as not to unduly impact upon light received or outlook. It is also considered that proposed Plots 1 and 2 would relate acceptably to one another in these respects.

*Noise and Disturbance*

- 7.20 The addition of 2 new homes within an established residential area would not lead to any significant increase in noise or disturbance levels for existing residents that would warrant a refusal of planning permission on these grounds. If the application is approved, a condition has been recommended to ensure that the construction process is managed in a manner which limits the development impacts on neighbours as far as practicable.
- 7.21 It is noted that the application site is adjacent to a designated SIL (where permitted and established industrial and commercial uses would be expected to generate significant noise). Having regard to this, the applicant was advised to submit a Noise Assessment and this was duly submitted as part of the planning application submission. The assessment report concludes: *'The BS 4142 assessment, taking context considerations into account as guided by the standard, particularly the ability to design and achieve appropriate sound levels inside dwellings can be classified as low.'*
- 7.22 Having regard to the Agent of Change principle, it is considered that the proposed development has been carefully designed (i.e. by ensuring no rear elevation windows). The relationship of these proposed new properties with the adjacent SIL would be similar to that of the existing established residential properties in this location, and having regard to the conclusions of the submitted Noise Assessment report, the siting of the new residential units in this location is considered acceptable. A condition has been included to ensure that the recommendation of the Noise Assessment report (to secure good internal acoustic conditions within the dwellings) is taken forward in the development.

*Residential Amenity - Conclusion*

- 7.23 Having regard to the points discussed above, and subject to the aforementioned planning conditions, it is considered that the development would have an acceptable impact on residential amenity. The quality of the proposed residential accommodation is assessed in further detail below.

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## Quality of Proposed Residential Accommodation (Internal and External)

### *Internal Amenity*

- 7.24 Policy D6 of the London Plan (2021) requires that all housing should be of high-quality design and provide adequately sized rooms with comfortable and functional layouts, which are fit for purpose and meet the needs of all Londoners without differentiating between tenures.
- 7.25 Policy DMHB 16 of the Hillingdon Local Plan: Part Two – Development Management Policies (2020) requires that all housing developments should have an adequate provision of internal space in order to provide an appropriate living environment.
- 7.26 The above policies require that a 3-bedroom 6-person dwellinghouse should benefit from a GIA of at least 102sqm. The proposed development comprises the following internal accommodation:  
Plot 1: 135.9 m<sup>2</sup>  
Plot 2: 135.9 m<sup>2</sup>
- 7.27 The dwellings would therefore exceed required internal floor space standards.
- 7.28 Each dwelling features habitable rooms which are served by windows providing adequate daylight, sunlight, and outlook for future occupiers. The buildings have been designed so that (subject to the obscure glazing condition previously discussed) there are no direct views between habitable room windows, in order to ensure that adequate levels of privacy are provided.

### *External Amenity*

- 7.29 Policy DMHB 18 of the Hillingdon Local Plan Part 2: Development Management Policies (2020) requires all new residential developments to provide good quality and usable private outdoor amenity space. For 3-bedroom dwellings, at least 60sqm of private amenity space should be provided.
- 7.30 The proposed amenity space provisions are as follows:  
Plot 1: 253 m<sup>2</sup>  
Plot 2: 177m<sup>2</sup>
- 7.31 As demonstrated above, the proposal would provide internal and external living spaces above the policy required standards, demonstrating that good quality living accommodation would be provided.

### Highways and Parking

- 7.32 Policies DMT 2, DMT 5 and DMT 6 of the Hillingdon Local Plan set out to ensure that developments provide safe and convenient access for pedestrians, vehicles, and cyclists; that developments do not result in a significant impact upon the local highway network due to the displacement of parking or parking overspill; and that

developments provide a range of travel choice in order to promote more sustainable methods of transport.

- 7.33 The application site is located within an area which does not benefit from a PTAL ranking; however, it is located nearest to a 1b rated road. As such, it is considered that there would be a strong reliance on the motor vehicle to travel to and from the site. It is also noted that Hilton Close is not subject to a Parking Management Scheme, meaning that residents are free to park where there are no parking controls.

#### *Loss of Garages*

- 7.34 The land currently hosts 20no. lock up garages. As stated in the Principle of Development section of this report, 90% of the existing garages are vacant and have been for some time. The design/size of the garages does not accord with modern garage standards, and as a result, they are considered unsuitable for the parking of modern vehicles. The loss of the existing garages is therefore considered acceptable in terms of parking and Highway safety considerations.

#### *Loss of Car Parking*

- 7.35 The proposal would result in the loss of circa 6 off street car parking spaces. These spaces are contained within the car park area which leads up to the existing garages. The applicant has submitted a parking stress survey in support of the application, which has been reviewed by the Highway Authority (please refer to Section 6, Table 1 for a summary of comments).
- 7.36 The Highway Authority has concluded that the loss of the 6 parking spaces could be absorbed on-street, however this would lead to reaching the maximum on-street capacity. They therefore request that a financial contribution of £7,000 should be secured to pay for the implementation of a Parking Management Scheme (should this be requested by residents) to mitigate the potential harm arising from the displacement of the 6 spaces. It is noted that no objections have been received to this planning application in response to the public consultation undertaken by the LPA. If parking issues were to arise, residents could raise a Petition (under the Council's Petition Scheme) for the implementation of a Local Parking Management Scheme, which would be funded by the contribution. The recommended planning obligation has been included in the Heads of Terms set out at the beginning of this report. It should be noted that the contribution would be held for a period of time by the Local Planning Authority and returned if not required, in accordance with terms set out in the Section 106 agreement.

#### *Proposed Parking*

- 7.37 The drawings submitted provide comfort that two vehicles could be parked on site at each property. Parking provision for two vehicles would be the maximum expected for a residential dwelling and would be an appropriate provision in light of the unclassified PTAL ranking of the site. The Highway Officer has recommended that a restriction is applied, such that future occupiers of the development would be

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prohibited from joining any parking management scheme in the vicinity of the site. This could be secured in the S106 legal agreement and has been included in the Heads of Terms set out at the beginning of this report.

#### *Access*

- 7.38 2 new vehicle accesses are proposed to serve the new dwellings. These are considered of suitable design and it is noted that no comments or objections have been received from the Highway Officer in respect of the proposed new accesses.

#### *Cycle Parking*

- 7.39 Appendix C, Table 1 of the Hillingdon Local Plan: Part 2 - Development Management Policies (2020) requires the provision of cycle parking facilities for new residential units. A cycle store would be provided for each of the proposed dwellings ensuring that adequate cycle parking is provided for new residents. Full details of the cycle stores would be secured through the proposed landscaping condition in the event of an approval.

#### *Refuse and Recycling Collection*

- 7.40 Policy DMHB 11-part (d) of the Hillingdon Local Plan: Part 2 - Development Management Policies (2020) states that 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. Bin storage and collection locations have been identified on the drawings for each dwelling in suitable locations. Full details of the waste storage facilities would be secured through the proposed landscaping condition in the event of an approval.

#### *Electric Vehicle Charging Provision (EVCP)*

- 7.41 Part G) of Policy T6 and part C) of Policy T6.1 of the London Plan (2021) state that all residential car parking spaces must provide infrastructure for electric or Ultra-Low Emission vehicles. In relation to this, the Highway Officer has recommended a planning condition to secure 1 active electric vehicle charging point for each of the proposed new dwellings. This has been included within the recommended landscaping condition (refer to Appendix 1).

#### *Construction Logistics/Management*

- 7.42 As per the recommendation of the Highway Officer, a construction logistics/management plan condition has been included in the Planning Officer's recommendation (refer to Appendix 1 for conditions). This condition would ensure that the development does not have a significant adverse impact on traffic and pedestrian safety during construction, given the constraints of the site.

### *Highways and Parking – Conclusion*

- 7.43 Subject to the imposition of the conditions and planning obligations discussed in the paragraphs above, it is concluded that the proposal would have an acceptable impact on parking and Highway safety, in accordance with the relevant planning policies referenced.

### Accessibility

- 7.44 London Plan (2021) Policy D7 states:

*‘To provide suitable housing and genuine choice for London's diverse population, including disabled people, older people and families with young children, residential development must ensure that:*

*1) at least 10 per cent of dwellings (which are created via works to which Part M volume 1 of the Building Regulations applies) meet Building Regulation requirement M4(3) 'wheelchair user dwellings'*

*2) all other dwellings (which are created via works to which Part M volume 1 of the Building Regulations applies) meet Building Regulation requirement M4(2) 'accessible and adaptable dwellings'*

- 7.45 The Council's Access Officer has been consulted and is satisfied with the proposals, subject to the imposition of conditions to secure the submission of details demonstrating step free access for both units and conformity to M4(2) standards. These conditions have been included in the officer recommendation (refer to Appendix 1) and it is considered that the proposal satisfies planning requirements in respect of accessibility.

### Trees and Landscaping

- 7.46 Policy D5 of the London Plan (2021) states that development proposals should integrate green infrastructure to contribute to urban greening, including the public realm.
- 7.47 Policy DMHB 14 of the Hillingdon Local Plan: Part Two – Development Management Policies (2020) requires that all development retains or enhances existing landscaping, trees, and biodiversity.
- 7.48 It is considered that the proposal would not impact adversely upon significant trees and the proposal provides an opportunity to increase the level of planting and landscaping at the site. A landscaping condition has been included to secure the detailed landscaping proposals. A condition has also been included to ensure adequate tree protection measures to protect adjacent trees/trees to be retained during construction.

### Ecology and Biodiversity

- 7.49 Policy DMEI 7 of the Hillingdon Local Plan: Part 2 - Development Management Policies (2020) states that if development is proposed on or near to a site considered

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to have features of ecological or geological value, applicants must submit appropriate surveys and assessments to demonstrate that the proposed development will not have unacceptable effects. The development must provide a positive contribution to the protection and enhancement of the site or feature of ecological value.

- 7.50 The site predominantly comprises buildings and hard surfaces and there are no protected sites of ecological interest adjacent to or near to the site. It is therefore considered that the likelihood of protected species being present at the site is low and the submission of an ecological survey is not necessary.
- 7.51 With regards to Biodiversity Net Gain (BNG), an exemption for non-major developments was in place until 2<sup>nd</sup> April 2024. Therefore, as this planning application was submitted prior to 2<sup>nd</sup> April 2024, it is exempt from the statutory BNG condition. Notwithstanding the above, it is considered that the proposal will in any event enhance the biodiversity potential of the site, through the addition of landscaping and garden areas. As noted previously, soft landscaping will be secured through the imposition of a landscaping condition.

#### Air Quality

- 7.52 Policies SI 1 of the London Plan (2021), EM8 of the Hillingdon Local Plan: Part 1 (2012) and DMEI 14 of the Hillingdon Local Plan: Part 2 (2020) are all directly relevant to the proposal. These policies can be read in full in the Committee Report Part 3 - Policy Appendix, and in summary, seek to safeguard and improve air quality in order to protect existing and new sensitive receptors. These aims are also supported by the NPPF (2023) at chapter 15.
- 7.53 The development site is located within an Air Quality Management Area. Whilst the proposal would introduce new residential units and associated vehicular trips, this is not considered significant in air quality terms, having regard to the previous use of the garages, which would have generated vehicular trips (and associated impact on air quality). As noted previously, a condition will secure an active EVCP for each dwelling, which will facilitate the use of electric vehicles.

#### Security

- 7.54 The proposed development is not considered to compromise the security of the application site or adjoining sites. The new dwellings would enable greater surveillance of Hilton Close, in comparison with the existing situation.

#### Sustainability

- 7.55 Policy DMEI 2 of the Hillingdon Local Plan: Part 2 - Development Management Policies (2020) requires all developments to make the fullest contribution to minimising carbon dioxide emissions in accordance with the London Plan targets.
- 7.56 The proposed development is of a minor scale, therefore whilst the principle of SI 2 (carbon reduction) is applicable, the London Plan Policy applies more specifically to

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major scale applications. The applicant is therefore not required to submit an energy statement with the application or demonstrate a policy level of on-site savings. Notwithstanding this point, the modern construction of the development would be considered as providing sufficient energy savings itself and therefore the development would comply with the principles of the carbon saving development plan policies.

- 7.57 A condition would be secured requiring the proposed development to achieve as a minimum, a water efficiency standard of no more than 110 litres per person per day maximum water consumption (to include a fixed factor of water for outdoor use of 5 litres per person per day in accordance with the option requirement defined within Approved Document G of the Building Regulations).
- 7.58 The proposal would therefore be considered compliant with Policy SI 2 of the London Plan (2021) and Policy DMEI 2 of the Hillingdon Local Plan: Part 2 - Development Management Policies (2020).

#### Flooding and Drainage

- 7.59 Policy SI12 and SI13 of the London Plan (2021) require, in summary, that flood risk is minimised and mitigated, and that surface water runoff is managed close to source.
- 7.60 The site lies within Flood Zone 1 (low risk of fluvial flooding); however, it is identified as being at high risk from surface water flooding. The applicant submitted a Flood Risk Assessment with the planning application which concludes: *'To deal with flood risk from surface water and groundwater, Finished Floor Levels should be raised as much as possible, in the range of 450-600mm. Further site investigation, including CCTV surveys and soil testing is recommended before a SuDS design is progressed.'* Having regard to the findings of the Flood Risk Assessment, a planning condition has been included to ensure construction accords with the recommended mitigation measures. In addition, conditions have been included to require approval of the finished floor levels and to require submission and approval of sustainable drainage details.
- 7.61 Subject to the aforementioned conditions, the proposals are considered to be in compliance with Policies DMEI 9 and DMEI 10 of the Hillingdon Local Plan: Part 2 - Development Management Policies (2020) and Policies SI 12 and SI 13 of the London Plan (2021).

#### Airport Safeguarding

- 7.62 The development would have no impact on airport safeguarding.

#### Land Contamination

- 7.63 Policy DMEI 12 of the Local Plan Part 2 (2020) states that for sites which are identified as being at potential risk from land contamination, a contaminated land

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report detailing the history of contamination on site, relevant survey work and findings should be submitted in support of the application.

- 7.64 The site is identified as being located within an area potentially at risk from land contamination according to the Council's mapping system. Having consulted the Council's contaminated land specialist, no objection is raised subject to the inclusion of contaminated land conditions. These are captured in the Planning Officer's recommendation in condition 12 (Appendix 1 to this report). Subject to this condition, the development is acceptable in respect of land contamination.

#### Electricity Infrastructure

- 7.65 It is noted that the development is to be constructed close to the boundary of an electricity substation located adjacent to the site. A consultation letter was issued to the electricity provider (SSE) dated 26-06-24 after undertaking a Land Registry search to identify the owner of the asset. No comments have been received to date, however an update will be provided to Members via an Addendum Report/at the Committee meeting. Notwithstanding the above, as had been previously explained, the scheme has been amended to retain clear access to the substation from Hilton Close and no concerns are identified in respect of the relationship with the existing substation.

#### Fire Safety

- 7.66 Policy D12 of the London Plan states that all developments must achieve the highest standards of fire safety. Having regard to the scale and nature of the development, all relevant matters related to fire safety will be addressed through the Building Regulations.

#### Heritage

- 7.67 As noted, the site is not within a designated conservation area or close to listed buildings, therefore no issues are raised in this respect. Whilst the site does lie within an Archaeological Priority Zone, having regard to the scale of development and the brownfield nature of the site (i.e. any archaeological remains are likely to have been disturbed previously), no archaeological conditions are recommended.

#### Planning Obligations

- 7.68 The Community Infrastructure Levy Regulations 2010 (Regulations issued pursuant to the 2008 Act) and the NPPF have put three tests on the use of planning obligations into law. It is unlawful (since 6th April 2010) to request planning obligations that do not meet the following tests:
- i. necessary to make the development acceptable in planning terms;
  - ii. directly related to the development; and
  - iii. fairly and reasonable related in scale and kind to the development.

- 7.69 The planning obligations set out in the Heads of Terms at the start of this report are considered necessary to make the development acceptable in planning terms and

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meet the above tests. No other planning obligations are considered to be required, having regard to the scale and nature of the proposed development.

## **8 Other Matters**

### Human Rights

- 8.1 The development has been assessed against the provisions of the Human Rights Act, and in particular Article 1 of the First Protocol and Article 8 of the Act itself. This Act gives further effect to the rights included in the European Convention on Human Rights. In arriving at this recommendation, due regard has been given to the applicant's reasonable development rights and expectations which have been balanced and weighed against the wider community interests, as expressed through third party interests / the Development Plan and Central Government Guidance.

### Equality

- 8.2 Due consideration has been given to Section 149 of the Equality Act with regard to the Public Sector Equality Duty in the assessment of this planning application. No adverse equality impacts are considered to arise from the proposal.

### Local Finance Considerations and CIL

- 8.3 It is acknowledged that the Council is the applicant.
- 8.4 The proposal involves the creation of residential units and is CIL liable. 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 £60 per sq metre.

## **9 Conclusion / Planning Balance**

- 9.1 Planning permission is sought for the erection of 2 x 3 bedroom dwellings following the removal of 20 existing garages.
- 9.2 The proposal would result in the redevelopment of an underutilised brownfield site, providing high quality family housing (for which there is an identified need), and contributing positively to the character and visual appearance of the area. Subject to the conditions and planning obligations recommended in this report, the proposal would have an acceptable impact on highway safety, would not be at unacceptable risk from flooding and would not cause harm to neighbouring residential amenity. The proposal is acceptable in all other respects. It is considered that the proposal complies with the Development Plan and no material considerations indicate that the policies of the Development Plan should not prevail. It is recommended that planning permission is granted, subject to the completion of a satisfactory S106 agreement to secure the obligations set out in the Heads of Terms (above) and subject to the planning conditions set out in Appendix 1 (below).

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## **10 Background Papers**

Relevant published policies and documents taken into account in respect of this application are set out in the report. Documents associated with the application (except exempt or confidential information) are available on the [Council's website here](#), by entering the planning application number at the top of this report and using the search facility. Planning applications are also available to inspect electronically at the Civic Centre, High Street, Uxbridge, UB8 1UW upon appointment, by contacting Planning Services at [planning@hillington.gov.uk](mailto:planning@hillington.gov.uk).

# **APPENDICES**

## **Planning Application**

**77811/APP/2024/442**

## Appendix 1: Recommended Conditions and Informatives

### Conditions

#### 1. RES3 Time Limit

The development hereby permitted shall be begun before the expiration of three years from the date of this permission.

#### REASON

To comply with Section 91 of the Town and Country Planning Act 1990.

#### 2. RES4 Accordance with Approved Plans

The development hereby permitted shall not be carried out except in complete accordance with the details shown on submitted plans numbers:

001 REV A  
100 REV A  
200 REV A  
201 REV A  
202 REV A  
203 REV A  
210 REV B  
211 REV B  
220 REV B  
230 REV B

and shall thereafter be retained/maintained for as long as the development remains in existence.

#### REASON

To ensure the development complies with the provisions of the Hillingdon Local Plan Part 1 (2012), Part 2 (2020) and the London Plan (2021).

#### 3. OM19 Construction Management Plan

No development shall take place until a Demolition and Construction Management Plan has been submitted to and approved in writing by the Local Planning Authority. The plan shall detail:

- a) The phasing of development works;
- b) The hours during which development works will occur;
- c) How vehicles will access the site whilst protecting neighbouring sites;
- d) Measures to prevent mud and dirt tracking onto footways and adjoining roads;
- e) Traffic management and access arrangements (vehicular and pedestrian) and parking

- provisions for contractors during the development process (including measures to reduce the numbers of construction vehicles accessing the site during peak hours);
- f) Measures to reduce the impact of the development on local air quality and dust through minimising emissions throughout the demolition and construction process;
  - g) The storage of demolition/construction materials on site.

The approved details shall be implemented and maintained throughout the duration of the demolition and construction process.

#### REASON

To ensure the development causes no harm to the local highways network or pedestrian and road user safety and to safeguard the amenity of surrounding areas in accordance with Policies DMT 2 and DMT 6 of the Hillingdon Local Plan Part 2 (2020), as well as policies D3 and T6 of the London Plan (2021).

#### **4. HO5 No Additional Windows or Doors**

Notwithstanding the provisions of the Town and Country Planning (General Permitted Development) (England) Order 2015 (as amended) (or any order revoking and re-enacting that Order with or without modification), no additional windows, doors or other openings shall be inserted/constructed in the rear elevations or rear roof slopes, or north west facing elevations or north west facing roof slopes of the dwellings hereby permitted.

#### REASON

To prevent overlooking to adjoining properties in accordance with policy DMHB 11 of the Hillingdon Local Plan Part 2 (2020) and to ensure appropriate acoustic levels are achieved within the approved dwellings, in accordance with policy D13 of the London Plan (2021).

#### **5. D2 Obscured Glazing**

The windows and doors in the north west facing elevations of the dwellings hereby permitted shall be glazed with obscure glass to at least scale 4 on the Pilkington scale. In addition, the windows shall be non-opening, unless the parts of the window which are openable are at least 1.8m above the floor level of the room serving the relevant window. The windows and doors shall thereafter be retained as such for so long as the development remains in existence.

#### REASON

To prevent overlooking to adjoining properties in accordance with policy DMHB 11 of the Hillingdon Local Plan Part 2 (2020).

#### **6. NONSC Step Free Access**

Prior to any development on the site above damp proof course level, details of step free access via all points of entry and exit for each of the dwellings shall be submitted to, and approved in writing, by the Local Planning Authority. Such provision shall remain in place for

the life of the building.

#### REASON

To ensure housing of an inclusive design is achieved and maintained in accordance with Policies D5 and D7 of the London Plan (2021).

#### **7. NONSC Accessibility Compliance M4(2)**

The dwellings hereby approved shall accord with the requirements of Policy D7 of the London Plan, and shall not be occupied until certification of compliance with the technical specifications for an M4(2) dwelling, as set out in Approved Document M to the Building Regulations (2010) 2015, has been submitted to, and approved in writing, by the Local Planning Authority. All such provisions must remain in place for the life of the building.

#### REASON

To not only allow the Building Control body to require the development to comply with the optional Building Regulations standards, but to also ensure the appropriate quantity and standard of accessible and adaptable housing is constructed and maintained in accordance with Policy D7 of the London Plan (2021).

#### **8. RES6 Levels**

No development shall take place until plans of the site showing the existing and proposed ground levels and the proposed finished floor levels of all proposed buildings have been submitted to and approved in writing by the Local Planning Authority. Such levels shall be shown in relation to a fixed and known datum point and shall take account of the recommendations of the Flood Risk Assessment (Infrastruct CS Ltd. Nov 2023) submitted with the planning application. Thereafter, the development shall not be carried out other than in accordance with the approved details.

#### REASON

To ensure that the development presents a satisfactory appearance in accordance with Policy DMHB 11 of the Hillingdon Local Plan Part 2 (2020) and to ensure the dwellings hereby permitted are not subject to an unacceptable risk of flooding, in compliance with Policies DMEI 9 and DMEI 10 of the Hillingdon Local Plan: Part 2 - Development Management Policies (2020) and Policies SI 12 and SI 13 of the London Plan (2021).

#### **9. RES7 Materials (Submission)**

No development above ground level shall take place until details of all materials and external surfaces (associated with the proposed development) have been submitted to and approved in writing by the Local Planning Authority. Thereafter the development shall be constructed in accordance with the approved details and be retained as such.

Details should include information relating to make, product/type, colour and photographs/images.

## REASON

To ensure that the development presents a satisfactory appearance in accordance with Policy DMHB 11 of the Hillingdon Local Plan Part 2 (2020).

### 10. RES9 Landscaping (car parking & refuse/cycle storage)

No development above ground level shall take place until a landscape scheme has been submitted to and approved in writing by the Local Planning Authority. The scheme shall include:

#### 1. Details of Soft Landscaping

1.a Planting plans (at not less than a scale of 1:100);

1.b Written specification of planting and cultivation works to be undertaken;

1.c Schedule of plants giving species (including pollution absorbing plants), plant sizes, and proposed numbers/densities where appropriate.

#### 2. Details of Hard Landscaping

2.a Refuse Storage (including dimensions and material finishes);

2.b Secure and enclosed Cycle Storage units capable of storing 2 cycles for each dwelling (including dimensions and material finishes);

2.c Means of enclosure/boundary treatments;

2.d Hard Surfacing Materials;

2.e External Lighting;

2.f Car parking spaces - 2 for each dwelling, including 1 active electrical vehicle charging point for each dwelling.

#### 3. Details of Landscape Maintenance

3.a Landscape Maintenance Schedule for a minimum period of 5 years;

3.b Proposals for the replacement of any tree, shrub, or area of turfing/seeding within the landscaping scheme which dies or in the opinion of the Local Planning Authority becomes seriously damaged or diseased.

#### 4. Schedule for Implementation

Thereafter the development shall be carried out and maintained in full accordance with the approved details.

## REASON

To ensure that the proposed development will preserve and enhance the visual amenities of the locality and provide adequate facilities in compliance with policies DMHB 11, DMHB 12, DMHB 14, DME1 1 and DMT 2 of the Hillingdon Local Plan Part 2 (2020).

### 11. RES23 Visibility Splays - Pedestrian

The vehicular accesses serving the dwellings hereby permitted shall be provided with 2.4m x

2.4m pedestrian visibility splays which can be accommodated within the site in both directions and shall be maintained free of all obstacles to the visibility between heights of 0.6m and 2.0m above the level of the adjoining highway.

#### REASON

In the interests of highway and pedestrian safety in accordance with policy DMT 2 of the Hillingdon Local Plan Part 2 (2020).

#### 12. NONSC Contamination

(i) The development hereby permitted (excluding demolition, site clearance and initial ground investigation works) shall not commence until a scheme to deal with unacceptable contamination, (including asbestos materials detected within the soil), has been submitted to and approved by the Local Planning Authority (LPA). All works which form part of any required remediation scheme shall be completed before any part of the development is occupied or brought into use unless the Local Planning Authority dispenses with any such requirement specifically and in writing. The scheme shall include the following measures unless the LPA dispenses with any such requirement specifically and in writing:

a) A desk-top study carried out by a competent person to characterise the site and provide information on the history of the site/surrounding area and to identify and evaluate all potential sources of contamination and impacts on land and water and all other identified receptors relevant to the site:

(b) A site investigation, including where relevant soil, soil gas, surface water and groundwater sampling, together with the results of analysis and risk assessment shall be carried out by a suitably qualified and accredited consultant/contractor. The report should also clearly identify all risks, limitations and recommendations for remedial measures to make the site suitable for the proposed use; and

(c) A written method statement providing details of the remediation scheme and how the completion of the remedial works will be verified shall be agreed in writing with the LPA prior to commencement, along with the details of a watching brief to address undiscovered contamination. No deviation shall be made from this scheme without the express agreement of the LPA prior to its implementation.

(ii) If during remedial or development works contamination not addressed in the submitted remediation scheme is identified an addendum to the remediation scheme shall be agreed with the LPA prior to implementation; and

(iii) Upon completion of the approved remedial works, this condition will not be discharged until a comprehensive verification report has been submitted to and approved by the LPA. The report shall include the details of the final remediation works and their verification to show that the works have been carried out in full and in accordance with the approved methodology.



(iv) No contaminated soils or other materials shall be imported to the site. All imported soils for landscaping and/or engineering purposes shall be clean and free of contamination. Before any part of the development is occupied, all imported soils shall be independently tested for chemical contamination, and the factual results and interpretive reports of this testing shall be submitted to and approved in writing by the Local Planning Authority.

**REASON:**

To ensure that risks from land contamination to the future users of the land and neighbouring land are minimised, together with those to controlled waters, property and ecological systems and the development can be carried out safely without unacceptable risks to workers, neighbours and other offsite receptors in accordance with Hillingdon Local Plan: Part 2 (January 2020) Policies - DMEI 11: Protection of Ground Water Resources and DMEI 12: Development of Land Affected by Contamination.

**13. NONSC Non Standard Condition**

Prior to commencement of the hereby approved development, (excluding demolition and site clearance) a scheme for the provision of sustainable water management shall be submitted to, and approved in writing by the Local Planning Authority. The scheme shall clearly demonstrate how the approved development will incorporate sustainable urban drainage (SuDs) in accordance with the hierarchy set out in the London Plan and will:

- i. provide information on all SuDs features including the method employed to delay and control the surface water discharged from the site;
- ii. provide a management and maintenance plan for the lifetime of the development of arrangements to secure the operation of the scheme throughout its lifetime, including appropriate details of inspection regimes; and
- iii. demonstrate appropriate measures to achieve as a minimum, a water efficiency standard of no more than 110 litres per person per day maximum water consumption (to include a fixed factor of water for outdoor use of 5 litres per person per day in accordance with the option requirement defined within Approved Document G of the Building Regulations).

**REASON**

To ensure that surface water run off is controlled to ensure the development does not increase the risk of flooding and is to be handled as close to its source as possible, and to conserve water supplies in compliance with: Hillingdon Local Plan: Part 1 - Strategic Policies (2012) Policy EM6 Flood Risk Management, Hillingdon Local Plan: Part 2 - Development Management Policies (2020) Policy DMEI 10 Water Management, Efficiency and Quality, as well as relevant SuDs guidance contained within the London Plan (2021) and NPPF (2023).

**14. RES14 Permitted Development Restrictions**

Notwithstanding the provisions of the Town and Country Planning (General Permitted Development) (England) Order 2015 (or any order revoking and re-enacting that Order with

or without modification); no garage(s), shed(s) or other outbuilding(s), nor extension or roof alteration to any dwellinghouse(s) shall be erected without the grant of further specific permission from the Local Planning Authority.

#### REASON

To protect the character and appearance of the area and amenity of residential occupiers in accordance with policies DMHB 11 and DMHD 2 of the Hillingdon Local Plan Part 2 (2020).

#### 15. COM8 Tree Protection

No demolition, site clearance or construction work shall take place until the details have been submitted to, and approved in writing by, the Local Planning Authority with respect to:

1. A method statement outlining the sequence of development on the site including demolition, building works and tree protection measures.
2. Detailed drawings showing the position and type of fencing to protect the entire root areas/crown spread of trees, hedges and other vegetation to be retained (including those on adjoining/neighbouring sites) shall be submitted to the Local Planning Authority for approval. No demolition, site clearance works or development shall be commenced until these drawings have been approved and the fencing has been erected in accordance with the details approved. Unless otherwise agreed in writing by the Local Planning Authority such fencing should be a minimum height of 1.5 metres.

Thereafter, the development shall be implemented in accordance with the approved details. The fencing shall be retained in position until development is completed. The area within the approved protective fencing shall remain undisturbed during the course of the works and in particular in these areas:

- 2.a There shall be no changes in ground levels;
- 2.b No materials or plant shall be stored;
- 2.c No buildings or temporary buildings shall be erected or stationed;
- 2.d No materials or waste shall be burnt; and
- 2.e No drain runs or other trenches shall be dug or otherwise created, without the prior written consent of the Local Planning Authority.

3. Where the arboricultural method statement recommends that the tree protection measures for a site will be monitored and supervised by an arboricultural consultant at key stages of the development, records of the site inspections / meetings shall be submitted to the Local Planning Authority.

#### REASON

To ensure that trees and other vegetation can and will be retained on site and not damaged during construction work and to ensure that the development conforms with policy DMHB 14 of the Hillingdon Local Plan Part 2 (2020).

#### 16. COM5 General Compliance with Supporting Documentation

The development hereby permitted shall not be occupied until the following has been completed in accordance with the specified supporting plans and/or documents:

- Noise mitigation measures as detailed in the Environmental Noise Assessment report by AIRO (January 2024); and
- Flood risk mitigation measures as detailed in the Flood Risk Assessment report by Infrastruct CS Ltd. (November 2023).

Thereafter the development shall be retained/maintained in accordance with these details for as long as the development remains in existence.

#### REASON

To ensure that the development complies with the objectives of Policies DMEI 9 and DMEI 10 of the Hillingdon Local Plan: Part 2 - Development Management Policies (2020) and Policies D13, SI 12 and SI 13 of the London Plan (2021).

### Informatives

#### 1. I52 Compulsory Informative (1)

The decision to GRANT planning permission has been taken having regard to all relevant planning legislation, regulations, guidance, circulars and Council policies, including The Human Rights Act (1998) (HRA 1998) which makes it unlawful for the Council to act incompatibly with Convention rights, specifically Article 6 (right to a fair hearing); Article 8 (right to respect for private and family life); Article 1 of the First Protocol (protection of property) and Article 14 (prohibition of discrimination).

#### 2. I73 Community Infrastructure Levy (CIL) (Granting Consent)

Under the terms of the Planning Act 2008 (as amended) and Community Infrastructure Levy Regulations 2010 (as amended), this development is liable to pay the London Borough of Hillingdon Community Infrastructure Levy (CIL) and the Mayor of London's Community Infrastructure Levy (CIL). This will be calculated in accordance with the London Borough of Hillingdon CIL Charging Schedule 2014 and the Mayor of London's CIL Charging Schedule 2012. Before commencement of works the development parties must notify the London Borough of Hillingdon of the commencement date for the construction works (by submitting a Commencement Notice) and assume liability to pay CIL (by submitting an Assumption of Liability Notice) to the Council at [planning@hillington.gov.uk](mailto:planning@hillington.gov.uk). The Council will then issue a Demand Notice setting out the date and the amount of CIL that is payable. Failure to submit a valid Assumption of Liability Notice and Commencement Notice prior to commencement of the development may result in surcharges being imposed.

The above forms can be found on the planning portal at:  
[www.planningportal.gov.uk/planning/applications/howtoapply/whattosubmit/cil](http://www.planningportal.gov.uk/planning/applications/howtoapply/whattosubmit/cil)

Pre-Commencement Conditions: These conditions are important from a CIL liability perspective as a scheme will not become CIL liable until all of the pre-commencement conditions have been discharged/complied with.

### **3. I15 Control of Environmental Nuisance from Construction Work**

Nuisance from demolition and construction works is subject to control under The Control of Pollution Act 1974, the Clean Air Acts and other related legislation. In particular, you should ensure that the following are complied with:-

A. Demolition and construction works which are audible at the site boundary shall only be carried out between the hours of 08.00 and 18.00 hours Monday to Friday and between the hours of 08.00 hours and 13.00 hours on Saturday. No works shall be carried out on Sundays, Bank or Public Holidays.

B. All noise generated during such works shall be controlled in compliance with British Standard Code of Practice BS 5228:2009.

C. Dust emissions shall be controlled in compliance with the Mayor of London's Best Practice Guidance' The Control of dust and emissions from construction and demolition.

D. No bonfires that create dark smoke or nuisance to local residents.

You are advised to consult the Council's Environmental Protection Unit ([www.hillingdon.gov.uk/noise](http://www.hillingdon.gov.uk/noise) Tel. 01895 250155) or to seek prior approval under Section 61 of the Control of Pollution Act if you anticipate any difficulty in carrying out construction other than within the normal working hours set out in (A) above, and by means that would minimise disturbance to adjoining premises.

### **4. I23 Works Affecting the Public Highway - Vehicle Crossover**

The development requires the installation of a vehicular crossover, which will be constructed by the Council. This work is also subject to the issuing of a separate licence to obstruct or open up the public highway. For further information and advice contact: - Highways Maintenance Operations, 4W/07, Civic Centre, Uxbridge, UB8 1UW.

### **5. I52 Asbestos Informative**

Appropriate testing, demolition and/or removal of any asbestos containing material (ACM) should be carried out strictly in accordance with guidance from the Health and Safety Executive.

### **I53 Compulsory Informative (2)**

The decision to GRANT planning permission has been taken having regard to the policies

and proposals in the Hillingdon Local Plan Part 1 (2012) and Part 2 (2020) set out below, including Supplementary Planning Guidance, and to all relevant material considerations, including The London Plan (2021) and national guidance.

DMEI 14	Air Quality
DMH 1	Safeguarding Existing Housing
DMH 2	Housing Mix
DMHB 11	Design of New Development
DMHB 12	Streets and Public Realm
DMHB 14	Trees and Landscaping
DMHB 15	Planning for Safer Places
DMHB 16	Housing Standards
DMHB 17	Residential Density
DMHB 18	Private Outdoor Amenity Space
DMT 1	Managing Transport Impacts
DMT 2	Highways Impacts
DMT 5	Pedestrians and Cyclists
DMT 6	Vehicle Parking
LPP D1	(2021) London's form, character and capacity for growth
LPP D3	(2021) Optimising site capacity through the design-led approach
LPP D4	(2021) Delivering good design
LPP D5	(2021) Inclusive design
LPP D6	(2021) Housing quality and standards
LPP D7	(2021) Accessible housing
LPP H1	(2021) Increasing housing supply
LPP H2	(2021) Small sites
LPP SI13	(2021) Sustainable drainage
LPP T4	(2021) Assessing and mitigating transport impacts
LPP T5	(2021) Cycling
LPP T6	(2021) Car parking
LPP T6.1	(2021) Residential parking
NPPF11 -23	NPPF11 23 - Making effective use of land
NPPF12 -23	NPPF12 23 - Achieving well-designed and beautiful places
NPPF14 -23	NPPF14 23 - Meeting the challenge of climate change, flooding and coastal change
NPPF15 -23	NPPF15 23 - Conserving and enhancing the natural environment
NPPF2 -23	NPPF2 2023 - Achieving sustainable development

NPPF4 -23      NPPF4 23 - Decision making  
NPPF5 -23      NPPF5 23 - Delivering a sufficient supply of homes  
NPPF8 -23      NPPF8 23 - Promoting healthy and safe communities  
NPPF9 -23      NPPF9 23 - Promoting sustainable transport

## Appendix 2: Relevant Planning History

77811/PRC/2023/13      Garage Site Hilton Close Uxbridge  
Redevelopment of site

## Appendix 3: List of Relevant Planning Policies

The following Local Plan Policies are considered relevant to the application:-

### Part 1 Policies:

PT1.BE1 (2012) Built Environment

PT1.H1 (2012) Housing Growth

### Part 2 Policies:

DMH 1 Safeguarding Existing Housing

DMH 2 Housing Mix

DMEI 14 Air Quality

DMHB 11 Design of New Development

DMHB 12 Streets and Public Realm

DMHB 14 Trees and Landscaping

DMHB 15 Planning for Safer Places

DMHB 16 Housing Standards

DMHB 17 Residential Density

DMHB 18 Private Outdoor Amenity Space

DMT 1 Managing Transport Impacts

DMT 2 Highways Impacts

DMT 5 Pedestrians and Cyclists

DMT 6 Vehicle Parking

LPP D1 (2021) London's form, character and capacity for growth

LPP D3 (2021) Optimising site capacity through the design-led approach

LPP D4 (2021) Delivering good design



LPP D5	(2021) Inclusive design
LPP D6	(2021) Housing quality and standards
LPP D7	(2021) Accessible housing
LPP H1	(2021) Increasing housing supply
LPP H2	(2021) Small sites
LPP SI13	(2021) Sustainable drainage
LPP T4	(2021) Assessing and mitigating transport impacts
LPP T5	(2021) Cycling
LPP T6	(2021) Car parking
LPP T6.1	(2021) Residential parking
NPPF11 -23	NPPF11 23 - Making effective use of land
NPPF12 -23	NPPF12 23 - Achieving well-designed and beautiful places
NPPF14 -23	NPPF14 23 - Meeting the challenge of climate change, flooding and coastal change
NPPF15 -23	NPPF15 23 - Conserving and enhancing the natural environment
NPPF2 -23	NPPF2 2023 - Achieving sustainable development
NPPF4 -23	NPPF4 23 - Decision making
NPPF5 -23	NPPF5 23 - Delivering a sufficient supply of homes
NPPF8 -23	NPPF8 23 - Promoting healthy and safe communities
NPPF9 -23	NPPF9 23 - Promoting sustainable transport

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# Planning Committee Report Part 3:

## Planning Policy Appendix - Frequently Cited Policies



## Frequently Cited Planning Policies

### Abbreviations

LP – London Plan (2021)

LP1 – Hillingdon Local Plan Part 1: Strategic Policies (2012)

LP2 – Hillingdon Local Plan Part 2: Development Management Policies (2020)

Topic	Policy	Page No.
Householder Policies	LP2 DMHD 1: Alterations and Extensions to Residential Dwellings	4
	LP2 DMHD 2: Outbuildings	6
	LP2 DMHD 3: Basement Development	6
Standard of Accommodation	LP D6: Housing quality and standards	7
	LP2 DMHB 16: Housing Standards	8
	LP2 DMHB 18: Private Outdoor Amenity Space	8
Housing	LP H2: Small sites	9
	LP H4: Delivering Affordable Housing?	9
	LP H10: Housing size mix	10
	LP1 H1: Housing Growth	10
	LP2 DMH 1: Safeguarding Existing Housing	11
	LP2 DMH 2: Housing Mix	11
	LP2 DMH 4: Residential Conversions and Redevelopment	11
	LP2 DMH 5: Houses in Multiple Occupation	11
	LP2 DMH 6: Garden and Backland Development	12
	LP2 DMH 7: Provision of Affordable Housing	12
Design (Including Heritage, Trees / Landscaping and Accessibility)	LP D3: Optimising site capacity through the design-led approach	13
	LP D5: Inclusive design	15
	LP D7: Accessible housing	15
	LP D8: Public realm	15
	LP D12: Fire safety	17
	LP HC1: Heritage conservation and growth	18
	LP G7: Trees and woodlands	19
	LP1 BE1: Built Environment	19
	LP2 DMHB 1: Heritage Assets	21

	<b>LP2 DMHB 2: Listed Buildings</b>	<b>22</b>
	<b>LP2 DMHB 3: Locally Listed Buildings</b>	<b>22</b>
	<b>LP2 DMHB 4: Conservation Areas</b>	<b>23</b>
	<b>LP2 DMHB 5: Areas of Special Local Character</b>	<b>23</b>
	<b>LP2 DMHB 11: Design of New Development</b>	<b>23</b>
	<b>LP2 DMHB 12: Streets and Public Realm</b>	<b>24</b>
	<b>LP2 DMHB 14: Trees and Landscaping</b>	<b>25</b>
	<b>LP2 DMHB 15: Planning for Safer Places</b>	<b>25</b>
<b>Environmental</b>	<b>LP D13: Agent of change</b>	<b>25</b>
	<b>LP D14: Noise</b>	<b>26</b>
	<b>LP SI2: Minimising greenhouse gas emissions</b>	<b>27</b>
	<b>LP SI12: Flood risk management</b>	<b>27</b>
	<b>LP SI13: Sustainable drainage</b>	<b>28</b>
	<b>LP1 EM6: Flood Risk Management</b>	<b>29</b>
	<b>LP1 EM8: Land, Water, Air and Noise</b>	<b>29</b>
	<b>LP2 DMEI 2: Reducing Carbon Emissions</b>	<b>31</b>
	<b>LP2 DMEI 9: Management of Flood Risk</b>	<b>31</b>
	<b>LP2 DMEI 10: Water Management, Efficiency and Quality</b>	<b>31</b>
	<b>LP2 DMEI 12: Development of Land Affected by Contamination</b>	<b>33</b>
	<b>LP2 DMEI 14: Air Quality</b>	<b>33</b>
<b>Highways and Parking</b>	<b>LP T4: Assessing and mitigating transport impacts</b>	<b>33</b>
	<b>LP T5: Cycling</b>	<b>34</b>
	<b>LP T6: Car parking</b>	<b>35</b>
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	<b>LP2 DMT 1: Managing Transport Impacts</b>	<b>37</b>
	<b>LP2 DMT 2: Highways Impacts</b>	<b>38</b>
	<b>LP2 DMT 5: Pedestrians and Cyclists</b>	<b>38</b>
	<b>LP2 DMT 6: Vehicle Parking</b>	<b>39</b>

## **LP2 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; and
- 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.

### **B) Rear Extensions**

- i) single storey rear extensions on terraced or semi-detached houses with a plot width of 5 metres or less should not exceed 3.3 metres in depth or 3.6 metres where the plot width is 5 metres or more;
- ii) single storey rear extensions to detached houses with a plot width of 5 metres or more should not exceed 4.0 metres in depth;
- iii) flat roofed single storey extensions should not exceed 3.0 metres in height and any pitched or sloping roofs should not exceed 3.4 metres in height, measured from ground level;
- iv) in Conservation Areas and Areas of Special Local Character, flat roofed single storey extensions will be expected to be finished with a parapet;
- v) balconies or access to flat roofs which result in loss of privacy to nearby dwellings or gardens will not be permitted;
- vi) two storey extensions should not extend into an area provided by a 45-degree line of sight drawn from the centre of the nearest ground or first floor habitable room window of an adjacent property and should not contain windows or other openings that overlook other houses at a distance of less than 21 metres;
- vii) flat roofed two storey extensions will not be acceptable unless the design is in keeping with the particular character of the existing house;
- viii) pitched roofs on extensions should be of a similar pitch and materials to that of the original roof and subordinate to it in design. Large crown roofs on detached houses will not be supported; and
- ix) full width two storey rear extensions are not considered acceptable in designated areas or as extensions to Listed Buildings or Locally Listed Buildings.

### **C) Side Extensions**

- i) side extensions should not exceed half the width of the original property;
- ii) extensions to corner plots should ensure that the openness of the area is maintained and the return building line is not exceeded;

- iii) garages should reflect the size guidelines set out in Appendix C Parking standards;
- iv) two storey side extensions should be set in a minimum of 1 metre from the side boundary or in the case of properties in the Copse Wood and Gatehill Estates, at least 1.5 metres, but more if on a wider than average plot, in order to maintain adequate visual separation and views between houses;
- v) two storey side extensions to detached and semi-detached properties should be set back a minimum of 1 metre behind the main front elevation;
- vi) where hip to gable roof extensions exist, a two storey side extension will not be supported; and
- vii) in Conservation Areas, single storey side extensions may be required to be set back.

#### D) Front Extensions

- i) alterations and extensions to the front of a house must be minor and not alter the overall appearance of the house or dominate the character of the street. Front extensions extending across the entire frontage will be refused;
- ii) porches should be subordinate in scale and individually designed to respect the character and features of the original building; pastiche features will not be supported; and
- iii) notwithstanding the above, at least 25% of the front garden must be retained.

#### 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 slope 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; and
- 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.

#### F) Front Gardens and Parking

- i) new or replacement driveways should use permeable (porous) surfacing. Surfaces of more than five square metres will need planning permission for laying traditional, impermeable driveways; and
- ii) 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.

## **LP2 DMHD 2: Outbuildings**

The Council will require residential outbuildings to meet the following criteria:

- i) the building must be constructed to a high standard of design without compromising the amenity of neighbouring occupiers;
- ii) the developed footprint of the proposed building must be proportionate to the footprint of the dwelling house and to the residential curtilage in which it stands and have regard to existing trees;
- iii) the use shall be for a purpose incidental to the enjoyment of the dwelling house and not capable for use as independent residential accommodation; and
- iv) primary living accommodation such as a bedroom, bathroom, or kitchen will not be permitted.

## **LP2 DMHD 3: Basement Development**

A) When determining proposals for basement and other underground development, the Council require an assessment of the scheme's impact on drainage, flooding, groundwater conditions and structural stability. The Council will only permit basement and other underground development that does not cause harm to the built and natural environment and local amenity and does not result in flooding or ground instability. Developers will be required to demonstrate by methodologies appropriate to the site that their proposals:

- i) avoid adversely affecting drainage and run-off or causing other damage to the water environment;
- ii) avoid cumulative impacts upon structural stability or the water environment in the local area;

B) Schemes should ensure that they:

- i) do not harm the amenity of neighbours;
- ii) do not lead to the loss of trees of townscape or amenity value;
- iii) do provide satisfactory landscaping, including adequate soil depth;
- iv) do not harm the appearance or setting of the property or the established character of the surrounding area, for example through the introduction of front lightwells; and
- v) do protect important archaeological remains.

C) The Council will not permit basement schemes which include habitable rooms and other sensitive uses in areas prone to flooding.

D) The Council will not permit basement schemes in Listed Buildings and will not permit them in Conservation Area locations where their introduction would harm the special architectural or historic character of the area.



## LP 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 D in Policy D3 Optimising site capacity through the design-led approach than a dual aspect dwelling, 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 7.5 sq.m. and be at least 2.15m wide.
4. A two bedspace double (or twin) bedroom must have a floor area of at least 11.5 sq.m.
5. Any area with a headroom 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 1 sq.m. 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 as under eaves) can only be counted up to 50 per cent 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 0.72 sq.m. in a double

bedroom and 0.36 sq.m. in a single bedroom counts towards the built-in storage requirement.

8. The minimum floor to ceiling height must be 2.5m for at least 75 per cent 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 5 sq.m. of private outdoor space should be provided for 1-2 person dwellings and an extra 1 sq.m. 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.

### **LP2 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; and
- ii) in the case of major developments, provide at least 10% of new housing to be accessible or easily adaptable for wheelchair users.

### **LP2 DMHB 18: Private Outdoor 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 a 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 streetscene 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.

## **LP H2: Small sites**

A) Boroughs should pro-actively support well-designed new homes on small sites (below 0.25 hectares in size) through both planning decisions and plan-making in order to:

1. significantly increase the contribution of small sites to meeting London's housing needs
2. diversify the sources, locations, type and mix of housing supply
3. support small and medium-sized housebuilders
4. support those wishing to bring forward custom, self-build and community-led housing
5. achieve the minimum targets for small sites set out in Table 4.2 as a component of the overall housing targets set out in Table 4.1.

B Boroughs should:

1. recognise in their Development Plans that local character evolves over time and will need to change in appropriate locations to accommodate additional housing on small sites
2. where appropriate, prepare site-specific briefs, masterplans and housing design codes for small sites
3. identify and allocate appropriate small sites for residential development
4. list these small sites on their brownfield registers
5. grant permission in principle on specific sites or prepare local development orders.

## **LP H4: Delivering Affordable Housing**

A) The strategic target is for 50 per cent of all new homes delivered across London to be genuinely affordable. Specific measures to achieve this aim include:

1. requiring major developments which trigger affordable housing requirements to provide affordable housing through the threshold approach (Policy H5 Threshold approach to applications)
2. using grant to increase affordable housing delivery beyond the level that would otherwise be provided
3. all affordable housing providers with agreements with the Mayor delivering at least 50 per cent affordable housing across their development programme, and 60 per cent in the case of strategic partners
4. public sector land delivering at least 50 per cent affordable housing on each site and public sector landowners with agreements with the Mayor delivering at least 50 per cent affordable housing across their portfolio
5. industrial land appropriate for residential use in accordance with Policy E7 Industrial intensification, co-location and substitution, delivering at least 50 per cent affordable housing where the scheme would result in a net loss of industrial capacity.

B) Affordable housing should be provided on site. Affordable housing must only be provided off-site or as a cash in lieu contribution in exceptional circumstances.

## **LP H10: Housing size mix**

A) Schemes should generally consist of a range of unit sizes. To determine the appropriate mix of unit sizes in relation to the number of bedrooms for a scheme, applicants and decision-makers should have regard to:

1. robust local evidence of need where available or, where this is not available, the range of housing need and demand identified by the 2017 London Strategic Housing Market Assessment
2. the requirement to deliver mixed and inclusive neighbourhoods
3. the need to deliver a range of unit types at different price points across London
4. the mix of uses in the scheme
5. the range of tenures in the scheme
6. the nature and location of the site, with a higher proportion of one and two bed units generally more appropriate in locations which are closer to a town centre or station or with higher public transport access and connectivity
7. the aim to optimise housing potential on sites
8. the ability of new development to reduce pressure on conversion, sub-division and amalgamation of existing stock
9. the need for additional family housing and the role of one and two bed units in freeing up existing family housing.

B For low-cost rent, boroughs should provide guidance on the size of units required (by number of bedrooms) to ensure affordable housing meets identified needs. This guidance should take account of:

1. evidence of local housing needs, including the local housing register and the numbers and types of overcrowded and under-occupying households
2. other criteria set out in Part A, including the strategic and local requirement for affordable family accommodation
3. the impact of welfare reform
4. the cost of delivering larger units and the availability of grant.

## **LP1 H1: Housing Growth**

The Council will meet and exceed its minimum strategic dwelling requirement, where this can be achieved, in accordance with other Local Plan policies.

The borough's current target is to provide an additional 4,250 dwellings, annualised as 425 dwellings per year, for the ten year period between 2011 and 2021.

Rolled forward to 2026, this target equates to a minimum provision of 6,375 dwellings over the period of the Hillingdon Local Plan: Part 1- Strategic Policies. Sites that will contribute to the achievement of this target will be identified in the Hillingdon Local Plan: Part 2- Site Specific Allocations Local Development Document (LDD).

## **LP2 DMH 1: Safeguarding Existing Housing**

A) The net loss of existing self-contained<sup>3</sup> housing, including affordable housing, will be resisted unless the housing is replaced with at least equivalent residential floorspace.

B) The Council will grant planning permission for the subdivision of dwellings only if:

- i) car parking standards can be met within the curtilage of the site without being detrimental to the street scene;
- ii) all units are self contained with exclusive use of sanitary and kitchen facilities and provided with individual entrances and internal staircases to serve units above ground floor level;
- iii) adequate amenity space is provided for the benefit of residents; and
- iv) adequate living space standards are met.

## **LP2 DMH 2: Housing Mix**

The Council will require the provision of a mix of housing units of different sizes in schemes of residential development to reflect the Council's latest information on housing need.

## **LP2 DMH 4: Residential Conversions and Redevelopment**

Residential conversions and the redevelopment of dwellings into new blocks of flats will only be permitted where:

- i) it is on a residential street where the proposal will not result in more than 10% of properties being redeveloped into flats;
- ii) On residential streets longer than 1km the proposed redevelopment site should be taken as the midpoint of a 1km length of road for assessment purposes;
- iii) the internal floor area of the original building to be converted is at least 120 sqm; and
- iv) units are limited to one unit per floor for residential conversions.

## **LP2 DMH 5: Houses in Multiple Occupation (HMOs) and Student Accommodation**

A) In all parts of the Borough

Proposals for the provision of large HMOs, residential hostels, student accommodation and secure accommodation will be required to demonstrate that:

- i) there is good accessibility to local amenities and public transport;
- ii) they accord with the Accessible Homes standards and provide satisfactory living conditions for the intended occupiers; and
- iii) there will be no adverse impact on the amenity of neighbouring properties or the character of the area.

B) In wards covered by an Article 4 Direction for HMOs

Planning applications for the change of use from dwelling house (Use Class C3) to HMO (Use Class C4 and Sui Generis) will only be permitted:

- i) where it is in a neighbourhood area where less than 20% of properties are or would be exempt from paying council tax (or in the case of Conservation Areas 10%) because they are entirely occupied by full time students, recorded on the Council's database as a licensed HMO, benefit from C4/Sui Generis HMO planning consent and are known to the Council to be HMOs;
- ii) in Conservation Areas where less than 10% of properties are exempt from paying council tax because they are entirely occupied by full time students, recorded on the Council's database as a licensed HMO, benefit from C4/Sui Generis HMO planning consent and are known to the Council to be HMOs and the change of use does not form a consecutive HMO use in a street frontage;
- iii) where less than 15% of properties within 100 metres of a street length either side of an application property are exempt from paying council tax because they are entirely occupied by full time students, recorded on the Council's database as a licensed HMO, benefit from C4/Sui Generis HMO planning consent and are known to the Council to be HMOs; and iv) where the accommodation complies with all other planning standards relating to car parking, waste storage, retention of amenity space and garages and will not have a detrimental impact upon the residential amenity of adjoining properties.

## **LP2 DMH 6: Garden and Backland Development**

There is a presumption against the loss of gardens due to the need to maintain local character, amenity space and biodiversity. In exceptional cases a limited scale of backland development may be acceptable, subject to the following criteria:

- i) neighbouring residential amenity and privacy of existing homes and gardens must be maintained and unacceptable light spillage avoided;
- ii) vehicular access or car parking should not have an adverse impact on neighbours in terms of noise or light. Access roads between dwellings and unnecessarily long access roads will not normally be acceptable;
- iii) development on backland sites must be more intimate in mass and scale and lower than frontage properties; and iv) features such as trees, shrubs and wildlife habitat must be retained or re-provided.

## **LP2 DMH 7: Provision of Affordable Housing**

A) In accordance with national policy:

- i) developments with a capacity to provide 10 or more units will be required to maximise the delivery of on-site affordable housing;
- ii) subject to viability and if appropriate in all circumstances, a minimum of 35% of all new homes on sites of 10 or more units should be delivered as affordable housing, with the tenure split 70% Social/Affordable Rent and 30% Intermediate as set out in Policy H2: Affordable Housing of the Local Plan Part 1.

B) Affordable housing should be built to the same standards and should share the same level of amenity as private housing.

C) Proposals that do not provide sufficient affordable housing will be resisted.

D) To ensure that Policy H2: Affordable Housing of the Local Plan Part 1 is applied consistently and fairly on all proposed housing developments, the requirement for affordable housing will apply to:

i) sites that are artificially sub-divided or partially developed;

ii) phased developments where a housing development is part of a much larger development of 10 or more units (gross), affordable housing will be required as part of the overall scheme; and iii) additional units created through or subsequently amended planning applications, whereby the amount of affordable housing required will be calculated based on the new total number of units on the site. Affordable housing will be required where a development under the 10 unit threshold is amended to have 10 or more housing units in total (gross).

E) In exceptional circumstances, where on-site provision of affordable housing cannot be delivered and as a last resort, a financial contribution will be required to provide off-site affordable housing on other sites which may be more appropriate or beneficial in meeting the Borough's identified affordable housing needs.

### **LP 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 site's context and capacity for growth, and existing and planned supporting infrastructure capacity (as set out in Policy D2 Infrastructure requirements for sustainable densities), and that best delivers the requirements 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 buildings, 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

1. achieve safe, secure and inclusive environments
2. provide active frontages and positive reciprocal relationships between what happens inside the buildings and outside in the public realm to generate liveliness and interest
3. deliver appropriate outlook, privacy and amenity
4. provide conveniently located green and open spaces for social interaction, play, relaxation and physical activity
5. help prevent or mitigate the impacts of noise and poor air quality
6. achieve indoor and outdoor environments that are comfortable and inviting for people to use

##### Quality and character

1. 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 contribute towards the local character
2. 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
3. aim for high sustainability standards (with reference to the policies within London Plan Chapters 8 and 9) and take into account the principles of the circular economy
4. provide spaces and buildings that maximise opportunities for urban greening to create attractive resilient places that can also help the management of surface water.

E) Where development parameters for allocated sites have been set out in a Development Plan, development proposals that do not accord with the site capacity in a site allocation can be refused for this reason.



## **LP D5: Inclusive Design**

A) Boroughs, in preparing their Development Plans, should support the creation of inclusive neighbourhoods by embedding inclusive design, and collaborating with local communities in the development of planning policies that affect them.

B) Development proposal should achieve the highest standards of accessible and inclusive design. They should:

1. be designed taking into account London's diverse population
2. provide high quality people focused spaces that are designed to facilitate social interaction and inclusion
3. be convenient and welcoming with no disabling barriers, providing independent access without additional undue effort, separation or special treatment
4. be able to be entered, used and exited safely, easily and with dignity for all
5. be designed to incorporate safe and dignified emergency evacuation for all building users. In all developments where lifts are installed, as a minimum at least one lift per core (or more subject to capacity assessments) should be a suitably sized fire evacuation lift suitable to be used to evacuate people who require level access from the building.

C) Design and Access Statements, submitted as part of development proposals, should include an inclusive design statement.

## **LP D7: Accessible Housing**

A) To provide suitable housing and genuine choice for London's diverse population, including disabled people, older people and families with young children, residential development must ensure that:

1. at least 10 per cent of dwellings (which are created via works to which Part M volume 1 of the Building Regulations applies) meet Building Regulation requirement M4(3) 'wheelchair user dwellings'
2. all other dwellings (which are created via works to which Part M volume 1 of the Building Regulations applies) meet Building Regulation requirement M4(2) 'accessible and adaptable dwellings'.

## **LP D8: Public Realm**

Development Plans and development proposals should:

A) encourage and explore opportunities to create new public realm where appropriate

B) ensure the public realm is well-designed, safe, accessible, inclusive, attractive, well-connected, related to the local and historic context, and easy to understand, service and maintain. Landscape treatment, planting, street furniture and surface materials should be of good quality, fit-for-purpose, durable and sustainable. Lighting, including for advertisements, should be carefully considered and well-

designed in order to minimise intrusive lighting infrastructure and reduce light pollution

C) maximise the contribution that the public realm makes to encourage active travel and ensure its design discourages travel by car and excessive on-street parking, which can obstruct people's safe enjoyment of the space. This includes design that reduces the impact of traffic noise and encourages appropriate vehicle speeds

D) be based on an understanding of how the public realm in an area functions and creates a sense of place during different times of the day and night, days of the week and times of the year. In particular, they should demonstrate an understanding of how people use the public realm, and the types, location and relationship between public spaces in an area, identifying where there are deficits for certain activities, or barriers to movement that create severance for pedestrians and cyclists

E) ensure both the movement function of the public realm and its function as a place are provided for and that the balance of space and time given to each reflects the individual characteristics of the area. The priority modes of travel for the area should be identified and catered for, as appropriate. Desire lines for people walking and cycling should be a particular focus, including the placement of street crossings, which should be regular, convenient and accessible

F) ensure there is a mutually supportive relationship between the space, surrounding buildings and their uses, so that the public realm enhances the amenity and function of buildings and the design of buildings contributes to a vibrant public realm

G) ensure buildings are of a design that activates and defines the public realm, and provides natural surveillance. Consideration should also be given to the local microclimate created by buildings, and the impact of service entrances and facades on the public realm

H) ensure appropriate management and maintenance arrangements are in place for the public realm, which maximise public access and minimise rules governing the space to those required for its safe management in accordance with the Public London Charter

I) incorporate green infrastructure such as street trees and other vegetation into the public realm to support rainwater management through sustainable drainage, reduce exposure to air pollution, moderate surface and air temperature and increase biodiversity

J) ensure that appropriate shade, shelter, seating and, where possible, areas of direct sunlight are provided, with other microclimatic considerations, including temperature and wind, taken into account in order to encourage people to spend time in a place

K) ensure that street clutter, including street furniture that is poorly located, unsightly, in poor condition or without a clear function is removed, to ensure that pedestrian amenity is improved. Consideration should be given to the use, design and location of street furniture so that it complements the use and function of the space. Applications which seek to introduce unnecessary street furniture should be refused

L) explore opportunities for innovative approaches to improving the public realm such as open street events and Play Streets

M) create an engaging public realm for people of all ages, with opportunities for social activities, formal and informal play and social interaction during the daytime, evening and at night. This should include identifying opportunities for the meanwhile use of sites in early phases of development to create temporary public realm

N) ensure that any on-street parking is designed so that it is not dominant or continuous, and that there is space for green infrastructure as well as cycle parking in the carriageway. Parking should not obstruct pedestrian lines

O) ensure the provision and future management of free drinking water at appropriate locations in the new or redeveloped public realm.

#### **LP D12: Fire Safety**

A) In the interests of fire safety and to ensure the safety of all building users, all development proposals must achieve the highest standards of fire safety and ensure that they:

1. identify suitably positioned unobstructed outside space:
  - a - for fire appliances to be positioned on
  - b - appropriate for use as an evacuation assembly point
2. are designed to incorporate appropriate features which reduce the risk to life and the risk of serious injury in the event of a fire; including appropriate fire alarm systems and passive and active fire safety measures
3. are constructed in an appropriate way to minimise the risk of fire spread
4. provide suitable and convenient means of escape, and associated evacuation strategy for all building users
5. develop a robust strategy for evacuation which can be periodically updated and published, and which all building users can have confidence in
6. provide suitable access and equipment for firefighting which is appropriate for the size and use of the development.

B) All major development proposals should be submitted with a Fire Statement, which is an independent fire strategy, produced by a third party, suitably qualified assessor.

The statement should detail how the development proposal will function in terms of:

1. the building's construction: methods, products and materials used, including manufacturers' details

2. the means of escape for all building users: suitably designed stair cores, escape for building users who are disabled or require level access, and associated evacuation strategy approach
3. features which reduce the risk to life: fire alarm systems, passive and active fire safety measures and associated management and maintenance plans
4. access for fire service personnel and equipment: how this will be achieved in an evacuation situation, water supplies, provision and positioning of equipment, firefighting lifts, stairs and lobbies, any fire suppression and smoke ventilation systems proposed, and the ongoing maintenance and monitoring of these
5. how provision will be made within the curtilage of the site to enable fire appliances to gain access to the building
6. ensuring that any potential future modifications to the building will take into account and not compromise the base build fire safety/protection measures.

### **LP HC1: Heritage Conservation and Growth**

A) Boroughs should, in consultation with Historic England, local communities and other statutory and relevant organisations, develop evidence that demonstrates a clear understanding of London's historic environment. This evidence should be used for identifying, understanding, conserving, and enhancing the historic environment and heritage assets, and improving access to, and interpretation of, the heritage assets, landscapes and archaeology within their area.

B) Development Plans and strategies should demonstrate a clear understanding of the historic environment and the heritage values of sites or areas and their relationship with their surroundings. This knowledge should be used to inform the effective integration of London's heritage in regenerative change by:

1. setting out a clear vision that recognises and embeds the role of heritage in place-making
2. utilising the heritage significance of a site or area in the planning and design process
3. integrating the conservation and enhancement of heritage assets and their settings with innovative and creative contextual architectural responses that contribute to their significance and sense of place
4. delivering positive benefits that conserve and enhance the historic environment, as well as contributing to the economic viability, accessibility and environmental quality of a place, and to social wellbeing.

C) Development proposals affecting heritage assets, and their settings, should conserve their significance, by being sympathetic to the assets' significance and appreciation within their surroundings. The cumulative impacts of incremental change from development on heritage assets and their settings should also be actively managed. Development proposals should avoid harm and identify enhancement opportunities by integrating heritage considerations early on in the design process.

D) Development proposals should identify assets of archaeological significance and use this information to avoid harm or minimise it through design and appropriate mitigation. Where applicable, development should make provision for the protection of significant archaeological assets and landscapes. The protection of undesignated heritage assets of archaeological interest equivalent to a scheduled monument should be given equivalent weight to designated heritage assets.

E) Where heritage assets have been identified as being At Risk, boroughs should identify specific opportunities for them to contribute to regeneration and place-making, and they should set out strategies for their repair and re-use.

### **LP G7: Trees and Woodlands**

A) London's urban forest and woodlands should be protected and maintained, and new trees and woodlands should be planted in appropriate locations in order to increase the extent of London's urban forest – the area of London under the canopy of trees.

B) In their Development Plans, boroughs should:

1. protect 'veteran' trees and ancient woodland where these are not already part of a protected site<sup>139</sup>
2. identify opportunities for tree planting in strategic locations.

C) Development proposals should ensure that, wherever possible, existing trees of value are retained.<sup>140</sup> If planning permission is granted that necessitates the removal of trees there should be adequate replacement based on the existing value of the benefits of the trees removed, determined by, for example, i-tree or CAVAT or another appropriate valuation system. The planting of additional trees should generally be included in new developments – particularly large-canopied species which provide a wider range of benefits because of the larger surface area of their canopy.

### **LP 1 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 disadvantage 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, roofs 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. Support will be given for proposals that are consistent with local strategies, guidelines, supplementary planning documents and Hillingdon Local Plan: Part 2- Development Management Policies.

### **LP2 DMHB 1: Heritage Assets**

A) The Council will expect development proposals to avoid harm to the historic environment. Development that has an effect on heritage assets will only be supported where:

- i) it sustains and enhances the significance of the heritage asset and puts them into viable uses consistent with their conservation;
- ii) it will not lead to a loss of significance or harm to an asset, unless it can be demonstrated that it will provide public benefit that would outweigh the harm or loss, in accordance with the NPPF;
- iii) it makes a positive contribution to the local character and distinctiveness of the area;
- iv) any extensions or alterations are designed in sympathy, without detracting from or competing with the heritage asset;
- v) the proposal would relate appropriately in terms of siting, style, scale, massing, height, design and materials;
- vi) buildings and structures within the curtilage of a heritage asset, or in close proximity to it, do not compromise its setting; and
- vii) opportunities are taken to conserve or enhance the setting, so that the significance of the asset can be appreciated more readily.

B) Development proposals affecting designated heritage assets need to take account of the effects of climate change and renewable energy without impacting negatively on the heritage asset. The Council may require an alternative solution which will protect the asset yet meet the sustainability objectives of the Local Plan.

C) The Council will seek to secure the repair and reuse of Listed Buildings and monuments and improvements to Conservation Areas on the Heritage at Risk Register, through negotiations with owners, the provision of advice and guidance, the use of appropriate legal action, and through bids for external funding for improvement works.

## **LP2 DMHB 2: Listed Buildings**

A) Applications for Listed Building Consent and planning permission to alter, extend, or change the use of a statutorily Listed Building will only be permitted if they are considered to retain its significance and value and are appropriate in terms of the fabric, historic integrity, spatial quality and layout of the building. Any additions or alterations to a Listed Building should be sympathetic in terms of scale, proportion, detailed design, materials and workmanship.

B) Applications should include a Heritage Statement that demonstrates a clear understanding of the importance of the building and the impact of the proposals on its significance.

C) The substantial harm to or total loss of significance of a statutory Listed Building will only be permitted in exceptional circumstances when the nature of the heritage asset prevents all reasonable use of the building, no viable use can be found through marketing, grant-funding or charitable or public ownership and the loss is outweighed by bringing the site back into use. In such circumstances, full archaeological recording of the building will be required.

D) Planning permission will not be granted for proposals which are considered detrimental to the setting of a Listed Building.

## **LP2 DMHB 3: Locally Listed Buildings**

A) There is a general presumption in favour of the retention of buildings, structures and features included in the Local List. The Council will take into account the effect of a proposal on the building's significance and the scale of any harm of loss when considering planning applications, including those for major alterations and extensions. Proposals will be permitted where they retain the significance, appearance, character or setting of a Locally Listed Building.

B) Applications should include a Heritage Statement that demonstrates a clear understanding of the importance of the structure and the impact of the proposals on the significance of the Locally Listed Building.

C) Replacement will only be considered if it can be demonstrated that the community benefits of such a proposal significantly outweigh those of retaining the Locally Listed Building.



## **LP2 DMHB 4: Conservation Areas**

New development, including alterations and extensions to existing buildings, within a Conservation Area or on its fringes, will be expected to preserve or enhance the character or appearance of the area. It should sustain and enhance its significance and make a positive contribution to local character and distinctiveness. In order to achieve this, the Council will:

A) Require proposals for new development, including any signage or advertisement, to be of a high quality contextual design. Proposals should exploit opportunities to restore any lost features and/or introduce new ones that would enhance the character and appearance of the Conservation Area.

B) Resist the loss of buildings, historic street patterns, important views, landscape and open spaces or other features that make a positive contribution to the character or appearance of the Conservation Area; any such loss will need to be supported with a robust justification.

C) Proposals will be required to support the implementation of improvement actions set out in relevant Conservation Area Appraisals and Management Plans.

## **LP2 DMHB 5: Areas of Special Local Character**

A) Within Areas of Special Local Character, new development should reflect the character of the area and its original layout. Alterations should respect the established scale, building lines, height, design and materials of the area.

B) Extensions to dwellings should be subservient to, and respect the architectural style of the original buildings and allow sufficient space for appropriate landscaping, particularly between, and in front of, buildings.

C) The replacement of buildings which positively contribute to the character and local importance of Areas of Special Local Character will normally be resisted.

## **LP2 DMHB 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 widths, plot coverage and established street patterns;
  - building lines and setbacks, rooflines, streetscape rhythm, for example, gaps between structures and other streetscape elements, such as degree of enclosure;
  - architectural composition and quality of detailing;
  - local topography, views both from and to the site; and

- 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 safeguarding of heritage assets, designated and un-designated, and their settings; and
- 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.

## **LP2 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 and ease 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; and
- 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 community facilities.

## **LP2 DMHB 14: Trees and Landscaping**

A) All developments will be expected to retain or enhance existing landscaping, trees, biodiversity or other natural features of merit.

B) Development proposals will be required to provide a landscape scheme that includes hard and soft landscaping appropriate to the character of the area, which supports and enhances biodiversity and amenity particularly in areas deficient in green infrastructure.

C) Where space for ground level planting is limited, such as high rise buildings, the inclusion of living walls and roofs will be expected where feasible.

D) Planning applications for proposals that would affect existing trees will be required to provide an accurate tree survey showing the location, height, spread and species of trees. Where the tree survey identifies trees of merit, tree root protection areas and an arboricultural method statement will be required to show how the trees will be protected. Where trees are to be removed, proposals for replanting of new trees on-site must be provided or include contributions to offsite provision.

## **LP2 DMHB 15: Planning for Safer Places**

The Council will require all new development to ensure safe and attractive public and private spaces by referring to the Council's latest guidance on Secured by Design principles. Where relevant, these should be included in the Design and Access Statement. Development will be required to comprise good design and create inclusive environments whilst improving safety and security by incorporating the following specific measures:

- i) providing entrances in visible, safe and accessible locations;
- ii) maximising natural surveillance;
- iii) ensuring adequate defensible space is provided;
- iv) providing clear delineations between public and private spaces; and
- v) providing appropriate lighting and CCTV.

## **LP D13: Agent of Change**

A) The Agent of Change principle places the responsibility for mitigating impacts from existing noise and other nuisance-generating activities or uses on the proposed new noise-sensitive development. Boroughs should ensure that Development Plans and planning decisions reflect the Agent of Change principle and take account of existing noise and other nuisance-generating uses in a sensitive manner when new development is proposed nearby.

B) Development should be designed to ensure that established noise and other nuisance-generating uses remain viable and can continue or grow without unreasonable restrictions being placed on them.

C) New noise and other nuisance-generating development proposed close to residential and other noise-sensitive uses should put in place measures to mitigate and manage any noise impacts for neighbouring residents and businesses.

D) Development proposals should manage noise and other potential nuisances by:

1. ensuring good design mitigates and minimises existing and potential nuisances generated by existing uses and activities located in the area
2. exploring mitigation measures early in the design stage, with necessary and appropriate provisions including ongoing and future management of mitigation measures secured through planning obligations
3. separating new noise-sensitive development where possible from existing noise-generating businesses and uses through distance, screening, internal layout, sound-proofing, insulation and other acoustic design measures.

E) Boroughs should not normally permit development proposals that have not clearly demonstrated how noise and other nuisances will be mitigated and managed.

#### **LP D14: Noise**

A) In order to reduce, manage and mitigate noise to improve health and quality of life, residential and other non-aviation development proposals should manage noise by:

1. avoiding significant adverse noise impacts on health and quality of life
2. reflecting the Agent of Change principle as set out in Policy D13 Agent of Change
3. mitigating and minimising the existing and potential adverse impacts of noise on, from, within, as a result of, or in the vicinity of new development without placing unreasonable restrictions on existing noise-generating uses
4. improving and enhancing the acoustic environment and promoting appropriate
5. separating new noise-sensitive development from major noise sources (such as road, rail, air transport and some types of industrial use) through the use of distance, screening, layout, orientation, uses and materials – in preference to sole reliance on sound insulation
6. where it is not possible to achieve separation of noise-sensitive development and noise sources without undue impact on other sustainable development objectives, then any potential adverse effects should be controlled and mitigated through applying good acoustic design principles
7. promoting new technologies and improved practices to reduce noise at source, and on the transmission path from source to receiver.

B) Boroughs, and others with relevant responsibilities, should identify and nominate new Quiet Areas and protect existing Quiet Areas in line with the procedure in Defra's Noise Action Plan for Agglomerations.

## **LP SI 2: Minimising Greenhouse Gas Emissions**

A) Major development should be net zero-carbon.<sup>151</sup> This means reducing greenhouse gas emissions in operation and minimising both annual and peak energy demand in accordance with the following energy hierarchy:

1. be lean: use less energy and manage demand during operation
2. be clean: exploit local energy resources (such as secondary heat) and supply energy efficiently and cleanly
3. be green: maximise opportunities for renewable energy by producing, storing and using renewable energy on-site
4. be seen: monitor, verify and report on energy performance.

B) Major development proposals should include a detailed energy strategy to demonstrate how the zero-carbon target will be met within the framework of the energy hierarchy.

C) A minimum on-site reduction of at least 35 per cent beyond Building Regulations<sup>152</sup> is required for major development. Residential development should achieve 10 per cent, and non-residential development should achieve 15 per cent through energy efficiency measures. Where it is clearly demonstrated that the zero-carbon target cannot be fully achieved on-site, any shortfall should be provided, in agreement with the borough, either:

1. through a cash in lieu contribution to the borough's carbon offset fund, or
2. off-site provided that an alternative proposal is identified and delivery is certain.

D) Boroughs must establish and administer a carbon offset fund. Offset fund payments must be ring-fenced to implement projects that deliver carbon reductions. The operation of offset funds should be monitored and reported on annually.

E) Major development proposals should calculate and minimise carbon emissions from any other part of the development, including plant or equipment, that are not covered by Building Regulations, i.e. unregulated emissions.

F) Development proposals referable to the Mayor should calculate whole life-cycle carbon emissions through a nationally recognised Whole Life-Cycle Carbon Assessment and demonstrate actions taken to reduce life-cycle carbon emissions.

## **LP SI 12: Flood Risk Management**

A) Current and expected flood risk from all sources (as defined in paragraph 9.2.12) across London should be managed in a sustainable and cost-effective way in collaboration with the Environment Agency, the Lead Local Flood Authorities, developers and infrastructure providers.

B) Development Plans should use the Mayor's Regional Flood Risk Appraisal and their Strategic Flood Risk Assessment as well as Local Flood Risk Management

Strategies, where necessary, to identify areas where particular and cumulative flood risk issues exist and develop actions and policy approaches aimed at reducing these risks. Boroughs should cooperate and jointly address cross-boundary flood risk issues including with authorities outside London.

C) Development proposals should ensure that flood risk is minimised and mitigated, and that residual risk is addressed. This should include, where possible, making space for water and aiming for development to be set back from the banks of watercourses.

D) Developments Plans and development proposals should contribute to the delivery of the measures set out in Thames Estuary 2100 Plan. The Mayor will work with the Environment Agency and relevant local planning authorities, including authorities outside London, to safeguard an appropriate location for a new Thames Barrier.

E) Development proposals for utility services should be designed to remain operational under flood conditions and buildings should be designed for quick recovery following a flood.

F) Development proposals adjacent to flood defences will be required to protect the integrity of flood defences and allow access for future maintenance and upgrading. Unless exceptional circumstances are demonstrated for not doing so, development proposals should be set back from flood defences to allow for any foreseeable future maintenance and upgrades in a sustainable and cost-effective way.

G) Natural flood management methods should be employed in development proposals due to their multiple benefits including increasing flood storage and creating recreational areas and habitat.

### **LP SI 13: Sustainable Drainage**

A) Lead Local Flood Authorities should identify – through their Local Flood Risk Management Strategies and Surface Water Management Plans – areas where there are particular surface water management issues and aim to reduce these risks. Increases in surface water run-off outside these areas also need to be identified and addressed.

B) Development proposals should aim to achieve greenfield run-off rates and ensure that surface water run-off is managed as close to its source as possible. There should also be a preference for green over grey features, in line with the following drainage hierarchy:

1. rainwater use as a resource (for example rainwater harvesting, blue roofs for irrigation)
2. rainwater infiltration to ground at or close to source
3. rainwater attenuation in green infrastructure features for gradual release (for example green roofs, rain gardens)

4. rainwater discharge direct to a watercourse (unless not appropriate)
5. controlled rainwater discharge to a surface water sewer or drain
6. controlled rainwater discharge to a combined sewer.

C) Development proposals for impermeable surfacing should normally be resisted unless they can be shown to be unavoidable, including on small surfaces such as front gardens and driveways.

D) Drainage should be designed and implemented in ways that promote multiple benefits including increased water use efficiency, improved water quality, and enhanced biodiversity, urban greening, amenity and recreation.

### **LP1 EM6: Flood Risk Management**

The Council will require new development to be directed away from Flood Zones 2 and 3 in accordance with the principles of the National Planning Policy Framework (NPPF).

The subsequent Hillingdon Local Plan: Part 2 -Site Specific Allocations LDD will be subjected to the Sequential Test in accordance with the NPPF. Sites will only be allocated within Flood Zones 2 or 3 where there are overriding issues that outweigh flood risk. In these instances, policy criteria will be set requiring future applicants of these sites to demonstrate that flood risk can be suitably mitigated.

The Council will require all development across the borough to use sustainable urban drainage systems (SUDS) unless demonstrated that it is not viable. The Council will encourage SUDS to be linked to water efficiency methods. The Council may require developer contributions to guarantee the long term maintenance and performance of SUDS is to an appropriate standard.

### **LP1 EM8: Land, Water, Air and Noise**

#### **Water Quality**

The Council will seek to safeguard and improve all water quality, both ground and surface. Principal Aquifers, and Source Protection Zones will be given priority along with the:

- River Colne
- Grand Union Canal
- River Pinn
- Yeading Brook
- Porter Land Brook
- River Crane
- Ruislip Lido

## Air Quality

All development should not cause deterioration in the local air quality levels and should ensure the protection of both existing and new sensitive receptors.

All major development within the Air Quality Management Area (AQMA) should demonstrate air quality neutrality (no worsening of impacts) where appropriate; actively contribute to the promotion of sustainable transport measures such as vehicle charging points and the increased provision for vehicles with cleaner transport fuels; deliver increased planting through soft landscaping and living walls and roofs; and provide a management plan for ensuring air quality impacts can be kept to a minimum.

The Council seeks to reduce the levels of pollutants referred to in the Government's National Air Quality Strategy and will have regard to the Mayor's Air Quality Strategy. London Boroughs should also take account of the findings of the Air Quality Review and Assessments and Actions plans, in particular where Air Quality Management Areas have been designated.

The Council has a network of Air Quality Monitoring stations but recognises that this can be widened to improve understanding of air quality impacts. The Council may therefore require new major development in an AQMA to fund additional air quality monitoring stations to assist in managing air quality improvements.

## Noise

The Council will investigate Hillingdon's target areas identified in the Defra Noise Action Plans, promote the maximum possible reduction in noise levels and will minimise the number of people potentially affected.

The Council will seek to identify and protect Quiet Areas in accordance with Government Policy on sustainable development and other Local Plan policies.

The Council will seek to ensure that noise sensitive development and noise generating development are only permitted if noise impacts can be adequately controlled and mitigated.

## Land Contamination

The Council will expect proposals for development on contaminated land to provide mitigation strategies that reduce the impacts on surrounding land uses. Major development proposals will be expected to demonstrate a sustainable approach to remediation that includes techniques to reduce the need to landfill.

## Water Resources

The Council will require that all new development demonstrates the incorporation of water efficiency measures within new development to reduce the rising demand on potable water. All new development must incorporate water recycling and collection facilities unless it can be demonstrated it is not appropriate. For residential



developments, the Council will require applicants to demonstrate that water consumption will not surpass 105 litres per person per day.

### **LP2 DMEI 2: Reducing Carbon Emissions**

- A) All developments are required to make the fullest contribution to minimising carbon dioxide emissions in accordance with London Plan targets.
- B) All major development proposals must be accompanied by an energy assessment showing how these reductions will be achieved.
- C) Proposals that fail to take reasonable steps to achieve the required savings will be resisted. However, where it is clearly demonstrated that the targets for carbon emissions cannot be met onsite, the Council may approve the application and seek an off-site contribution to make up for the shortfall.

### **LP2 DMEI 9: Management of Flood Risk**

- A) Development proposals in Flood Zones 2 and 3a will be required to demonstrate that there are no suitable sites available in areas of lower flood risk. Where no appropriate sites are available, development should be located on the areas of lowest flood risk within the site. Flood defences should provide protection for the lifetime of the development. Finished floor levels should reflect the Environment Agency's latest guidance on climate change.
- B) Development proposals in these areas will be required to submit an appropriate level Flood Risk Assessment (FRA) to demonstrate that the development is resilient to all sources of flooding.
- C) Development in Flood Zone 3b will be refused in principle unless identified as an appropriate development in Flood Risk Planning Policy Guidance. Development for appropriate uses in Flood Zone 3b will only be approved if accompanied by an appropriate FRA that demonstrates the development will be resistant and resilient to flooding and suitable warning and evacuation methods are in place.
- D) Developments may be required to make contributions (through legal agreements) to previously identified flood improvement works that will benefit the development site.
- E) Proposals that fail to make appropriate provision for flood risk mitigation, or which would increase the risk or consequences of flooding, will be refused.

### **LP2 DMEI 10: Water Management, Efficiency, and Quality**

- A) Applications for all new build developments (not conversions, change of use, or refurbishment) are required to include a drainage assessment demonstrating that

appropriate sustainable drainage systems (SuDS) have been incorporated in accordance with the London Plan Hierarchy (Policy 5.13: Sustainable drainage).

B) All major new build developments, as well as minor developments in Critical Drainage Areas or an area identified at risk from surface water flooding must be designed to reduce surface water run-off rates to no higher than the pre-development greenfield run-off rate in a 1:100 year storm scenario, plus an appropriate allowance for climate change for the worst storm duration. The assessment is required regardless of the changes in impermeable areas and the fact that a site has an existing high run-off rate will not constitute justification.

C) Rain Gardens and non householder development should be designed to reduce surface water run-off rates to Greenfield run-off rates.

D) Schemes for the use of SuDS must be accompanied by adequate arrangements for the management and maintenance of the measures used, with appropriate contributions made to the Council where necessary.

E) Proposals that would fail to make adequate provision for the control and reduction of surface water run-off rates will be refused.

F) Developments should be drained by a SuDS system and must include appropriate methods to avoid pollution of the water environment. Preference should be given to utilising the drainage options in the SuDS hierarchy which remove the key pollutants that hinder improving water quality in Hillingdon. Major development should adopt a 'treatment train' approach where water flows through different SuDS to ensure resilience in the system. Water Efficiency

G) All new development proposals (including refurbishments and conversions) will be required to include water efficiency measures, including the collection and reuse of rain water and grey water.

H) All new residential development should demonstrate water usage rates of no more than 105 litres/person/day.

I) It is expected that major development proposals will provide an integrated approach to surface water run-off attenuation, water collection, recycling and reuse. Water and Wastewater Infrastructure

J) All new development proposals will be required to demonstrate that there is sufficient capacity in the water and wastewater infrastructure network to support the proposed development. Where there is a capacity constraint the local planning authority will require the developer to provide a detailed water and/or drainage strategy to inform what infrastructure is required, where, when and how it will be delivered.

## **LP2 DMEI 12: Development of Land Affected by Contamination**

A) Proposals for development on potentially contaminated sites will be expected to be accompanied by at least an initial study of the likely contaminants. The Council will support planning permission for any development of land which is affected by contamination where it can be demonstrated that contamination issues have been adequately assessed and the site can be safely remediated so that the development can be made suitable for the proposed use.

B) Conditions will be imposed where planning permission is given for development on land affected by contamination to ensure all the necessary remedial works are implemented, prior to commencement of development.

C) Where initial studies reveal potentially harmful levels of contamination, either to human health or controlled waters and other environmental features, full intrusive ground investigations and remediation proposals will be expected prior to any approvals.

D) In some instances, where remedial works relate to an agreed set of measures such as the management of ongoing remedial systems, or remediation of adjoining or other affected land, a S106 planning obligation will be sought.

## **LP2 DMEI 14: Air Quality**

A) Development proposals should demonstrate appropriate reductions in emissions to sustain compliance with and contribute towards meeting EU limit values and national air quality objectives for pollutants.

B) Development proposals should, as a minimum:

i) be at least “air quality neutral”;

ii) include sufficient mitigation to ensure there is no unacceptable risk from air pollution to sensitive receptors, both existing and new; and

iii) actively contribute towards the improvement of air quality, especially within the Air Quality Management Area.

## **TP 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 walking and cycling, as well as associated effects on public health, should be taken into account and mitigated.

F) Development proposals should not increase road danger.

#### **LP T5: Cycling**

A) Development Plans and development proposals should help remove barriers to cycling and create a healthy environment in which people choose to cycle. This will be achieved through:

1. supporting the delivery of a London-wide network of cycle routes, with new routes and improved infrastructure
2. securing the provision of appropriate levels of cycle parking which should be fit for purpose, secure and well-located. Developments should provide cycle parking at least in accordance with the minimum standards set out in Table 10.2 and Figure 10.3, ensuring that a minimum of two short-stay and two long-stay cycle parking spaces are provided where the application of the minimum standards would result in a lower provision.

B) Cycle parking should be designed and laid out in accordance with the guidance contained in the London Cycling Design Standards. Development proposals should demonstrate how cycle parking facilities will cater for larger cycles, including adapted cycles for disabled people.

C) Development Plans requiring more generous provision of cycle parking based on local evidence will be supported.

D) Where it is not possible to provide suitable short-stay cycle parking off the public highway, the borough should work with stakeholders to identify an appropriate on-street location for the required provision. This may mean the reallocation of space

from other uses such as on-street car parking. Alternatively, in town centres, adding the required provision to general town centre cycle parking is also acceptable. In such cases, a commuted sum should be paid to the local authority to secure provision.

E) Where it is not possible to provide adequate cycle parking within residential developments, boroughs must work with developers to propose alternative solutions which meet the objectives of the standards. These may include options such as providing spaces in secure, conveniently-located, on-street parking facilities such as bicycle hangers.

F) Where the use class of a development is not fixed at the point of application, the highest potential applicable cycle parking standard should be applied.

### **LP 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 persons 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 boroughs 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.

E) Appropriate disabled persons 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.

F) Where provided, each motorcycle parking space should count towards the maximum for car parking spaces at all use classes.

G) Where car parking is provided in new developments, provision should be made for infrastructure for electric or other Ultra-Low Emission vehicles in line with Policy T6 .1 Residential parking, Policy T6 .2 Office Parking, Policy T6 .3 Retail parking, and Policy T6 .4 Hotel and leisure uses parking.

All operational parking should make this provision, including offering rapid charging. New or re-provided petrol filling stations should provide rapid charging hubs and/or hydrogen refuelling facilities.

H) Where electric vehicle charging points are provided on-street, physical infrastructure should not negatively affect pedestrian amenity and should ideally be located off the footway. Where charging points are located on the footway, it must remain accessible to all those using it including disabled people.

I) Adequate provision should be made for efficient deliveries and servicing and emergency access.

J) A Parking Design and Management Plan should be submitted alongside all applications which include car parking provision, indicating how the car parking will be designed and managed, with reference to Transport for London guidance on parking management and parking design.

K) Boroughs that have adopted or wish to adopt more restrictive general or operational parking policies are supported, including borough-wide or other area-based car-free policies. Outer London boroughs wishing to adopt minimum residential parking standards through a Development Plan Document (within the maximum standards set out in Policy T6 .1 Residential parking) must only do so for parts of London that are PTAL 0-1. Inner London boroughs should not adopt minimum standards. Minimum standards are not appropriate for non-residential use classes in any part of London.

L) Where sites are redeveloped, parking provision should reflect the current approach and not be re-provided at previous levels where this exceeds the standards set out in this policy. Some flexibility may be applied where retail sites are redeveloped outside of town centres in areas which are not well served by public transport, particularly in outer London.

### **LP T6.1: Residential Parking**

A) New residential development should not exceed the maximum parking standards set out in Table 10.3. These standards are a hierarchy with the more restrictive standard applying when a site falls into more than one category.

B) Parking spaces within communal car parking facilities (including basements) should be leased rather than sold.

C) All residential car parking spaces must provide infrastructure for electric or Ultra-Low Emission vehicles. At least 20 per cent of spaces should have active charging facilities, with passive provision for all remaining spaces.

D) Outside of the CAZ, and to cater for infrequent trips, car club spaces may be considered appropriate in lieu of private parking. Any car club spaces should have active charging facilities.

E) Large-scale purpose-built shared living, student accommodation and other sui generis residential uses should be car-free.

F) The provision of car parking should not be a reason for reducing the level of affordable housing in a proposed development.

G) Disabled persons parking should be provided for new residential developments. Residential development proposals delivering ten or more units must, as a minimum:

1. ensure that for three per cent of dwellings, at least one designated disabled persons parking bay per dwelling is available from the outset
2. demonstrate as part of the Parking Design and Management Plan, how an additional seven per cent of dwellings could be provided with one designated disabled persons parking space per dwelling in future upon request as soon as existing provision is insufficient. This should be secured at the planning stage.

H) All disabled persons parking bays associated with residential development must:

1. be for residents' use only (whether M4(2) or M4(3) dwellings)
2. not be allocated to specific dwellings, unless provided within the curtilage of the dwelling
3. be funded by the payment of a commuted sum by the applicant, if provided on-street (this includes a requirement to fund provision of electric vehicle charging infrastructure)
4. count towards the maximum parking provision for the development
5. be designed in accordance with the design guidance in BS8300vol.1
6. be located to minimise the distance between disabled persons parking bays and the dwelling or the relevant block entrance or lift core, and the route should be preferably level or where this is not possible, should be gently sloping (1:60-1:20) on a suitable firm ground surface.

## **LP2 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 within 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; and

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.

B) 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<sup>11</sup> 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.

## **LP2 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; and
- 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.

## **LP2 Policy DMT 5: Pedestrians and Cyclists**

A) Development proposals will be required to ensure that safe, direct and inclusive access for pedestrians and cyclists is provided on the site connecting it to the wider network, including:

- i) the retention and, where appropriate, enhancement of any existing pedestrian and cycle routes;
- ii) the provision of a high quality and safe public realm or interface with the public realm, which facilitates convenient and direct access to the site for pedestrian and cyclists;
- iii) the provision of well signposted, attractive pedestrian and cycle routes separated from vehicular traffic where possible; and
- iv) the provision of cycle parking and changing facilities in accordance with Appendix C, Table 1 or, in agreement with Council.

B) Development proposals located next to or along the Blue Ribbon Network will be required to enhance and facilitate inclusive, safe and secure pedestrian and cycle access to the network. Development proposals, by virtue of their design, will be



required to complement and enhance local amenity and include passive surveillance to the network.

### **LP2 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; and/or
- 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 wheelchair users and those with restricted mobility in accordance with the Council's Accessible Hillingdon SPD.

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# Hillingdon Planning Committee

Tuesday 16th July 2024



**HILLINGDON**  
LONDON

[www.hillingdon.gov.uk](http://www.hillingdon.gov.uk)

**Report of the Head of Development Management and Building Control**

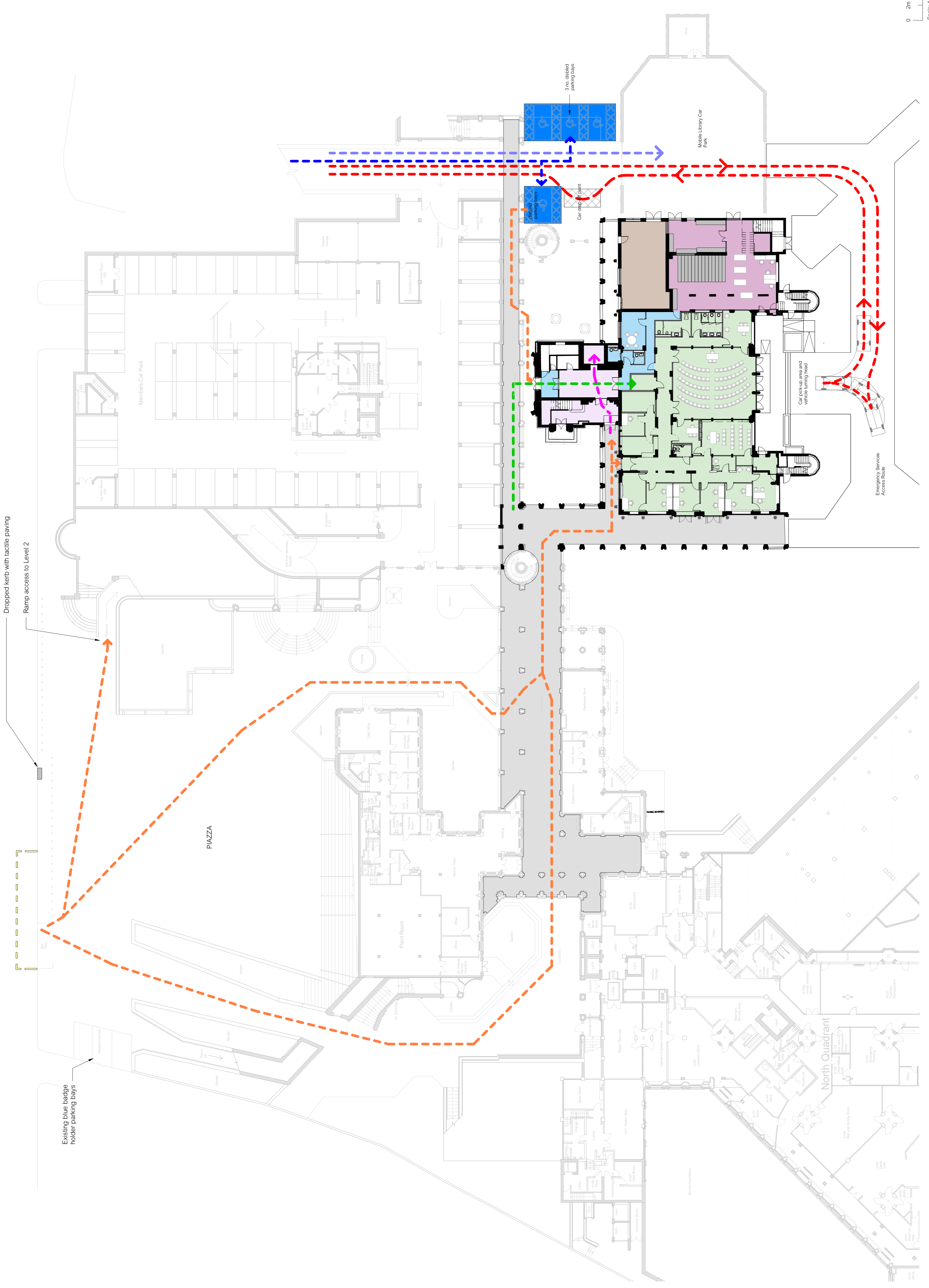
**Address:** CIVIC CENTRE HIGH STREET UXBRIDGE

**Development:** Change of use of Middlesex Suite and Registrar's Office (Part Level 1 and Level 2) within the Civic Centre Complex from Class E (g) (i) / Sui Generis to Class F1 to accommodate a new public library and museum, involving minor internal and external alterations and associated works.

**LBH Ref Nos:** 14805/APP/2024/956

LEGEND:

- Mobile Library
- Public access
- Register Office
- Service
- Shared Spaces
  
- Covered Walkway
- Step Free Access Route
- Mobile Library Vehicle Access
- Staff Access
- Library Secondary Access via Lift
- Blue badge holder's vehicle access



**01 Level 1 - Access Plan**  
1 : 250

drawing title  
**M9556-APL0009**

**Level 1 - Access Plan**

Revision	Date	Reason
E	2024-05-22	OH
D	2024-05-22	OH
C	2024-05-22	OH
B	2024-05-22	OH
A	2024-05-22	OH

Revision History

status code:  
reason for issue:  
revision:  
date:  
E  
2024-05-22  
OH  
Issued for Planning



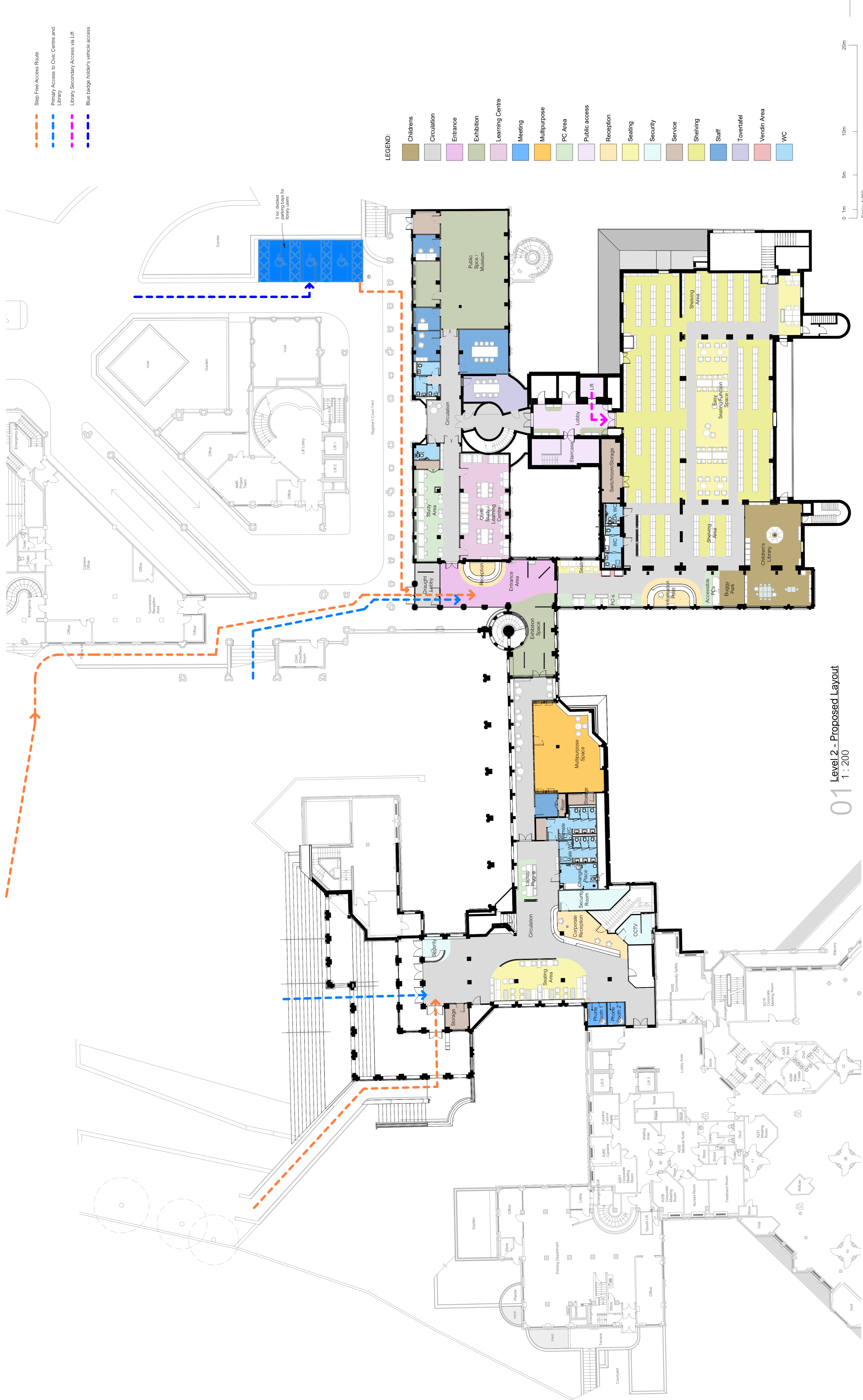
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0 2m 5m 10m 20m

**Middlesex Suite**  
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London, W8 5LN

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01 Level 2 - Proposed Layout  
1 : 200

- Step Free Access Route
- Primary Access to Civic Centre and Library
- Library Secondary Access via Lift
- Blue hatched holder's vehicle access

- LEGEND:
- Childrens
  - Circulation
  - Entrance
  - Exhibition
  - Learning Centre
  - Meeting
  - Multipurpose
  - PC Area
  - Public access
  - Reception
  - Seating
  - Security
  - Service
  - Shelving
  - Staff
  - Towertafel
  - Vending Area
  - WC

Scale: 1:200  
0 5m 10m 20m

**Middlesex Suite**  
Space One, Hemmelsmith,  
London, W8 5LN

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T: 020 8271 8200  
m@hunters.co.uk  
www.hunters.co.uk

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drawing title: **M9556-APL0010**

**Level 2 - Access Plan**

status code: **PLANNING**  
reason for issue:  
revision: date: 2002/04/05-22  
E  
Issued for Planning

revised by: OH

Revision	Date	By	Reason
E	2002/04/05	OH	Issued for Planning
D	2002/04/05	OH	Issued for Comments
C	2002/04/05	OH	Planning Applications submitted
A	2002/04/05	OH	Issued for Coordination

Accommodation Schedule		
Department	Name	Area
Access	Lobby	25.50 m <sup>2</sup>
Access	Lift Lobby	28.49 m <sup>2</sup>
Access	Staircase	28.91 m <sup>2</sup>
Access	Lobby	8.21 m <sup>2</sup>
Access	Lift	6.52 m <sup>2</sup>
Access	Staircase	22.96 m <sup>2</sup>
Access	Display	2.40 m <sup>2</sup>
Access	Display	1.52 m <sup>2</sup>
Access	Display	2.86 m <sup>2</sup>
		127.37 m <sup>2</sup>

Entrance	Multipurpose Space	75.94 m <sup>2</sup>
Entrance	Circulation	53.00 m <sup>2</sup>
Entrance	Laptop Plug-in	12.13 m <sup>2</sup>
Entrance	Storage	4.09 m <sup>2</sup>
Entrance	Seating Area	49.60 m <sup>2</sup>
Entrance	Storage	7.41 m <sup>2</sup>
Entrance	Security	8.60 m <sup>2</sup>
Entrance	Corporate Reception	29.16 m <sup>2</sup>
Entrance	Changing Place	12.47 m <sup>2</sup>
Entrance	Female WC	15.72 m <sup>2</sup>
Entrance	Security Room	17.08 m <sup>2</sup>
Entrance	Circulation	165.23 m <sup>2</sup>
Entrance	CCTV	12.18 m <sup>2</sup>
Entrance	Phone Booth 1	5.86 m <sup>2</sup>
Entrance	Phone Booth 2	5.31 m <sup>2</sup>
Entrance	Male WC	12.09 m <sup>2</sup>
Entrance	Riser	2.04 m <sup>2</sup>
Entrance	Meeting room	13.27 m <sup>2</sup>
Entrance	Meeting Room	6.86 m <sup>2</sup>
Entrance	Cleaners CPBD	3.07 m <sup>2</sup>
		511.11 m <sup>2</sup>

Library	DDA WC	4.19 m <sup>2</sup>
Library	WC	9.08 m <sup>2</sup>
Library	Shelving Area	241.04 m <sup>2</sup>
Library	Information Point	20.24 m <sup>2</sup>
Library	Children's Library	81.42 m <sup>2</sup>
Library	PC-s	13.65 m <sup>2</sup>
Library	Seating	7.28 m <sup>2</sup>
Library	Switchroom/Storage	15.63 m <sup>2</sup>
Library	Easy Seating/Function Space	69.24 m <sup>2</sup>
Library	Shelving Area	20.76 m <sup>2</sup>
Library	Buggy Park	11.78 m <sup>2</sup>
Library	Accessible PCs	7.59 m <sup>2</sup>
Library	Entrance Area	49.93 m <sup>2</sup>
Library	Meeting room	0.03 m <sup>2</sup>
Library	Meeting room	0.65 m <sup>2</sup>
Library	Reception	13.15 m <sup>2</sup>
Library	Easy Seating	75.31 m <sup>2</sup>
Library	Easy Seating	17.95 m <sup>2</sup>
Library	Circulation	168.20 m <sup>2</sup>
Library	Study Area	34.06 m <sup>2</sup>
Library	Circulation	38.12 m <sup>2</sup>
Library	Shelving Area	17.80 m <sup>2</sup>
Library	Tovertafel	23.75 m <sup>2</sup>
Library	Circulation	22.34 m <sup>2</sup>

Change of Use

Accommodation Schedule		
Department	Name	Area
Library	WC	3.45 m <sup>2</sup>
Library	WC	1.86 m <sup>2</sup>
Library	Meeting Room	28.78 m <sup>2</sup>
Library	Managers Office	7.91 m <sup>2</sup>
Library	Staff Room	10.32 m <sup>2</sup>
Library	Public Spce / Museum	104.57 m <sup>2</sup>
Library	Staff WC	3.95 m <sup>2</sup>
Library	Archive / Search Room	15.68 m <sup>2</sup>
Library	Circulation	26.31 m <sup>2</sup>
Library	Acc. WC	5.10 m <sup>2</sup>
Library	Quite Study / Learning Centre	67.84 m <sup>2</sup>
Library	St.	2.76 m <sup>2</sup>
Library	Draught Lobby	14.28 m <sup>2</sup>
Library	Exhibition Space	39.68 m <sup>2</sup>
Library	Vending Machines	2.14 m <sup>2</sup>
Library	Office Storage	8.01 m <sup>2</sup>
Library	Office	8.61 m <sup>2</sup>
		1314.42 m <sup>2</sup>

Change of Use

Mobile Library	Store	31.83 m <sup>2</sup>
Mobile Library	Book Store	126.31 m <sup>2</sup>
		158.14 m <sup>2</sup>

Plant	Corridor	68.95 m <sup>2</sup>
		68.95 m <sup>2</sup>

Register Office	Office	17.76 m <sup>2</sup>
Register Office	Office	13.18 m <sup>2</sup>
Register Office	Lobby	3.24 m <sup>2</sup>
Register Office	Births and Deaths Office	15.62 m <sup>2</sup>
Register Office	Office 1	13.23 m <sup>2</sup>
Register Office	Office 2	14.31 m <sup>2</sup>
Register Office	Office 3	12.75 m <sup>2</sup>
Register Office	Superintendent	15.94 m <sup>2</sup>
Register Office	Office	9.00 m <sup>2</sup>
Register Office	Store	8.77 m <sup>2</sup>
Register Office	Reception	11.88 m <sup>2</sup>
Register Office	Repository	11.84 m <sup>2</sup>
Register Office	Interview / Prep Room	12.53 m <sup>2</sup>
Register Office	Nursing Room	5.97 m <sup>2</sup>
Register Office	Acc. WC	3.38 m <sup>2</sup>
Register Office	Corridor	78.25 m <sup>2</sup>
Register Office	Male Toilet	10.24 m <sup>2</sup>
Register Office	Female Toilet	12.47 m <sup>2</sup>
Register Office	Marriage Room 2	31.04 m <sup>2</sup>
Register Office	Marriage Room 1	101.25 m <sup>2</sup>
Register Office	Lobby	4.26 m <sup>2</sup>
Register Office	St.	6.72 m <sup>2</sup>
		413.62 m <sup>2</sup>

Staff Welfare	WC	2.08 m <sup>2</sup>
Staff Welfare	Kitchenette / Break Out	15.56 m <sup>2</sup>
Staff Welfare	Lobby	2.54 m <sup>2</sup>
Staff Welfare	WC	3.13 m <sup>2</sup>
Staff Welfare	Service Corridor	19.40 m <sup>2</sup>
		42.72 m <sup>2</sup>

Grand total: 100 2636.33 m<sup>2</sup>

B 2024-05-2 GH Issued for Planning  
2  
A 2024-05 GH Issued for Comments  
Revision Date Revised by

Revision History

Not To Scale

drawing title:  
**M9556- HUN- APL0013**

**Accommodation Schedule**

status code:  
reason for issue:

hunters project number:

M9556

client project number:

-

revision: date:  
**B** 2024-05-22

Issued for Planning

scale:

@ A4

drawn by:

Author

checked by:

Checker

revised by:  
GH

Page 159

**Middlesex Suite**

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London, W6 0EA

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model ref: C:\Revit Local\M9556-HUN-ZZ-XX-M3-0001-MAIN MODEL\_g.honf.rvt

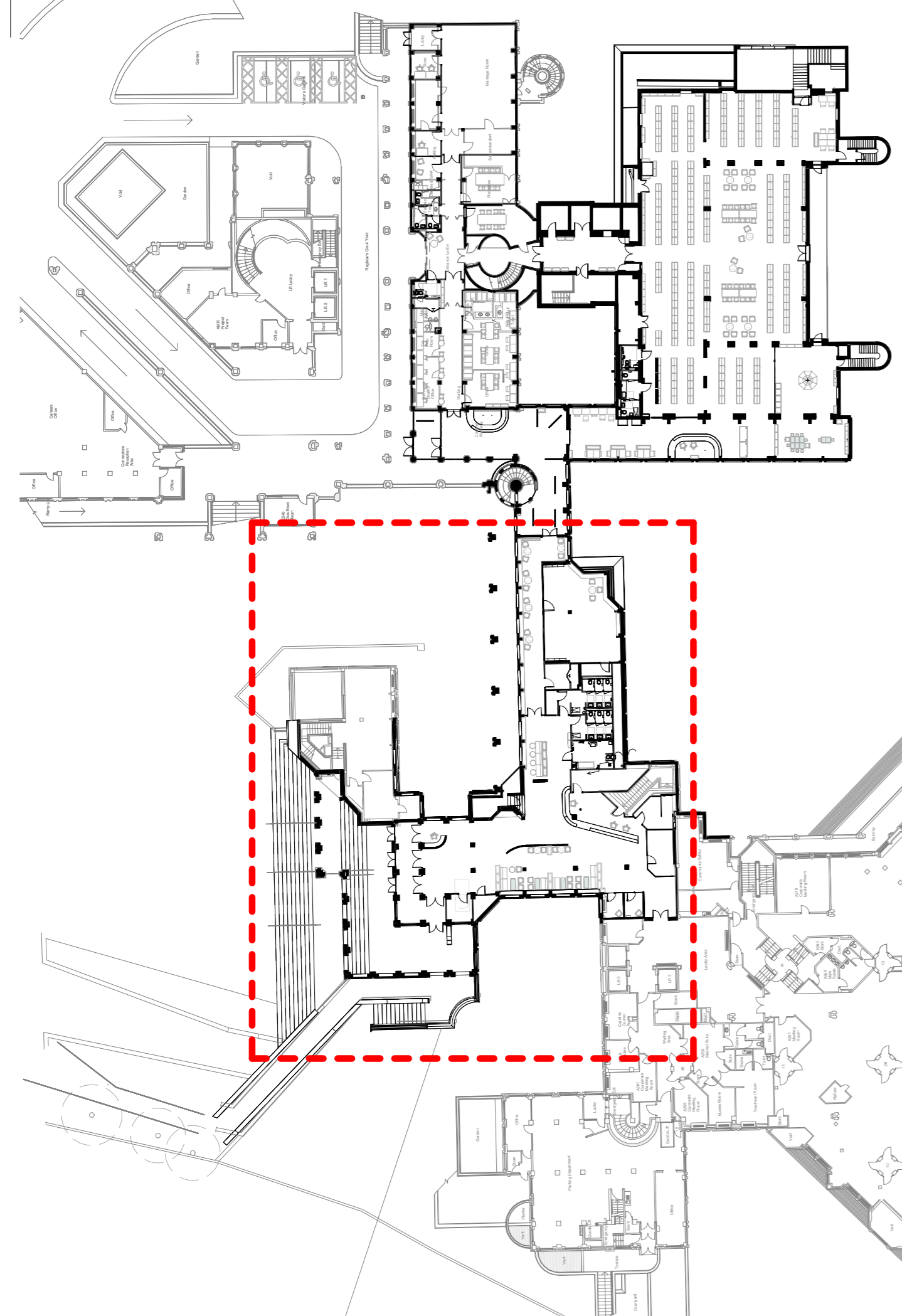
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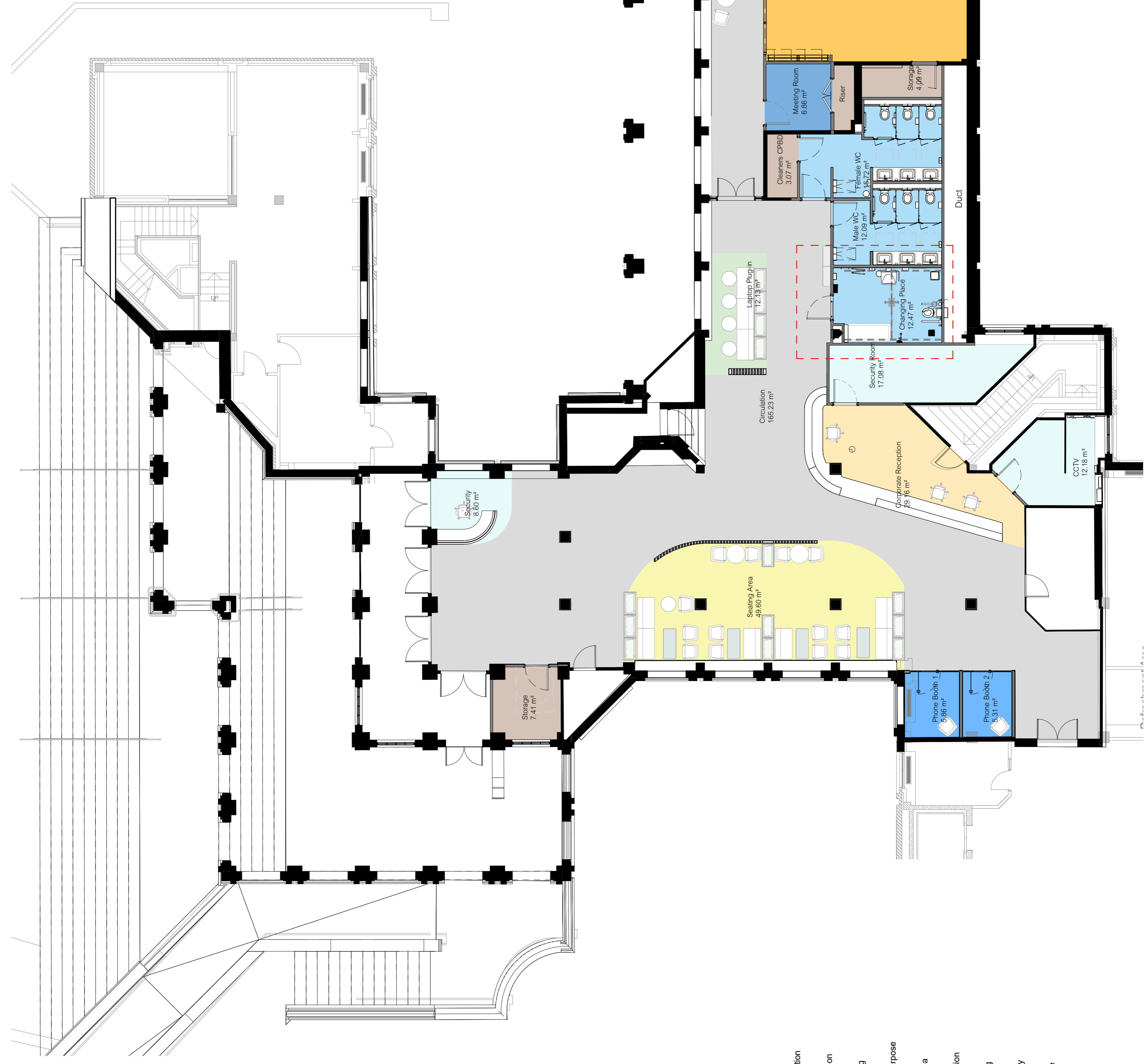
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mail@hunters.co.uk

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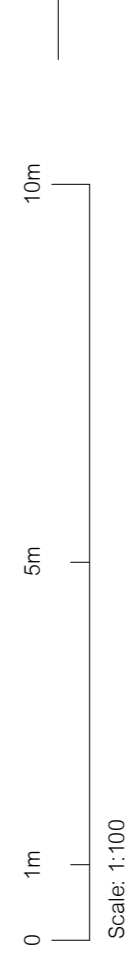


02 Level 2 - Key Plan  
1 : 500



- LEGEND:
- Circulation
  - Exhibition
  - Meeting
  - Multipurpose
  - PC Area
  - Reception
  - Seating
  - Security
  - Service
  - Staff
  - WC

01 Level 2 - Entrance Proposed Plan  
1 : 100



**Middlesex Suite**  
Space One, Hemmelsmith,  
London, W8 5LN

client project number: M9556  
author: AS@A1  
checked by: AS@A1  
checked by: AS@A1  
checked by: AS@A1  
checked by: AS@A1

**hunters**

Space One, Hemmelsmith,  
London, W8 5LN  
1 000 8271 8200  
m@hunters.co.uk  
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model ref: C:\Revit\Loc\M9556\HUN.ZX\A4\001\MAN\_MODEL\_3.rvt

drawing title: **M9556-APL0007**

**Level 2 - Entrance Proposed Floor Plan**

status code: **PLANNING**

reason for issue: **PLANNING**

date: 20024-05-22

revision: **D**

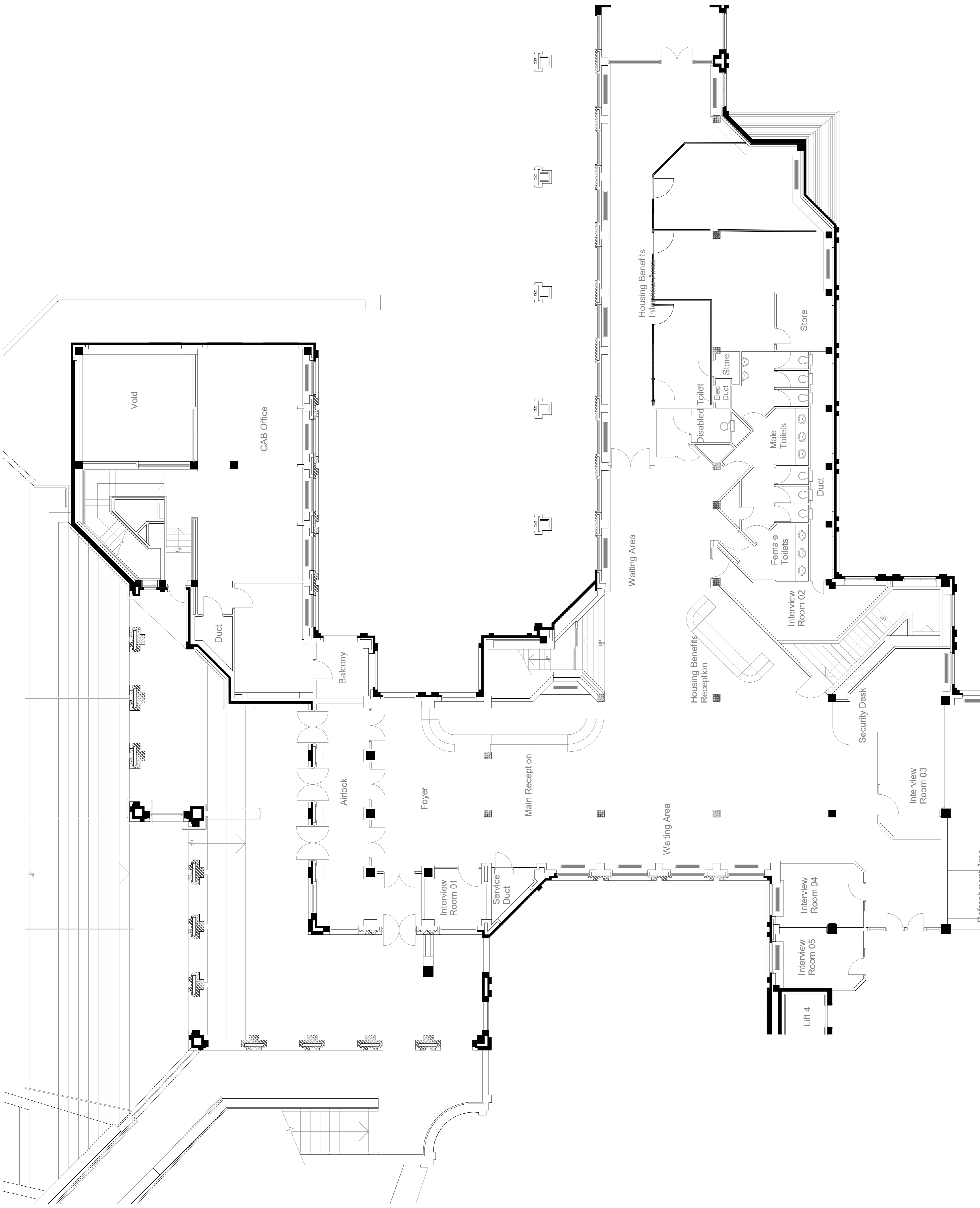
issued for: **Planning**

revised by: **GH**

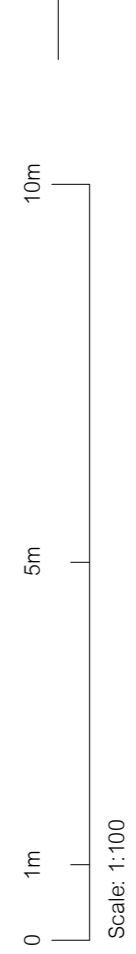
Revision History

Revision	Date	Revised By	Reason
D	2024-05-22	GH	Issued for Planning
C	2024-05-22	GH	Issued for Comments
B	2024-05-22	GH	Issued for Comments
A	2024-05-08	GH	Issued for Construction





01 Level 2 - Entrance Existing Floor Plan  
1 : 100



**Middlesex Suite**  
Space One, Hemmelsmith,  
London, W8 5EN

client project number: M9556  
drawn by: Author  
checked by: Checker  
scale: 1 : A1  
100

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drawing title: **M9556-APL0003**

**Level 2 - Corporate Entrance Existing Floor Plan**

status code: **PLANNING**

reason for issue: **C**

revision: **2024-05**

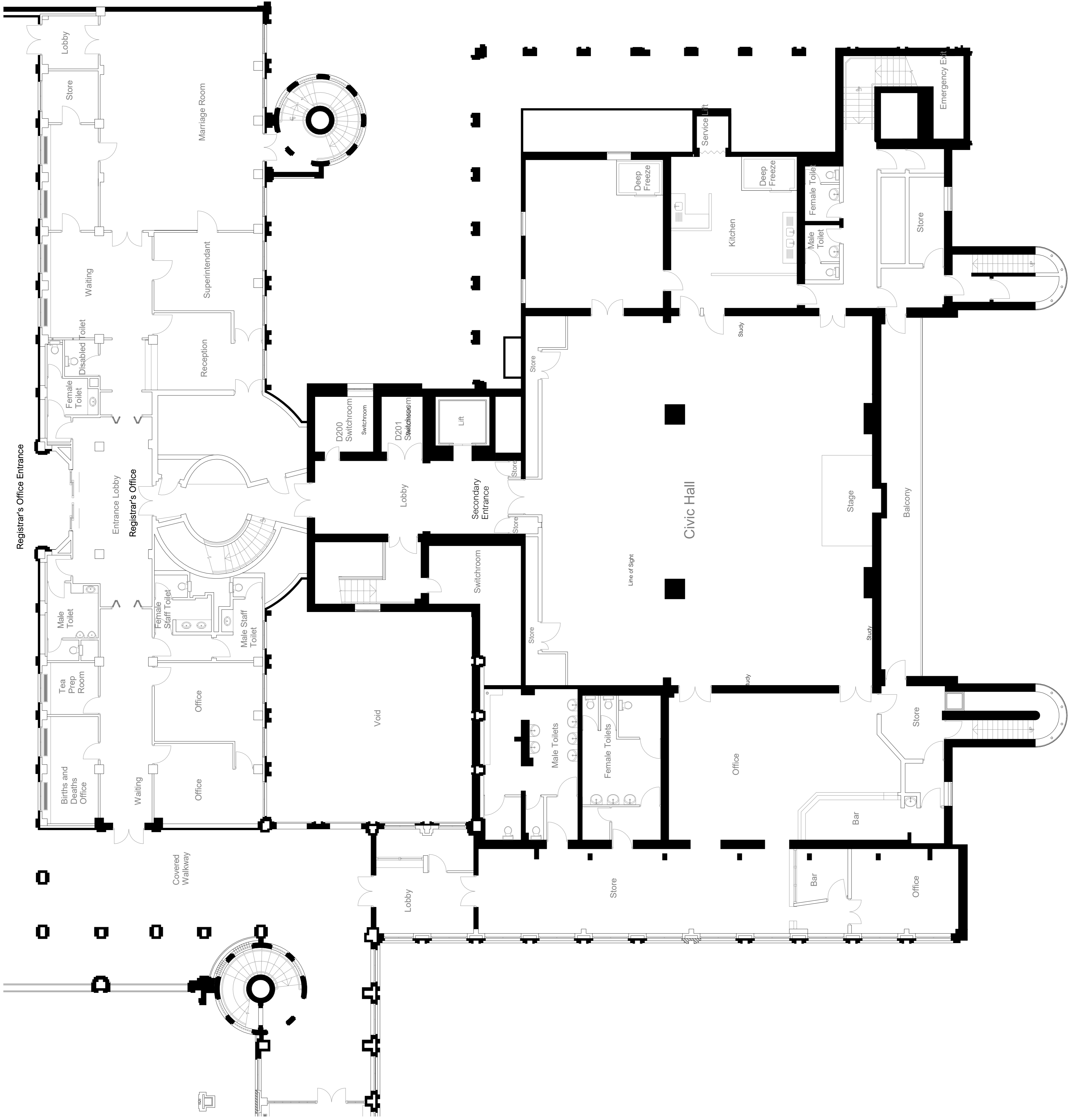
date: **2024-05**

issued by: **CH**

issued for: **Comments**

Revision	Date	Issued by	Reason for Issue
C	2024-05-08	CH	Issued for Comments
A	2024-05-08	CH	Issued for Construction

Revision History



Revision	Date	Author	Checked by	Issued for
D	2024-05-22	GH	GH	Issued for Planning
T	2024-05-22	GH	GH	Issued for Planning
B	2024-05-22	GH	GH	Planning Application submitted
A	2024-05-22	GH	GH	Issued for Construction

Revision History



Space One Beacon Road  
London W8 6EA  
T: 020 8377 8000  
m@hunters.co.uk  
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**Middlesex Suite**  
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London, W8 6EA

**Level 2 - Middlesex Suite Existing Floor Plan**

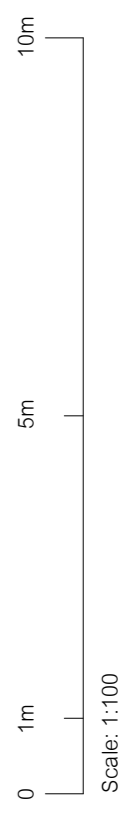
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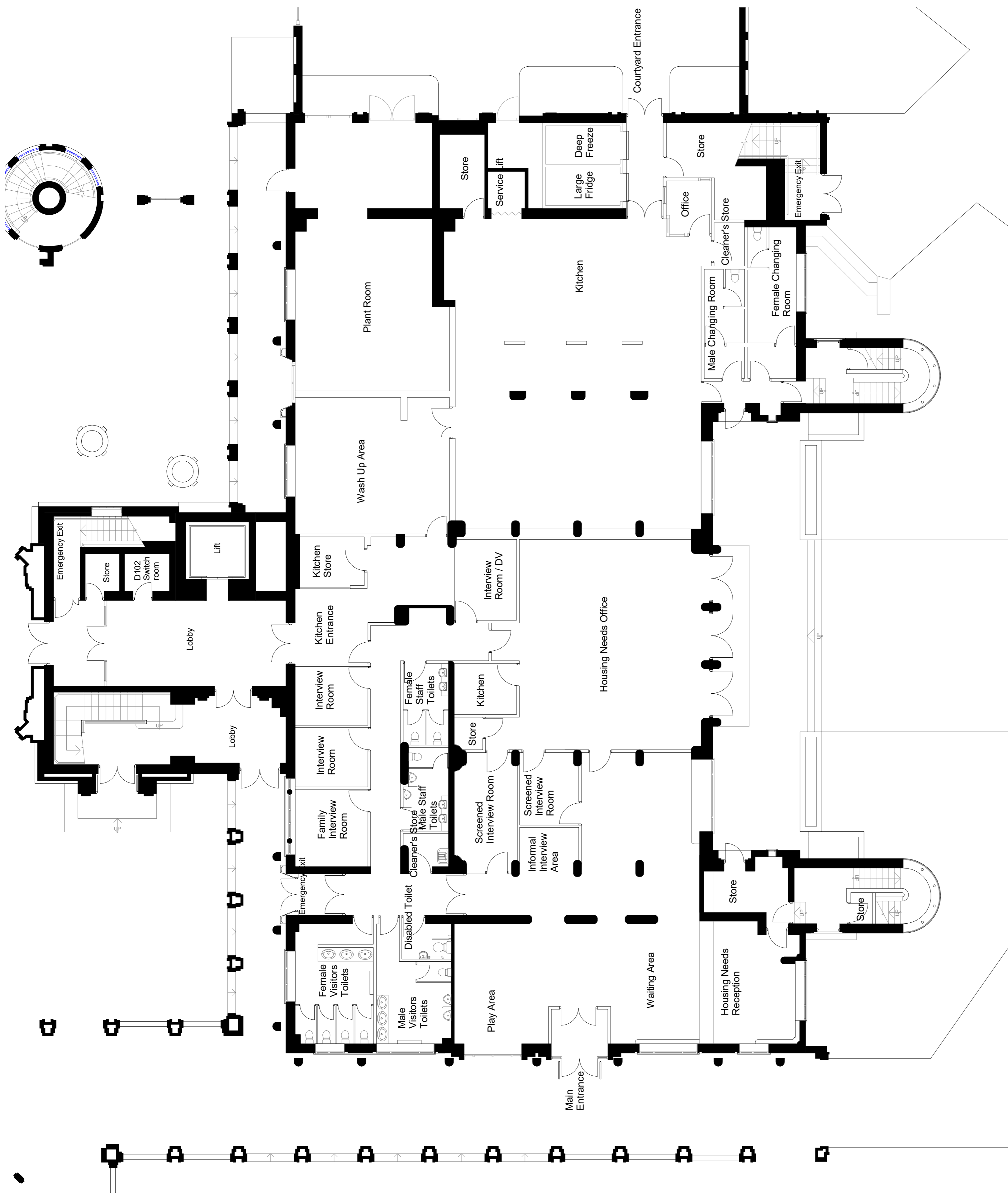
referred for issue:

client project number: M9556  
scale: 1 : 100 @ A1  
checked by: Author  
checked by: Checker

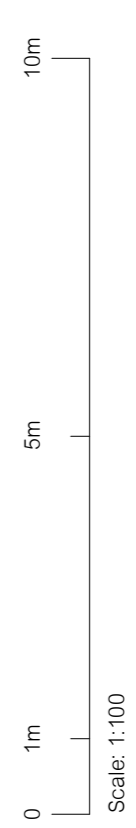
drawing title: **M9556- HUN- APL0004**

revision: D  
date: 2024-05-22  
issued for: Planning  
checked by: GH





01 Level 1 - Existing Floor Plan  
1 : 100



**Middlesex Suite**  
Space One, Hemmelsmith,  
London, W8 5LN

drawing title: **M9556-APL0002**

**Level 1 - Existing Floor Plan**

status code: **PLANNING**  
reason for issue: **B**  
revision: **2024-05**  
Planning Addendum-extended library

drawn by: **OH**  
checked by: **CH**

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author: **CH**  
checked by: **CH**  
scale: **1:100**  
project number: **M9556**  
drawing number: **1**

Space One, Boulevard,  
London W8 5EA  
Tel: +44 (0)20 8271 6200  
mailto:info@hunters.co.uk  
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model ref: **C:\Revit\Local\M9556-HUN-ZX-04-0001-MANN\_MODEL\_3.rvt**

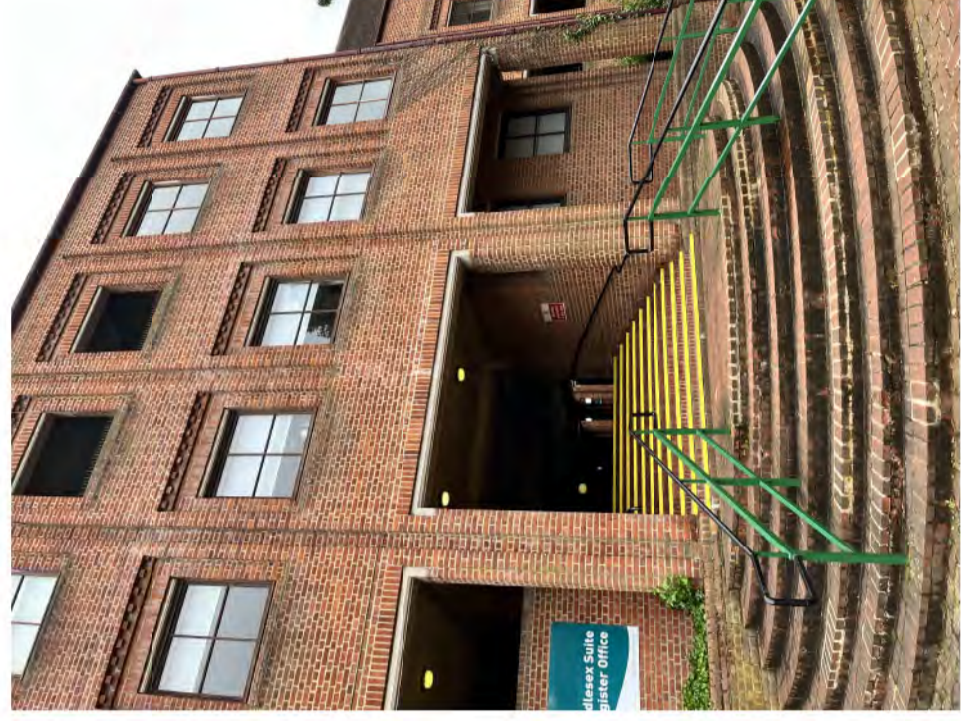




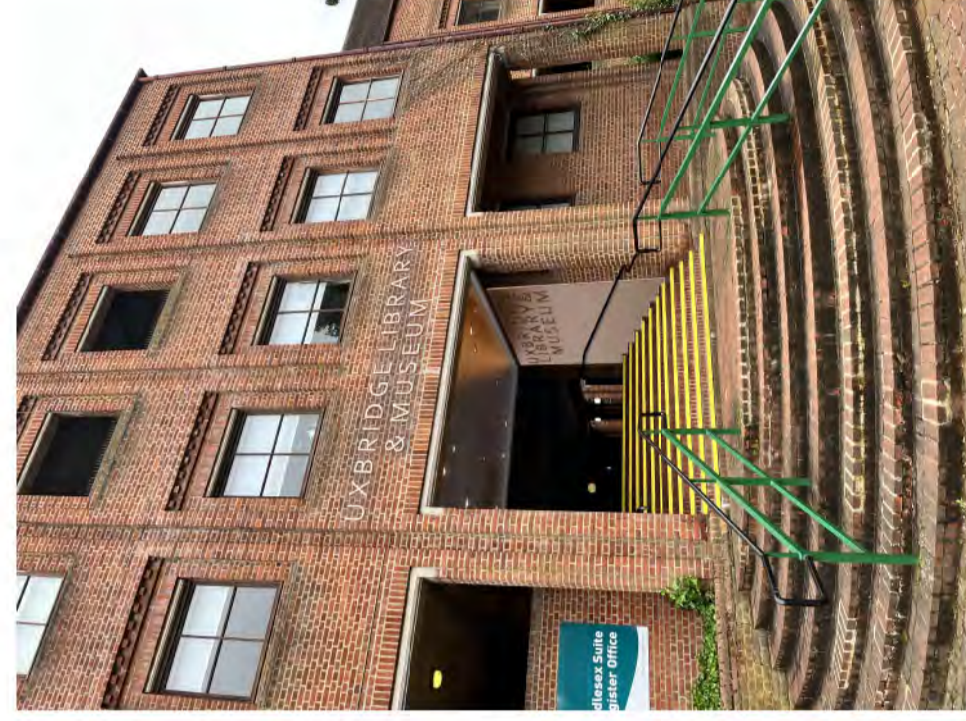
Artistic impression of the proposed wall and soffit murals, looking south.



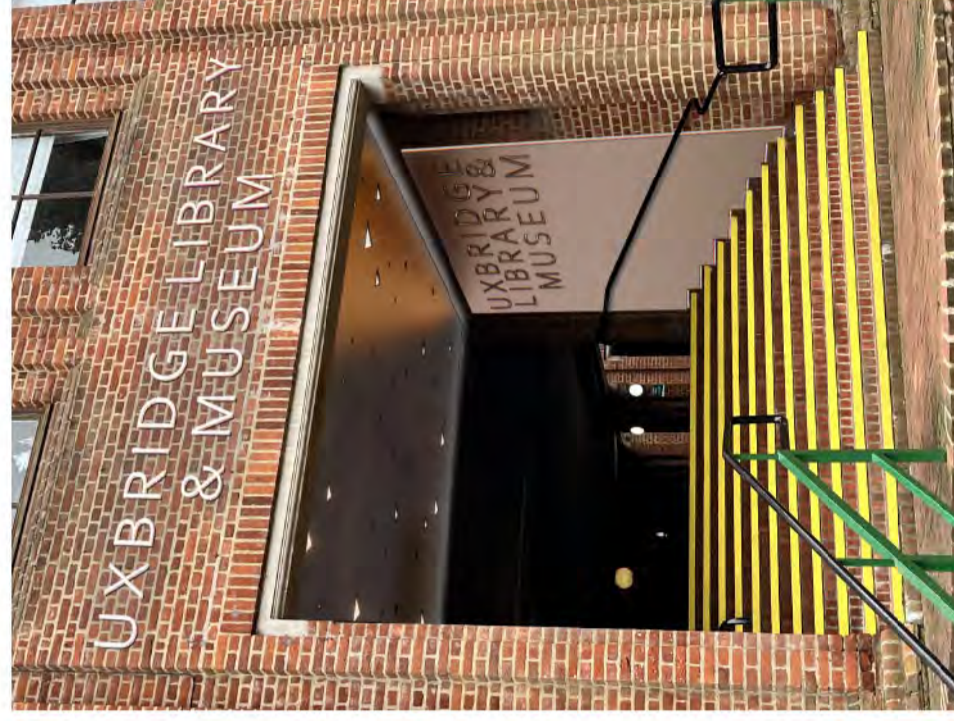
Artistic impression of the proposed wall and soffit murals, looking up.



Existing Elevation



Proposed Elevation with new signage

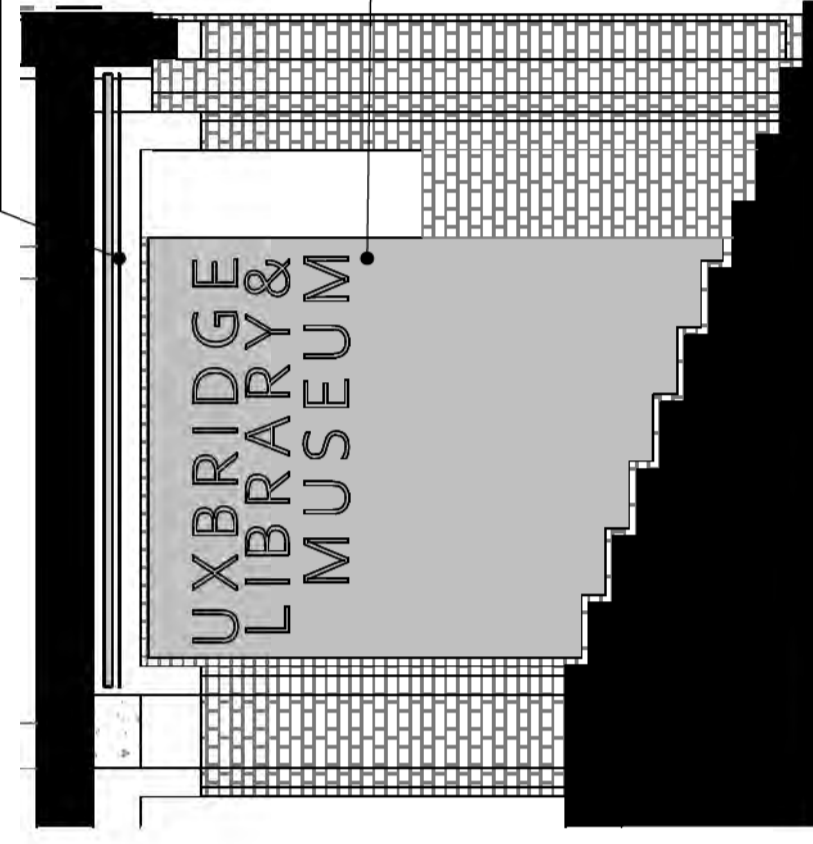


Proposed signage:

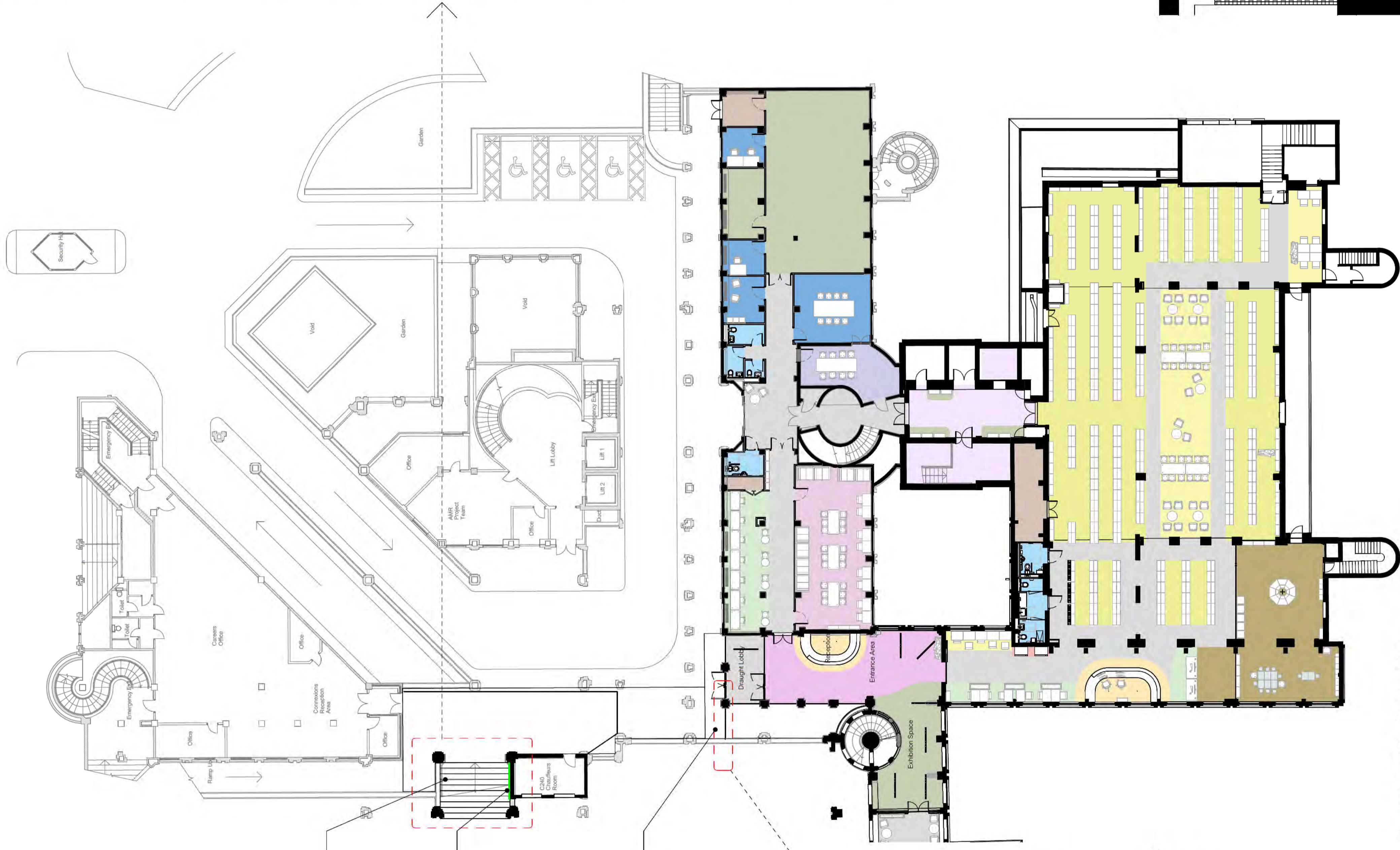
- Facade: Bronze letters individually attached to brickwork with 30mm spacer rods.
- Inset wall: Bronze plate cutout mural with back lighting.
- Soffit: Bronze plate cutout mural with back lighting.

Bronze plate cutout soffit cladding mural with back lighting.

Bronze plate cutout mural with back lighting.



03 Proposed Signage  
1 : 50



02 Level-2 - Context Plan  
1 : 200

New signage: "UXBRIDGE LIBRARY & MUSEUM"  
Mounted on existing brick parapet of the ramp

New signage: "UXBRIDGE LIBRARY & MUSEUM"  
Bronze plate cutout mural with back lighting.

01 Level-1 - Library Signage  
1 : 200

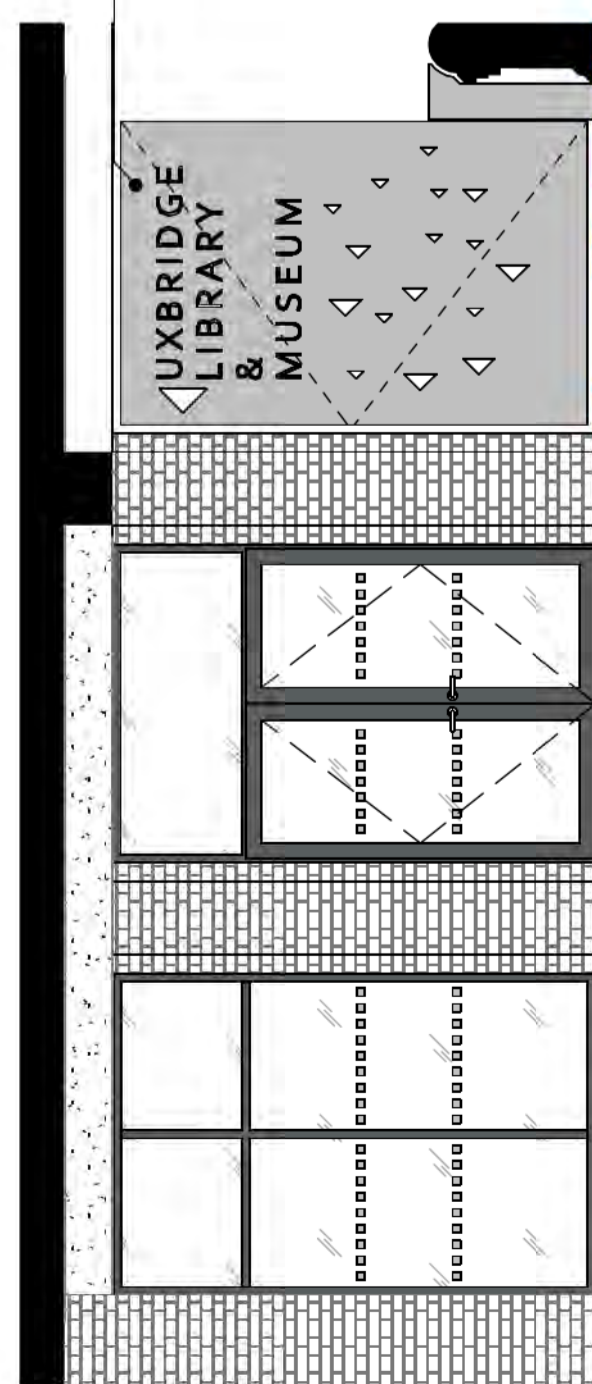


Artistic impression of new library entrance



Collonade existing view

Bronze plate cutout mural.  
Mounted on hinges to allow access for maintenance.



04 Section 48  
1 : 50

C	2024-06-10	GH	Layout amended
B	2024-06-29	GH	Revised signage proposal
A	2024-05-22	GH	Planning issue - Listed Building Application
Rev	2024-05-22	GH	Finality

Revision History

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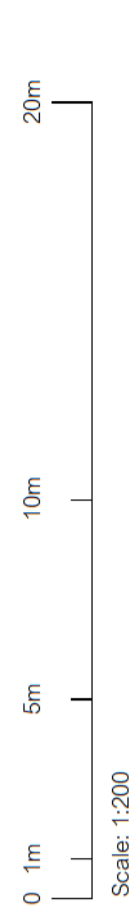
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LBH Civic Centre - Library Entrance  
London, W8 6EA

Context Plan and Proposed Signage

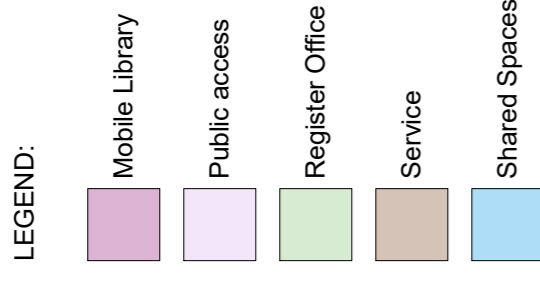
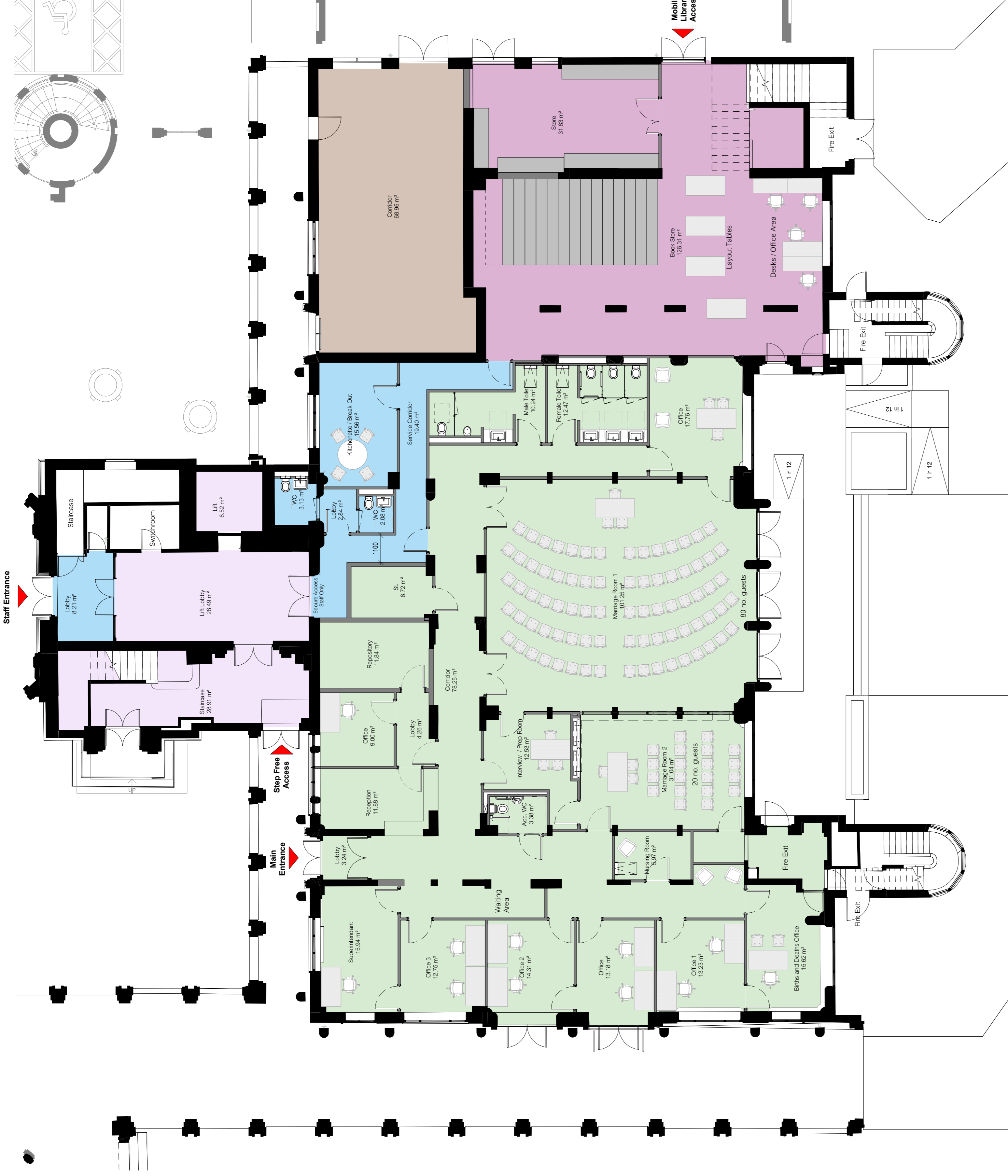


title code	
reason for issue	
hunters project number	M9556
client project number	A6 @ A1
scale	As Indicated
drawn by	Author
checked by	Checker
drawing title	M9556- HUN- APL004
revision	C
date	2024-06-10
revision description	Layout amended
checked by	GH



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**01 Level 1 - Proposed Floor Plan**  
1:100



drawing title  
**M9556-APL0006**

**Level 1 - Proposed Floor Plan**

status code: **PLANNING**  
reason for issue:  
revision: **E** date: 20024-05-22  
checked by: **OH**  
issued for: **Planning**

**Middlesex Suite**  
Space One, Hemmingsmth,  
London, W8 5EN

hunters project number: client project number:  
M9556

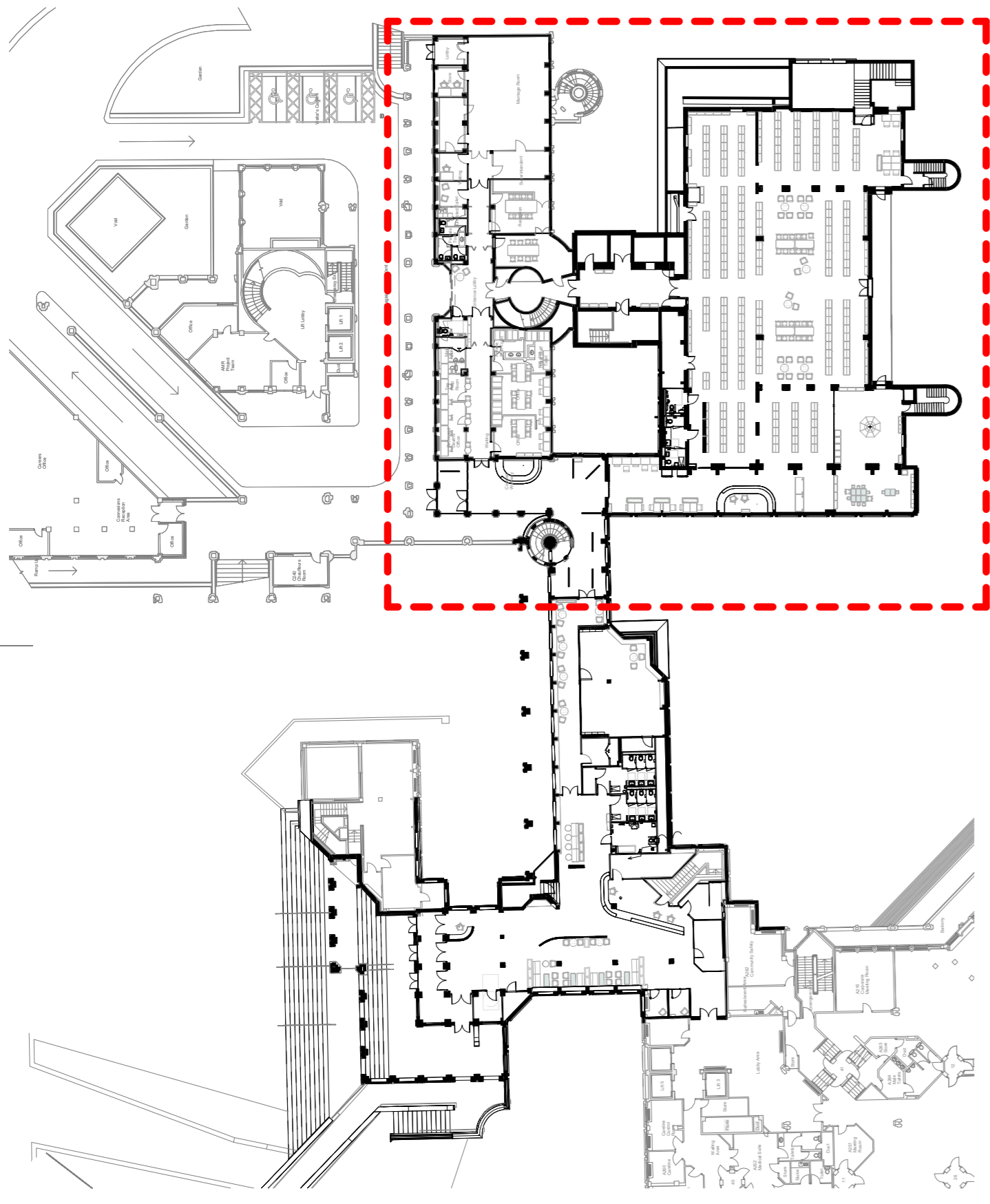
drawn by: checked by:  
Author Checker  
1: @AT  
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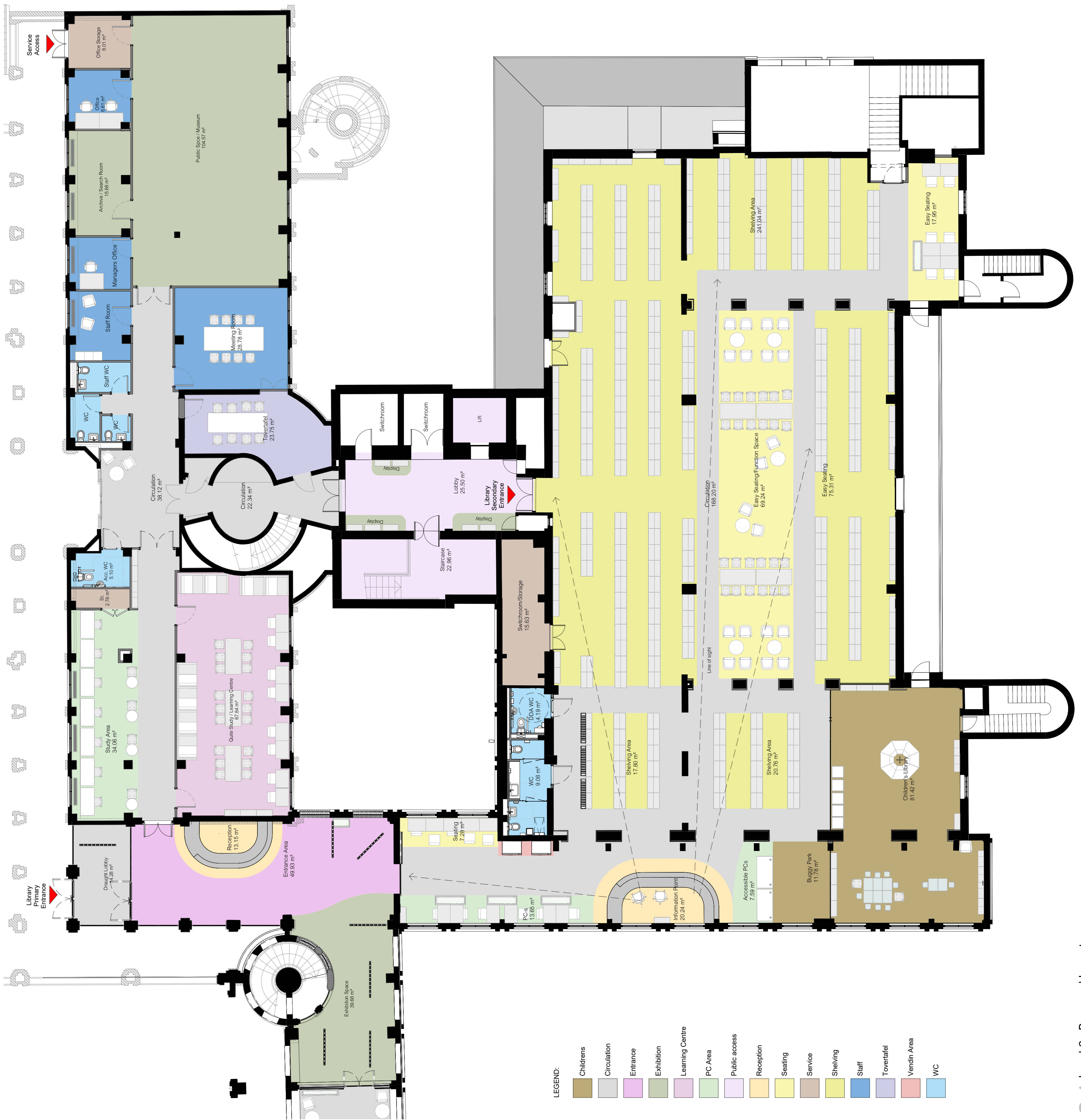
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Revision	Date	Reason
E	20024-05-22	OH Issued for Planning
D	2024-05	OH Issued for Comments
C	2024-05	OH Planning Application submitted
B	2024-05-08	OH Issued for Comments
A	2024-05-08	OH Issued for Construction





02 Level 2 - Key Plan  
1:500



- LEGEND:
- Childrens
  - Circulation
  - Entrance
  - Exhibition
  - Learning Centre
  - PC Area
  - Public access
  - Reception
  - Seating
  - Service
  - Shelving
  - Staff
  - Tavernage
  - Vending Area
  - WC

Revision History

D	2024-05-22	GH	Issued for Planning
B	2024-04-04	GH	Layout Approved
A	2024-03-08	GH	Issued for Coordination

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Space One Beakton Road  
London W8 6EA  
T: 020 8337 8000  
mail@hunters.co.uk  
www.hunters.co.uk

**Middlesex Suite**  
Space One, Hammersmith,  
London, W8 6EA

**Level 2 - Library Proposed Plan**

status code: **PLANNING**

client project number: M9556  
scale: As @ A1  
author: Indicated  
checked by: Author  
checker: Checker

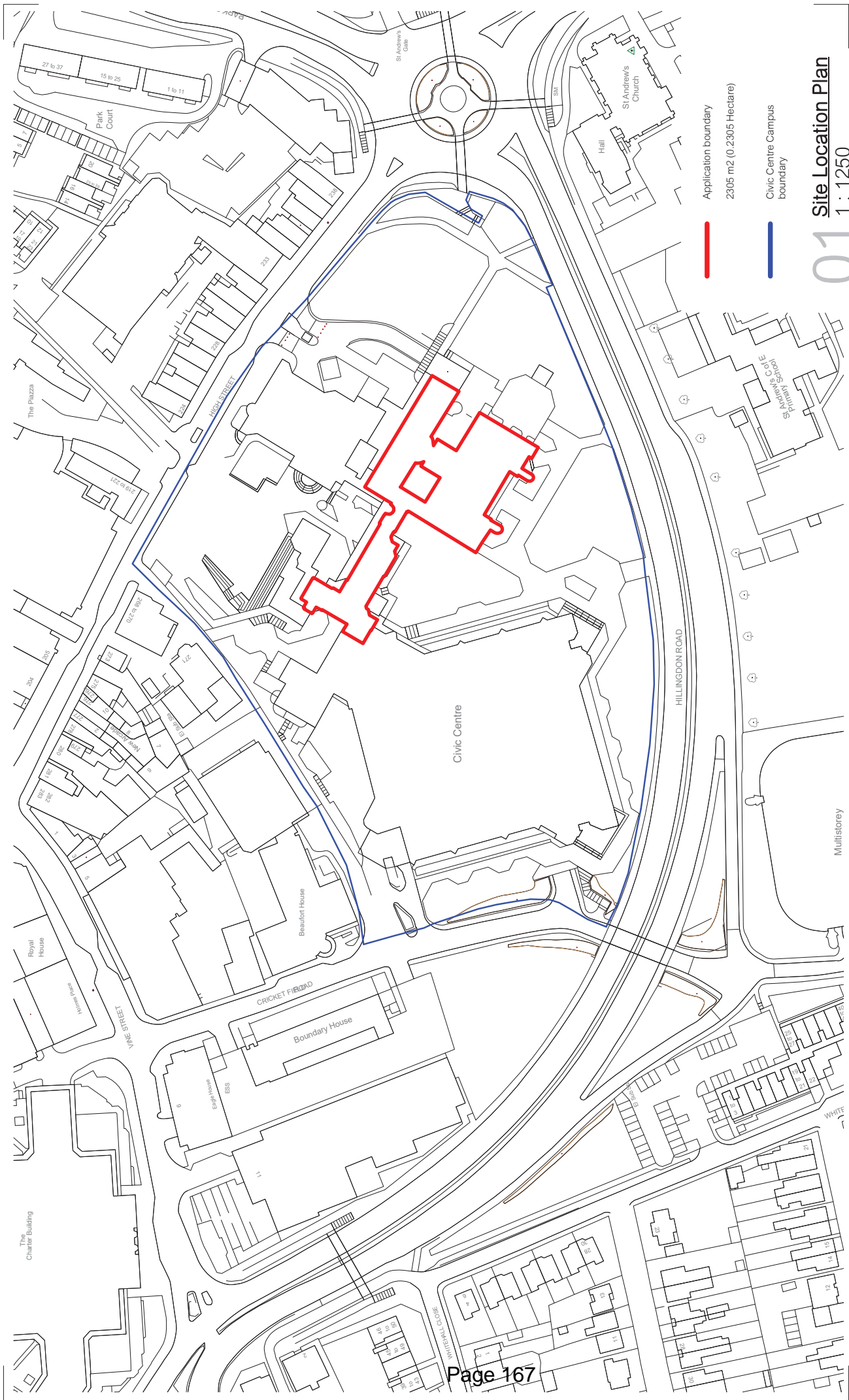
drawing title: **M9556- HUN- APL0008**

date: 2024-05-22  
revision: **D**  
issued for: Planning

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Scale: 1:100

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Application boundary  
2305 m2 (0.2305 Hectare)

Civic Centre Campus boundary

# 01 Site Location Plan

## 1 : 1250

drawn by: **M9556-HUN-APL0001**  
 checked by: **Author**  
 checked by: **Checker**  
 date: 2024-05  
 revision: **B**  
 Planning Addendum-extended library

drawn by: **M9556-HUN-APL0001**  
 checked by: **Author**  
 checked by: **Checker**  
 date: 2024-05  
 revision: **B**  
 Planning Addendum-extended library

status code: **PLANNING**  
 reason for issue:

Scale: 1:250  
 0 2m 5m 10m  
 N

Revision	Date	Issued for	Revised by
B	2024-05-08	GH	GH
A	2024-03-08	GH	GH

Revision History

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Existing external ramp leading to Level 2

Step free access to Level 1

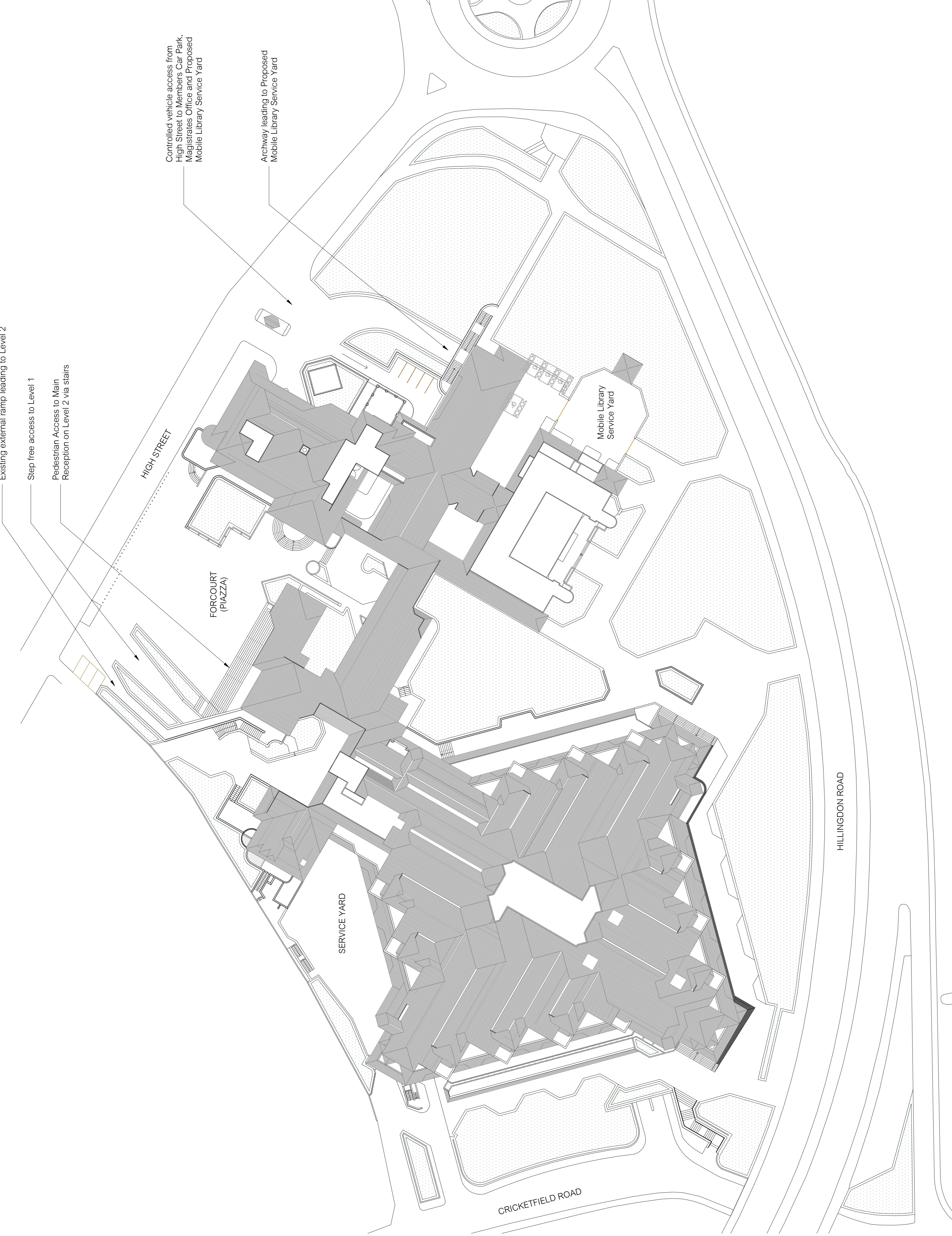
Pedestrian Access to Main Reception on Level 2 via stairs

Controlled vehicle access from High Street to Members Car Park, Magistrates Office and Proposed Mobile Library Service Yard

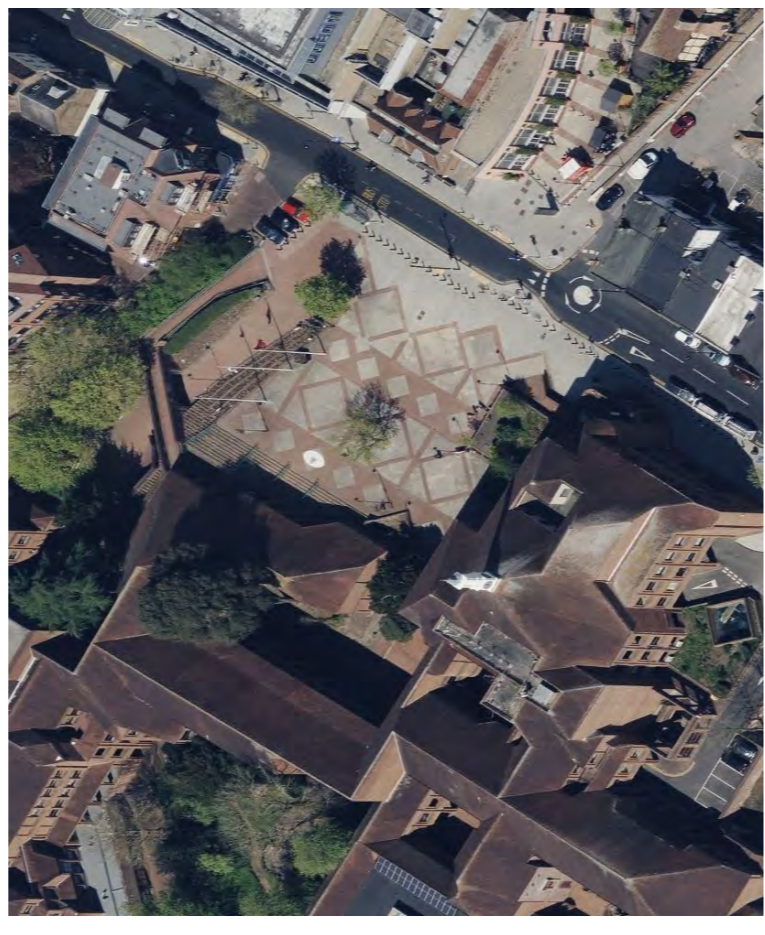
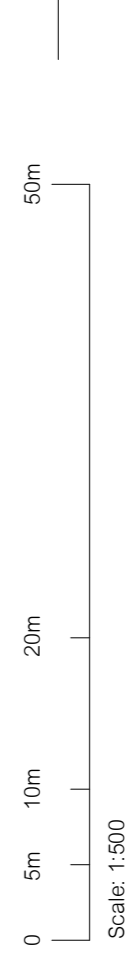
Archway leading to Proposed Mobile Library Service Yard

Birds Eye View of the Forcourt showing step free access , ramp and main stairs pedestrian access. (Looking West)

Birds Eye View of the Middlesex Suite and access to Mobile Library Service Yard (Looking North)



01 Site Plan 1 : 500



drawing title: **M9556-APL0005**

**Site Plan**

status code: **PLANNING**  
 reason for issue:  
 revision: **B** 2024-05  
 Planning Addendum-extended library

Revision	Date	By	Reason
B	2024-05	OH	Planning Addendum-extended library
A	2024-05-08	OH	Issued for Construction

Revision History

**Middlesex Suite**  
Space One, Hemmings Smith, London, W8 5EN

hunters

hunters project number: M9556  
 client project number: 1 : @ A1  
 Author: Checker  
 checked by: 500  
 scale: 1:500

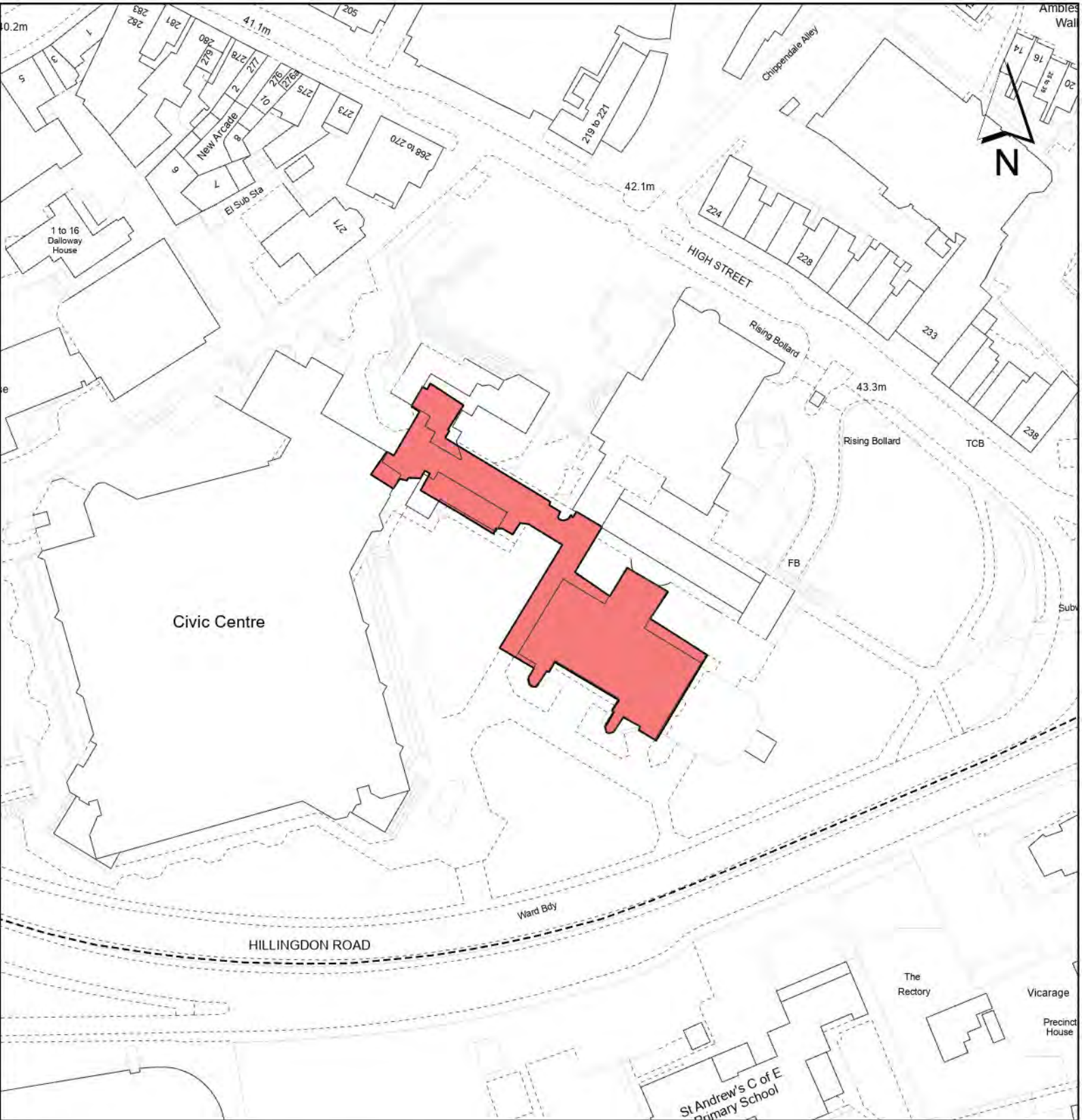
**All drawings are to be printed in colour.**



Use figured dimensions only. All dimensions are to be taken from the architectural drawing. This drawing is to be used in conjunction with all specifications. Hunters is a trading name of Hunters & Partners Limited. All rights reserved.

Space One, Beakon Road, London W8 5EA  
 T: 020 8271 8200  
 m@hunters.co.uk  
 www.hunters.co.uk

model ref: C:\Revit\Local\M9556-HUN-ZX-04-0001-MANN\_MODEL\_3.rvt





<b>KEY :</b>  Site Boundary	<b>ADDRESS :</b> CIVIC CENTRE, UXBRIDGE, MIDDLESEX, UB8 1UW		<b>LONDON BOROUGH OF HILLINGDON</b> <b>RESIDENTS SERVICES</b> <b>PLANNING SECTION</b> <b>CIVIC CENTRE, UXBRIDGE, UB8 1UW</b>
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<b>PLANNING COMMITTEE :</b>		<b>DATE :</b> 05/07/2024	
Page 169			

**Report of the Head of Development Management and Building Control**

**Address:** GARAGE SITE HILTON CLOSE UXBRIDGE

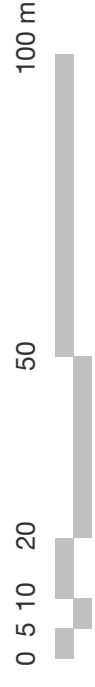
**Development:** Erection of two 3-bedroom detached dwellings with associated parking and amenity space following demolition of existing garages.

**LBH Ref Nos:** 77811/APP/2024/442



# Site Location Plan

1 : 1250



## METASHAPE | ARCHITECTS

STATUS

PLANNING

PROJECT

Hilton Close, Uxbridge LONDON

SHEET TITLE

SITE LOCATION PLAN

SCALE

1 : 1250 @ A3

DATE

26/01/24

DRAWN

JW

REVIEWED

IL

JOB NO.

2022-022

SHEET NUMBER

001

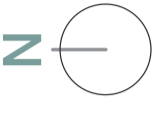
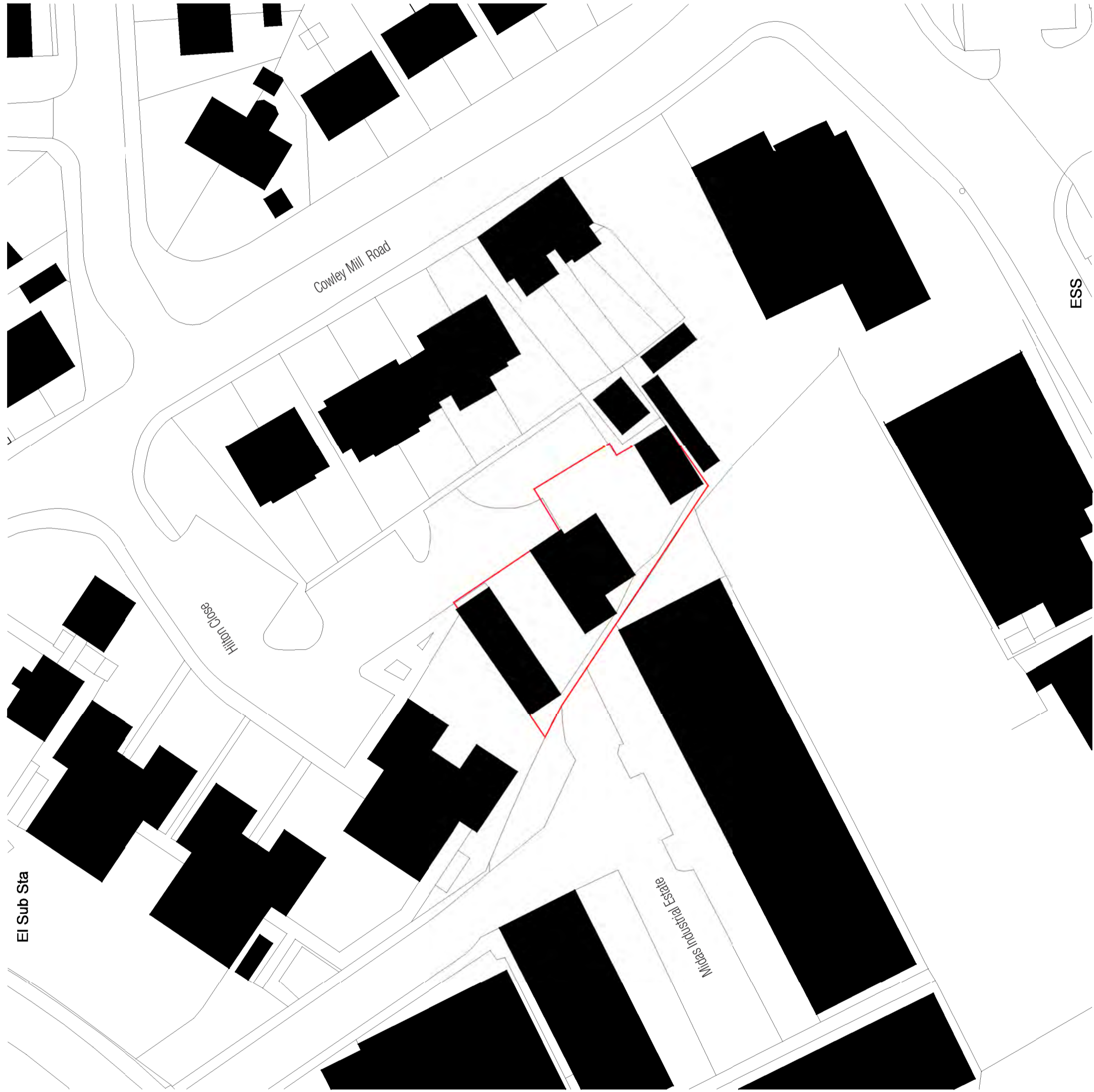
REVISION

A



REVISIONS

A Updated Boundary & Garden Size 27/08/24



Existing Block Plan  
1 : 500

METASHAPE | ARCHITECTS

STATUS  
PLANNING

PROJECT  
Hilton Close, Uxbridge LONDON

SHEET TITLE  
EXISTING BLOCK PLAN

SCALE  
1 : 500 @ A2

DATE  
26/01/24

DRAWN  
JW

REVIEWED  
IL

JOB NO.  
2022-022

SHEET NUMBER  
100

REVISION  
A

REVISIONS

A Updated Boundary & Garden Size 27/08/24



METASHAPE | ARCHITECTS

STATUS  
PLANNING

PROJECT  
Hilton Close, Uxbridge LONDON

SHEET TITLE  
PROPOSED BLOCK PLAN

SCALE  
1 : 500 @ A2

DATE  
26/01/24

DRAWN  
JW

REVIEWED  
IL

JOB NO.  
2022-022

SHEET NUMBER  
200

REVISION  
A



REVISIONS

A Updated Boundary & Garden Size 27/08/24



Existing Site Plan  
1 : 200

METASHAPE | ARCHITECTS

STATUS  
PLANNING

PROJECT  
Hilton Close, Uxbridge LONDON

SHEET TITLE  
EXISTING SITE PLAN

SCALE  
1 : 200 @ A2

DATE  
26/01/24

DRAWN  
JW

REVIEWED  
IL

JOB NO.  
2022-022

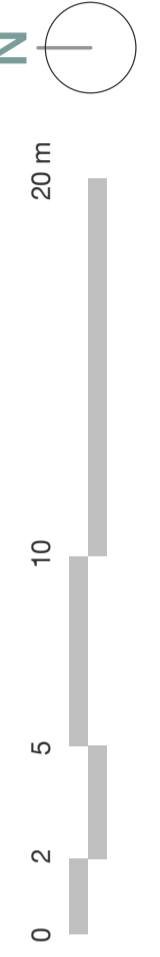
SHEET NUMBER  
101

REVISION  
A



REVISIONS

A Updated Boundary & Garden Size 27/08/24



Proposed Site Plan

1 : 200

METASHAPE | ARCHITECTS

STATUS  
PLANNING

PROJECT  
Hilton Close, Uxbridge LONDON

SHEET TITLE  
PROPOSED SITE PLAN

SCALE  
1 : 200 @ A2

DATE  
26/01/24

DRAWN  
JW

REVIEWED  
IL

JOB NO.  
2022-022

SHEET NUMBER  
201

REVISION  
A

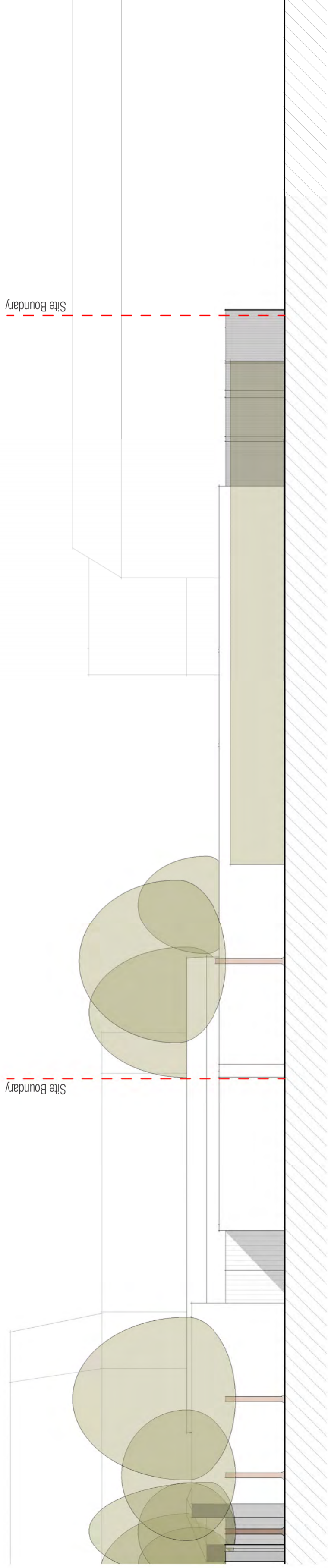


**REVISIONS**

- A Remove Tile Hanging
- B Updated Boundary & Garden Size

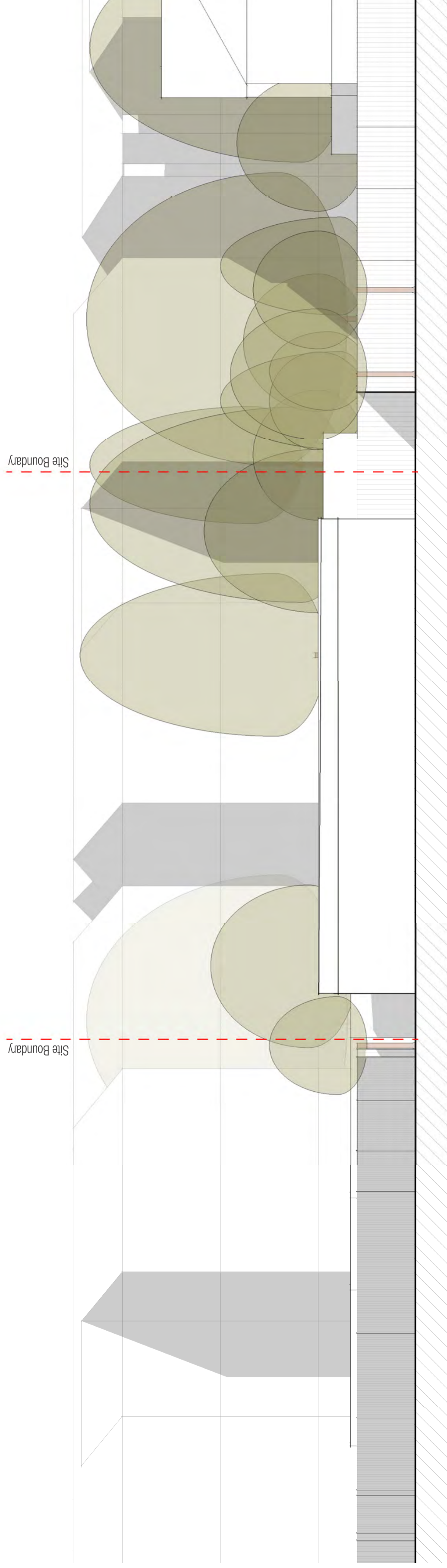
17/01/24

27/08/24



**Existing North West Elevation**

1 : 100

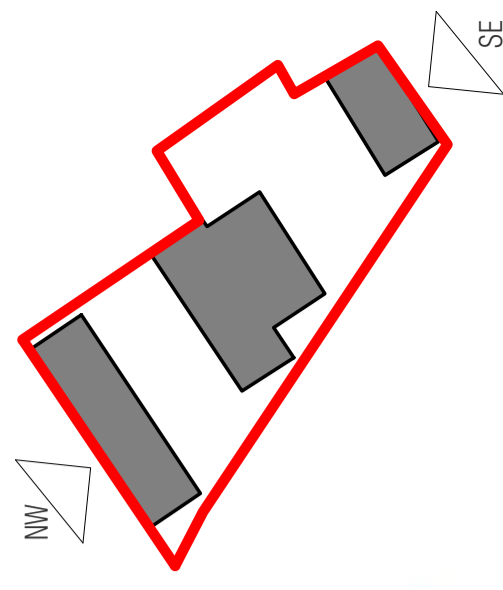


**Existing South East Elevation**

1 : 100



**Key Plan**



**METASHAPE | ARCHITECTS**

**STATUS**  
PLANNING

**PROJECT**  
Hilton Close, Uxbridge LONDON

**SHEET TITLE**  
EXISTING ELEVATIONS

**SCALE** 1 : 100 @ A2

**DATE** 26/01/24

**DRAWN** JW

**REVIEWED** IL

**JOB NO.** 2022-022

**SHEET NUMBER**

**111**

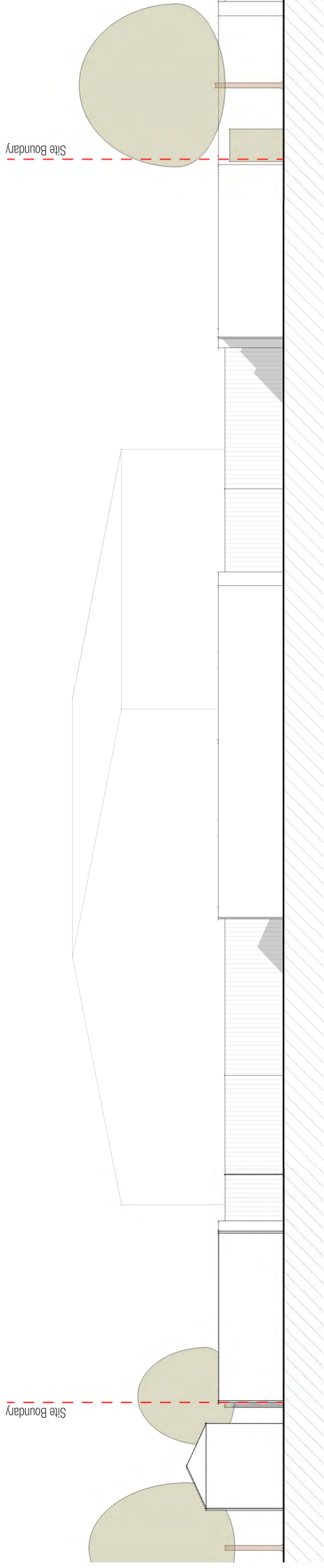
**REVISION**  
B



REVISIONS

A Remove Title Hanging

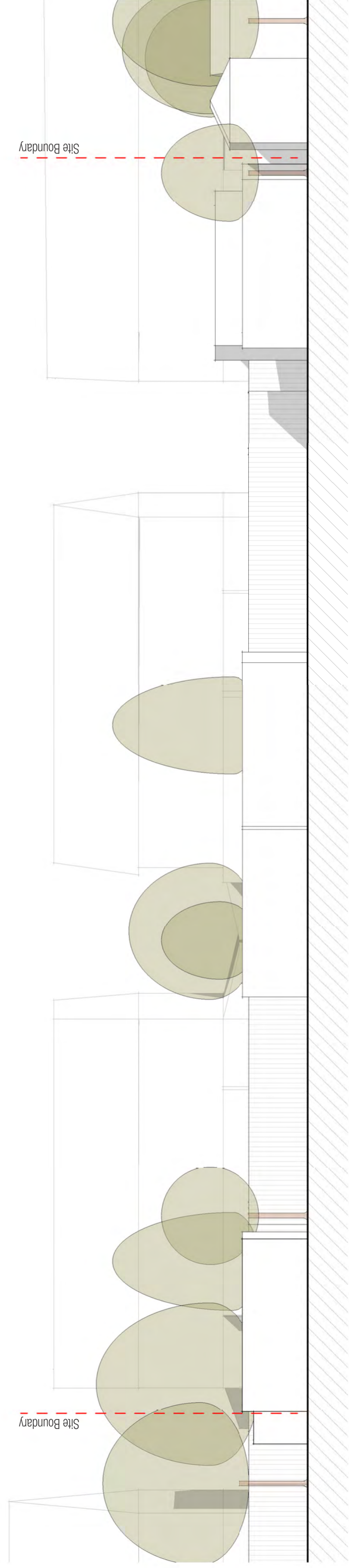
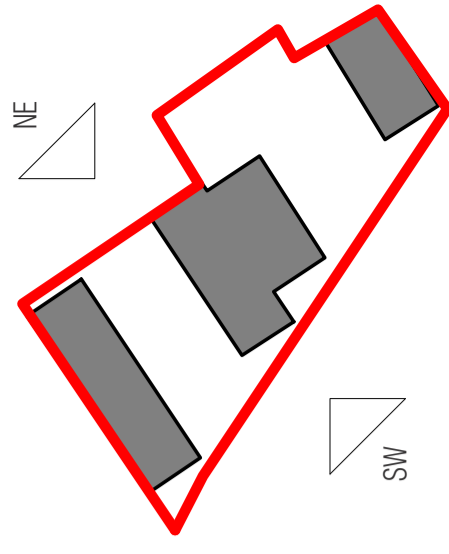
17/01/24



Existing North East Elevation

1 : 100

Key Plan



Existing South West Elevation

1 : 100



METASHAPE | ARCHITECTS

STATUS  
PLANNING

PROJECT  
Hilton Close, Uxbridge LONDON

SHEET TITLE  
EXISTING ELEVATIONS

SCALE  
1 : 100 @ A2

DATE  
26/01/24

DRAWN  
JW

REVIEWED  
IL

JOB NO.  
2022-022

SHEET NUMBER

110

REVISION

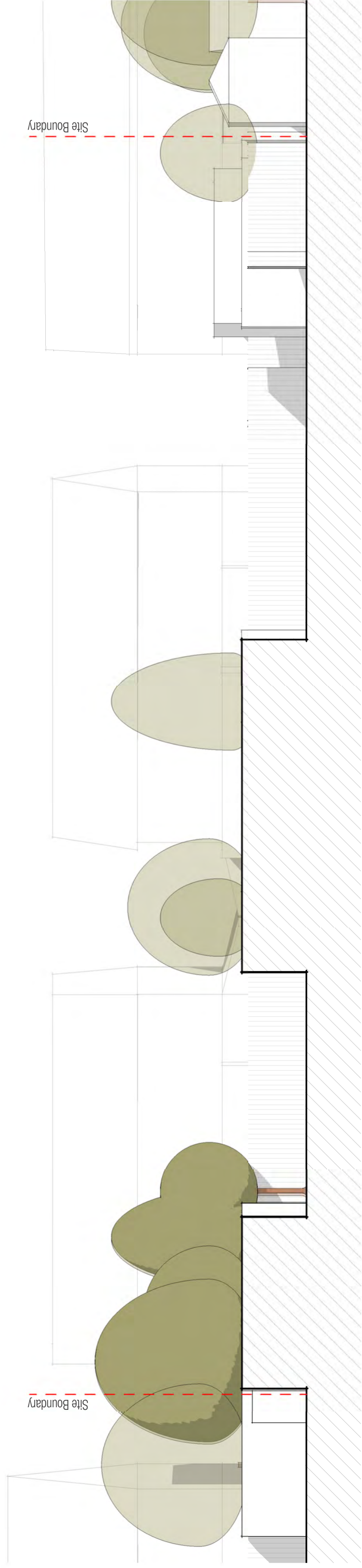
A

**REVISIONS**

- A Remove Tile Hanging
- B Updated Boundary & Garden Size

17/01/24

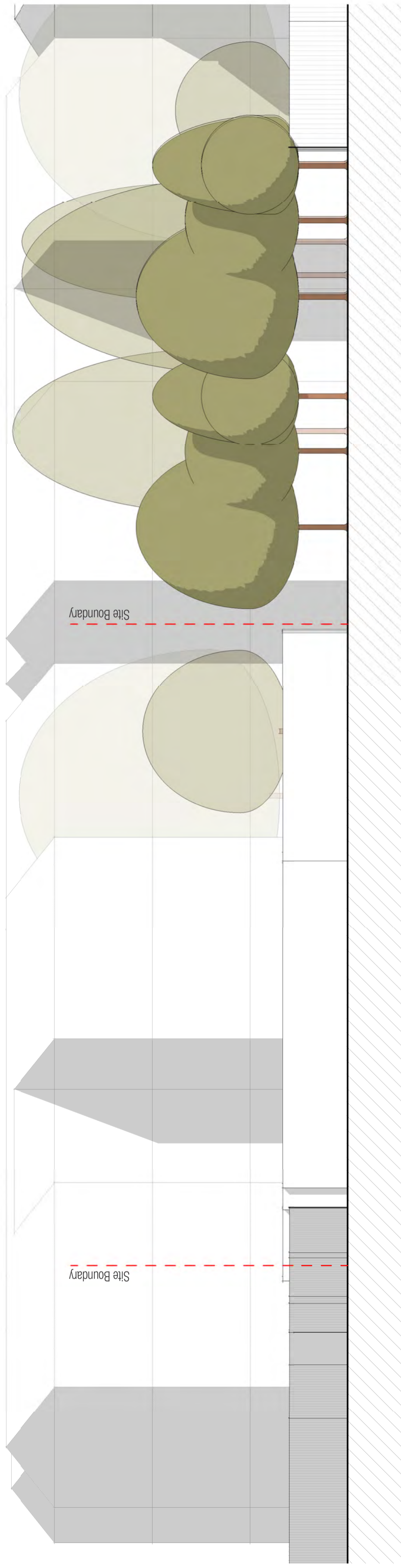
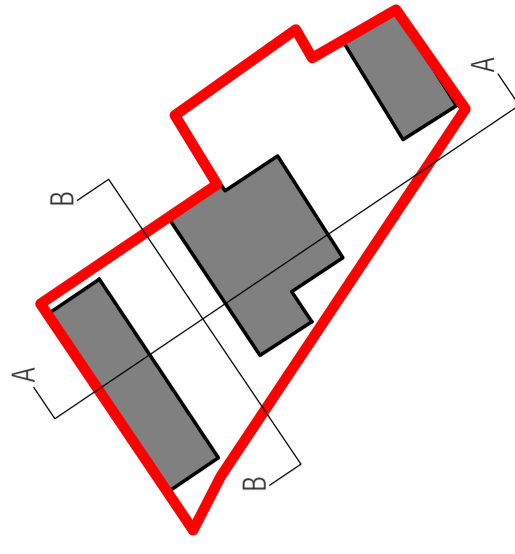
27/08/24



**Existing Section AA**

1 : 100

**Key Plan**



**Existing Section BB**

1 : 100



**METASHAPE | ARCHITECTS**

**STATUS**  
PLANNING

**PROJECT**  
Hilton Close, Uxbridge LONDON

**SHEET TITLE**  
EXISTING SECTIONS

**SCALE**  
1 : 100 @ A2

**DATE**  
26/01/24

**DRAWN**  
JW

**REVIEWED**  
IL

**JOB NO.**  
2022-022

**SHEET NUMBER**

**120**

**REVISION**

**B**



REVISIONS

A Updated Boundary & Garden Size 27/08/24



Proposed Ground Floor Plan

1 : 100

METASHAPE | ARCHITECTS

STATUS  
PLANNING

PROJECT  
Hilton Close, Uxbridge LONDON

SHEET TITLE  
PROPOSED GROUND FLOOR PLAN

SCALE  
1 : 100 @ A2

DATE  
26/01/24

DRAWN  
JW

REVIEWED  
IL

JOB NO.  
2022-022

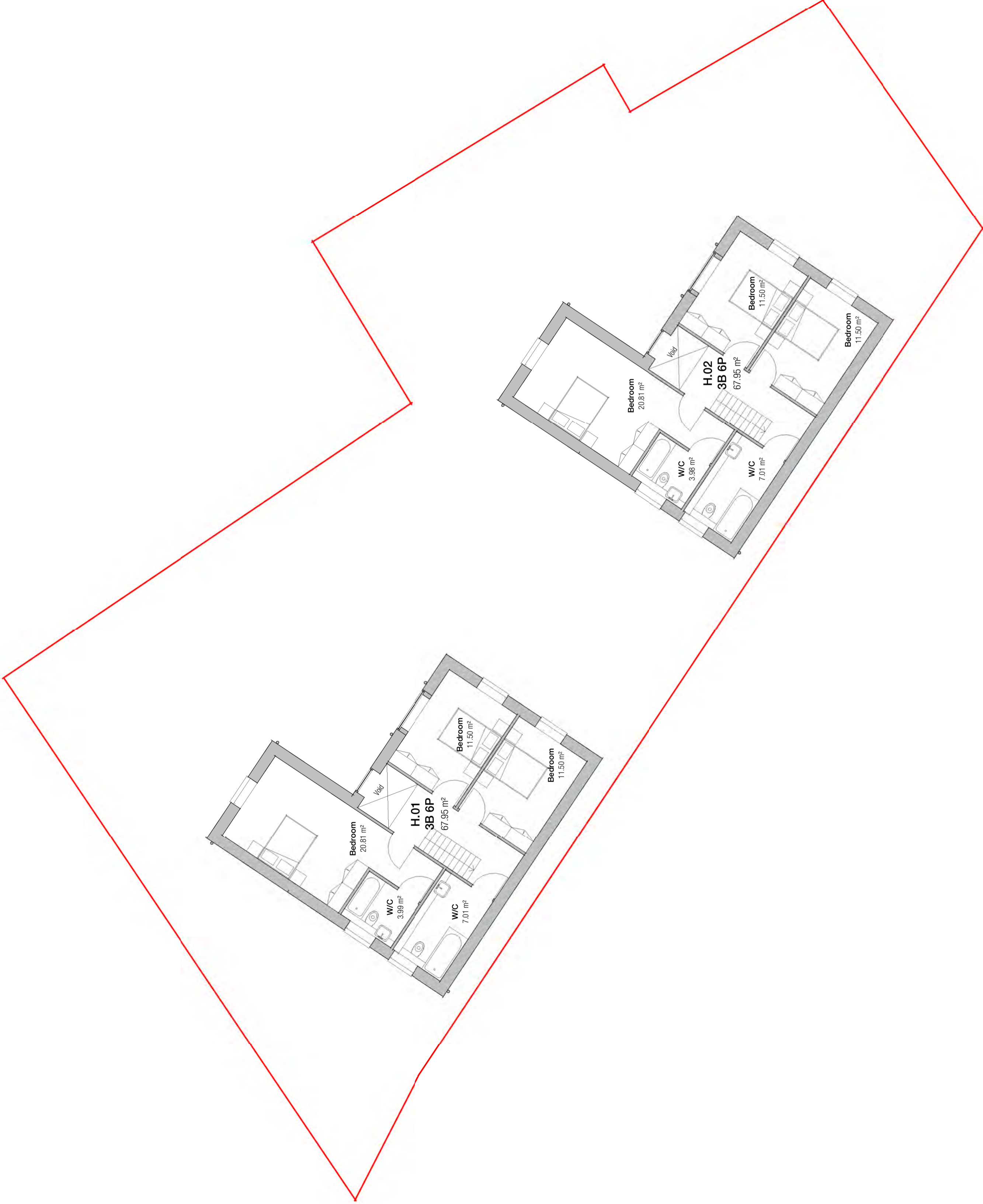
SHEET NUMBER  
202

REVISION  
A



REVISIONS

A Updated Boundary & Garden Size 27/08/24



METASHAPE | ARCHITECTS

STATUS  
PLANNING

PROJECT  
Hilton Close, Uxbridge LONDON

SHEET TITLE  
PROPOSED FIRST FLOOR PLAN

SCALE  
1 : 100 @ A2

DATE  
26/01/24

DRAWN  
JW

REVIEWED  
IL

JOB NO.  
2022-022

SHEET NUMBER  
203

REVISION  
A

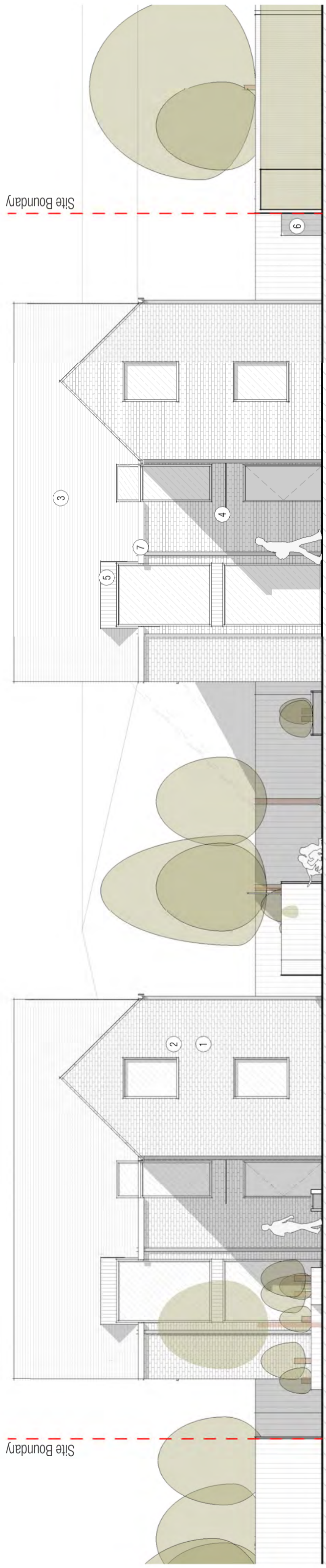
Proposed First Floor Plan

1 : 100



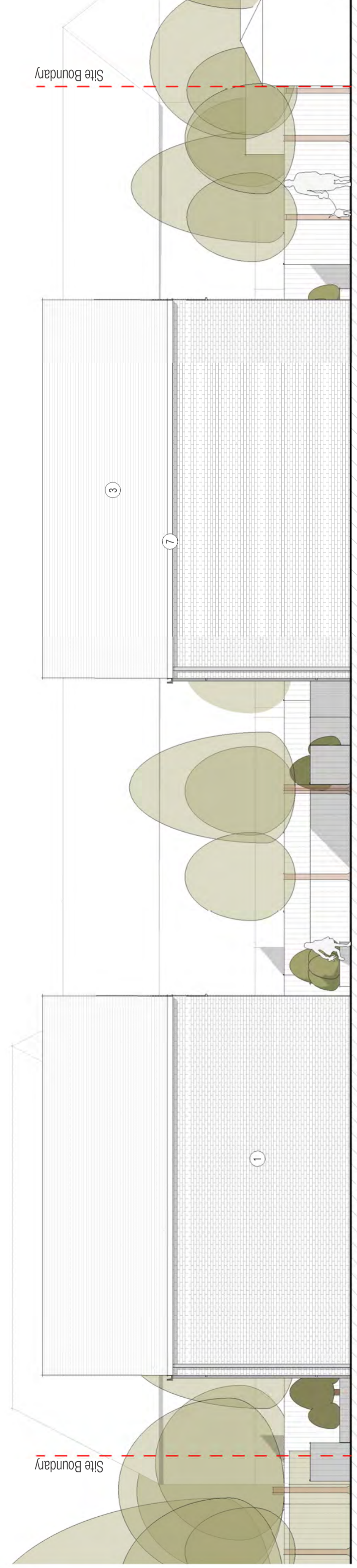
**REVISIONS**

- A Remove Tile Hanging 17/01/24
- B Updated Boundary & Garden Size 27/08/24



**Proposed North East Elevation**

1 : 100



**Proposed South West Elevation**

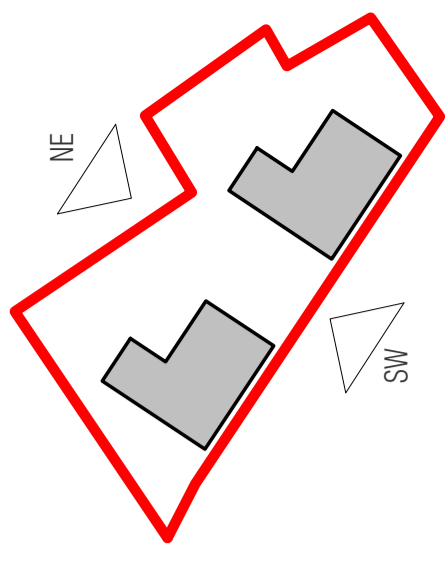
1 : 100



**Material Key**

- 1 Red Brick
- 2 Black Aluminium Window and Door Frames
- 3 Red Plain Tile
- 4 Slimline Black Aluminium Canopy
- 5 Black Zinc Cladding
- 6 Timber Bin & Cycle Store
- 7 Aluminium Box Gutter and Downpipe

**Key Plan**



**METASHAPE | ARCHITECTS**

<b>STATUS</b> PLANNING	
<b>PROJECT</b> Hilton Close, Uxbridge LONDON	
<b>SHEET TITLE</b> PROPOSED ELEVATIONS	
<b>SCALE</b> 1 : 100 @ A2	<b>DATE</b> 26/01/24
<b>DRAWN</b> JW	<b>REVIEWED</b> IL

**JOB NO.**  
2022-022

**SHEET NUMBER**  
**210**

**REVISION**  
B



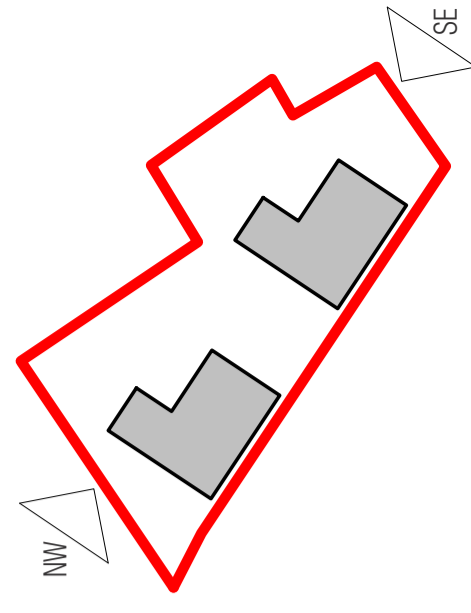
**REVISIONS**

- A Remove Tile Hanging 17/01/24
- B Updated Boundary & Garden Size 27/06/24

**Material Key**

- ① Red Brick
- ② Black Aluminium Window and Door Frames
- ③ Red Plain Tile
- ④ Slimline Black Aluminium Canopy
- ⑤ Black Zinc Cladding
- ⑥ Timber Bin & Cycle Store
- ⑦ Aluminium Box Gutter and Downpipe

**Key Plan**



**METASHAPE | ARCHITECTS**

**STATUS**  
PLANNING

**PROJECT**  
Hilton Close, Uxbridge LONDON

**SHEET TITLE**  
PROPOSED ELEVATIONS

**SCALE**  
1 : 100 @ A2

**DATE**  
26/01/24

**DRAWN**  
JW

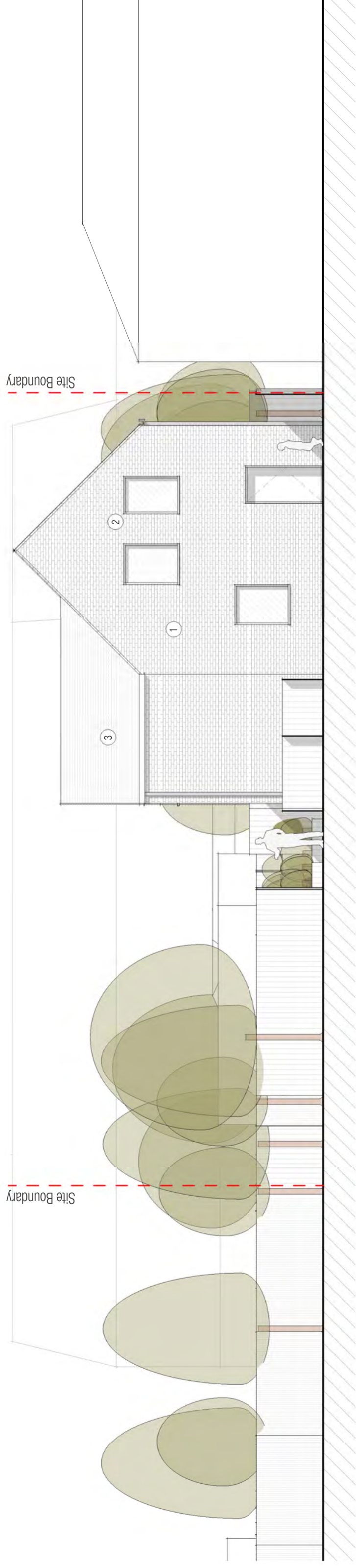
**REVIEWED**  
IL

**JOB NO.**  
2022-022

**SHEET NUMBER**

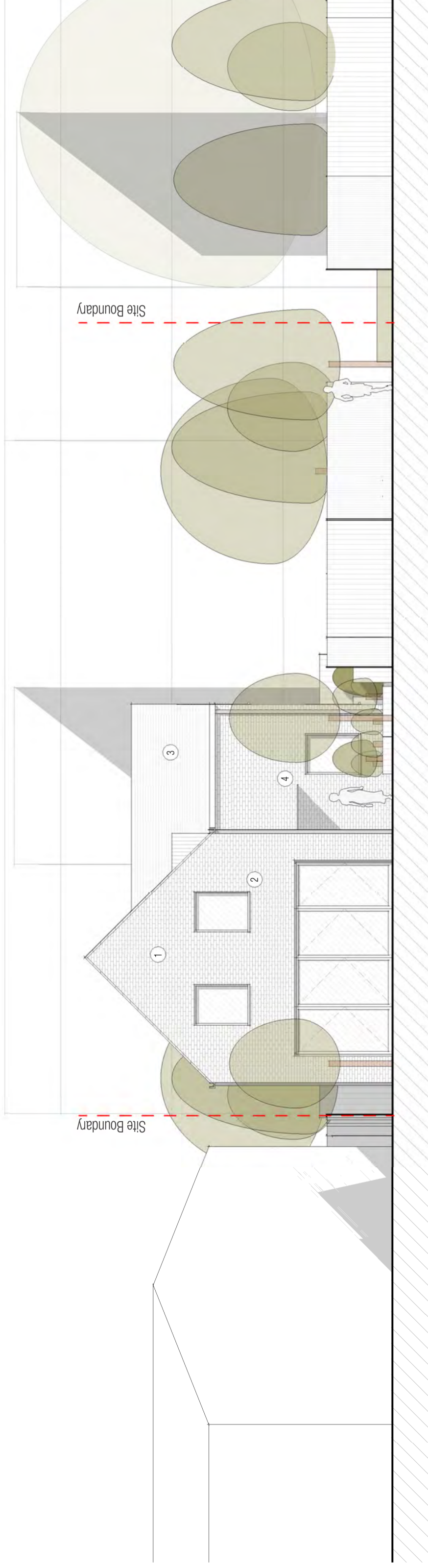
**211**

**REVISION**  
B



**Proposed North West Elevation**

1 : 100



**Proposed South East Elevation**

1 : 100

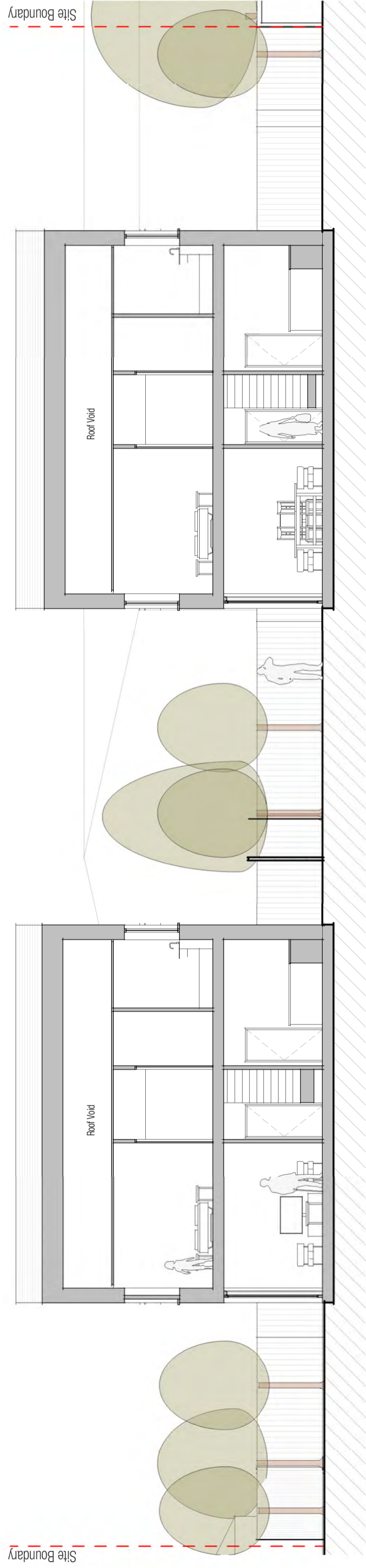


**REVISIONS**

- A Remove Title Hanging
- B Updated Boundary & Garden Size

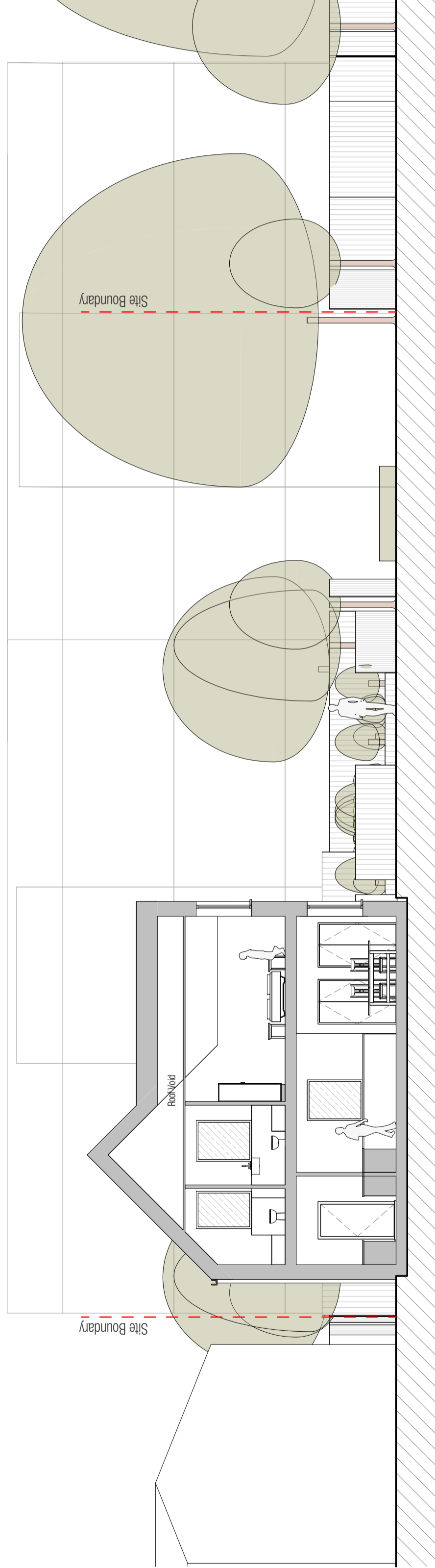
17/01/24

27/08/24



**Proposed Section AA**

1 : 100



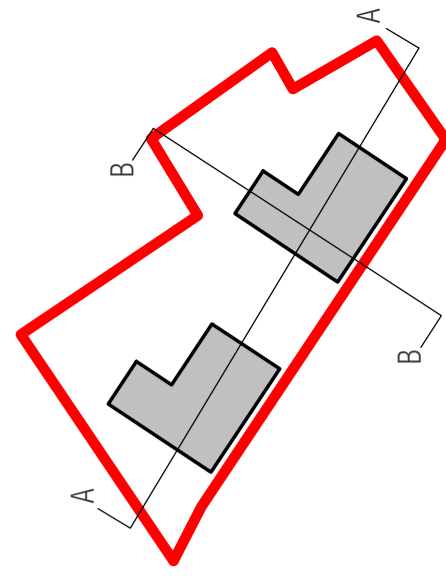
**Proposed Section BB**

1 : 100

10 m

0 1 2 5

**Key Plan**



**METASHAPE | ARCHITECTS**

**STATUS**  
PLANNING

**PROJECT**  
Hilton Close, Uxbridge LONDON

**SHEET TITLE**  
PROPOSED SECTIONS

**SCALE**  
1 : 100 @ A2

**DATE**  
26/01/24

**DRAWN**  
JW

**REVIEWED**  
IL

**JOB NO.**  
2022-022

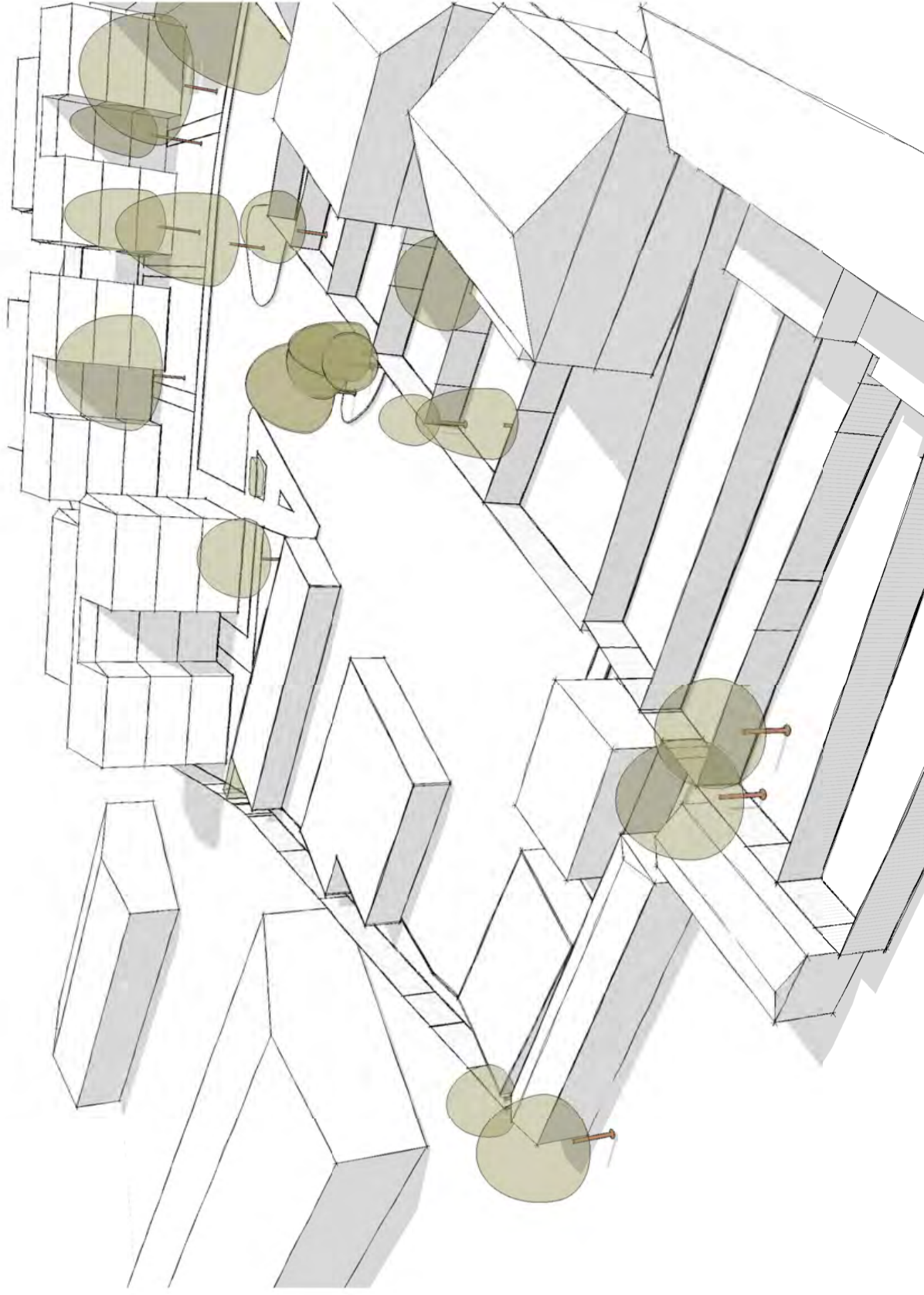
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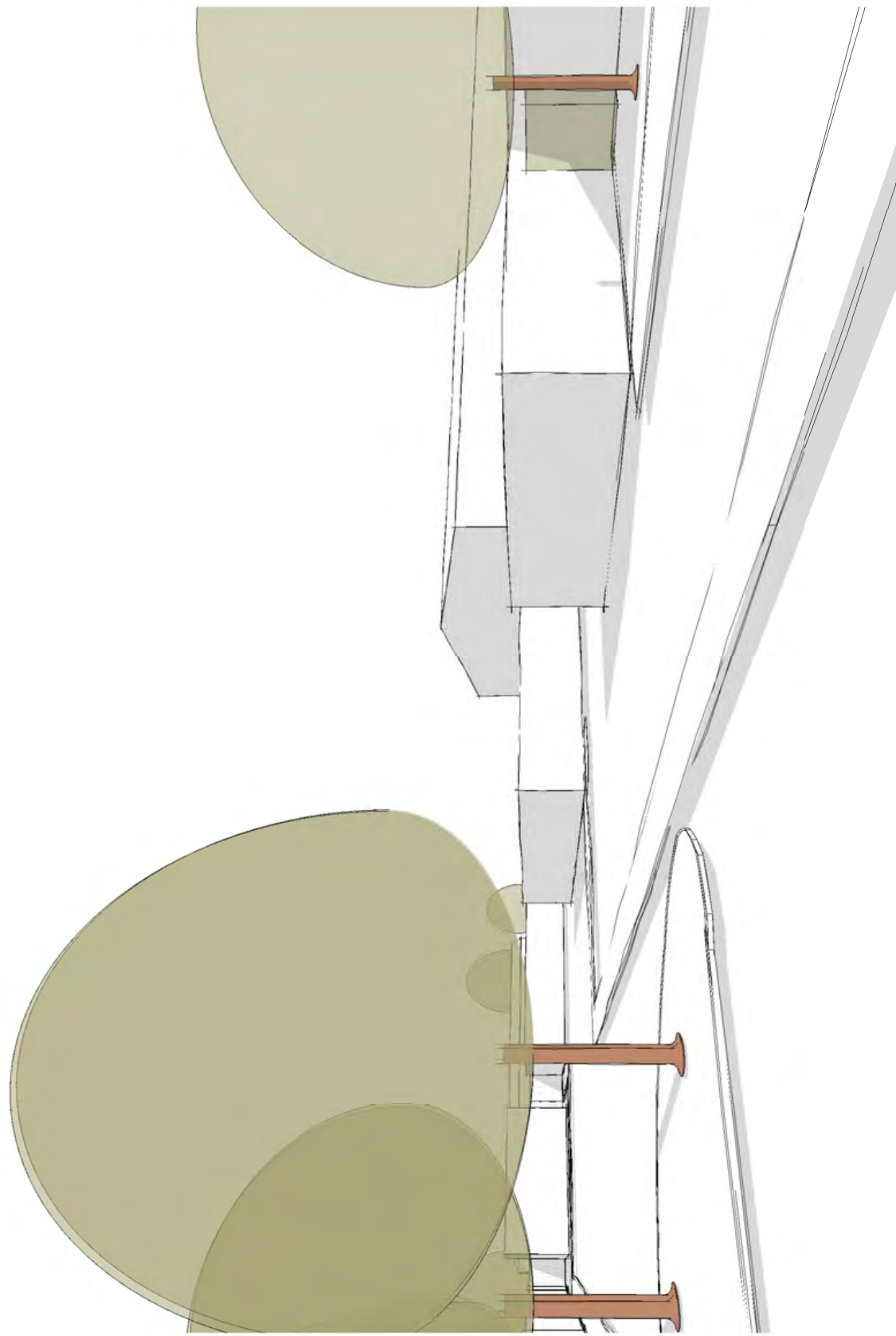
**REVISION**

**B**





Existing Aerial View



Existing View

**METASHAPE** | ARCHITECTS

**STATUS**  
PLANNING

**PROJECT**  
Hilton Close, Uxbridge LONDON

**SHEET TITLE**  
EXISTING VIEWS

**SCALE**  
@ A2

**DATE**  
26/01/24

**DRAWN**  
JW

**REVIEWED**  
IL

**JOB NO.**  
2022-022

**SHEET NUMBER**

**REVISION**

**130**

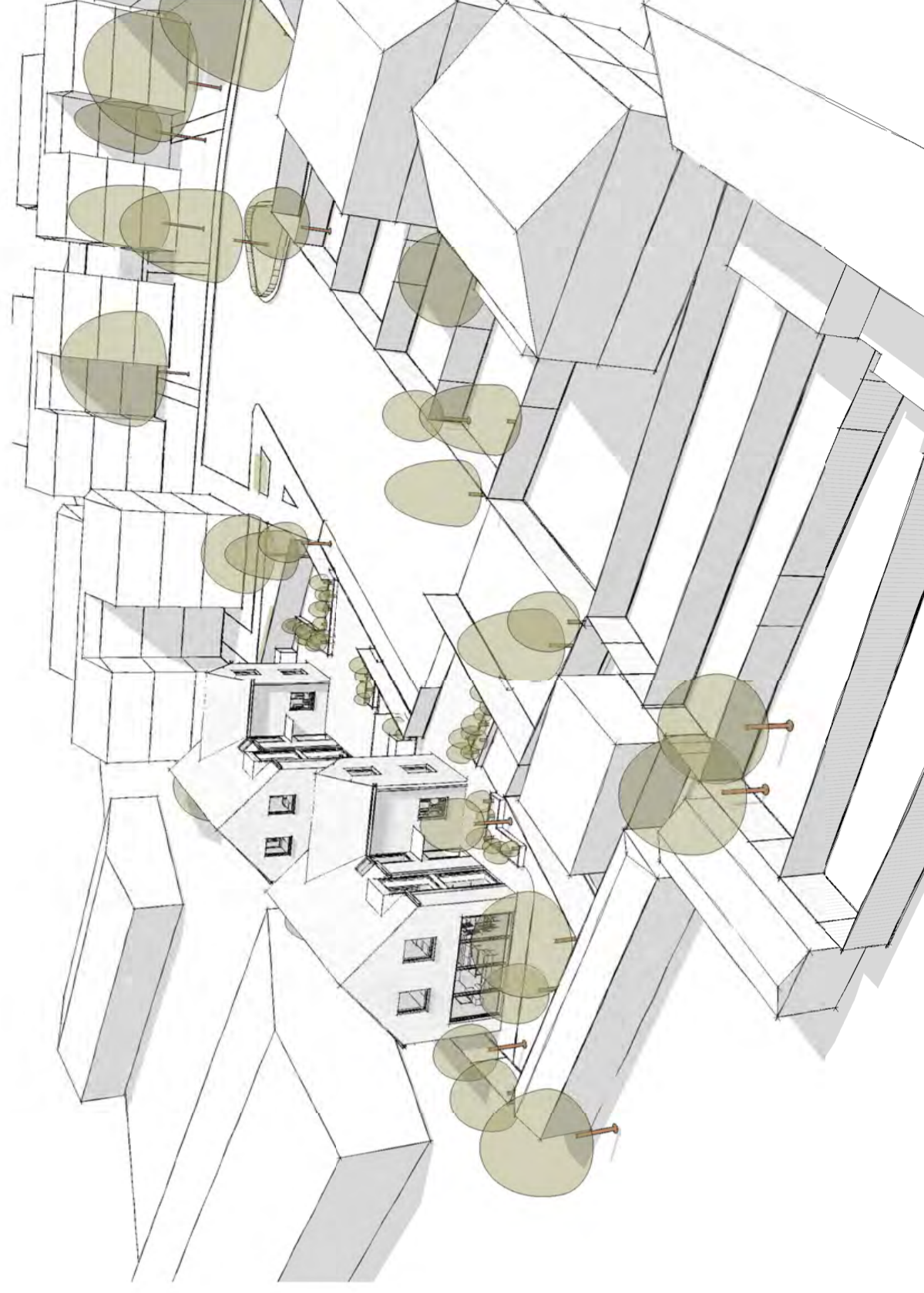


**REVISIONS**

- A Remove Title Hanging
- B Updated Boundary & Garden Size

17/01/24

27/08/24

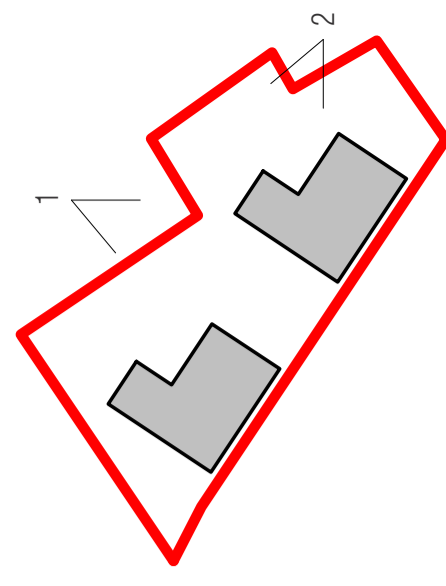


**Proposed Aerial View**



**Proposed View**

**Key Plan**



**METASHAPE | ARCHITECTS**

**STATUS**  
PLANNING

**PROJECT**  
Hilton Close, Uxbridge LONDON

**SHEET TITLE**  
PROPOSED VIEWS

**SCALE**  
1 : 100 @ A2

**DATE**  
26/01/24

**DRAWN**  
JW

**REVIEWED**  
IL

**JOB NO.**  
2022-022

**SHEET NUMBER**



**230**

**REVISION**

**B**





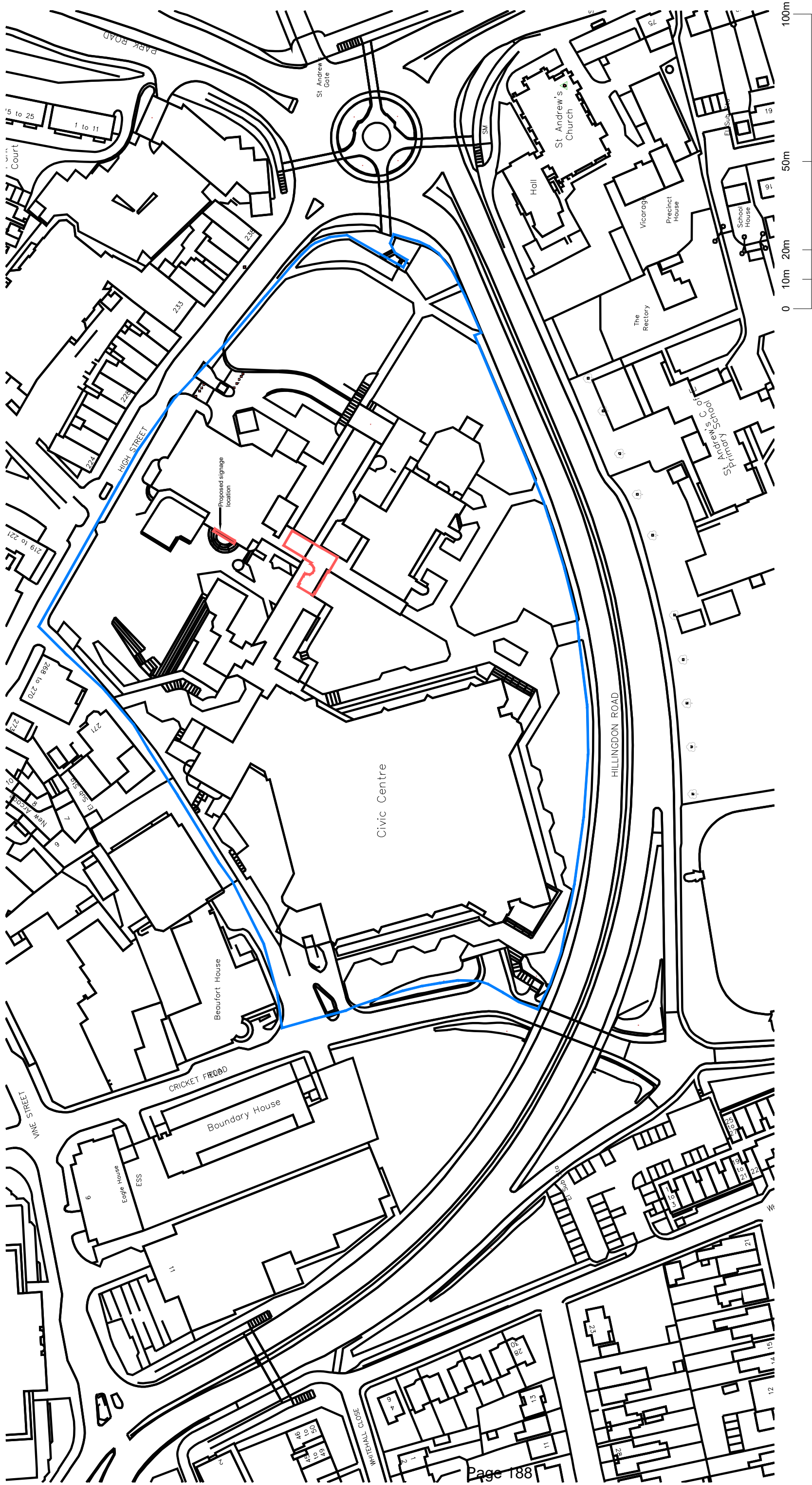
<b>KEY :</b>  Site Boundary	<b>ADDRESS :</b> GARAGE SITE, HILTON CLOSE, UB8 2QJ		<b>LONDON BOROUGH OF HILLINGDON</b> <b>RESIDENTS SERVICES</b> <b>PLANNING SECTION</b>
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<b>PLANNING COMMITTEE :</b>		<b>DATE :</b> 05/07/2024	

**Report of the Head of Development Management and Building Control**

**Address:** CIVIC CENTRE HIGH STREET UXBRIDGE

**Development:** Alterations to the existing covered walkway between Corporate Entrance and the Middlesex Suite to form an enclosed entrance area and link from the Corporate Entrance to the Middlesex Suite, involving the installation of new windows and glazed screens together with the installation of new signage (LBC linked to planning application ref. 14805/APP/2024/956 for the change of use of the Middlesex Suite and Registrar's Office from Class E(g)(i)/Sui Generis to Class F1 to accommodate a new public library and museum)(Application for Listed Building Consent).

**LBH Ref Nos:** 14805/APP/2024/1410



Revision	date	GH	Planning Issue
A	2024-05-22	GH	Planning Issue

**LBH Civic Centre - Library Entrance**

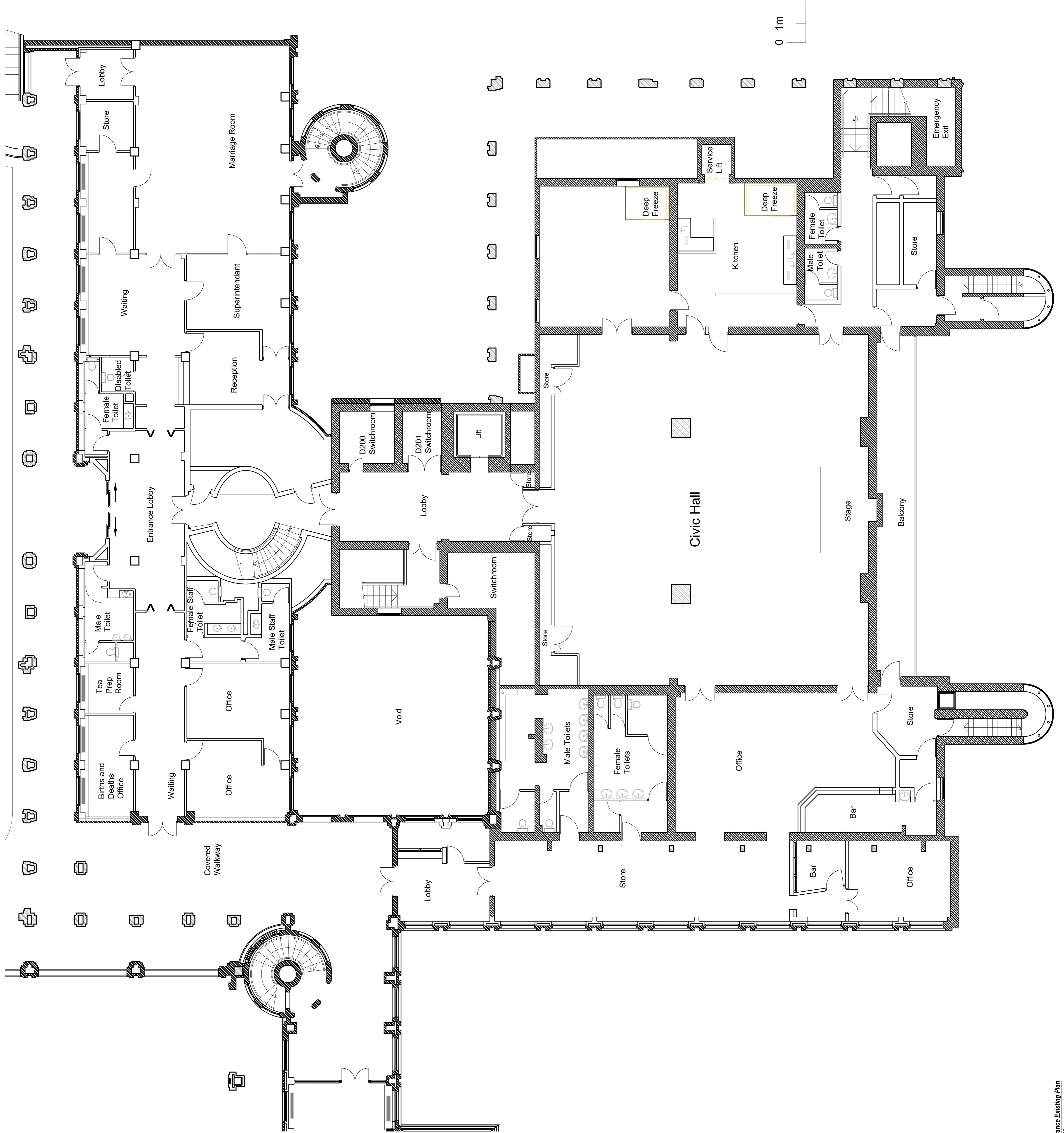
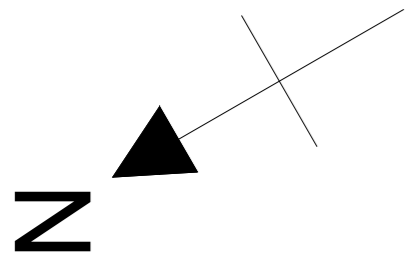
project name: LBH Civic Centre - Library Entrance  
 drawing reference: Site Location Plan  
 job number: M9556  
 drawing number: APL001  
 status: P I ANNING  
 date: September 2023  
 sheet: 1:1250@A3  
 scale: 1:1250@A3  
 drawing: GH  
 checked:



Space One Beadon Road  
 London W6 0EA  
 T 020 8237 8200  
 F 020 8741 2814  
 mail@hunters.co.uk

Use figured dimensions only. All levels and dimensions to be checked on site. This drawing is to be read in conjunction with all other relevant drawings and specifications. Hunters is a trading name of Hunter & Partners Limited.





2024-05-22 GH Planning Issue  
Scale 1:100@A1  
0 1m 5m 10m

Project Name: LBH Civic Centre - Library Entrance  
Existing Floor Plan  
Date: September 2023  
Scale: 1:100@A1  
Author: GH  
Checked: JW  
Drawn: A  
Project No: M956  
Drawing No: M956\_AFL003\_LBH Civic Centre Level 2 Existing Plan.dwg  
www.hunters.co.uk

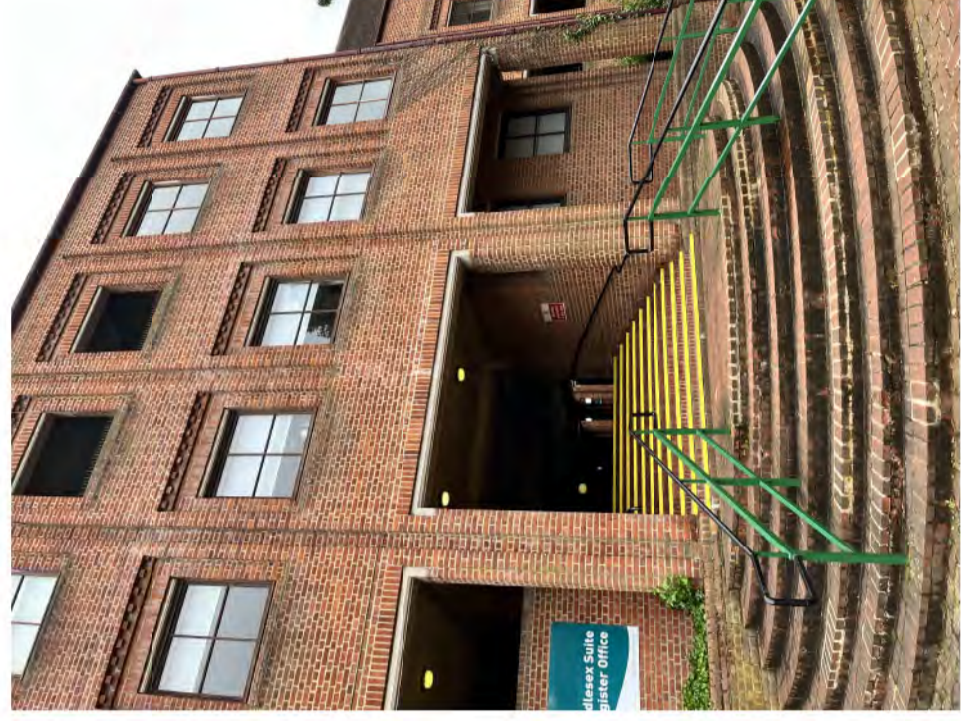




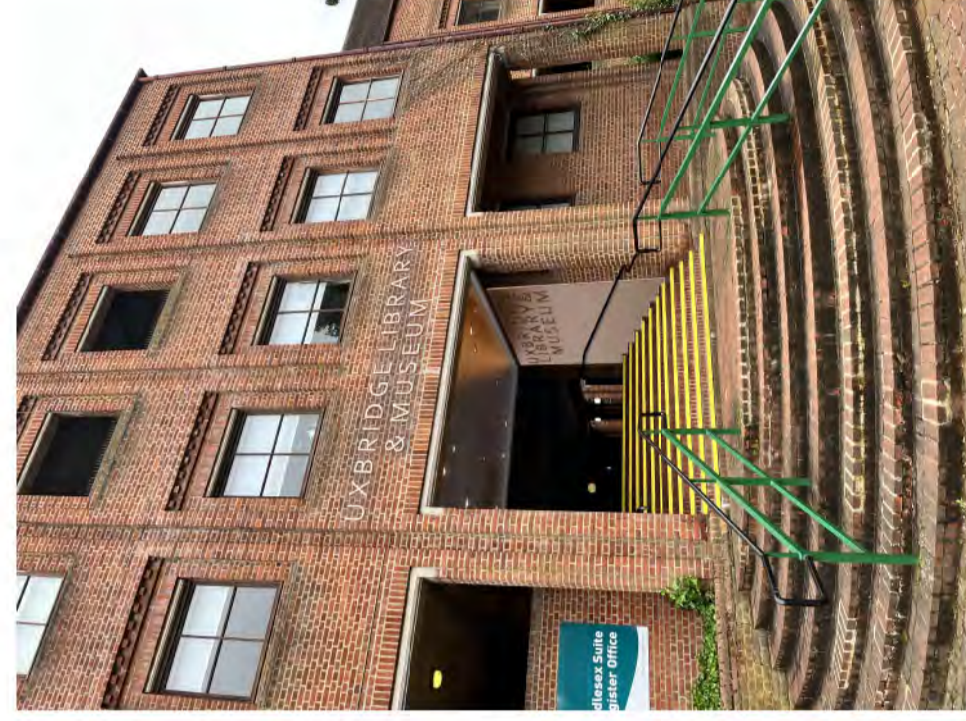
Artistic impression of the proposed wall and soffit murals, looking south.



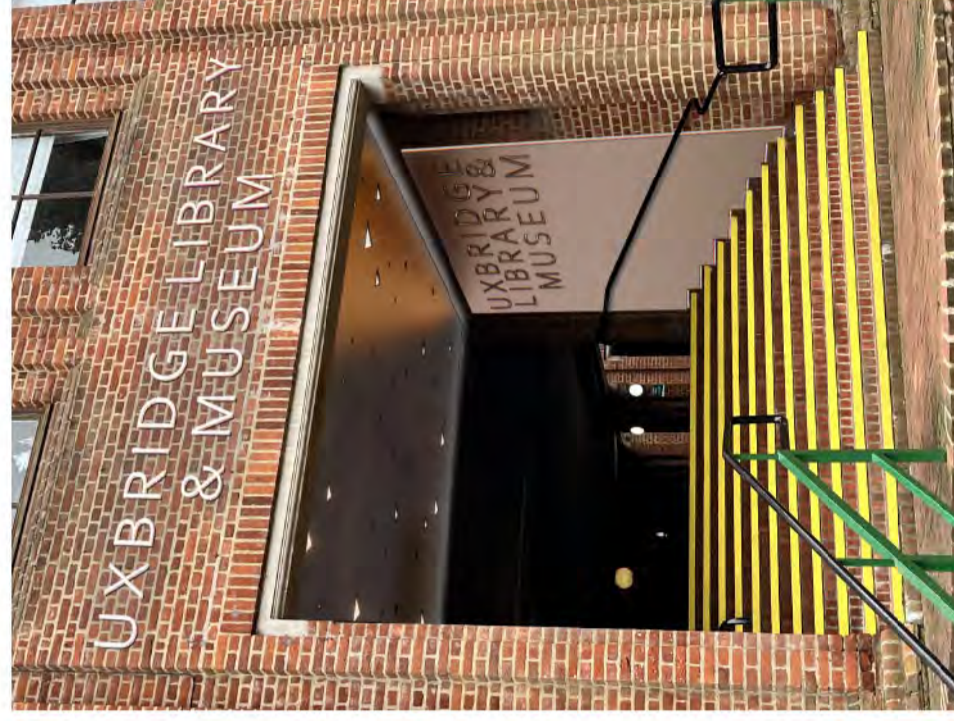
Artistic impression of the proposed wall and soffit murals, looking up.



Existing Elevation



Proposed Elevation with new signage

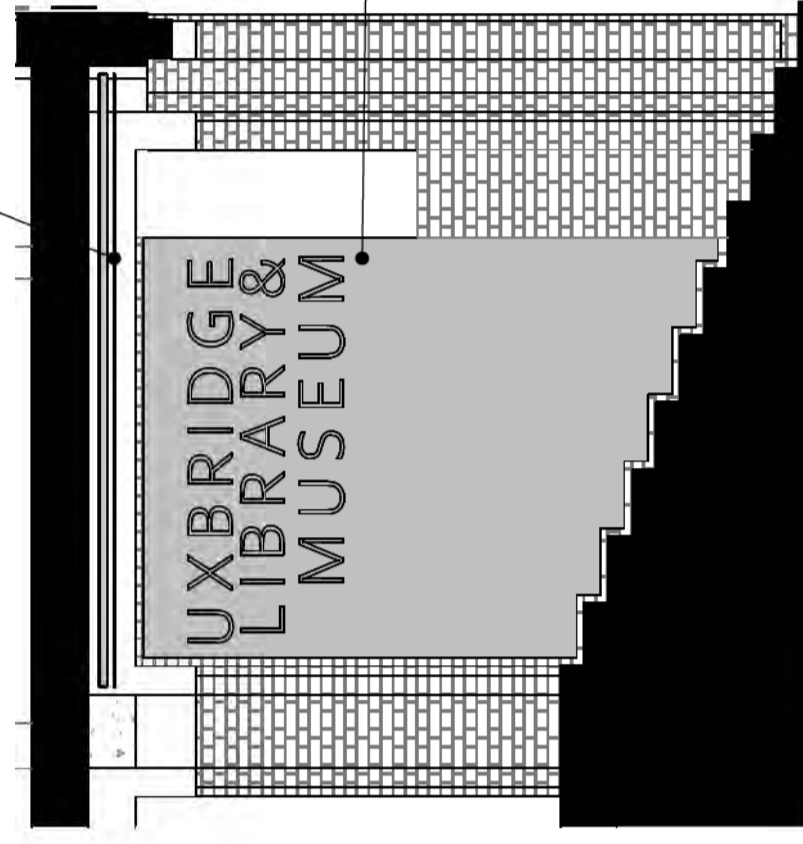


Proposed signage:

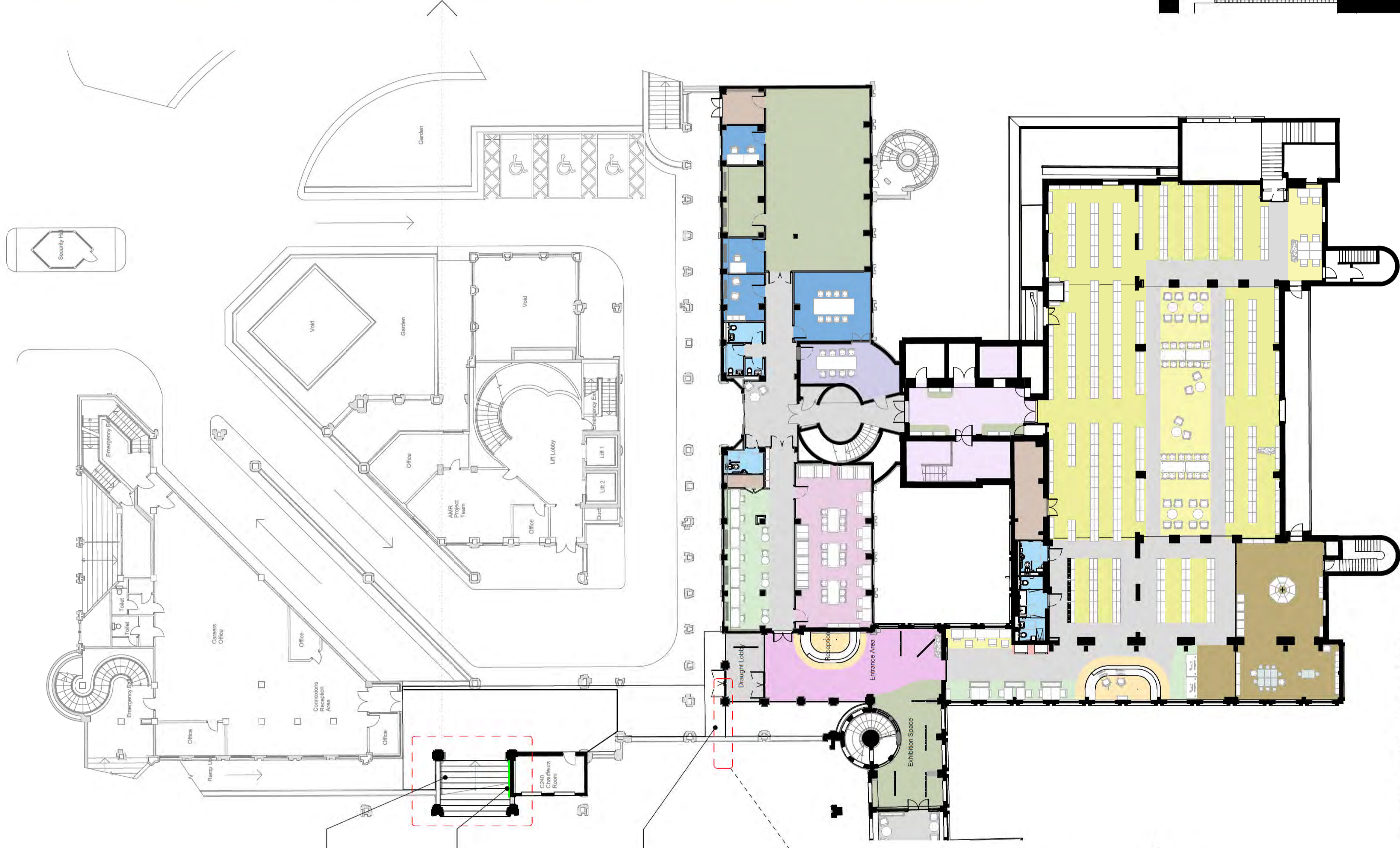
- Facade: Bronze letters individually attached to brickwork with 30mm spacer rods.
- Inset wall: Bronze plate cutout mural with back lighting.
- Soffit: Bronze plate cutout mural with back lighting.

Bronze plate cutout soffit cladding mural with back lighting.

Bronze plate cutout mural with back lighting.



03 Proposed Signage 1 : 50



02 Level-2 - Context Plan 1 : 200

New signage: "UXBRIDGE LIBRARY & MUSEUM" Mounted on existing brick parapet of the ramp

New signage: "UXBRIDGE LIBRARY & MUSEUM" Bronze plate cutout mural with back lighting.

01 Level-1 - Library Signage 1 : 200

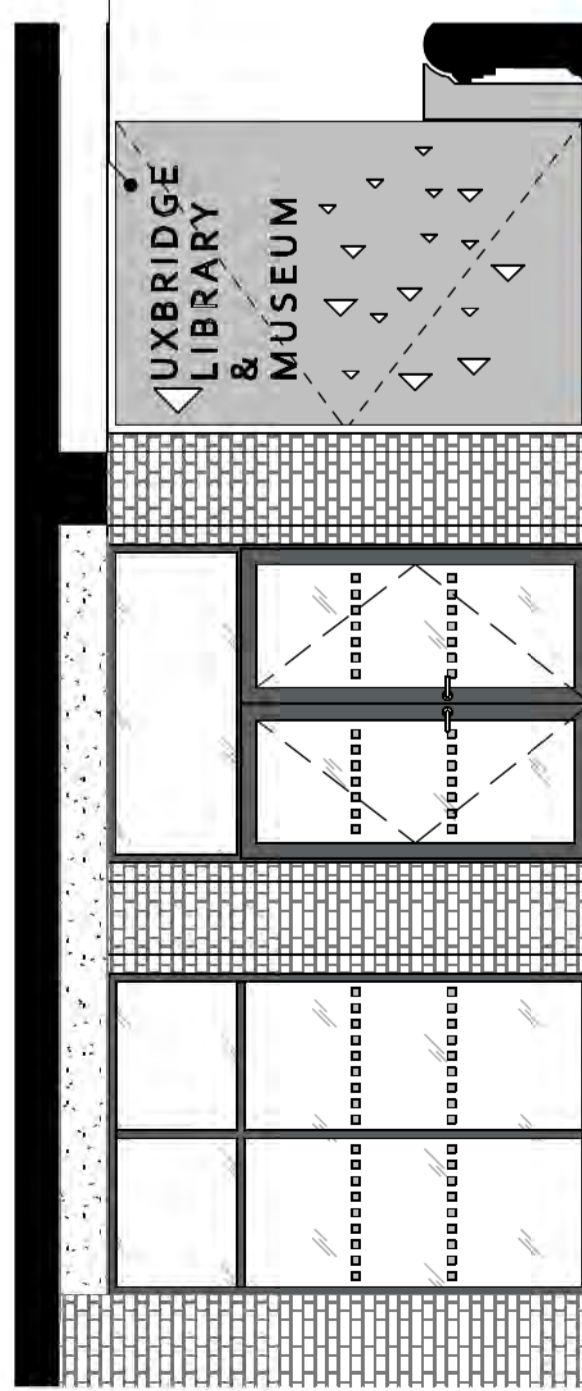


Artistic impression of new library entrance



Collonade existing view

Bronze plate cutout mural. Mounted on hinges to allow access for maintenance.



04 Section 48 1 : 50

C	2024-06-10	GH	Layout amended
B	2024-06-29	GH	Revised signage proposal
A	2024-05-22	GH	Planning issue - Listed Building Application
Rev	2024-05-22	GH	Finality

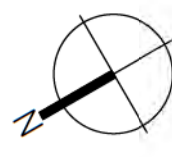
Revision History

**hunters**

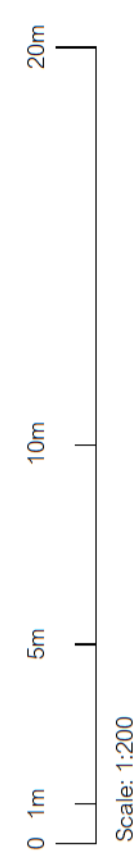
Space One Blackton Road  
London W8 5EA  
T: 020 8237 8200  
info@hunters.co.uk  
www.hunters.co.uk

LBH Civic Centre - Library Entrance  
London, W8 5EA

Context Plan and Proposed Signage



title code	
reason for issue	
hunters project number	M9556
client project number	A6 @ A1
scale	As Indicated
drawn by	Author
checked by	Checker
drawing title	M9556- HUN- APL004
revision	2024-06-10
date	2024-06-10
revision	Layout amended
checked by	GH

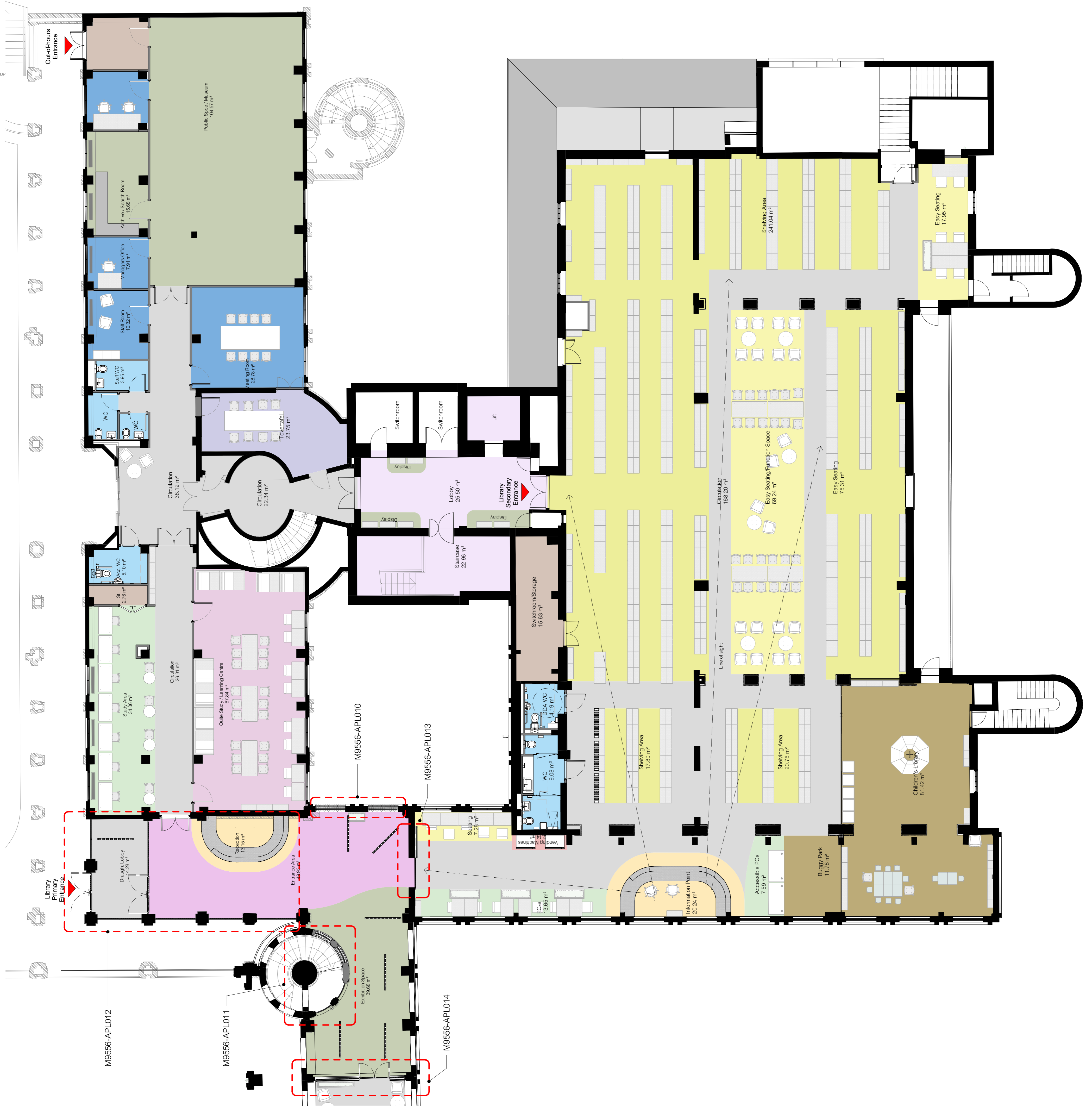


All drawings are to be printed in colour.  
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LEGEND:

- Childrens
- Circulation
- Entrance
- Exhibition
- Learning Centre
- PC Area
- Public access
- Reception
- Seating
- Service
- Shelving
- Staff
- Toverntafel
- Vendin Area
- WC

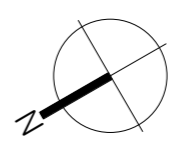


2024-05-22 GH  
 Revision History  
 Planning Issue - Listed Building Application



**LBH Civic Centre - Library Entrance**  
 Space One, Hammersmith,  
 London, W8 6EA

**Level 2 - Proposed Floor Plan**



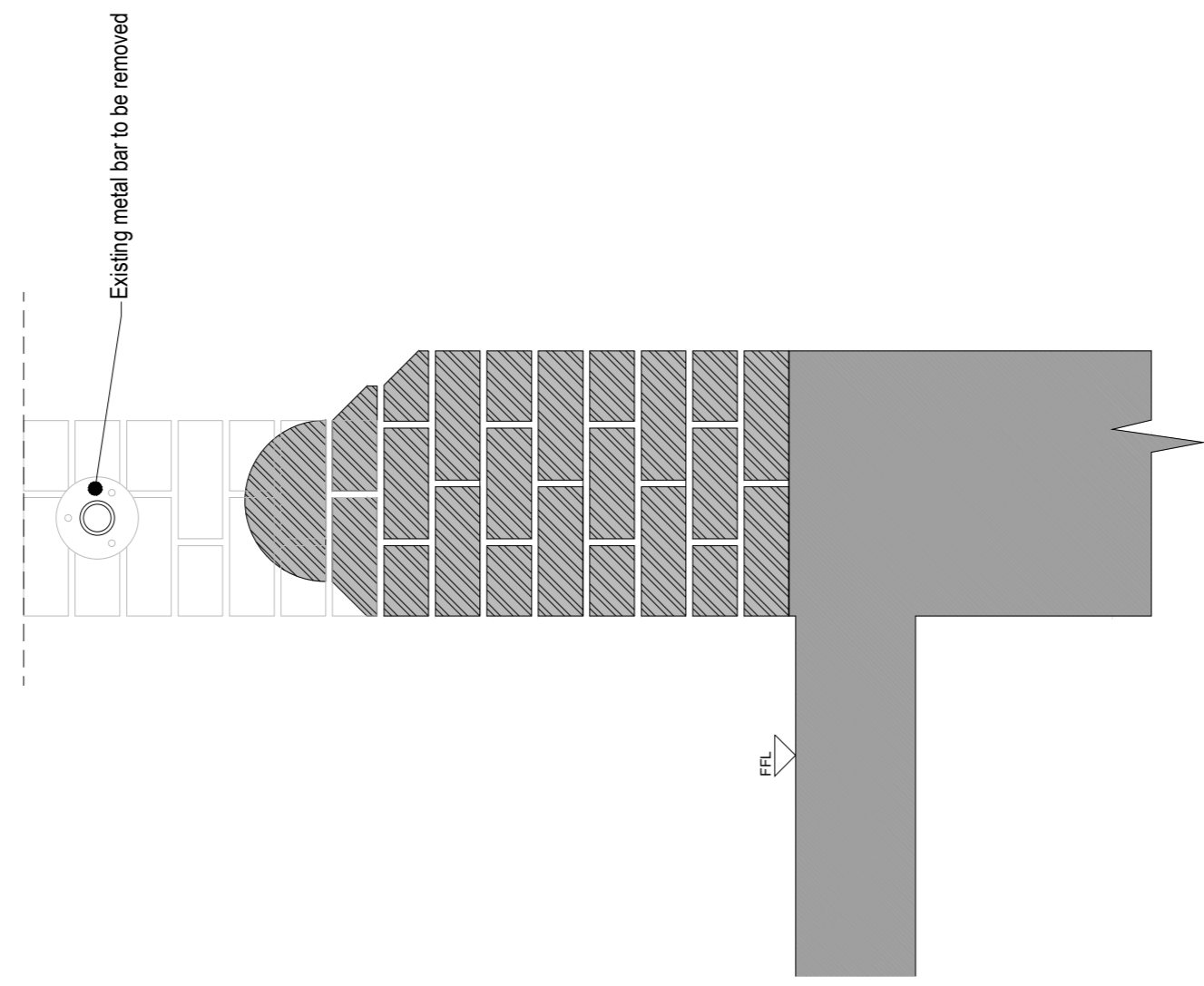
status code:  
 report for issue:  
 client project number:  
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 scale:  
 1 : 100 @ A1  
 drawn by:  
 Author  
 checked by:  
 Checker

drawing title:  
**M9556- HUN- APL005**  
 revision:  
**A**  
 date:  
 2024-05-22  
 revised by:  
 GH

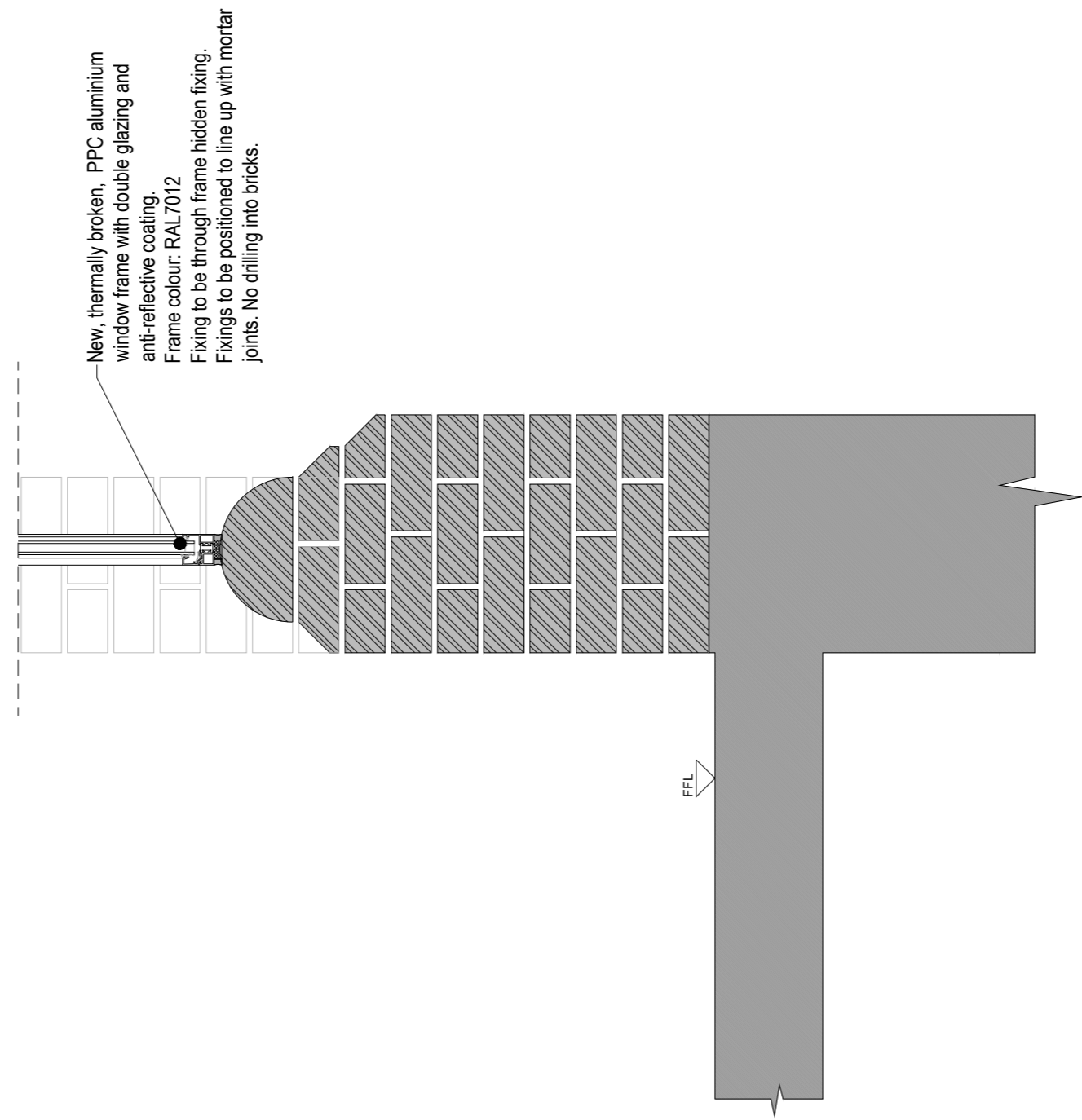
Planning Issue - Listed Building Application  
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 Scale: 1:100

All drawings are to be printed in colour.  
 model ref: C:\Raw\Local\005-HUN-22-0040-001-MUN-ACCEL\_3.nwd.rvt  
 User: ghunter@hunters.co.uk  
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Existing Section



Proposed Section

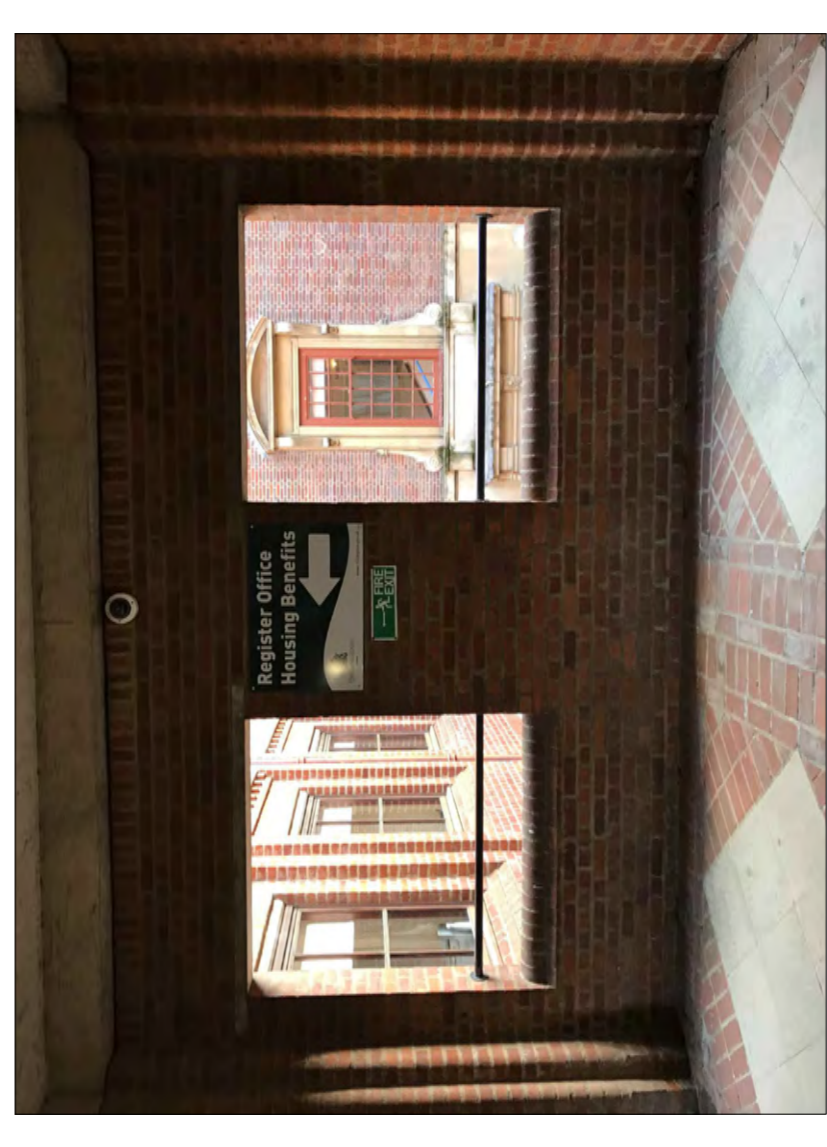
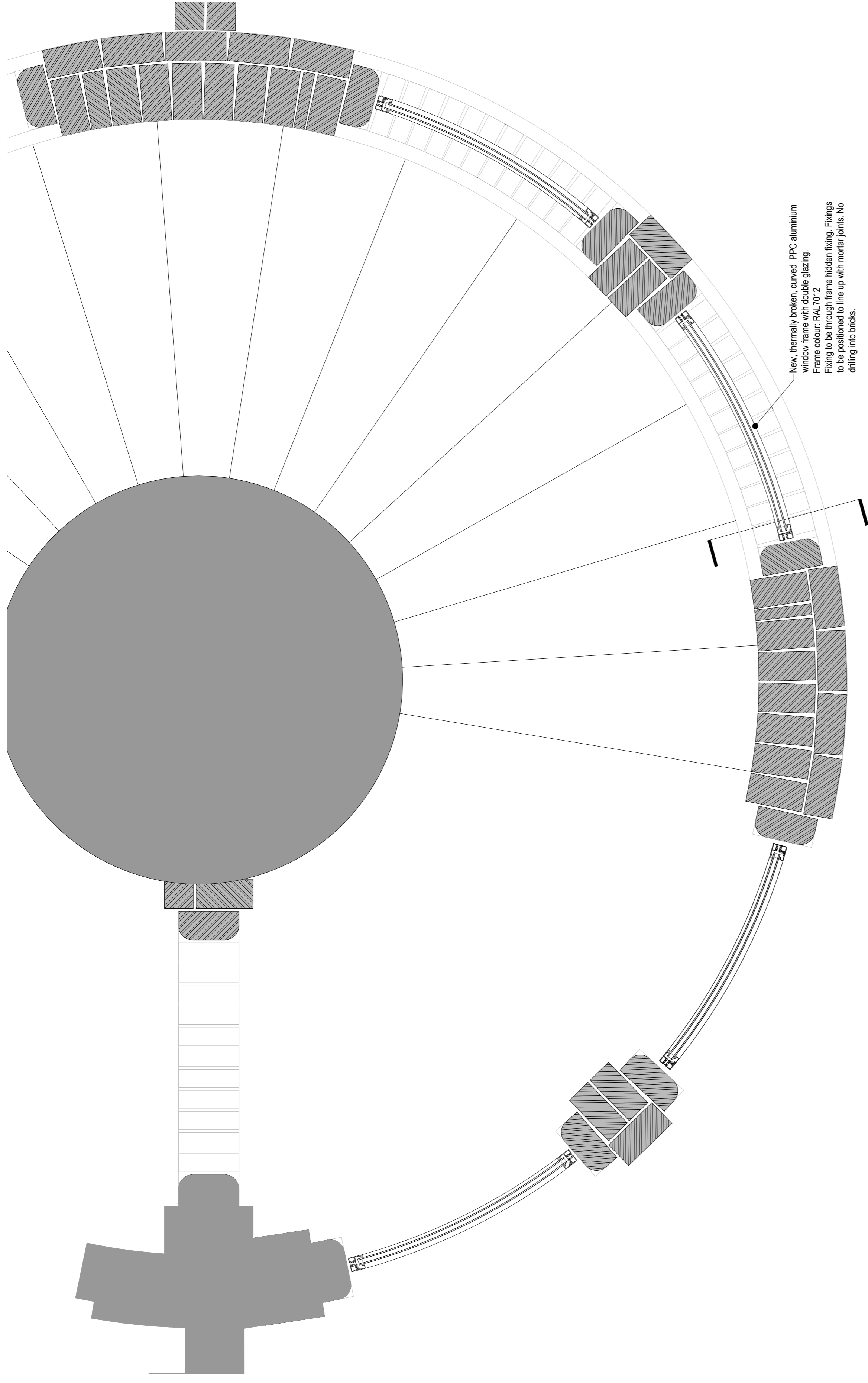


Photo of window opening to be infilled with window.

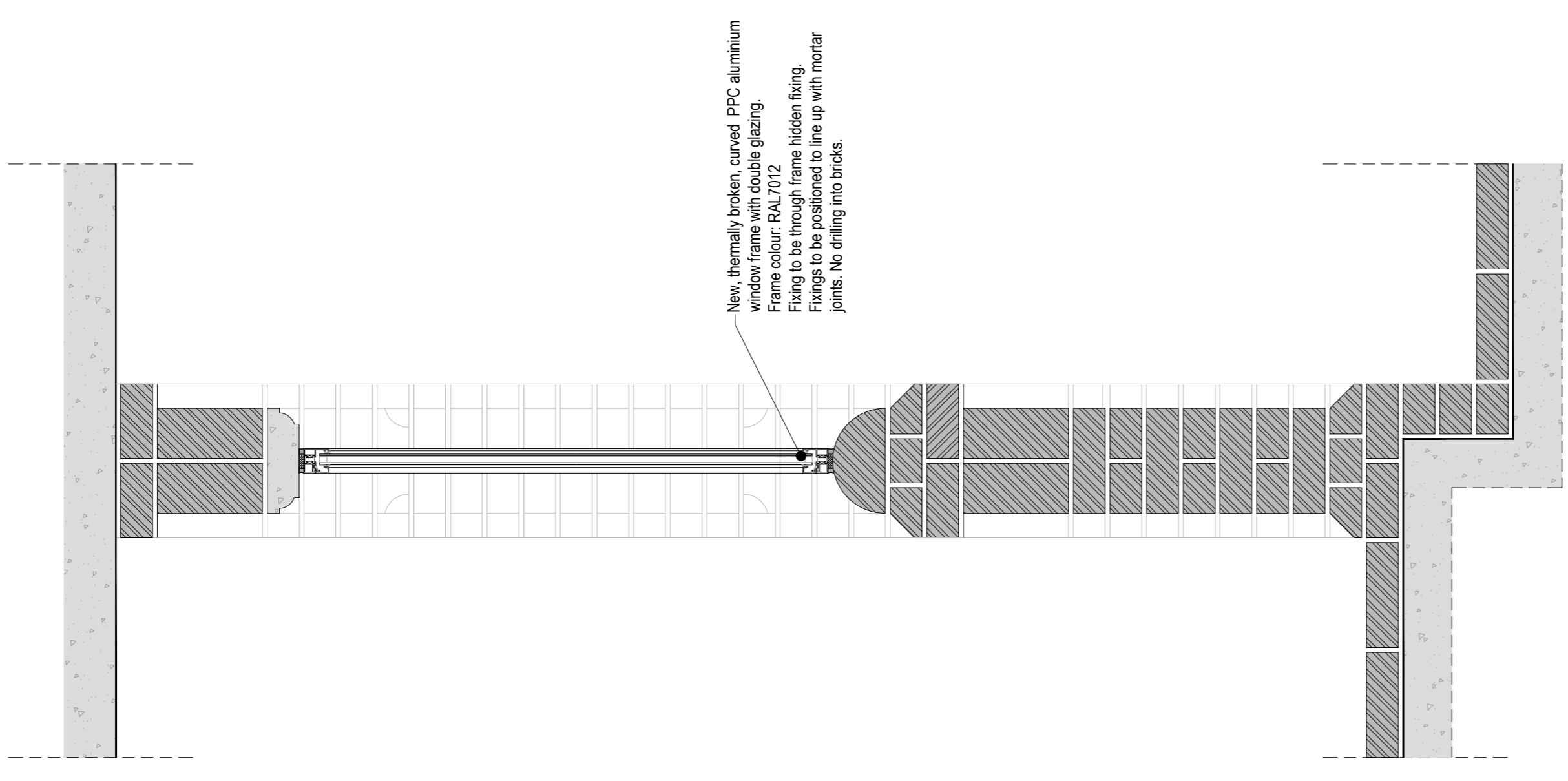
Revision:	2024-05-27 GH	Planning Issue
A		





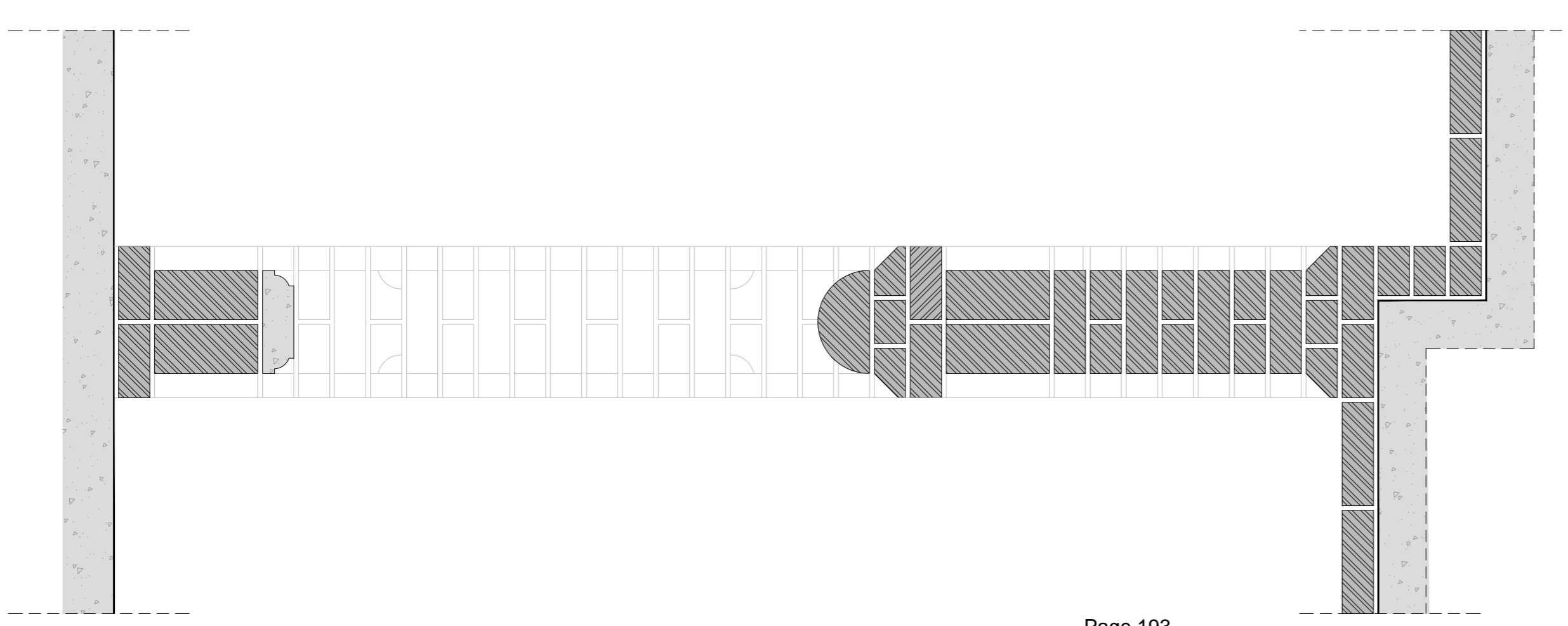
**Proposed Plan**

New, thermally broken, curved PPC aluminium window frame with double glazing.  
 Frame colour: RAL 7012  
 Fixing to be through frame hidden fixing. Flings to be positioned to line up with mortar joints. No drilling into bricks.

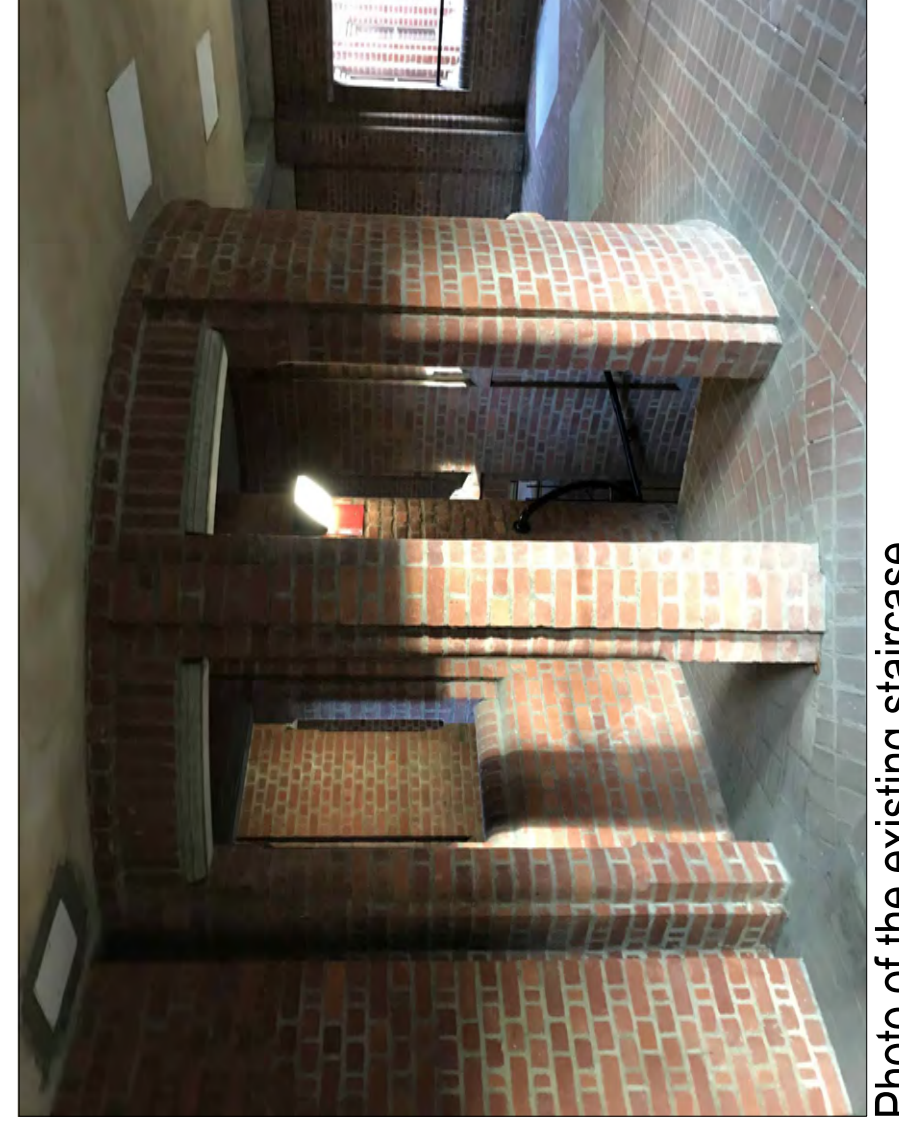


**Proposed Section**

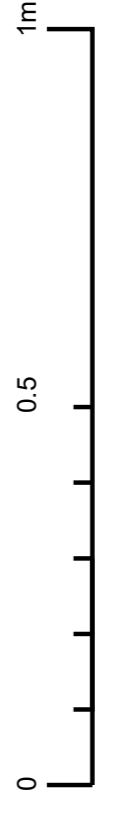
New, thermally broken, curved PPC aluminium window frame with double glazing.  
 Frame colour: RAL 7012  
 Fixing to be through frame hidden fixing. Flings to be positioned to line up with mortar joints. No drilling into bricks.



**Existing Section**



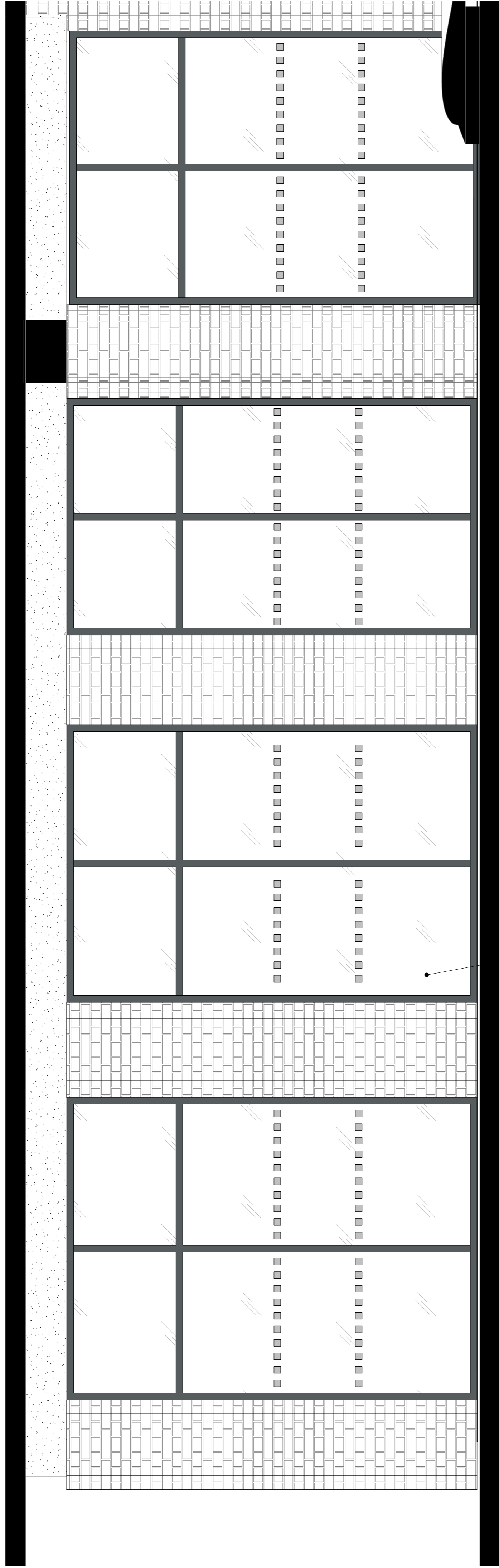
**Photo of the existing staircase**



Revised:	2024.09.27 GH	Planning Issue
Project name:	LBH Civic Centre - Library Entrance	
Drawing reference:	Spiral Stair Screen Details	
Job number:	M8556	revision: A
Status:	PLANNING	drawing number: APL011
Drawn by:	GH	checked: -
Scale:	1:100(A1)	date: August 2023
Sheet:	1	of 1

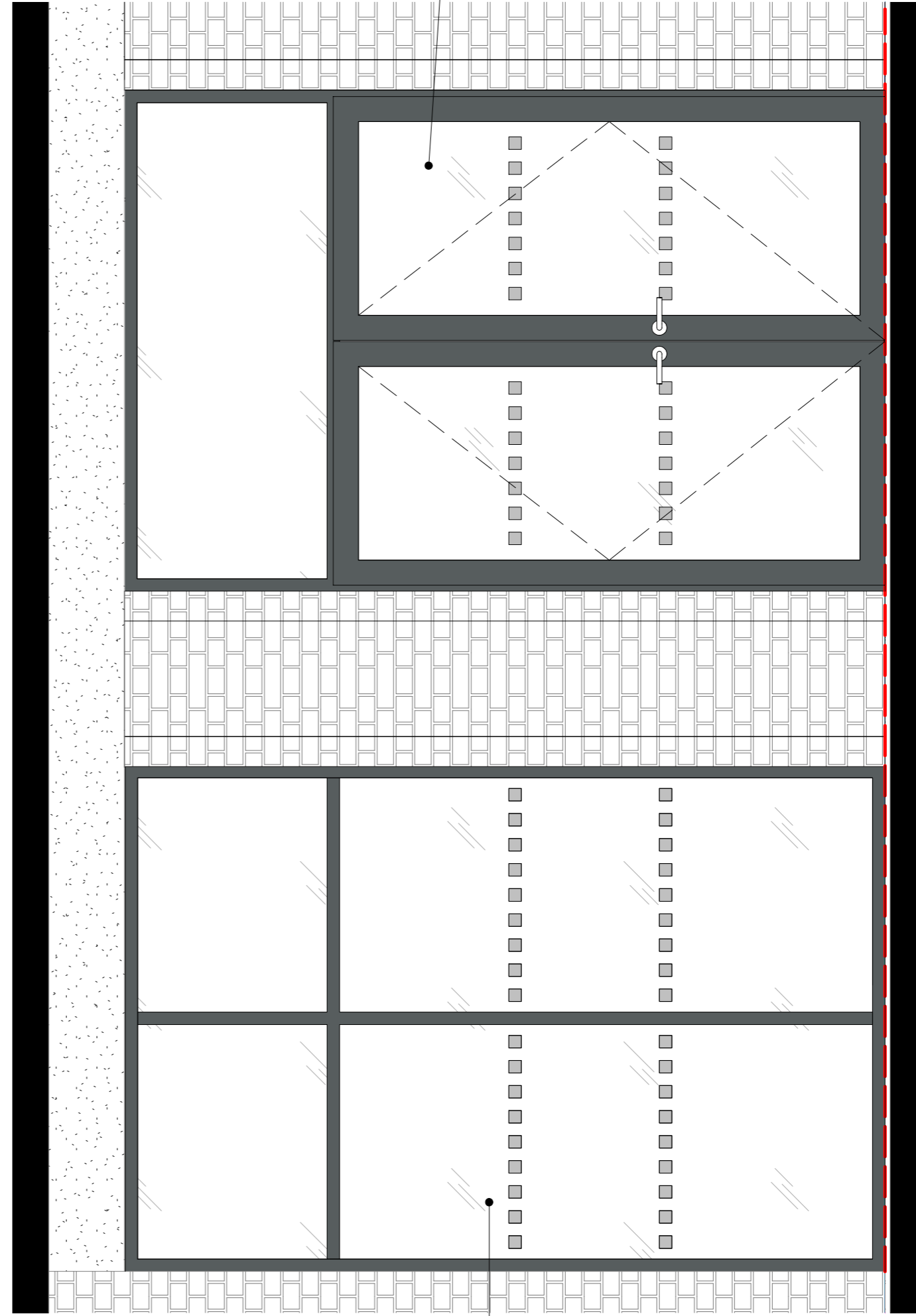
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New, thermally broken, PPC aluminium screen with double glazing and anti-reflective coating. Frame colour: RAL7012. Fixing to be through frame hidden line up with mortar joints. No drilling into bricks.

01 Screen detail 1  
1 : 20



New, thermally broken, PPC aluminium screen with double glazing and anti-reflective coating. Frame colour: RAL7012. Fixing to be through frame hidden line up with mortar joints. No drilling into bricks.

New library entrance door. Thermally broken, PPC aluminium screen and doorset with double glazing and anti-reflective coating. Frame colour: RAL7012. Fixing to be through frame hidden line up with mortar joints. No drilling into bricks.

02 Screen detail 2  
1 : 20

Revision History

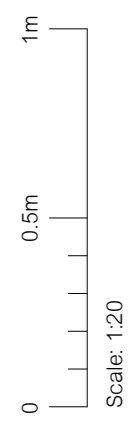


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**Glazed Screen Details**

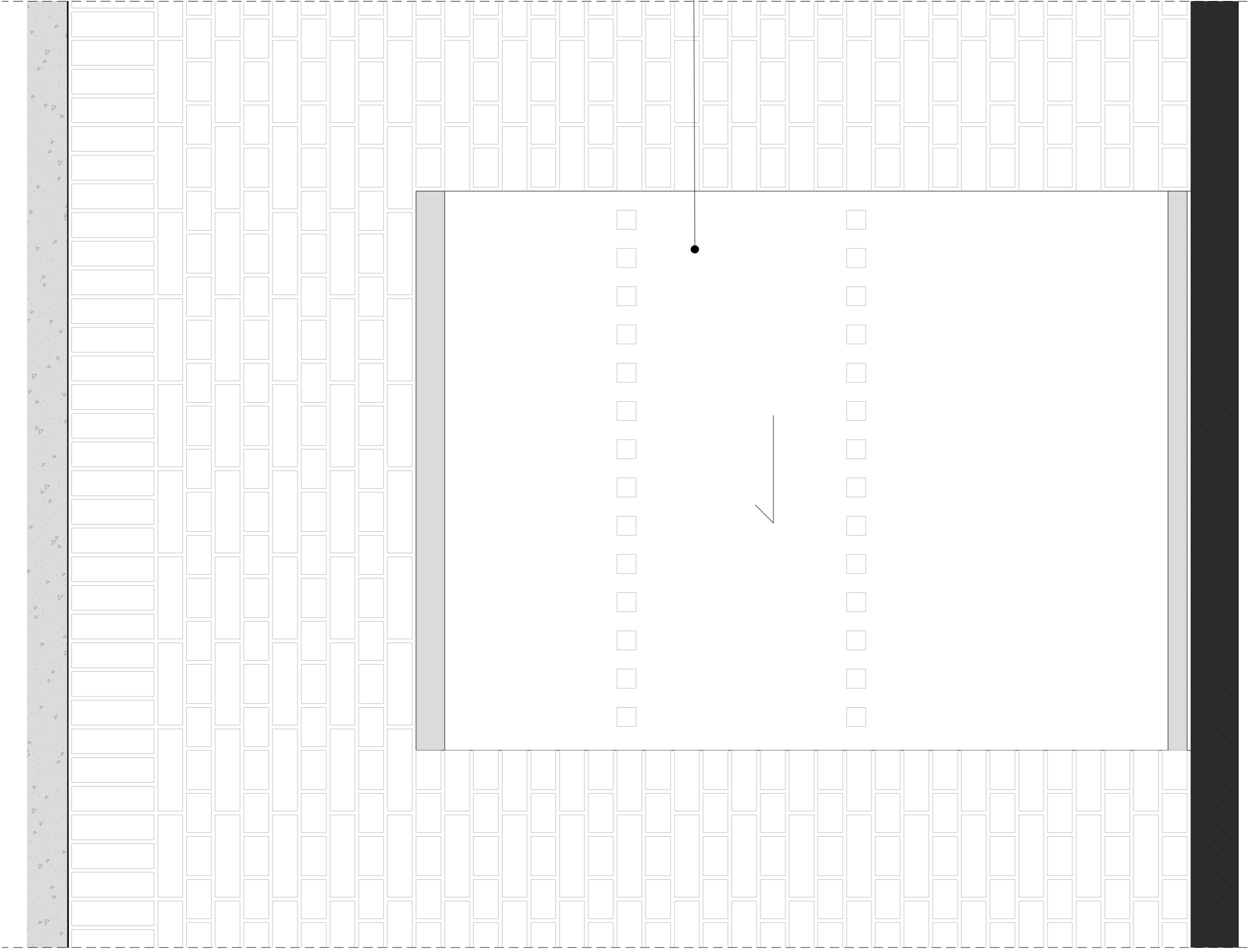
status code:	client project number:	scale:	drawn by:	checked by:
revised for issue:	M9556	1 : 20 @ A1	Author	Checker
drawing title:	revision:	date:	revised by:	
<b>M9556- HUN- APL012</b>	A	2024-05-22	GH	



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model ref: C:\Raw\Local\0056-HUN-22-0040-001-HUN-ACCEL\_3.nwd.rvt  
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New, thermally broken, PPC aluminium sliding door with double glazing.  
 Frame colour: RAL7012  
 Entire mechanism to be placed on south side of the wall. All fixing to be from this side.  
 Frame to be sized so visible section of glass equals the existing door opening.



New, thermally broken, PPC aluminium sliding door with double glazing.  
 Frame colour: RAL7012  
 Entire mechanism to be placed on south side of the wall. All fixing to be from this side.  
 Frame to be sized so visible section of glass equals the existing door opening.

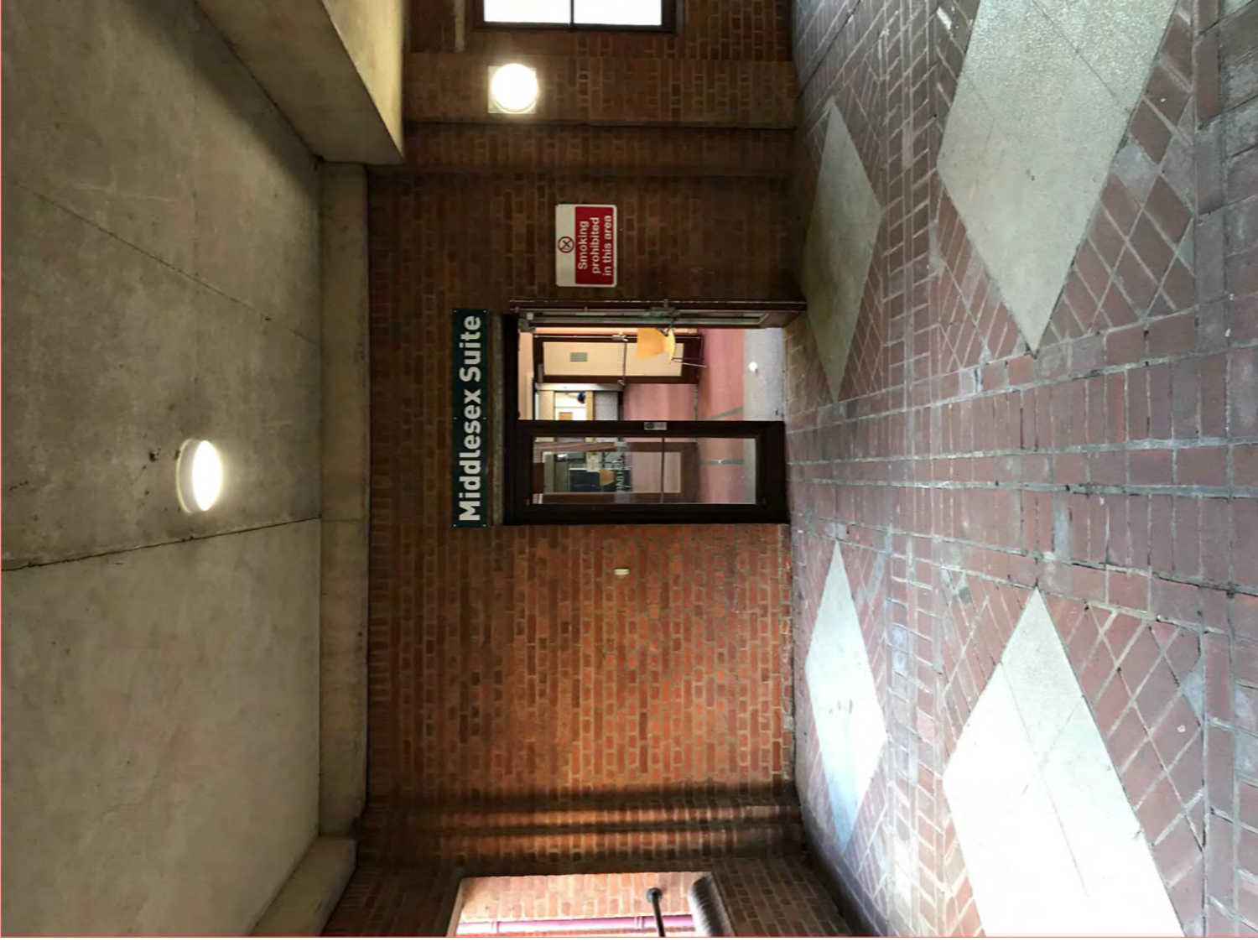
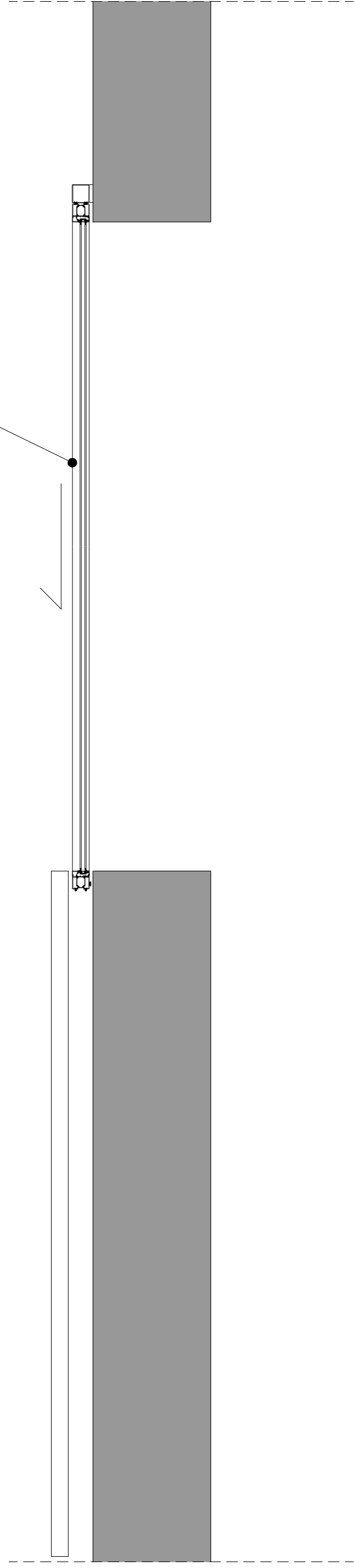


Photo of the existing doorway to Middlesex Suite



Revision	A	2024.05.27 GH	Planning Issue

**Project name:** LBH Civic Centre - Library Entrance  
**drawing reference:** New Sliding Door  
**date:** October 2023  
**sheet:** sheet  
**drawn:** GH  
**checked:** -  
**scale:** 1:100(A)  
**job number:** drawing number: A  
**MPS56** APLO13  
**status:** **PLANNING**  
**user ref:** MPS56-Details rev.dwg

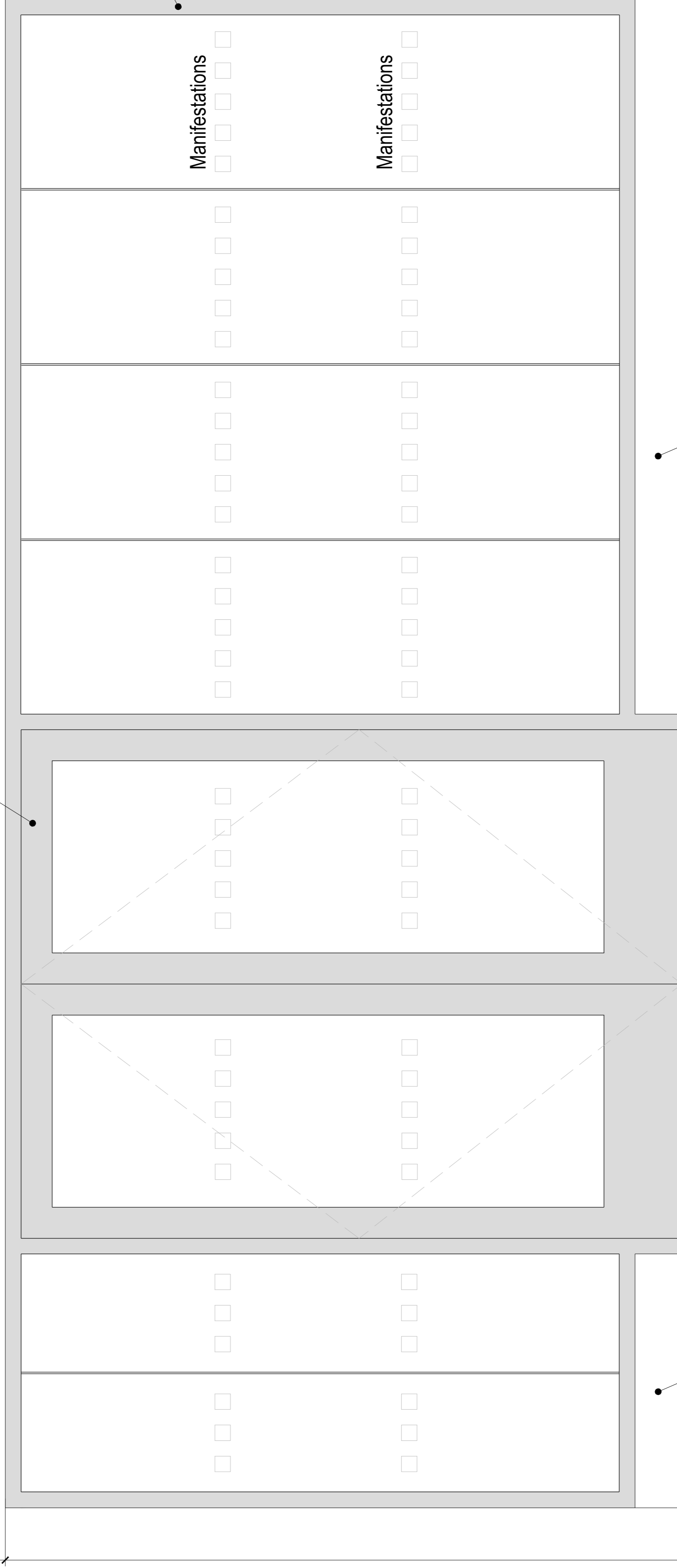
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New double door set. Thermally broken, IPC compliant aluminium frame with double glazing. Glazing and frame to be fixed to achieve requirements specified by Fire Engineer and approved by Building Control.  
Framing to be set out and fixed to existing structure. Doors to be adjusted to be suitable for increased footfall.

4848.5 (Struct. Opening) TBC



New, thermally broken, IPC aluminium double door set with double glazing. Glazing and frame to be fixed to achieve requirements specified by Fire Engineer and approved by Building Control.  
Framing to be set out and fixed to existing structure. Doors to be adjusted to be suitable for increased footfall. No drilling into bricks.

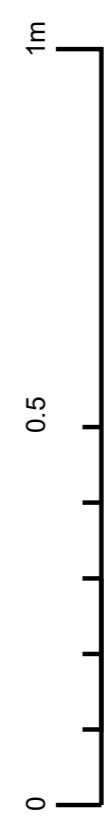
Door position to be as per existing. Mat well to be retained with new mat finish.

Existing brick pier to be retained.

Existing brick pier to be retained.



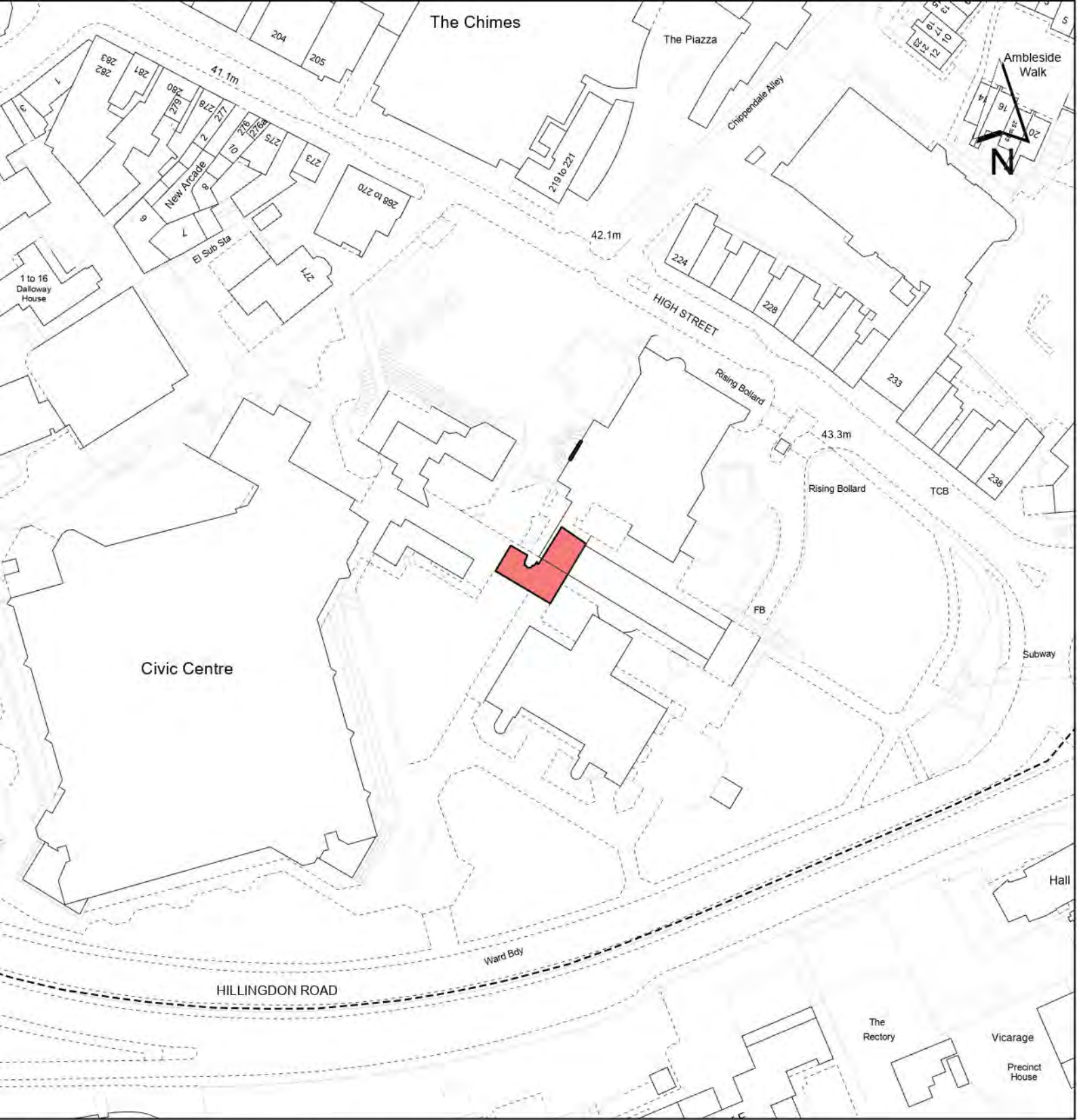
Photo of the existing glazed partition





Revision	A	2024/05/27 GH	Planning Issue

project name:	LBH Civic Centre - Library Entrance				
drawing reference:	New Internal Glazed Partition	date:	October 2023	drawn:	GH
job number:	M9556	sheet:	11/09/A1	checked:	-
status:	PLANNING	revision:	A	Use figures dimensionally only. All levels and dimensions to be checked against the relevant drawings and specifications with all other relevant drawings and specifications.	
user ref:	M9556-Details rev.dwg	© Hunters & Partners Limited. All rights reserved. www.hunters.co.uk			

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<b>PLANNING COMMITTEE :</b>		<b>DATE :</b> 05/07/2024	

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