



Design & Access Statement - 172 London Road, Reading, RG1 3PA

Client : Dr Sameer Patel

Site : 172 London Road
Reading
RG1 3PA

Prepared : August 2017



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1.0 Introduction

This **Design and Access Statement** has been prepared to support a planning application for the change of use and redevelopment of a property previously used as a Doctors Surgery. The property will be converted into four residential units. The works will include the development of the existing loft area and an extension to the first floor of the existing building and the demolition of an existing freestanding garage to allow for additional off-street parking and amenity space.

The **Design and Access Statement** is to be read in conjunction with the accompanying drawings and documents

2.0 Assessment

2.1 Proposal

Client

Dr Sameer Patel
172 London Road
Reading
RG1 3PA

Agent

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2.2 Location and Site Description

172 London Road is a semi-detached property located on the junction of London Road and St Bartholomews Road and adjacent to Palmer Park. The property was originally built in the late 19th Century but was originally converted to doctor's surgery in 1975 and was extended by the current owners in 1989.

The property is set over ground and first floor with a partial loft extension to the main area of the building accessed by a loft ladder. The property is of brick construction with decorative banding details and window arch details which have been extended partially into the building extensions. There are projecting bays at the ground floor front and side elevations, and a double height bay to the building extension to the side elevation. The windows are upvc. The roofs are slate with decorative ridge tiles.

There is a stand alone double garage to the rear of the site of brick construction with a storage room over within the roof space, and a slate roof

The site is accessed from St Bartholomews Road with off street parking and access to the garage. The site boundary is a combination of brick walls and decorative iron railings with shrub beds to the boundary.

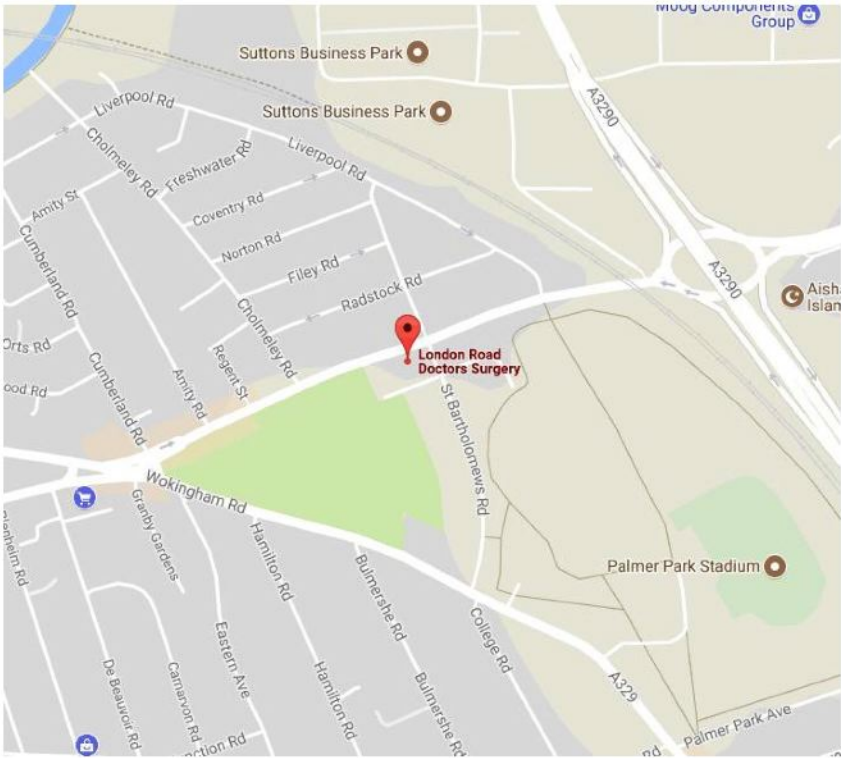
Site Location (Map1)



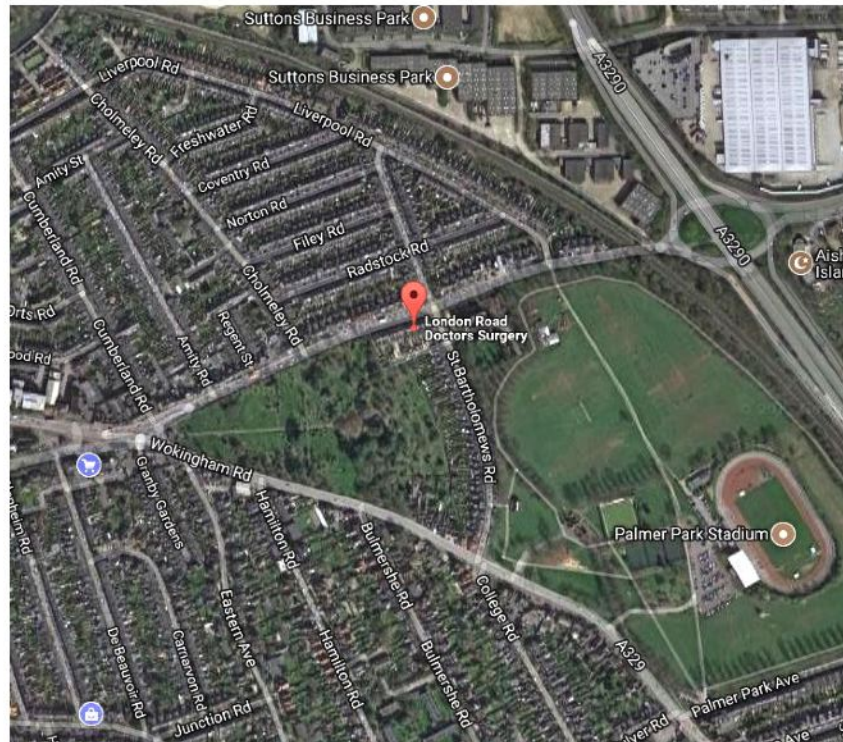
Site Plan shows area bounded by: 473443.29, 173262.29 473584.71, 173403.71 (at a scale of 1:1250), OSGridRef: SU73517333. The representation of a road, track or path is no evidence of a right of way. The representation of features as lines is no evidence of a property boundary.

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Site Location (Map 2)



Site Location (Map 3)



Site Photographs



Front Elvation - London Road



Elevation - St Bartholomews Road

Site Photographs



Elevation - St Bartholomews Road



Rear Elevation



Garage

2.3 Restrictions

There are not considered to be any restrictions in terms of access to the building. There is direct level access from the off-street parking area with one step access to Flat 1. There will be a ramped access to the main entrance to Flats 3 and 4 with one step access and one step access into Flat 2. Direct access from the pavement off St Bartholomews Street is one step.

3.0 Involvement

3.1 Planning Consultation

Pre-Planning application received 2nd February 2017 : ref 170156 - case officer Ms Alison Amoah

Pre-planning response received 25th May 2017 (see addendum 1)

Pre-planning response follow-up email received 6th June confirmed that the Ecologist had stated that no bat survey would be required. (see addendum 2)

The scheme was revised in-line with the report with a follow meeting to discuss the new proposals 13th July 2017. An email confirmation of points raised was issued 20th July 2017 (see addendum 3)

3.2 Local planning Policies Affecting this Application

Outlined below is a summary of the relevant Local Planning Authorities Policies that have been taken into consideration within the development of this site

Relevant National Policies

National Planning Policy Guidance
National Planning Policy Framework (NPPF)

Reading Borough Local Development Core Strategy and Development Policies

CS1	Sustainable Construction and design
CS2	Waste Minimisation
CS3	Social Inclusion and Diversity
CS4	Accessibility and the intensity of Developments
CS7	Design and Public Realm
CS9	Infrastructure, Services, Resources and Amenities
CS14	Provision of housing
CS15	Location, Accessibility, Density and Housing Mix
CS24	Car/Cycling Parking
CS31	Additional and Existing Community Facilities
CS34	Pollution and Water Resources
CS36	Biodiversity and Geology
CS38	Trees, Hedges and Woodlands

Reading Borough Local Development Framework: Sites and Detailed Policies Documents

SD1	Presumption in Favour of Sustainable Development
DM1	Adaption to Climate Change
DM3	Infrastructure
DM4	Safeguarding Amenity
DM6	Affordable Housing
DM8	Residential Conversion

DM10 Private and Communal Outdoor Space
DM12 Access, Traffic and Highway-Related Matters
DM19 Air Quality

Supplementary Planning Guidance / Documents

Revised Parking Standards and Design (2011)
Revised Sustainable Design and Construction (2011)
Planning Obligations Under S106, (April 2015)
Technical Housing Standards - National Described Space Standard, DCLG (2015)

4.0 Evaluation

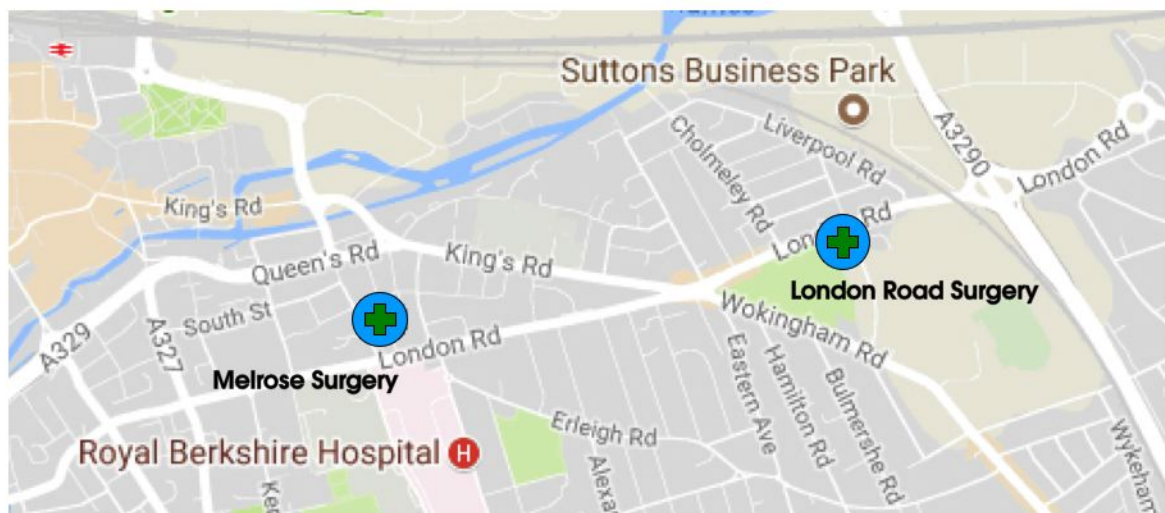
4.1 Project Principals

Policy CS31: Additional and Existing Community Facilities

Proposals for new, extended or improved community facilities will be acceptable, particularly where this will involve co-location of facilities on a single site. Community facilities should be located where there is a choice of means of travel (including walking and cycling), and in existing centres where possible.

Proposals involving the redevelopment of existing community facilities for non-community uses will not be permitted, unless it can be clearly demonstrated that there is no longer a need to retain that facility.

The London Road Surgery was a general doctors practice of 2200 patients with doctors only with no specific specialist consultants or treatments and closed on 1st April 2017. The whole practice has been relocated at the recommendation of the NHS to a large multi doctor practice - The Melrose Surgery, a much larger and more modern facility located at 73 London Road, Reading, The new practice is 0.7 mile and a fifteen minute walk further along London Road towards Reading town centre. It was essential to ensure that ALL the existing patients were given notice and prior to the closure of the surgery were given an option to register elsewhere or to continue and stay with the relocated practice. All existing patients are now re-located or have stayed with the existing practice



Elevation - St Bartholomews Road

The proposals for the building are for a change of use to residential use with the creation of four self contained flats comprising the following:

Ground Floor

Flat 1 - 2 Bedroom with dedicated storage areas and external amenity space - terrace

Flat 2 - 1 Bedroom with dedicated storage areas and external amenity space - terrace

First Floor

Flat 3 - 2 Bedroom with dedicated storage areas and external amenity space - balcony

Flat 4 - 2 Bedroom maisonette with storage areas and external amenity space - balcony / terrace

All flat sizes comply with the local Authority requirements and guidelines.

The existing garage will be demolished to allow for additional amenity space and off street parking

4.2 Design Context and Justification

The design considerations for the development will take into account and comply with the following specific policies

DM4: SAFEGUARDING AMENITY

Development will not cause a significant detrimental impact to the living environment of existing or new residential properties, in terms of:

- ***Privacy and overlooking;***
- ***Access to sunlight and daylight;***
- ***Visual dominance and overbearing effects of a development;***
- ***Noise and disturbance;***
- ***Artificial lighting;***
- ***Vibration;***
- ***Dust and fumes;***
- ***Smell; or***
- ***Crime and safety.***

The position of habitable rooms, windows and outdoor living spaces will be particularly important. A back-to-back distance of 20 metres between dwellings is usually appropriate, although the circumstances on individual sites may enable dwellings to be closer without a detrimental effect on privacy.

As well as immediate impacts, other aspects to which this policy applies will include matters such as hours of operation of businesses, and effects of traffic movements, particularly of heavy goods vehicles (HGVs). Proposals which would generate regular movements of HGVs on residential roads will not be acceptable.

Where an otherwise acceptable development could change its character to a use that would have a greater impact on amenity without needing planning permission, conditions will be applied to restrict such changes.

DM8: RESIDENTIAL CONVERSIONS

Proposals to convert properties into self-contained flats or for multiple occupation under Core Strategy Policy CS18 will only be acceptable where:

- **The proposal respects the physical character of the area and additionally would not, either individually or cumulatively, unduly dilute or harm an existing mixed and sustainable community through the significant loss of single family housing;**
- **There are no unacceptable adverse impacts to other residential properties arising from noise and disturbance in terms of the number and layout of units proposed and the proximity to other properties;**
- **There is appropriate sound insulation between proposed and neighbouring units and layouts avoid inappropriate stacking and location of rooms between units;**
- **Bin and cycle storage is of an appropriate size and standard for the units proposed and should be located at ground floor level with easy access.**

Additionally, in the case of self-contained flats:

- **The property to be converted has four or more bedrooms or measures more than 120 square metres gross²⁷;**
- **At least 25% of the units formed and, where there are 4 or fewer units at least one unit of accommodation, should be suitable for family occupation with a minimum of two bedrooms;**
- **Individual units provide appropriate minimum internal floor standards and headroom in accordance with the Council's adopted minimum internal floorspace standards;**

DM9: HOUSE EXTENSIONS AND ANCILLARY ACCOMMODATION

An extension to a house will be acceptable where it:

- **Respects the character of the house in terms of scale, location, materials and design;**
- **Respects the character and pattern of neighbouring properties and the street as a whole in terms of scale, location, materials and design, and any important existing building line; and**
- **Does not present a large blank façade to public areas.**

In addition to the above, ancillary accommodation, such as granny annexes, will be acceptable where it would not be capable of operating as a separate dwelling which could be let or sold separately.

Access

The new flats will all be accessed from newly paved pathways which will be well lit and with contrasting materials at any change of level. The existing gabled porch will be retained and new porches will be added to the other entrances with the details to match the existing.

Size and Scale

The size and scale of the new part first floor extension will be in keeping with the details of the existing facade facing St Bartholomews Road with a new gabled detail subordinate to the gable to the existing building.

Privacy and Overlooking

The design avoids any overlooking of adjacent properties and provides privacy to each dwelling

5.0 Design

5.1 General Considerations and Intent

The design and detailing of the extensions will be sympathetic to the vernacular architectural details of the existing building, and with the use materials to match. The extended dormer to the second floor will have a pitched slate roof with ridge tiles to match the existing roof. Conservation velux roof lights will also be incorporated within the existing roofs. The upvc windows will be replaced with double glazed timber sash and casement windows.

5.2 Sustainability

Although the government has withdrawn the Code for Sustainable Homes the basic requirements of the original Code 3 having been incorporated as a minimum stands within the current Building Regulations the design and construction of the new buildings will endeavour to achieve above the minimum standards set.

Each property will include the following sustainable features:

Secure refuse and recycling storage

Use of sustainable and recycled building materials - brickwork, external paving etc.

Incorporation of air filtration systems to each flat.

Improved minimum standards of thermal insulation and u-values to be achieved and with the associated notional specifications. See extract from Part L2 current Building Regulations

Element or system	Values
Opening areas (windows and doors)	Same as actual dwelling up to a maximum proportion of 25% of total floor area ¹
External walls (including opaque elements of curtain walls)	0.18 W/(m ² ·K)
Party walls	0.0 W/(m ² ·K)
Floor	0.13 W/(m ² ·K)
Roof	0.13 W/(m ² ·K)
Windows, roof windows, glazed roof-lights and glazed doors	1.4 W/(m ² ·K) (whole window U-value) ² g-value = 0.63 ³
Opaque doors	1.0 W/(m ² ·K)
Semi-glazed doors	1.2 W/(m ² ·K)
Airtightness	5.0 m ³ /(h·m ²)
Linear thermal transmittance	Standardised psi values – see SAP 2012 Appendix R, except use of $\gamma = 0.05$ W/(m ² ·K) if the default value of $\gamma = 0.15$ W/(m ² ·K) is used in the actual dwelling
Ventilation type	Natural (with extract fans) ⁴
Air-conditioning	None
Heating system	Mains gas If combi boiler in actual dwelling, combi boiler; otherwise regular boiler Radiators Room sealed Fan flue SEDBUK 2009 89.5% efficient
Controls	Time and temperature zone control ⁵ Weather compensation Modulating boiler with interlock

Element or system	Values
Hot water storage system	Heated by boiler (regular or combi as above) If cylinder specified in actual dwelling, volume of cylinder in actual dwelling If combi boiler, no cylinder. Otherwise 150 litres Located in heated space Thermostat controlled Separate time control for space and water heating
Primary pipework	Fully insulated
Hot water cylinder loss factor (if specified)	Declared loss factor equal or better than $0.85 \times (0.2 + 0.051 V^{2/3})$ kWh/day
Secondary space heating	None
Low-energy lighting	100% low-energy lighting
Thermal mass parameter (TMP)	Medium (TMP = 250)

A full **BEEAM** assesment will also be undertaken for the new flats. All all works will comply to the current Building Regulations and other trade codes of practice

5.3 External Works

The design considerations for the external works for development will take into account and comply with the following specific policies:

Policy CS18: Residential Conversions

Proposals to convert properties into self-contained flats or for multiple occupation will be assessed against the impact on the amenity and character of the surrounding area, particularly in terms of intensification of activity, loss of privacy, loss of external amenity space, the provision and location of adequate on-site car parking, and the treatment of bin storage areas.

DM10: PRIVATE AND COMMUNAL OUTDOOR SPACE

Dwellings will be provided with functional private or communal open space that allows for suitable sitting-out areas, children's play areas, home food production, green waste composting, refuse storage, general outdoor storage and drying space. Houses will be provided with private outdoor space whereas flats may be provided with communal outdoor space, balconies and/or roof gardens.

The design of outdoor areas will respect the size and character of other similar spaces in the vicinity, clearly identify whether they are private or communal spaces, ensure that they are appropriately related to main entrances, enhance safety and the perception of safety for future residents and the general public, and not be compromised by the relationship of other buildings which may be detrimental in terms of overlooking, overbearing or overshadowing.

Each flat will have a dedicated external area, the terraces to the ground floor flats facing London Road and St Bartholomews Road. The first floor apartment to the rear will have a balcony to the rear overlooking the off-street parking area. The first and second floor flat to the front of the site will incorporate a balcony within the existing roof slopes.

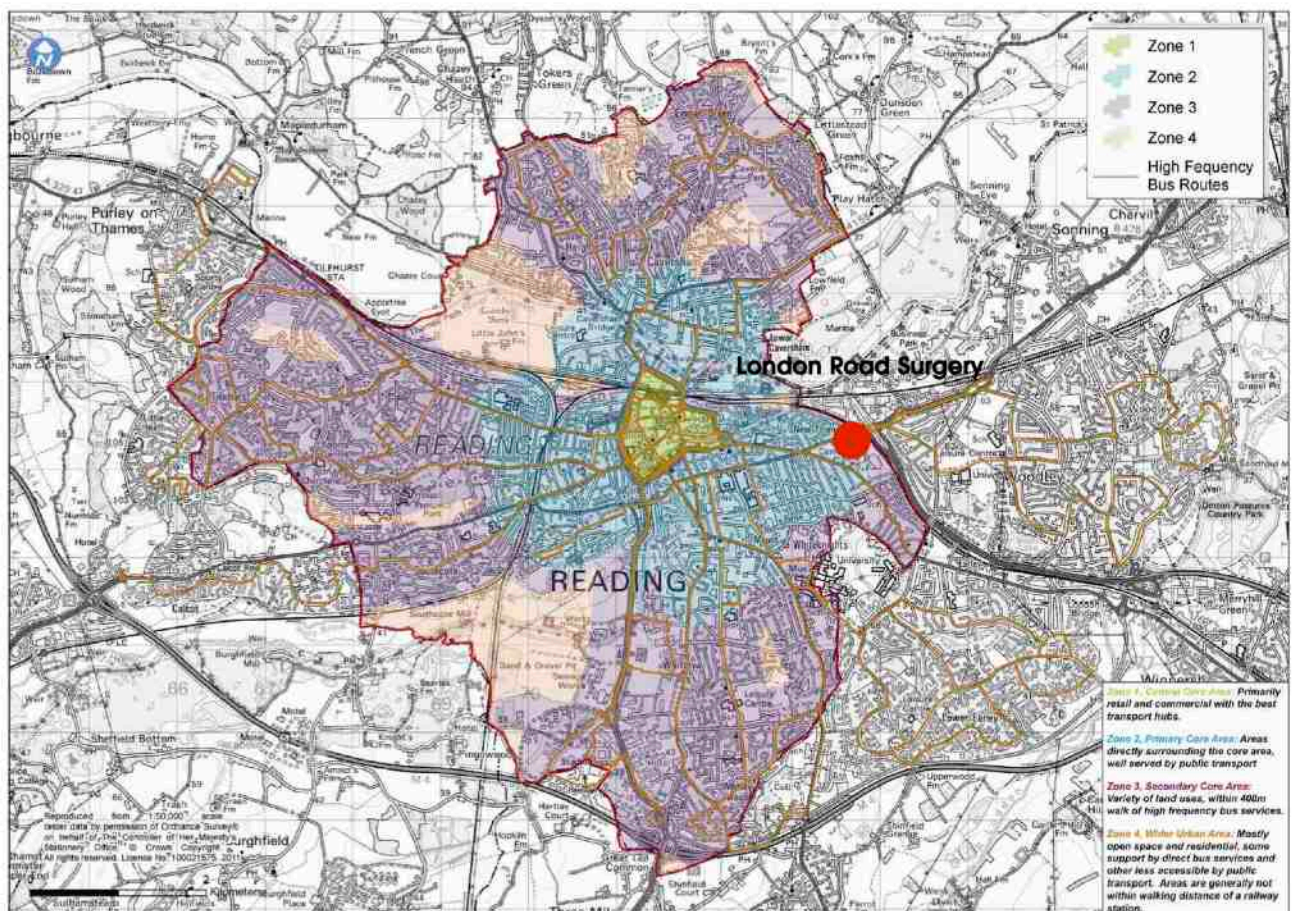
Each flat will have a dedicated refuse and recycling area based on guidelines from the Local Authority waste management guidelines.

There will be a dedicated parking bay to each flat and secure cycle storage as the property sits within Zone 2 of the primary core area.

All proposals will be in line with the current Local Authority Guidelines

	Residential Parking Provision			
	Zone 1	Zone 2	Zone 3	Zone 4
Residential				
C3 Retirement Home with Warden (spaces per individual units)	0.5 + 1 space on site for staff	1 + 1 space on site for staff	1 + 1 space on site for staff	1 + 1 space on site for staff
C3 Dwelling Flat 1-2 bed	0.5	1	1.5	1.5
C3 Dwelling Flat 3+ bed	1	1.5	2	2
C3 Dwelling House 1 bed	0.5	1	1	1
C3 Dwelling House 2 bed	1	1	1.5	2
C3 Dwelling House 3 bed	1	2	2	2
C3 Dwelling House 4+ bed	2	2	2	3
Visitor Parking	0	1 space per 10 dwellings (Flats only)	1 space per 4 dwellings (Flats only)	1 space per 4 dwellings (Flats only)
Houses in Multiple Occupation (HMOs)	0.25 per bedroom**	0.25 per bedroom**	0.25 per bedroom**	0.25 per bedroom**

Car Parking Provision



Transport Zones

5.4 Landscaping

Each ground floor flat will have a landscaped external area with a combination of terracing and planting beds to provide a good quality external amenity area throughout the seasons. Areas adjacent to site boundaries will incorporate landscaped zones to allow for the planting of shrub beds with indigenous sustainable species to act not only as natural low level screening.

The refuse area will also be screened with shrubs / small trees.



Addendum

1. Pre-Planning Report
2. Email - 6th June 2017 - Comments from Ecologist
3. Email - 20th July 2017 - post review meeting

Addendum 2.



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Our Ref: 170156

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25 May 2017

Your contact is: Ms Alison Amoah, Planning

Dear Mr King,

PRE PLANNING APPLICATION ENQUIRY RESPONSE

Enquiry Reference: 170156

Address: 172 London Road, Reading, RG1 3PA

Proposal: Pre-application advice for proposed change of use from doctor's surgery to 3 no. 2-bed apartments, 1 no. 1-bed apartment and 1 no. studio apartment

Further to your pre-application request received on 2nd February 2017 here is my advice in relation to your proposal. Many apologies for the delay in providing this response.

The Proposal

- To demolish the existing garage building;
- Rebuild the garage with a larger footprint and higher with two large dormers to contain a studio apartment over 2 no. carport spaces, with refuse/recycling provision also at ground floor;
- First floor extension above rear most part of existing building, with gable end to St. Bartholomew's Road and balcony serving first floor rear facing doors;
- 2 no. amended entrance details to St. Bartholomew's Road elevation, with 1 no. additional dormer window above;
- Enlarged rear dormer to second floor with balcony;
- 3 no. roof lights to front elevation to London Road, surface level car parking, refuse and cycle storage and external landscaping.

Information reviewed is as follows:

- Pre-application form
- Site Location Plan - Drawing no: Pa.02.13
- Site Plan Existing - Drawing no: Pa.02.01
- Existing Plan Layouts - Drawing no: Pa.02.02
- Plan Layouts - Existing - Drawing no: Pa.02.03
- Roof plan - Existing - Drawing no: pa.02.04
- Garage - Existing Plan and Elevations - Drawing no: Pa.02.05

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DX 40124 Reading (Castle Street)

- Site Plan - Proposed - Drawing no: Pa.02.06
- Plan Layouts - Proposed - Drawing no: Pa.02.07
- External Elevations - Proposed - Drawing no: Pa.02.08
- Garage - Proposed Plan and Elevations [shows roof plan only] - Drawing no: Pa.03.09
- Garage - Proposed Plan and Elevations - Drawing no: Pa.02.10
- Site Plan - Areas - Drawing no: Pa.02.11
- Proposed Plan Payout Areas - Drawing no: Pa.02.12
- Photo Sheet 1 Main Building - Drawing no: Pa.02.14
- Photo Sheet 2 Garage Building - Drawing no: pa.02.15

Site Description

The application site is a former D1 Doctors' Surgery, on the corner of London Road and St. Bartholomew's Road, with a detached garage and surface level parking, accessed from St. Bartholomew's Road.

The original building is orientated with its front entrance to St. Bartholomew's Road with later extensions reducing in scale. There is a rear dormer to the roofscape of the largest portion of the building.

Relevant Planning History

- 79/TP/575 - Rooms in roofspace - Approved 16/7/79
- 24945 - Change of use from residential to doctor's surgery - Approved 28/11/75
- 89/00018 - Change of use of dwelling and extension to create doctors' surgery and parking - Approved 24/2/89

Consultation Responses

Transport and Natural Environment have provided comments as documented below.

Relevant Policies

National Planning Policy Guidance

National Planning Policy Framework (NPPF)

Reading Borough Local Development Framework Core Strategy Document (2008, altered 2015)

Policy CS1 (Sustainable Construction and Design)

Policy CS2 (Waste Minimisation)

Policy CS3 (Social Inclusion and Diversity)

Policy CS4 (Accessibility and the Intensity of Development)

Policy CS7 (Design and the Public Realm)

Policy CS9 (Infrastructure, Services, Resources and Amenities)

Policy CS14 (Provision of Housing)

Policy CS15 (Location, Accessibility, Density and Housing Mix)

Policy CS24 (Car/Cycle Parking)

Policy CS31: (Additional and Existing Community Facilities)

Policy CS32: (Impacts on Community Facilities)

Policy CS34 (Pollution and Water Resources)

Policy CS36 (Biodiversity & Geology)

Policy CS38 (Trees, Hedges and Woodlands)

Reading Borough Local Development Framework: Sites and Detailed Policies Document (2012, altered 2015)

Policy SD1 (Presumption in Favour of Sustainable Development)

Policy DM1 (Adaption to Climate Change)

Policy DM3 (Infrastructure)

Policy DM4 (Safeguarding Amenity)

Policy DM6 (Affordable Housing)

Policy DM8 (Residential Conversion)

Policy DM10 (Private and Communal Outdoor Space)

Policy DM12 (Access, Traffic and Highway-Related Matters)

Policy DM19 (Air Quality)

Supplementary Planning Guidance/Documents

Revised Parking Standards and Design (2011)

Revised Sustainable Design and Construction (2011)

Planning Obligations Under S106, April 2015

Technical Housing Standards - Nationally Described Space Standard, DCLG (2015)

Affordable Housing (2015)

The specific relevant policies for conversion are Policy CS18 and DM8 and any details submitted should ensure that matters within these policies are addressed.

Along with these adopted local planning policies any appraisal for a change of use to flats will be assessed against the Council's 'Residential Conversions Supplementary Planning Document SPD (2013)'. Section A of the SPD, deals with the 'General Assessment of all Conversions'.

Assessment

The main issues to be considered are:

- a) Principle
- b) Design, Layout, Scale & Mix
- c) Residential Amenity
- d) Ecology & Landscape
- e) Transport/ Parking
- f) Environmental Matters
- g) S106 & Community Infrastructure Levy
- h) Submitting a planning application

a) Principle

In Reading we are often told by residents objecting to new housing schemes that local medical services (doctors and dentists) are already over-subscribed. We are also told by medical service providers that there are not enough sites to meet the need. Therefore, for the principle of residential use to be found acceptable you would need to satisfy the requirements of Policy CS31, i.e. that it has been clearly demonstrated that there is no longer a need to retain the doctors' surgery.

It is understood that the surgery has now closed and that patients are using other facilities, but evidence would need to be provided that the loss of the surgery in this location would not have a detrimental effect on alternative sites, i.e. evidence that there is capacity elsewhere for the displaced catchment. Subject to this being satisfactorily addressed, the use of the site for residential would be considered acceptable, subject to meeting other policy

requirements, as it would provide additional housing in accordance with adopted Core Strategy Policy CS14.

The principle of conversion is normally judged against whether the property for conversion is more than 120 sqm gross as built (Policy DM8). Although the building as built might not meet this requirement, the overall building (as extended) has not been in residential use for many years and its existing size would be more than adequate to be converted to residential use.

b) Design, Layout, Scale, Mix

The proposal seeks a small increase in floor space through a first floor extension to the rear portion of the site and an enlargement of the garage building to create a studio apartment. It is considered that 4 no. units within the main body of the existing building form, with a small increase in floorspace through a first floor extension, would generally be acceptable.

However the proposed enlarged garage to create a studio over car port spaces and refuse, would be considered an over intensification of the site, bearing in mind the associated parking, refuse and cycle storage, as well as seeking to provide some amenity/ setting space. Four units would seem to be a reasonable number of units for this site.

In this context you might want to consider the removal of the garage to enable the provision of 4 no. car parking spaces (2.5x4.8m) in that area, and relocating the refuse storage adjacent to the proposed entrance steps, ensuring sufficient turning area for vehicles. Bicycle storage could be retained in its current proposed location adjacent to the terrace area for Flat 1. Please note that Transport has confirmed that the number of proposed cycle spaces exceeds requirements, so fewer could be provided to meet policy requirements.

Notwithstanding the above suggestion the current proposed location for refuse/ recycling storage, to the rear of proposed parking spaces, would be inconveniently sited and difficult to access once cars were parked in those spaces.

The first floor extension to create part of proposed flat 3, which brings the height up to match part of the existing is considered acceptable and serves to remove some of the fussiness of a number of different ridge heights. However, the combination of the form of the gable end to St. Bartholomew's Road and first floor dormer creates a somewhat 'cluttered' appearance to this elevation, and the gable a rather dominant feature. A simpler, less dominant form, such as two smaller dormers, might improve the appearance.

The design of the proposed entrance canopies and entrance doors to Flat 1 and Flats 3 & 4 are considered to provide a sympathetic design, reflective of the style of the existing and retained entrance canopy.

The rear first floor balcony (within the first floor extension - Flat 3) is considered to be satisfactory subject to being able to satisfactorily demonstrate no significant detriment to residential amenity resulting from overlooking. Although an enlarged dormer, as proposed to Flat 4, would be acceptable in principle, an improved design with pitched roof should be considered as a means to enhance its appearance.

Policy DM8 sets out that at least 25% of units should be family sized accommodation of 2 beds or more. The current proposal would meet this requirement.

c) Residential Amenity

The Residential Conversions SPD sets out a number of checklist items which provide further detail related to adopted policies DM4, DM8, DM9 and DM10 of the Sites and Detailed Policies Document. In summary the proposed internal floorspace proposed (shown on Drawing Pa.02.12) would meet the minimum standards as set out in Appendix 1 of the SPD. However, reference should also be made to the national space standards.

Amenity Space - The proposed provision of private amenity space, on a constrained site is commended, and in accordance with Policy DM10 a balcony and terrace and are proposed for Flats 3 & 4 respectively. These are considered satisfactory, subject to being able to satisfactorily demonstrate that there would be no significant detriment to residential amenity resulting from overlooking. For Flat 1 a terrace/ garden is proposed. This would especially suit this larger unit (2 bedrooms), which would be capable of being a family unit.

Sound Insulation - Each unit should be appropriately insulated to meet building regulation standards and to comply with policy requirements (DM4 & 8).

Habitable rooms should have external windows.

Layout/stacking of rooms - The SPD seeks to avoid layouts which locate living rooms, bathrooms and kitchens, next to, above, or below, proposed or neighbouring bedrooms.

d) Ecology & Landscape

There are no tree and landscape objections to this application. It is likely that any future planning consent if granted will require conditions of landscaping to ensure suitable provision of new planting (and replacement where it dies, becomes seriously diseased or fails to thrive) within the existing landscaped beds around the property.

Proposals that involve the demolition of buildings or alterations to roofs or lofts will often need to be accompanied by a bat survey. I will confirm with the Ecologist whether such would be required and forward this separately.

e) Transport/ Parking

The site is located in Zone 2, Primary Core Area, of the Revised Parking Standards and Design SPD. This zone directly surrounds the Central Core Area and extends to walking distances of 2 kilometres from the centre of Reading. Typically this zone is well served by public transport, with buses continuing either into or out of the Central Core Area via this zone.

This pre application consists of a change of use from a doctor's surgery to provide 5 flats. The development site is located on the corner of London Road (A4) which is a main transport corridor and St Bartholomew's Road which has restricted parking in the form of residents parking, limited waiting bays and double yellow lines.

In accordance with the adopted Parking Standards and Design SPD, the development would be required to provide parking provision of 1 off road parking space for each proposed flat. This therefore equates to a total of 5 parking spaces. Plans submitted indicate that 4 car parking spaces are to be provided which falls short of the Councils standard. However given the sites good transport links and close proximity to the town centre and station, I can confirm that the provision of 4 off road car parking spaces would be acceptable in this instance. Generally parking bays are recommended to be designed at 5m long at 2.5m wide and have sufficient

space to manoeuvre unhindered in and out of the bays. It should be noted that the proposed development will generate fewer trips to and from the site than the existing Dr.s Surgery.

The existing surgery currently has a small car park which is accessed via St Bartholomew's Road. Plans indicate that this would be retained to gain access to the parking, refuse and cycle storage area.

The development site is located in an area designated as Residents Parking Permit Area; Zone 14R. Shared parking bays are located on one side of the road whereby permit holders can park in the bays at any time and non-permit holders can park for up to a maximum of 2 hours. At all other times the bays are for permit holders only. There are "No Waiting Restrictions" in the form of double yellow lines that run outside and opposite the development site. The applicant should be advised that the parking conditions and informative would be applied to prevent any future occupants of the development from obtaining residents and visitor parking permit for the surrounding residential streets where parking is under considerable pressure. This will ensure that the development does not harm the existing amenities of the neighbouring residential properties by adding to the already high level of on street car parking in the area.

In accordance with the adopted Parking SPD, the residential element of the development is required to provide a minimum of 0.5 cycle parking spaces for each 1- 2 bedroom C3 dwelling. Plans submitted indicate provision for 6 Cycles in two areas adjacent to the proposed parking bays. Access to the bike storage area should not be hindered and sufficient space should be allowed in and out of the area. Proposed provision exceeds the Councils current requirement and is therefore deemed acceptable. Should a full application be submitted details of the type of storage will be required.

Bin storage is illustrated on the plans. Bin storage should comply with Manual for Streets and British Standard 5906: 2005 for Waste Management in Buildings to avoid the stationing of service vehicles on the carriageway for excessive periods. The Waste Management Team should be contacted to ensure the correct capacity of bin for the size of the development is provided.

It should be brought to the applicant's attention that this development will be subject to a Construction Method statement (CMS).

In principle Transport do not have any objections to this proposal.

Transport also identified that as far as they were aware there used to be parking bays on St. Bartholomew's Road marked as "doctors" and if there are, the bays would need to be reverted to a shared user bay, in line with the existing adjacent bays. The cost of the re assignment of the bay and signage, including changes to the Traffic Regulation Order would need to be met by the applicant. The applicant would be required through a S106 legal agreement to contribute a maximum of £5,000 towards changes to the Traffic Regulation Order and the physical works on the Highway.

f) Environmental Matters

Noise: Environmental Protection and Nuisance standing advice recommends that a noise assessment should be submitted in support of applications for new residential proposed in noisy areas, and that the assessment would be assessed against the recommendations for

internal noise levels within in accordance with BS 8233:2014 and WHO guidelines for Community Noise. This site is in a noisy area.

Air Quality: The site is located within an air quality management area, identified with monitoring, as being a pollution hot-spot (likely to breach the EU limit value for NO₂) and the proposed scheme would introduce new exposure / receptors to the site. The advice identifies that an assessment and/or mitigation measures should be provided as part of the application, and that the applicant demonstrates sufficient mitigation measures are implemented to protect the residents from the effects of poor air quality (DM19).

g) S106 & Community Infrastructure Levy (CIL)

Affordable Housing

The council has an adopted Policy DM6: Affordable Housing of the Sites and Detailed Policies Document sets out that, on development site of less than 15 dwellings, the Council will seek a 20% affordable housing provision on sites of 5-10 dwellings, ideally on site or by way of an off-site financial contribution. Any affordable housing contribution required would be sought by way of a section 106 legal agreement payable prior to first occupation of the development permitted.

Should you not wish to / be able to make a contribution towards affordable housing, a viability assessment would be required to justify this, which would be subject to review by the Council's Valuations team during the course of the application (there would be a separate fee - currently for schemes of 1-4 this fee is £1,000 and for 5-9 dwellings the fee is £2,000). Please see the validation requirements for more details about the type and nature of information required at application stage regarding affordable housing / viability - all such information would be required in advance of the validation of any application at the site.

It is relevant for you to know that following a relevant High Court judgment on affordable housing on small sites issued in 11th May 2016 Reading Borough Council considered its options for implementing its affordable housing policy in the light of this decision. At its meeting of the Strategic Environment Planning and Transport Committee on 13th July 2016, the Council agreed the following as the basis for determining planning applications where Policy DM6 of the SDPD is relevant:

'To implement Policy DM6 as currently adopted in the SDPD but excluding proposals that solely involve the conversion of an existing property, where the conversion involves the provision of 10 or less dwelling units (i.e. not HMOs), or the replacement of dwellings by the same number of replacement dwellings where there is no net increase'.

This scheme involves the conversion of an existing property to 3 no. 2-bed apartments, 1 no. 1-bed apartment and 1 no. studio apartment. However, it also involves new development for the rear first floor flat and the new studio apartment. This means that the proposal would need to accord with the requirements of Policy DM6 and make appropriate financial affordable housing contribution based on these two units.

CIL

The development would involve the change of use of an existing D1 doctors' surgery and an extension to C3 dwellings. The scheme would be CIL liable, although a large portion of the floorspace could be exempt assuming it has been in lawful use, for 6 months within the last 3

years. A CIL form "Planning Application Additional Information Requirement Form" would need to accompany any full application. Please see the following link: https://ecab.planningportal.co.uk/uploads/1app/forms/cil_questions.pdf

Further information on CIL is within the Council's guide at the following link:

<http://www.reading.gov.uk/media/2791/Community-Infrastructure> Levy-Advice-to-Applicants/pdf/CIL_Advice_to_Applicants.pdf

h) Submitting a Planning Application

The Council's validation requirements are set out at the following link: http://www.reading.gov.uk/media/2660/Validation-Checklist-Updated-Dec-2016/pdf/Validation_Checklist_Final_Dec_16.pdf

Conclusion

To conclude, the principle of residential would be acceptable subject to being able to meet the requirements of Policy CS31, reducing the number of units to 4 no and considering some adjustments to the layout and design and meeting the affordable housing policy, if applicable.

This advice is given on a without-prejudice basis and in good faith and will not over-ride the formal consideration of a planning application by the Council. If you wish to discuss the contents of this letter, please contact me on the number given above.

The fee paid includes for one meeting, which would be to discuss this response and not further options, which would need to be the subject of further pre-application enquiries.

Yours sincerely



pp.Mrs Alison Amoah
Principal Planning Officer

Addendum 2.

170156/PREAPP - 172 London Road [OFFICIAL] [Inbox](#)

☆ [Amoah, Alison](#) <Alison.Amoah@reading.gov.uk>

Tue, Jun 6, 2017 at 2:54 PM

To: "dkdesignlondon@gmail.com" <dkdesignlondon@gmail.com>

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Dear David,

Further to the pre-application response sent on 25/5 I have now had confirmation from the Ecologist that no bat survey would be required because the risk of bats being present would be minimal.

Regards,

Alison

Alison Amoah

Principal Planner

Planning, Development and Regulatory Services/ Environment and Neighbourhood Services

Reading Borough Council

Civic Centre

Bridge Street

Reading RG1 2LU

0118 937 2286 (72286)

From the 1st April 2017 we will be charging for copies of decision notices, site history searches and s106 enquires

This Council implemented its Community Infrastructure Levy (CIL) on 1st April 2015. Planning applications may be liable to pay the levy. For more information please visit our website at <http://beta.reading.gov.uk/readingldf>

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Addendum 3.

172 London Road [Inbox](#)

★ **Amoah, Alison** <Alison.Amoah@reading.gov.uk>
To: "dkdesignlondon@gmail.com" <dkdesignlondon@gmail.com>
[Reply](#) | [Reply to all](#) | [Forward](#) | [Print](#) | [Delete](#) | [Show original](#)

Thu, Jul 20, 2017 at 11:34 AM

Dear David,

WITHOUT PREJUDICE

Further to our meeting last Thursday I have information on the points raised as follows:

S106 AH

To meet policy DM6 we consider that the approach should be that this should be based on the uplift only, i.e. the difference in the two independent valuations for flats which could be created without the extension and the valuations for the flats with the extensions, and then apply the calculation (as set out in the AH SPD).

Demolition of the garage

You asked whether this requires permission. Although the demolition appears to be permitted development there is a prior approval process for demolition. See the information below. The Planning Portal states the following:

Planning Permission

In most cases you will not need to apply for planning permission to knock down a building, unless the council has made an article 4 direction restricting the permitted development rights that apply to demolition.

If you decide to demolish a building, even one which has suffered fire or storm damage, it does not automatically follow that you will get planning permission to build any replacement structure or to change the use of the site.

Where demolition of any kind of building is proposed, the council may wish to agree the details of how you intend to carry out the demolition and how you propose to restore the site afterwards.

You will need to apply for a formal decision on whether the council wishes to approve these details before you start demolition. This is what is called a "prior approval application"

The following is a note on prior approval: https://ecab.planningportal.co.uk/uploads/lapp/guidance/guidance_note-prior_notification_of_proposed_demolition.pdf

Part 11, Class B relates to demolition and the prior approval process - http://www.legislation.gov.uk/uksi/2015/596/pdfs/ukxi_20150596_en.pdf

Building Regulations

Demolition is dealt with under the [Building Act 1984](#). Generally, it requires six weeks prior notice to be given to the Local Authority Building Control before demolition begins.

The Local Authority Building Control may decide to issue a notice within six weeks on receipt of the notification to specify conditions that need to be met which may include precautions to protect adjoining properties and the public.

Demolition work must also comply with the [Construction \(Design and Management\) Regulations 2015](#) and a health and safety plan produced by the principal contractor

Building Regulations relating to site preparation and resistance to contaminants and moisture will need to be met once the preparation work starts on the site.

Please contact local authority Building Control for further advice.

Air Quality

We discussed air quality and the standing advice we have from Environmental Protection is that developments need to have regard to the need to improve air quality and reduce the effects of poor air quality through design and mitigation to help to improve local air quality. Their advice is that mitigation is required for developments which introduce sensitive receptors (which includes residential) and the following are some egs:

- Mechanical ventilation - inlets from the 'clean' side of the development, long term maintenance needs to be addressed
- Habitable rooms - consider placing stairwells, corridors and bathrooms on the façade fronting pollution source
- Non-opening front windows - this should only be considered in certain circumstances, needs to be balanced against loss of freedom for future occupants

Regards,

Alison

Alison Amoah

Principal Planner

Planning, Development and Regulatory Services/ Environment and Neighbourhood Services

Reading Borough Council

Civic Centre

Bridge Street

Reading RG1 2LU

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