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

Case Officer: Emilie Bateman	78399/APP/2024/564
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Date Application Valid:	28.03.24	Statutory / Agreed Determination	21.07.25
valia.		Deadline:	
Application Type:	Full	Ward:	Eastcote

Applicant: S. Czerniawska

Site Address: 14 Coteford Close, Eastcote

Proposal: Erection of a part single, part two storey rear

extension together with a single storey side extension. Conversion of extended house into 1 x 1-bedroom flat and 1 x 3-bedroom flat with associated parking, landscaping and private

amenity space.

Summary of **GRANT planning permission subject to**

Recommendation: conditions

Reason Reported Required under Part 3 of the Planning Scheme of

to Committee: **Delegation (Petition received)**



Summary of Recommendation:

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

1 Executive Summary

- 1.1 Planning permission is sought for the erection of a part single, part two storey rear and single storey side extension. In addition, the application seeks permission for the conversion of the extended house into 1 x 1-bedroom flat and 1 x 3-bedroom flat with associated parking and landscaping.
- 1.2 A recent planning application was approved in February 2024 (ref. 78399/APP/2023/3408) for identical extensions. The key difference from this previously approved scheme involves the conversion of the property into two flats including subdivision of the rear garden, landscaping and associated parking.
- 1.3 The application is subject to a petition containing 63 signatures in objection to the proposal. The concerns raised within the petition are set out in more detail in Section 6 of this report, but in summary include impacts upon the local highway network and parking, crime and safety, noise and disturbance, environmental impact, overdevelopment of the site and loss of character and amenity to adjoining residents.
- 1.4 The principle of the conversion is considered to comply with both local, London Plan and National Planning Policies. An assessment of properties along Coteford Close confirms that less than 10 percent of the properties have been converted to flats (compliant with policy). Furthermore, the property would continue to provide a family sized 3-bedroom home with access to private rear garden space. The proposal would contribute towards local housing stock by adding an additional one-bed flat in a residential location, which is supported by strategic policies.
- 1.5 With regards to design, the scale, bulk and massing is considered to respect the residential character of the area. The external extensions mirror a recent approval which was granted in February 2024. In addition, the impact on residential amenity was fully assessed and would not give rise to any undue impacts. The internal living conditions for future residents meets the required standards and the outdoor private amenity space provided surpasses minimum requirements, ensuring a good standard of accommodation.
- 1.6 The level of parking, access, cycle parking and potential trip generation have all been reviewed by the Local Highway Authority who have raised no objection to the proposal.

- 1.7 Concerns were raised regarding the potential use of the property as a house of multiple occupancy. The property however is seeking permission for the conversion into two self-contained homes. In this instance, a condition is recommended restricting the conversion from C3 residential units to a Small HMO C4 unit. This is considered reasonable and further protects the larger unit for potential family occupancy.
- 1.8 Due regard has been given to residents' objections, including the petition against the application. However, it is concluded that the proposal complies with the Development Plan and no material considerations indicate that a contrary decision should be taken. The planning application is therefore recommended for approval subject to the conditions set out in Appendix 1.

2 The Site and Locality

- 2.1 The application property is located to the northwest side of Coteford Close and consists of a two-storey end of terrace dwelling which has a main hipped roof with brick external facing. The property features soft landscaping to the front, with a side access road leading to parking to the rear of the site.
- 2.2 Coteford Close comprises terraced rows of properties parallel to the road, with two shorter rows set back at the head of the Close and a perpendicular terraced row at the head of the Close. It is noted that the locally listed Keepers Cottage is located to the west of the site.
- 2.3 The application site is not designated within a Conservation Area, nor an Area of Special Local Character. The site does not contain any Listed Buildings. There are no trees that are subject to a Tree Preservation Order within the site or on adjoining land. The site lies in Flood Zone 1 (low risk) and is designated within a Critical Drainage Area.

Figure 1: Site Location (Application site edged in red)

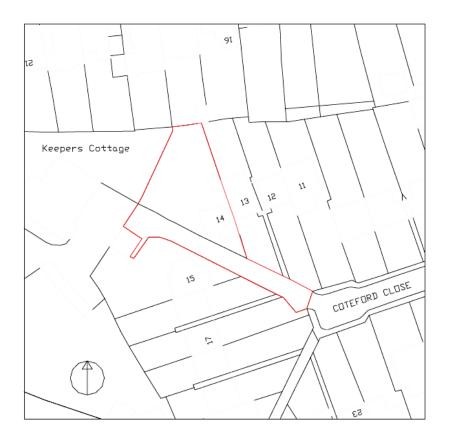


Figure 2: Street View Images of the Application Property



PART 1 – Members, Public & Press

Figure 3: View of existing rear elevation



Figure 4: Access route from Coteford Close (Application site on right)



PART 1 – Members, Public & Press

3 Proposal

- 3.1 Planning permission is sought for a part single, part two storey rear extension together with a single storey side extension. In addition, the application seeks permission for the conversion of the extended house into 1 x 1-bedroom flat and 1 x 3-bedroom flat with associated private amenity, parking and landscaping.
- 3.2 The proposed external extensions match previously approved extensions in February 2024 (ref. 78399/APP/2023/3408). The single storey side and rear extension would essentially wraparound the host dwelling. The proposed single storey side would measure a width of 2.55m, a length of 7.6m, and would feature a lean-to roof measuring a maximum ridge height of 3.3m. The proposed single storey side would be set back 4.6m from the main front building line. The proposed single storey rear would measure a depth of 4.5m, a width of 9.9m and would feature a pitched roof measuring a maximum height of 3.3m. The proposed first floor rear extension would measure a depth of 3m, a width of 3.6m, and would feature a pitched hipped roof set down 0.5m from the ridge line of the host dwelling.
- 3.3 During the application assessment, revisions were sought to retain a 3-bed family-sized unit. The original submission involved 3 x 1-bedroom flats. This has been amended with a reduction of numbers of flats and inclusion of a larger-sized 3-bedroom home. The amendments also ensure that both proposed flats would have adequate external and internal amenity space.
- 3.4 The larger 3-bed unit would be sited on the ground floor with direct access immediately to the rear garden. It comprises of two bedrooms and a kitchen facing the rear garden with a further living and dining space and third bedroom fronting the cul-de-sac. As part of the application, the internal access would be altered with the staircase repositioned adjacent to the entrance door and foyer. This would provide direct access to the second floor comprising a 1-bed 2-person flat. The main kitchen and living space would be dual aspect with a bedroom facing onto the rear garden.
- 3.5 A revised location plan was also received which included the side access road for parking and as a result a 21-day re-consultation took place. This access is under the ownership of Hillingdon Council and ownership certificate B has been completed. The relevant department of the Council do not object to 14 Coteford Close having access rights through this route. Consequently, the determination of the application has been delayed for the progression of a legal deed of variation signed with Hillingdon's Property Estates services to ensure residents of 14 Coteford Close have the right of access over this route to park their vehicles to the rear of the dwellings at 14 Coteford Close. This deed of variation will be finalised and completed if planning permission is granted.

Figure 5: Existing and Proposed Floor Plans and Elevations (please note – larger version of plan can be found in the Committee Plan Pack)



4 Relevant Planning History

- 4.1 A list of the relevant planning history related to the property can be found in Appendix 2. However, of relevance to this application are the two applications set out below.
- 4.2 Planning permission was recently granted for the erection of a part single, part two storey rear extension and a single storey side extension, with installation of new first floor side window (ref. 78399/APP/2023/3408).
- 4.3 As can be seen in Figure 6 below, the proposed elevations and external changes to the building previously approved are identical in size, scale and design as the current scheme subject of this committee assessment. The key difference from the previous scheme involves the change of use from a single dwelling house into two residential flats.

Figure 6: Approved Plan (under ref. 78399/APP/2023/3408)



- 4.4 An application for a Certificate of Lawful Development for the proposed change of use from a single dwellinghouse (Use Class C3) to a 3-bedroom House of Mulitiple Occupancy accommodation (Use Class C4) was also recently approved under ref. 78399/APP/2024/1255 on 12 June 2024.
- 4.5 Within the General Permitted Development Order in Schedule 2, Part 3, Class L, it allows existing C3 Dwelling Houses to change use to a small C4 House of Multiple Occupancy of up to six persons without the need for planning permission.
- 4.6 It must be noted that if this current application were to be granted planning permission for two self-contained residential units, a condition would be included removing permitted development rights for these dwellings to be used as a small House of Multiple Occupancy (Use Class C4).

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 Ten neighbouring properties and Eastcote Residents Association were consulted on 2nd April 2024.

Hillingdon Planning Committee – 17 July 2025

PART 1 - Members, Public & Press

- 6.2 A re-consultation took place on 4 June 2024 following revised plans and a final reconsultation took place on 4 July 2024 following receipt of the final set of plans and updated Location Plan. A further updated location plan was requested in July 2025. This was principally to require a scale of 1:1250. Given the red-lined boundary area did not change, it was not considered necessary to re-consult.
- 6.3 The consultation period expired on 25 July 2024.
- 6.4 Representations received in response to public consultation are summarised in Table 1 (below). Consultee responses received are summarised in Table 2 (below). Full copies of the responses have also separately been made available to Members.

Table 1: Summary of Representations Received

Representations	Summary of Issues Raised	Planning Officer Response
A petition of 63 signatures has been received against the application.	Crime and safety and the potential use as an HMO. 2. Parking and traffic.	Whilst this is a material consideration, the proposal is for an additional one-bed residential unit. It would not lead to a significant intensification of the site that may lead to increased crime and disturbance. It is acknowledged that a certificate of lawful development has been previously granted for a House in Multiple Occupancy (Use Class C4) under permitted development (ref. 78399/APP/2024/1255). Were this current scheme approved; a condition would be attached removing permitted development rights for the use of the flats as an HMO (Use Class C4).
		7.34-7.43 of this report.
	3. Noise and disturbance.	Discussed at Paragraphs 7.22-7.24 and 7.44 of this report.

	4.	Environmental impact.	Discussed at Paragraphs 7.527.57 of this report.
	5.	Overdevelopment, loss of character.	Discussed at Paragraphs 7.10 – 7.14 of this report.
	6.	No other flats or House in Multiple Occupancy on the street.	The principle of the residential conversion is discussed at Paragraphs 7.1-7.9 of this report. It must be noted that the planning application does not seek permission for a House in Multiple Occupancy. As discussed in point 1, a previous lawful development certificate has been granted for a lawful HMO C4 use. Were the current scheme approved; a condition would be attached removing permitted development rights for the use of the flats as a C4 HMO.
6 individual letters of objection have been received.	I.	Impact on character and the quiet enjoyment of the area.	Discussed in paragraphs 7.10-7.14 of this report.
	II.	Parking and traffic concerns.	Discussed in Paragraphs 7.37-7.43 of this report.
	III.	Overcrowding.	The principle of the conversion is discussed in paragraphs 7.1-7.9. The internal amenity standards are discussed in paragraphs 7.25-7.29 of this report. Overall, the proposal would result in an additional 1-bed unit and would not lead to an over intensification of the site in terms of people.
	IV.	Concerns regarding water pressure and	This is not a material planning consideration. The applicant would need to meet Building

sewage due to additional dwelling. V. Access road ownership concerns. The location plan has been revised to include the access route down the side of the dwelling and Certificate B has been completed confirming that notice has been served to the owner. Evidence has been provided showing the Council retains ownership of the access route to the proposed car parking. A legal agreement has been agreed with the Council's Estates Team to ensure the applicant benefits from the right to access over this route/road to use the parking located to the rear. VI. Loss of outlook, light and overlooking / loss of privacy into garden spaces. VI. Loss of outlook, light and overlooking / loss of privacy into garden spaces. VI. Loss of outlook, light and overlooking / loss of privacy into garden spaces. VI. Loss of outlook, light and overlooking / loss of privacy into garden spaces. VI. Loss of outlook, light and overlooking / loss of privacy into garden spaces. VI. Loss of outlook, light and overlooking / loss of privacy into garden spaces. VI. Loss of outlook, light and overlooking / loss of privacy into garden spaces. VI. Loss of outlook, light and overlooking / loss of privacy into garden spaces. VII. Against an HMO onsite. VII. Against an HMO onsite. VIII. Against an HMO onsite.			Τ
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	control, their location and impact on neighbours.	paragraphs 7.58-7.59 of this report.
Χ.	Concerns regarding emergency services	Discussed in paragraphs 7.60-7.63 of this report.
XI.	Queries regarding ongoing maintenance of the property(s) and review of landlord credentials.	This is not a material planning consideration.
(II.	Removal of hedging to rear garden and concerns regarding loss of tree.	Discussed in paragraphs 7.46-7.49 of this report.
III.	Communal garden not in keeping.	The application has since been revised to show its division into two private gardens, one private garden serving each flat.
IV.	Noise and disturbance.	Discussed at paragraphs 7.22-7.24 and 7.44 of this report.
IV.	Visibility of parking spaces (noise concerns, quality of life concerns and light pollution).	It is noted that there are two existing parking spaces to the rear. The application proposes the addition of one space which would not have a material impact on noise, quality of life or light pollution.
VI.	Strain on local infrastructure including sewage, water pressure, and electric.	The application proposes an increase in 1 residential unit which would have a limited impact on local infrastructure. The permission granted would be subject to regulations outside the planning legislation which would deal with sewage, water and electricity provisions.

II. Environmental Impact and increase in energy consumption.	Discussed at Paragraphs 7.54 - 7.57 of this report.
II. Disruption from building works and safety concerns.	A construction management plan has been recommended which would provide some comfort in ensuring the building works would have a limited impact on adjacent residents.
 Devalue neighbouring properties. 	This is not a material planning consideration.

Table 2: Summary of Consultee Responses

Consultee and Summary of Comments	Planning Officer Response
Highways Officer	-
The application has been reviewed by the Highway Authority who are satisfied that the proposal would not discernibly exacerbate congestion or parking stress, and would not raise any measurable highway safety concerns, subject to a parking allocation plan and construction management plan.	A full and detailed assessment of the material highway considerations are set out in paragraphs 7.34 – 7.43 of this report. The recommended conditions have been adopted in this report.
Access Officer	
This proposal has been reviewed against the requirements of the 2021 London Plan policy D7 which should not be applied to the extension and conversion of this existing dwelling constructed prior to the application of accessible housing standards. There would be no loss of accessible housing stock as a result of this conversion if approved. No objections raised from an accessibility perspective.	Noted.
Cadent Gas	
Cadent Gas has been notified of the planning application near its medium and low-pressure gas assets. They have no objection from a planning perspective but request that an Informative Note be	The requested informative has been added.

included in the Decision Notice. This note advises the applicant to ensure that proposed works do not infringe legal rights, access restrictions, or covenants related to Cadent's infrastructure. If development is planned above gas apparatus, a diversion may be required. The applicant should apply for diversions via Cadent's website and register planned works on the LinesearchbeforeUdig platform before commencing.

7 Planning Assessment

Principle of Development

- 7.1 The Development Plan recognises the need for new housing and provides support for the optimisation of site capacity. At local level, Policy DMH 1 of Hillingdon's Local Plan Part 2 (LPP2) seeks to safeguard existing housing, in particular family sized housing (3-bed and above). This is supported at regional level by Policy H10 of the London Plan which also recognises the need to provide a broad mix of residential properties in order to meet demand.
- 7.2 As the application proposes the conversion of a single family dwellinghouse to two flats, the proposal will need to demonstrate compliance with Policy DMH 4 of the Local Plan (2020). Policy DMH 4 of the LPP2 aims to address these issues by controlling the number of residential conversions and the size of the original residential units from which conversions are achieved. Criterion (iii) of the policy only permits the redevelopment of dwellings into new flats where the internal floor area is at least 120sqm.
- 7.3 The explanatory text at paragraph 4.11 of the LPP2 states that, in recent years, large concentrations of flats have resulted in a range of problems, including increased on-street parking and resultant congestion on roads, the loss of front gardens, reductions in privacy, significant changes to the street scene, and loss of family accommodation.
- 7.4 From the Council's Planning Records and Council Tax data, the proposed conversion would not result in more than 10% of properties within the street to be converted to flats. On review of the planning records, there are no current applications converted to flats. The street contains over 30 dwelling houses and with no existing conversions, there is scope to provide a conversion in this instance while remaining below the 10% policy requirement.
- 7.5 The extensions approved at the property in 2023 (ref: 78399/APP/2023/3408) ensures that the development would be of a suitable size for conversion with the threshold of 120sqm being met. It must also be noted that the residential unit sizes proposed are compliant with the London Plan (2021) and the parking provision would be adequate to serve one 3-bed flat and one 1-bed flat.

7.6 Furthermore, and key to the acceptability of the principle of development would be the reprovision of a family sized 3-bed unit. The scheme has been revised during the submission to reduce the number of residential units from 3 to 2 and provide a larger family size unit. The housing mix is further discussed in paragraphs 7.7-7.9 and provides sufficient justification for the change of use. Overall, the level of conversions along the street is below the 10% threshold and therefore the principle of a conversion is deemed acceptable.

Housing Mix

- 7.7 Paragraph 4.6 of the Hillingdon LPP2 (2020), based on the 2016 Strategic Housing Market Assessment (SHMA), identifies a significant borough-wide need for larger affordable and private market homes, particularly three-bedroom properties. Policy DMH 2 requires residential developments to provide a mix of housing sizes that align with the Council's latest housing need data.
- 7.8 The proposed development would replace an existing family-sized dwelling with 1 x 1-bedroom unit and 1 x 3-bedroom unit. The 3-bedroom ground floor residential unit would provide a suitably sized family home option with two single bedrooms and a double bedroom. The unit would be dual aspect containing a kitchen, two bedrooms facing a private rear garden space and a separate living space and bedroom to the front. Given that the overall size would be over and above 74 square metres, it would meet the minimum London Plan floorspace standards for a three-bedroom unit. The upper floor flat would be a dual aspect, 1 bedroom unit which would also be over and above the minimum internal floor space standard. It would also have access to a private amenity space in the form of a rear garden.
- 7.9 As the proposal would retain a three-bedroom property, it does not result in a net loss of family-sized housing. The property would not lead to over-intensification of the site with the provision of one additional unit (1-bedroom flat) over and above the existing number. To safeguard the housing tenure in particular the larger unit, it is considered reasonable to include a planning condition to remove permitted development rights to convert the dwelling units to C4 small scale HMOs. This would support the provision of larger residential units targeted at families thereby meeting the intent of the policy requirements. On this basis the proposed housing mix is considered acceptable.

<u>Design / Impact on the Character and Appearance of the Area</u>

- 7.10 The main considerations are the design and impact on the character of the existing property, the impact upon the street scene and locality, the impact upon the amenities of adjoining occupiers, the reduction in size of the rear garden, trees and landscaping, flood risk impact and car parking provision.
- 7.11 The single storey side and rear extension would essentially wraparound the host dwelling. The proposed single storey side extension would measure a width of 2.55m, a length of 7.6m, and would feature a pitched roof measuring a maximum ridge height of 3.3m. The proposed single storey side extension would be set

back 4.6m from the main front building line. The proposed side extension does not exceed half the width of the original property (please see figure 8) and complies with Policy DMHD 1 in terms of the parameters. The side extension, by virtue of the curvature of the plot, would be significantly set back from the highway (approx. 30m) and would be largely screened by the host dwelling from public views. In this regard, there are no design concerns in relation to the proposed side extension.





Figure 9: showing part two storey part single storey rear/side extension (proposed rear elevation left and proposed flank elevation on right)



7.12 The proposed single storey rear extension would measure a depth of 4.5m, a width of 9.9m and would have a pitched roof measuring a maximum height of 3.3m. It is acknowledged that the depth of the extension would not comply with

Policy DMHD 1. However, in design terms, due to the original forward projection of this end of terrace property, coupled with the generous rear garden, the proposed single storey rear extension would not appear disproportionate to the associated plot. The rear extension at No. 13 (the adjoining neighbour) would project approximately 0.8m beyond the proposed rear extension, therefore the proposal would not breach the established rear building line. Moreover, given its location to the rear, it would not be readily visible from the street scene. Taking the above into consideration, whilst not strictly compliant with Policy DMHD 1, on balance the proposed rear extension is considered acceptable. Furthermore, the depth of the rear extension has been previously approved under application reference 78399/APP/2023/3408.

- 7.13 The proposed two storey rear extension would measure a depth of 3m, a width of 3.6m, and would feature a hipped roof set down 0.5m from the main ridge line of the host property. The proposed first floor rear extension, by virtue of its modest scale, would appear subservient to the host dwelling. The overall design and roof form would continue to reflect the main character of the building with the architecture and materials reflective of the existing dwelling. It complies with Policy DMHD 1 and is considered to have an acceptable impact on the subject property.
- 7.14 Taking the above into consideration, and given the extensions proposed are identical to previously approved extensions (ref. 78399/APP/2023/3408) there are no design objections to the proposed scheme. Conditions have been attached to ensure that the materials match the existing building. It is therefore considered that the proposal would not cause harm to the character and appearance of the host property and the surrounding area, in accordance with Policy BE1 of the Hillingdon Local Plan: Part One Strategic (2012) and Policies DMHB 11, DMHB 12 and Policy DMHD 1 of the Hillingdon Local Plan: Part Two Development Management Policies (2020).

Residential Amenity

- 7.15 Policies DMHD 1 and DMHB 11 of the Hillingdon Local Plan: Part 2 Development Management Policies (2020) seek to ensure a satisfactory relationship with adjacent dwellings with no unacceptable loss of outlook, amenity, daylight and sunlight to neighbouring occupiers.
- 7.16 It is important to note that the extensions have been previously assessed and approved under application reference 78399/APP/2023/3408 and the assessment is still relevant.
- 7.17 Nos. 13 and 15 Coteford Close and Keepers Cottage are the principal properties that need to be considered in terms of residential amenity. The properties along Wood Rise (Nos 16-18) would be sufficient distance away to not have an impact on their amenity space (approximately 40m distance from rear walls).
- 7.18 No. 13 Coteford Close is located to the east of the site and comprises the adjoining property. This neighbouring property benefits from a single storey rear

extension. The proposed single storey rear extension would not project beyond the neighbouring extension but be set back approximately 0.8m. The proposed first-floor rear extension would be located 3.8m from the boundary of the neighbouring property. The first-floor rear extension would not breach the 45-degree line taken from the first-floor rear habitable window at No. 13. In this regard, the proposed extensions would not result in unacceptable overshadowing or a loss of light. The positioning of the extension in the context to this adjoining neighbour would also ensure that the development does not compromise the outlook from No. 13 or lead to a sense of enclosure. There are no windows proposed on the eastern elevation which would result in overlooking or a loss of privacy. The windows proposed would face onto the rear garden area of the application site. Any views onto the rear garden of No. 13 Coteford Close from the rear elevation would be commensurate to the existing situation. The impact upon No. 13 Coteford Close is therefore considered acceptable.

- 7.19 No. 15 Coteford Close is located to the southwest of the site and comprises an end of terrace two-storey property. The two properties are currently separated by the access road. Due to the orientation of the two properties, the front of this neighbouring property faces the access road and the flank of the application property. Along this flank elevation the application proposes a single storey side and rear extension. This extension would not have any windows facing No 15 Coteford Close and is set a sufficient distance from this neighbour to not impact their amenity. The rear elevation and garden area of this neighbour does not adjoin the application site and would not be impacted upon in terms of loss of light or outlook, overlooking or a sense of enclosure. It is not considered that No. 15 would be adversely affected by the proposed development. There are no windows proposed that would result in unacceptable overlooking or a loss of privacy.
- 7.20 Keepers Cottage is located to the west of the site and comprises a detached two-storey property. This neighbouring property is located to the rear of the application site and the properties are currently separated by the access road and boundary treatments. The proposed extensions would be located approximately 21m from the front elevation wall of this neighbouring property. Due to the orientation of the two properties and the separation distance, it is not considered that the proposal would result in overshadowing or a loss of light. The private amenity gardens associated with the proposed units, would also be a sufficient distance away to not cause noise and disturbance or loss of amenity to the occupant of this neighbouring dwelling.
- 7.21 The proposed window on the first-floor rear extension would primarily overlook the private rear garden of the application site. Whilst some oblique views may be achieved of neighbouring properties, these would not be dissimilar to views achieved from the existing first floor windows. There is a window proposed on the existing first floor west elevation to serve the proposed 'Shower Room'. Given the nature of this room, in the event of an approval a condition would be secured to ensure the window is obscurely glazed and non-opening below 1800mm. It is therefore not considered that the proposal would result in undue overlooking to neighbouring properties.

Noise and Disturbance

- 7.22 In terms of additional noise, the proposal is for the conversion of the existing dwelling into 2 self-contained flats. It is recognised that the conversion to two flats is a different type of occupation to use of the property as a single dwelling house. However, it is considered that the level of activity associated with the proposed conversion, would not be significantly different to the trip patterns of individuals in one large household. It is therefore considered that any operational noise and disturbance that might result from the proposed conversion into two flats is unlikely to be significantly different to that from one large household that could currently occupy the property.
- 7.23 It is therefore considered that any increase in noise and its transmission to the adjoining neighbouring property is unlikely to be more significant than if the property were to be used as a large family dwelling.
- 7.24 Having regard to the above, it is considered that the proposal would not cause undue harm to the living conditions of neighbouring occupiers in accordance with Policies DMHD 1 and DMHB 11 of the Hillingdon Local Plan: Part Two Development Management Policies (2020).

Quality of Residential Accommodation (Internal and External)

7.25 Regarding internal accommodation, Policy D6 of the London Plan (2021) at table 3.1 sets out the requirements for the gross internal floor area of new dwellings at a defined level of occupancy. These are the same gross internal area space standards set out in the technical housing standards - nationally described space standard (2015). Policy DMHB 16 of the Local Plan (2020) aligns with this policy.

Internal Accommodation

- 7.26 The proposed development comprises the following internal accommodation:
 - Flat 1 (3-bedroom, 4 person): 77.47sqm including 2.8sqm of built in storage.
 - Flat 2 (1 bedroom, 2 person): 53.75 sqm including 1.5sqm of built in storage
- 7.27 Both flats proposed would exceed the minimum floorspace requirements set out in Policy D6 of the London Plan (2021) and would be dual aspect. Furthermore, habitable rooms within the property would have access to outlook and natural light. All habitable rooms would benefit from a principal window fitted in either the front or rear elevations of the property.
- 7.28 A separate kitchen and lounge (rather than open plan) is proposed for the family sized flat with the large open plan kitchen/living space proposed for the upper floor flat. Each habitable room within both properties would have good ingress of natural daylight/sunlight and be afforded satisfactory outlook and ventilation

through the positioning of windows and doors. It is therefore considered that future residents of the proposed flats would have satisfactory internal living accommodation.

7.29 Accordingly, the proposal is considered to comply with the relevant planning policies referred to above.

External Amenity Space

- 7.30 Policy DMHB 18 of the Hillingdon Local Plan: Part 2 Development Management Policies (2020) states that all new residential development and conversions will be required to provide good quality and usable private outdoor amenity space. Table 5.3 of the Hillingdon Local Plan: Part 2 Development Management Policies (2020) states that flats with 1 bedroom should have a minimum of 20 square metres of private usable amenity space and 3-bedroom flats should have a minimum of 30 square metres of private usable amenity space.
- 7.31 The proposed development comprises the following private amenity space:
 - Flat 1 (3-bedroom): 86sqm
 - Flat 2 (1 bedroom): 67.3 sqm
- 7.32 Therefore, the proposed development would provide the future occupiers of the proposed dwellings with external private amenity space provision that is of a sufficient size, usability and functionality, in accordance with Policy DMHB 18 of the Hillingdon Local Plan: Part 2 Development Management Policies (2020).
- 7.33 The proposed ground floor flat would have their own private garden immediately next to their rear windows, ensuring that their privacy would be protected.

Highways and Parking

- 7.34 Policies T4, T6, T6.2 of the London Plan (2021), DMT 1 and DMT 2 of the Hillingdon Local Plan: Part 2 (2020) are all directly relevant to the proposed development. These policies can be read in full in the Committee Report Part 3 Policy Appendix, and in summary, seek to deliver development which is sustainable in transport terms and safeguards highway and pedestrian safety.
- 7.35 Policy DMT 6 states '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 the variance would not lead to a deleterious impact on street parking provision, congestion or local amenity.'
- 7.36 Similarly, the London Plan (2021) seeks to provide adequate parking for new residential development and to avoid harm to highways networks.

Parking Provision

- 7.37 The maximum parking requirement for the residential units as proposed equates to a total of up to 1.5 on-plot spaces per unit in compliance with the overriding regional plan. A minimum of 1 space per flat is proposed (3 are proposed in total) which falls in line with this standard. It is noted that the private access road is relatively narrow, however, it currently serves two existing on-plot spaces without known detriment and therefore the additional proposed space does not give rise for concern.
- 7.38 The allocation of parking space/s per flat would be secured by planning condition (Condition 6).

Vehicular Trip Generation

7.39 As a consequence of the relatively small scale of development and limited on-plot parking, any vehicular trip generation uplift is predicted to be negligible and therefore does not raise any specific highway concerns.

Construction Management Plan

7.40 A full and detailed Construction Management Plan would be required given the constraints and sensitivities of the immediate 'classified' nature of the road network in order to avoid/minimise potential detriment to the public realm. This would be secured by planning condition (Condition 4).

Cycle Parking

7.41 In terms of cycle parking, there would be a requirement to provide a total of 3 secure and accessible spaces. The proposed block plan demonstrates there would be 3 secure and accessible spaces located within each dwelling's private amenity space. This level of provision and location proposed is acceptable and details of the cycle storage would be secured by planning condition (Condition 5).

Electric vehicle Charging Points (EVCPs)

7.42 In line with the London Plan (2021), within any final parking quantum there is a requirement for a minimum 20% 'active' EVCP provision with all remaining spaces being designated as 'passive' provisions. The applicant has confirmed that all 3 spaces would be designated as 'active' provisions which is therefore policy compliant, the details would be secured by planning condition (Condition 5).

Conclusion

7.43 The application has been reviewed by the Highway Authority who are satisfied that the proposal would not discernibly exacerbate congestion or parking stress, and would not raise any measurable highway safety concerns, in accordance with

Local Plan: Part 2 Development Management Policies (2020) - Policy DMT 1, DMT 2 and DMT 6 and Policies T4, T5 and T6 of the London Plan (2021).

Noise

7.44 Potential noise impacts have been addressed in paragraphs 7.22 – 7.24 with respect to the operational phase of the development. However, with respect to the construction phase, in the event of an approval, a construction management plan would be conditioned to mitigate any disturbances during construction.

Accessibility

7.45 The proposal has been reviewed against the requirements of the 2021 London Plan policy D7 which should not be applied to the extension and conversion of this existing dwelling constructed prior to the application of accessible housing standards. There would be no loss of accessible housing stock because of the proposed conversion.

Trees and Landscaping

- 7.46 Policy DMHB 14 advises that all development will be expected to retain or enhance existing landscaping, trees, biodiversity or other features of merit.
- 7.47 The site is not subject to a Tree Preservation Order nor are any trees protected by a Conservation Area. The public consultation raised concerns regarding the removal of vegetation from the existing site. Whilst the application being assessed does not indicate landscaping would be removed from the site, as the site is outside the conservation area and not subject to protections for existing trees, there are no restrictions to maintain the current landscaping on site. Were the current scheme to be approved, a landscaping condition would secure further landscaping to both gardens which would help enhance the aesthetics of the gardens and provide some visual enhancement to local character. This is covered within Condition 5.
- 7.48 The applicant has provided details of refuse storage, cycle storage and boundary treatments which are all considered to be acceptable in terms of their design and impact to neighbouring properties. The positioning of these storage facilities would be sufficient distance away from the neighbouring properties to not impact their amenity. Condition 5 also includes the finer details of these structures to be submitted prior to commencement.
- 7.49 Overall, the proposed development would comply with Policy DMHB 14 of the Hillingdon Local Plan, Part 2 (2020) and a condition would be added to ensure the details are built out and maintained accordingly.

Biodiversity Net gain

7.50 In England, Biodiversity Net Gain (BNG) is mandatory under Schedule 7A of the Town and Country Planning Act 1990 (as inserted by Schedule 14 of the

Environment Act 2021). It became mandatory for major developments on 12 February 2024 and small sites on 2 April 2024. Developers must deliver a BNG of at least 10%. This means a development will result in more or better-quality natural habitat than there was before development. The landowner is legally responsible for creating or enhancing the habitat and managing that habitat for at least 30 years to achieve the target condition.

7.51 This application was validated on 28 March 2024, prior to this requirement becoming mandatory. Therefore, the BNG requirements are not applicable.

Flooding and Drainage

- 7.52 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. Policy DMEI 9 and Policy DMEI 10 of the Hillingdon Local Plan: Part Two Development Management Policies (2020) require, in summary, that flood risk is mitigated and proposals that increase the risk of flooding or which fail to make adequate provision to control surface water runoff will be refused.
- 7.53 The site is within Flood Zone 1 (low risk) and is in a critical drainage area. An informative will be added with regards to incorporating a water butt onsite.

Sustainability

- 7.54 Policy DMEI 2 of the Hillingdon Local Plan (2020) requires all developments to make the fullest contribution to minimising carbon dioxide emissions in accordance with the London Plan targets.
- 7.55 The proposed development is a minor application to convert an existing single dwelling to two flats and associated extensions. Therefore, whilst the principle of London Plan Policy SI2 is relevant, this applies more specifically to major applications. Therefore, no energy statement is required to demonstrate a policy level of on-site carbon emission savings. Notwithstanding this point, the modern construction of the extensions would provide sufficient energy savings itself and therefore, the development would comply with the principles of the carbon saving development plan policies.
- 7.56 A condition (Condition 7) 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. This would minimise the use of water resources in a sustainable manner, in accordance with Policy SI 5 of the London Plan.
- 7.57 The proposal would therefore be compliant with Policy SI 5 of the London Plan (2021) and Policy DMEI 2 of the Hillingdon Local Plan: Part 2 Development Management Policies (2020).

Waste Management

- 7.58 Policy DMHB 11, part (d) of the Hillingdon Local Plan (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. External bins should be located and screened to avoid nuisance and adverse visual impacts to occupiers and neighbours.
- 7.59 The proposed landscaping plan shows the provision of secure and enclosed refuge storage to the rear of the dwellings. The storage is covered and would be well located for the occupiers of the flats. Occupiers would then bring their waste to the adopted highway kerbside on collection days. This is considered an acceptable arrangement. The storage would be sited away from the front of neighbouring properties and as such would not have an impact on amenity.

Fire Safety and Emergency Services

- 7.60 Policy D12 of the London Plan states that all developments must achieve the highest standards of fire safety. However, it is major developments that require the submission of a supporting Fire Statement.
- 7.61 The application relates to a modest sized residential conversion with the overall height of property quite low rise at 7.7m to the ridge line. The ground floor flat would have direct access to the rear garden and direct access from the main entrance. Similarly, the upper floor flat would have a separate entrance off the main landing with potential access points from the rear in the case of an emergency.
- 7.62 From a planning perspective, this would provide sufficient comfort that the site has suitable access arrangements in the case of an emergency. Notwithstanding this, a separate Building Regulations application would also need to be secured to ensure that both units align with the Approved Document B of the Building Regulations 2022.
- 7.63 The site is also at the end of a cul-de-sac and the street is wide enough to accommodate emergency vehicles in the event of an emergency. The Highways Officers has raised no objections to the accessibility of such vehicles.

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 The Council adopted its own Community Infrastructure Levy (CIL) on 1st August 2014. The Hillingdon CIL charge for residential developments is £95 per square metre of additional floor space. This is in addition to the Mayoral CIL charge of £60 per square metre. CIL rates are index linked. The proposal involves the erection of extensions and an additional dwelling. Therefore, it is CIL liable if planning permission is granted.

9 Conclusion / Planning Balance

- 9.1 The bulk, scale and footprint of the development would be in line with policy requirements. The development would have an acceptable unit mix, including one family sized three-bedroom unit, and would contribute to the supply of housing in the borough. The development would be acceptable in highway and amenity terms
- 9.2 Therefore, the proposal is considered to comply with the Development Plan and no material considerations indicate that a contrary decision should be taken. Consequently, the application is recommended for approval subject to the conditions set out in Appendix 1.

10 Background Papers

10.1 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@hillingdon.gov.uk.

APPENDICES

Planning Application

78399/APP/2024/564

Appendix 1: Recommended Conditions and Informatives

Conditions

1. HO1 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. HO2 Accordance with approved

The development hereby permitted shall not be carried out except in complete accordance with the details shown on the submitted plans, Revised Location Plan, 3645.FS.4b and 3645.FS5.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) and Part 2 (2020), and the London Plan (2021).

3. HO4 Materials

The materials to be used in the construction of the external surfaces of the development hereby permitted shall match those used in the existing building and shall thereafter be retained as such.

REASON

To safeguard the visual amenities of the area and to ensure that the proposed development does not have an adverse effect upon the appearance of the existing building in accordance with Policy DMHB 11 of the Hillingdon Local Plan Part 2 (2020).

4. OM19 Construction Management Plan

Prior to development commencing, the applicant shall submit a demolition and construction management plan to the Local Planning Authority for its approval. The plan shall detail:

- (i) The phasing of development works
- (ii) The hours during which development works will occur (please refer to informative I15 for maximum permitted working hours).
- (iii) A programme to demonstrate that the most valuable or potentially contaminating materials and fittings can be removed safely and intact for later re-use or processing. (iv)Measures to prevent mud and dirt tracking onto footways and adjoining roads (including wheel washing facilities).

- (v) 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).
- (vi) Measures to reduce the impact of the development on local air quality and dust through minimising emissions throughout the demolition and construction process.
- (vii) 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 safeguard the amenity of surrounding areas in accordance with Policy OE1 of the Hillingdon Unitary Development Plan (Saved Policies 2007).

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

No development 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, plant sizes, and proposed numbers/densities where appropriate
- 2. Details of Hard Landscaping
- 2.a Refuse Storage
- 2.b Cycle Storage
- 2.c Means of enclosure/boundary treatments
- 2.d Car Parking Layouts (including demonstration that all parking spaces are served by active electrical charging points)
- 2.e Hard Surfacing Materials

3. 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, DMEI 1 and DMT 2 of the Hillingdon Local Plan Part 2 (2020) and Policy G5 of the London Plan (2021).

6. RES22 Parking Allocation

The residential units hereby approved shall not be occupied until a parking allocation scheme has been submitted to, and approved in writing by the Local Planning Authority. The parking allocation scheme shall, as a minimum, include a requirement that all on-site car parking shall be allocated and dedicated for the use of each of the residential units hereby approved and shall remain allocated and dedicated in such a manner for the life-time of the development.

REASON

To ensure that an appropriate level of car parking provision is provided on site in accordance with Policy DMT 6 of the Hillingdon Local Plan Part Two 2 (2020) and Policy T6 of the London Plan (2021).

7. RES15 Sustainable Water Management

The approved dwellings shall achieve 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 optional requirement defined within Approved Document G of the Building Regulations). The measures to achieve this standard shall be implemented prior to first occupation and maintained for the lifetime of the development.

REASON

To ensure the use of water resources in a sustainable manner, in accordance with Policy SI 5 of the London Plan (2021).

8. HH-RPD2 Obscured Glazing and Non-Opening Windows (a)

The proposed first floor window on the western elevation serving the 'Shower Room' shall be glazed with permanently obscured glass to at least scale 4 on the Pilkington scale and be non-opening below a height of 1.8 metres taken from internal finished floor level 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).

9. HO7 No roof gardens

Access to the flat roof over the extension hereby approved shall be for maintenance or emergency purposes only and the flat roof shall not be used as a roof garden, terrace, balcony, patio or similar amenity area.

REASON

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

10. HO5 No additional windows or doors

Notwithstanding the provisions of the Town and Country Planning (General Permitted Development) 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 constructed in the walls or roof slopes of the development hereby approved.

REASON

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

11. NONSC HMO Use - Prior Consent

Notwithstanding the provisions of the Town and Country Planning (General Permitted Development) (England) Order 2015 (as amended), or any Order revoking or re-enacting that Order with or without modification, the residential units hereby approved shall remain in use as dwellinghouses falling within Use Class C3 of the Town and Country Planning (Use Classes) Order 1987 (as amended), and shall not be used as Houses in Multiple Occupation falling within Use Class C4 without the prior written permission of the Local Planning Authority.

Reason:

To ensure the retention of family-sized housing and to prevent an overconcentration of Houses in Multiple Occupation in the area, in the interest of maintaining a balanced and sustainable community and protecting residential amenity, in accordance with policies DMH1, DMH4 and DMH5 of the Hillingdon Local Plan Part 2 (2020).

Informatives

1. I59 Councils Local Plan : Part 1 - Strategic Policies

On this decision notice policies from the Councils Local Plan: Part 1 - Strategic Policies appear first, then relevant Local Plan Part 2 (2020), then London Plan Policies (2021). Hillingdon's Full Council adopted the Hillingdon Local Plan: Part 1 - Strategic Policies on 8 November 2012 and the Hillingdon Local Plan Part 2 on 16 January 2020.

2. 12 Encroachment

You are advised that if any part of the development hereby permitted encroaches by either its roof, walls, eaves, gutters, or foundations, then a new planning application may have to be submitted. The validity of this planning permission may be challengeable by third parties if the development results in any form of encroachment onto land outside the applicant's control for which the appropriate Notice under Article 13 of the Town and Country Planning (Development Management Procedure) (England) Order 2015 has not been served.

3.

Cadent Gas Ltd own and operate the gas infrastructure within the area of your development. There may be a legal interest (easements and other rights) in the land that restrict activity in proximity to Cadent assets in private land. The applicant must ensure that the proposed works do not infringe on legal rights of access and or restrictive covenants that exist.

If buildings or structures are proposed directly above the apparatus the development may only take place following diversion of the apparatus. The applicant should apply online to have apparatus diverted in advance of any works, by visiting cadentgas.com/diversions Prior to carrying out works, including the construction of access points, please register on www.linesearchbeforeudig.co.uk to submit details of the planned works for review, ensuring requirements are adhered to.

4.

The site lies in a Critical Drainage Area (CDA) identified in the Surface Water Management Plan (SWMP) for Hillingdon. A CDA is the catchment area from which surface water drains and contributes to drainage problems. Therefore you should minimise the water from your site entering the sewers.

Water run off from any roof or hard paving associated with the development should be directed to a soakaway, or tank or made permeable. This includes any work to front gardens not part of the planning application, must be permeable or be collected and directed to a permeable area, or it would need an additional permission.

A water butt should be incorporated.

No drainage to support the extensions should be connected to any existing surface water network, other than as an overflow.

5. I47 Damage to Verge - For Council Roads:

The Council will recover from the applicant the cost of highway and footway repairs, including damage to grass verges.

Care should be taken during the building works hereby approved to ensure no damage occurs to the verge or footpaths during construction. Vehicles delivering materials to this development shall not override or cause damage to the public footway. Any damage will require to be made good to the satisfaction of the Council and at the applicant's expense.

For further information and advice contact - Highways Maintenance Operations, Central Depot - Block K, Harlington Road Depot, 128 Harlington Road, Hillingdon, Middlesex, UB3 3EU (Tel: 01895 277524).

For Private Roads: Care should be taken during the building works hereby approved to

ensure no damage occurs to the verge of footpaths on private roads during construction. Vehicles delivering materials to this development shall not override or cause damage to a private road and where possible alternative routes should be taken to avoid private roads. The applicant may be required to make good any damage caused.

6. 115 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 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.

Appendix 2: Relevant Planning History

78399/APP/2023/3408 14 Coteford Close Eastcote

Erection of a part single part two storey rear extension and a single storey side extension, with installation of new first floor side window.

Decision: 09-02-2024 Approved

78399/APP/2024/1255 14 Coteford Close Eastcote

Change of use of a single dwellinghouse (Class C3) to a 3 x bedroom HMO accommodation (Class C4) (Application for a Certificate of Lawful Development for a Proposed Development)

Decision: 12-06-2024 Approved

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 4 Residential Conversions and Redevelopment

DMHB 11 Design of New Development

DMHB 16 Housing Standards

DMHB 18 Private Outdoor Amenity Space

DMT 2 Highways Impacts

DMT 5 Pedestrians and Cyclists

DMT 6 Vehicle Parking

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

LPP D4 (2021) Delivering good design

LPP D6 (2021) Housing quality and standards

LPP D14 (2021) Noise

LPP T5 (2021) Cycling

NPPF11 -24 NPPF11 2024 - Making effective use of land

NPPF12 -24 NPPF12 2024 - Achieving well-designed places

NPPF5 -24 NPPF5 2024 - Delivering a sufficient supply of homes

NPPF2 -24 NPPF2 2024 - Achieving sustainable development

LPP T6 (2021) Car parking

LPP T6.1 (2021) Residential parking