

**2-6 QUEENS ROAD, TEDDINGTON,
MIDDLESEX TW11 0LB**

**ALTERATION, RE-MODELLING AND EXTENSION OF
EXISTING PART FOUR/PART TWO STOREY BUILDING
IN B1 OFFICE USE TO PROVIDE 14 NO FLATS IN NEW
SECOND & THIRD FLOORS ABOVE EXISTING TWO
STOREY SECTION**

PLANNING, DESIGN & ACCESS STATEMENT

**TO ACCOMPANY
FULL PLANNING APPLICATION**

AUGUST 2014



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Appendix A - LBRUT's Preliminary Pre-Application Advice Letter

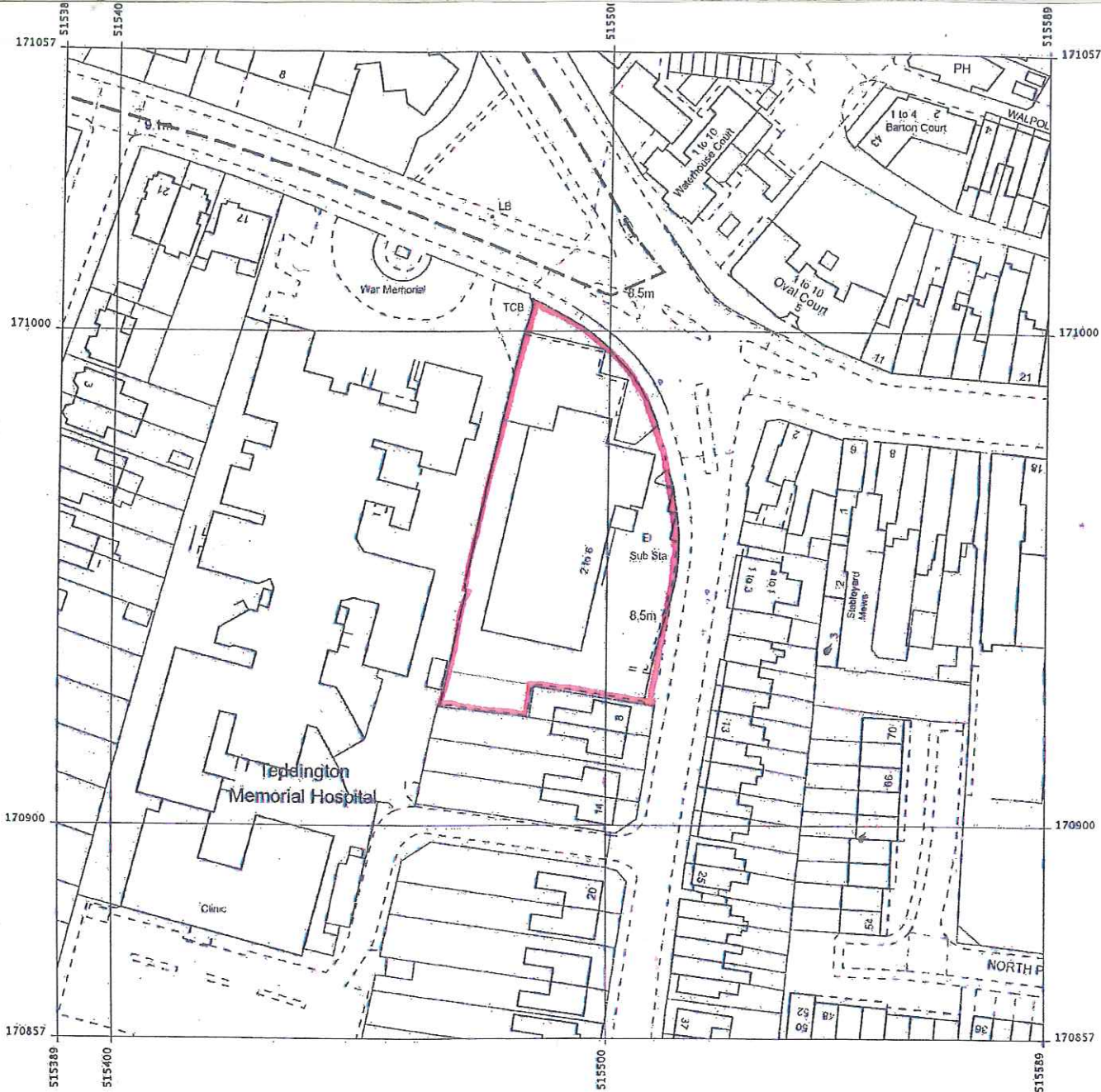
Appendix B - Photographic Record of Existing Site

Appendix C - Existing Drawings

Appendix D - Proposed Drawings

2-6 QUEENS ROAD, TEDDINGTON, MIDDLESEX TW11 0LB**ALTERATION, RE-MODELLING AND EXTENSION OF EXISTING PART FOUR/PART TWO STOREY BUILDING IN B1 OFFICE USE TO PROVIDE 14 NO FLATS IN NEW SECOND & THIRD FLOORS ABOVE EXISTING TWO STOREY SECTION****1.0 Introduction & Description of Existing Site**

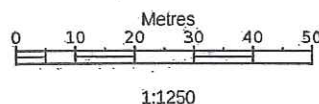
- 1.1 In January 2014, MMC Investments instructed Alistair Grills Associates (AGA) to assist Andrew Nesbitt Architects with the preparation and submission of a pre-application advice request and, subsequently, a full planning application for 14 No studio & one bedroom flats in new second & third floors over an existing two storey section of a B1a Office building at 2-6 Queens Road, Teddington, Middlesex. The existing two storey section is also to be re-modelled externally to reflect the existing 4 storey section and ensure the whole building is more visually coherent. This Planning, Design & Access Statement supports the full planning application.
- 1.2 No 2-6 Queens Road, otherwise known as Livingston House, comprises a 2,540 sqm GIA, part two/part four storey, brown brick B1 Office building with 41 No car parking spaces on a prominent 0.28 hectare corner site at the junction of the A313 Hampton Road, B358 Queens Road, A313 Broad Street and B358 Stanley Road, just inside the western edge of Teddington's designated town centre (see Location Map over). The Teddington Memorial Hospital forms the western boundary whilst a two storey Victorian semi-detached dwelling on Queens Road lies to the south. The subject building was erected in the early 1980s as a part office/part industrial unit, but was later converted to B1a Office use only (see LBRUT App Ref 92/1143/S64 in Section 4.0).
- 1.3 Reflecting its historic part office/part industrial use, the building comprises two distinct sections – a typical three storey brick office block with a fourth storey mansard roof and balconies overlooking the Hampton Road frontage; and an industrial-looking two storey portal frame structure with cladding over a brick base to the rear, facing on to Queens Road (see drawings & photographs of existing building accompanying this submission). The building is neither listed on English Heritage's Statutory Register, nor located within a Conservation Area. 2-6 Queens Road is in the freehold ownership of MMC Investments Limited, based in Hampton, and the top two floors of the main section are currently unused or under-used by the office tenant.



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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.



LIVINGSTON HOUSE
QUEENS ROAD
TEDDINGTON
TW11 0LB

Supplied by: Stanfords
 Reference: OJ321648
 Centre coordinates: 515489 170957

SITE LOCATION PLAN

391 S/L(90) 100

1:1250

architecture
 interior design
 urban design
 project management
 conservation
 cdm co-ordinators
 landscape design



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- 1.4 The street frontage to the east along the Hampton Road comprises a mix of uses with small/medium-sized A1 Retail, A2 Professional Services & A3 Restaurant & Café uses; whilst the frontage to the west beyond the Hospital is mainly residential. Teddington Methodist Church lies on the opposite side of the Hampton Road. Aside from Livingston House itself, properties along Queens Road are, typically, two storey Victorian semi-detached or terrace dwellings in brick and stucco. The hinterland is predominantly residential.
- 1.5 MMC proposes the re-modelling of the existing two storey section of the building to transform its industrial appearance into something more appropriate to the current office use; with the addition of two floors of residential flats above in a similar aesthetic. The additional floors would provide 14 No studio & one bedroom flats, and would contribute to efforts aimed at addressing the Borough's current housing shortage.

2.0 Profile of MMC Investments

- 2.1 MMC Investments was founded in 1970 by the two current directors. The company started as a house builder - the part of the business that is still carried out to this day. Over 200 new houses and flats have been built and sold in south-west London, Middlesex and Surrey. In the early years, the company also carried out building contracting on a nationwide scale for clients which included a refurbishment programme for branches of Barclays Bank and the renewal of distribution warehouses for RTZ. In the early 1980's, the company started a programme of "design & build and retaining the investment" of offices in south-west London. Approximately 100,000 sq. ft. of offices are owned by the company, including the subject building, Livingston House, 2-6 Queens Road, Teddington. Other local buildings designed and built by the company include 60 Waldegrave Road and 99 Waldegrave Road in Teddington, Hampton Hill Business Park and Wellington House in Hampton Hill, and the Castle Business Village in Hampton.

3.0 Description of Proposed Works

- 3.1 MMC Investments proposes the conversion of some 133.5 sqm of the existing 2,540 sqm of B1 office space at 2-6 Queens Road to provide a ground floor residential entrance on the south-east corner of the building facing on to Queens Road, within the existing two storey office section (see selected ANA drawings in Appendices). This entrance is connected to a secure residential cycle store and to a new lift and stair core which replaces the existing stair at the rear of the two storey wing. This replacement stair provides access to a further 846.0 sqm GIA of residential space in the form of 14 No studio and one bedroom flats on new “stepped” second and third floor levels above. This results in a total proposed residential floor area of 979.5 sqm GIA.
- 3.2 The new second floor plate provides 4 No studio flats and 4 No 1 bedroom flats, whilst the third floor, which takes the form of a mansard roof, contains 2 No studio flats and 4 No 1 bedroom flats, resulting in 14 No apartments in all. Whilst mainly serving the proposed flats, the new stair would also act as a fire escape for the B1 Offices in the event of an emergency. Consequently, the area of the new stair & lift core is split equally between office & residential and in all GIA calculations contained within this report. Similarly, fire escape doors would be inserted in second and third floor level corridors, at the junction of the C3 flats and B1 Offices, to allow alternative evacuation from the flats through the offices, but prevent access to the flats from the adjoining offices. New secure bicycle storage for the existing offices would also be provided at the rear of the building, adjacent to the new lobby and the residential cycle storage area.
- 3.3 Vehicular access will remain as existing, off Queens Road, but the car parking would be rationalised to provide a separate and exclusive residential car parking on the Queens Road frontage to the east of the main building, north of the vehicular entrance. Sufficient B1 office car parking, a commercial vehicle space and a turning head would be restricted to areas north, south & west of the main building.
- 3.4 The proposed schedule of accommodation for 2-6 Queens Road is set out below:

Total Proposed Floor Areas (excluding balconies)

B1 Office Accommodation (inc. secure cycle store for offices & 50% new lift/stair core) - 2,406.5 sqm

Residential floor space (inc. Entrance Lobby, secure cycle store for flats & 50% new lift/stair core) – 979.5 sqm

Second Floor

Apartment 1 (1 bed, 2 person) – 50.4 sqm
Apartment 2 (studio apartment) – 38.45 sqm
Apartment 3 (1 bed, 2 person) – 50.36 sqm
Apartment 4 (studio apartment) – 40.10 sqm
Apartment 5 (1 bed, 2 person) – 50.4 sqm
Apartment 6 (studio apartment) – 38.45 sqm
Apartment 7 (1 bed, 2 person) – 50.36 sqm
Apartment 8 (studio apartment) – 40.1 sqm

Third Floor

Apartment 9 (1 bed, 2 person) – 50.0 sqm
Apartment 10 (1 bed, 2 person) – 50.7 sqm
Apartment 11 (studio apartment) – 41.6 sqm
Apartment 12 (1 bed, 2 person) – 50.0 sqm
Apartment 13 (1 bed, 2 person) – 50.7 sqm
Apartment 14 (studio apartment) – 46.8 sqm

Proposed Car & Cycle Parking Provision

26 No car parking spaces (1 space/100 sqm) including 2 No disabled spaces, plus 1 No delivery bay and 12 No cycle spaces (1 space/200 sqm) for the existing B1 Offices

14 No car parking spaces (1 space/unit), plus 14 No cycle spaces for the proposed C3 Residential

- 3.5 In terms of urban design, the proposed Queens Road context elevation illustrates how the additional residential storeys are tiered back from their two storey residential neighbour on Queens Road to the south to provide a successful transition between the two and four storey high elements at either end; and to avoid the impression of overbearing development on the adjacent dwellinghouse or impacting on their natural light.
- 3.6 In addition to the creation of the proposed residential element and internal alterations, the conversion of the former industrial space in the rear two storey section to B1 Office use in 1992 now necessitates the re-modelling of the exterior of this former industrial part of the building in order to produce a more coherent architectural image for 2-6 Queens Road as a whole.

- 3.7 Andrew Nesbitt Architects (ANA) notes that the brickwork to the existing building has weathered well over the years and, with the mature landscaping at the front of the site, establishes a pleasant townscape appearance. Consequently, ANA has recommended the use of a restrained palette of traditional materials for the remodelled multi-use building in order to visually co-ordinate the new proposals for the south wing with the design of the existing north wing. Their proposal is to use facing brickwork to the existing and new elevations of the south wing, to match the facing brickwork on the existing 4 storey north wing. The new brickwork will be formed in distinct panels extending from first to second floor levels to coincide with the cantilevered first and second floor level facades of the existing building. These discrete brickwork panels with their regular window openings are further enhanced by the weathered standing seam zinc cladding elements which surround them. This material is used as an over-cladding at ground level and in spandrel panels to window and balcony openings in the facades and also as cladding for the new Mansard roof at the top level.
- 3.8 The existing fibre cement slate-clad Mansard on the north wing is also to be over-clad in weathered standing seam zinc to match the new proposals so that a consistent, improved and updated visual appearance is provided to the entire building at roof level. Existing wall finishes at ground level in the south wing are over-clad with weathered zinc so that the differing materials between ground and first level continue the effect of the cantilever on the north wing.
- 3.9 The new windows are aluminium-framed, polyester powder-coated frames with colour to match the existing window frames. Windows to the southern façade of the remodelled extension are deliberately angled away from the residential neighbour to the south, and towards the adjacent hospital which has obscured windows to its west elevation, thus avoiding overlooking and loss of privacy. In addition, the proposed balconies are provided with privacy screens where necessary for the same reason.
- 3.10 Finally, a Photovoltaic cell array is proposed for the centre of the flat roof to the extension, in order to help meet the Council's sustainability criteria, but, in positioning the array, ANA has ensured it will not be visible from street or garden level (see ANA's proposed section & context elevation).

4.0 Planning History

4.1 LBRUT's computer records reveal 9 No historical planning entries which, taken together, confirm the current B1 use for the whole building is lawful – see below:

- Planning application number: 92/1143/S64
Proposal: Use Of Above As Offices
Status: classed not development (s64 determination) 03/07/1992
- Planning application number: 86/1829
Proposal: Addition of four high level windows at first floor to south elevation.
Status: granted permission 24/02/1987
- Planning application number: 86/1830
Proposal: Change of location of use of some internal areas to vary condition (e) of approval 81/444 as shown on drawing No. 102.4B received on 20.11.86.
Status: granted permission 07/01/1987
- Planning application number: 81/0444/DD01
Proposal: Erection of part single storey, part three storey and mansard block to provide industrial floorspace, offices and ancillary staff facilities, with car park, landscaped areas and fencing. (Detailed Drawings pursuant to condition No.71 - Landscaping). Condition No. 71 of planning permission 81/0444 dated 27/7/81.
Status: granted permission 10/01/1986
- Planning application number: 85/1381
Proposal: Elevational alteration to first floor rear part of building facing Queens Road.
Status: granted permission 28/10/1985
- Planning application number: 85/1234
Proposal: Erection of part single storey, part three storey and mansard block to provide industrial floorspace, offices and ancillary staff facilities, with car park, landscaped areas and fencing. (Variation of condition (a) of Appendix A of 81/444 dated 27.7.81).
Status: granted permission 03/10/1985
- Planning application number: 84/1361/ADV
Proposal: Erection of 2 non-illuminated advertising panels and retention of 5 panels inc. linking 2.4m (8) high close boarded wooden fence.
Status: granted permission 06/12/1984

- Planning application number: 82/1101/ADV
Proposal: For Advertisements.
Status: granted permission 04/01/1983
- Planning application number: 78/94/7
Proposal: The manufacture of printing equipment and machinery, supermarket fittings, medical equipment, computer attachments and for coachwork repairs.
Status: granted permission 19/01/1979

5.0 Planning Policy Context for Proposed Residential Extension & Alterations

5.1 The development plan which provides the planning policy context for the proposed two storey residential extension and elevational alterations at 2-6 Queens Road is made up of the GLA's regional London Plan (July 2011) – the spatial strategy for Greater London; LBRUT's Core Strategy (2009); and the Council's more detailed Development Management DPD (2012). The relevant policies in each document are set out below.

GLA London Plan (July 2011)

5.2 With regard to sustainable development, London Plan Policy 2A.1 Sustainability Criteria states, *inter alia*:

The Mayor will, and boroughs and other stakeholders should promote, support and encourage the development of London in ways that secure this plan's social, environmental and economic objectives. This will include using the following criteria in implementing the London Plan and when considering DPDs and planning proposals:

- *Taking account of the impact that development will have on London's natural resources, environmental and cultural assets and the health of local people and upon the objective of adapting to and mitigating the effect of climate change*
- *Optimising the use of previously developed land and vacant or underused buildings*
- *Using a design-led approach to optimise the potential of sites and improve the quality of life*
- *Ensuring that development occurs in locations that are currently, or will be, accessible by public transport, walking and cycling*
- *Ensuring that development occurs in locations set out in Policy 2A.5*
- *Ensuring that development takes account of the capacity of existing or planned infrastructure including public transport, utilities and community infrastructure, such as schools and hospitals*
- *Taking account of the physical constraints on the development of land, including, for example, flood risk, ensuring that no significant harmful impacts occur, or that such impacts are acceptably mitigated*
- *Ensuring that development incorporates green infrastructure that is planned, located, designed and managed as an integrated part of the wider network of open space*

- *Promoting corporate social responsibility*
- *Taking account of the objectives of promoting safety and security, preventing major accidents and limiting their consequences*

5.3 In respect of Housing, London Plan Policy 3A.3 Maximising the potential of sites includes the following:

The Mayor will, and boroughs should, ensure that development proposals achieve the maximum intensity of use compatible with local context, the design principles in Policy 4B.1 and with public transport capacity.....

The Mayor will refuse permission for strategic referrals that, taking into account context and potential transport capacity, under-use the potential of the site.

5.4 Turning to the issue of climate change, London Plan Policy 4A.3 Sustainable design and construction states:

The Mayor will and boroughs should ensure future developments meet the highest standards of sustainable design and construction and reflect this principle in DPD policies. These will include measures to:

- *make most effective use of land and existing buildings*
- *reduce carbon dioxide and other emissions that contribute to climate change*
- *design new buildings for flexible uses throughout their lifetime*
- *avoid internal overheating and excessive heat generation*
- *make most effective and sustainable use of water, aggregates and other resources*
- *minimise energy use, including by passive solar design, natural ventilation, and vegetation on buildings*
- *supply energy efficiently and incorporate decentralised energy systems (Policy 4A.6), and use renewable energy where feasible (Policy 4A.7)*
- *minimising light lost to the sky, particularly from street lights*
- *procure materials sustainably using local suppliers wherever possible*
- *ensure designs make the most of natural systems both within and around the building*
- *reduce air and water pollution*

- *manage flood risk, including through sustainable drainage systems (SUDS) and flood resilient design for infrastructure and property*
- *ensure developments are comfortable and secure for users*
- *conserve and enhance the natural environment, particularly in relation to biodiversity and enable easy access to open spaces*
- *avoid creation of adverse local climate conditions*
- *promote sustainable waste behaviour in new and existing developments, including support for local integrated recycling schemes, CHP and CCHP schemes and other treatment options*

The Mayor will and the boroughs should require all applications for major developments to include a statement on the potential implications of the development on sustainable design and construction principles. This statement should address demolition, construction and long-term management. Boroughs should ensure that the same sustainability principles are used to assess other planning applications.

The Mayor will and boroughs should ensure that developments minimise the use of new aggregates and do not use insulating and other materials containing substances which contribute to climate change through ozone depletion.

Developers should use best practice and appropriate mitigation measures to reduce the environmental impact of demolition and construction.

5.5 With regard to sustainable energy, London Plan Policy 4A.7 Renewable Energy states:

The Mayor will, and boroughs should in their DPDs, adopt a presumption that developments will achieve a reduction in carbon dioxide emissions of 20% from onsite renewable energy generation (which can include sources of decentralised renewable energy) unless it can be demonstrated that such provision is not feasible. This will support the Mayor's Climate Change Mitigation and Energy Strategy and its objectives of increasing the proportion of energy used generated from renewable sources by:

- *requiring the inclusion of renewable energy technology and design, including: biomass fuelled heating, cooling and electricity generating plant, biomass heating, combined heat, power and cooling, communal heating, cooling and power, renewable energy from waste (Policy 4A.21) photovoltaics, solar water heating,*

wind, hydrogen fuel cells, and ground-coupled heating and cooling in new developments wherever feasible

- *facilitating and encouraging the use of all forms of renewable energy where appropriate, and giving consideration to the impact of new development on existing renewable energy schemes.*

LBRUT Local Development Framework (LDF) Core Strategy Policies

5.6 The Proposals Map accompanying LBRUT's Core Strategy (2009) confirms that 2-6 Queens Road lies within the western boundary of Teddington Town Centre – a designated District Centre. Consequently, the following Core Strategy policies are relevant when considering the proposals for the site:

- LDF Core Strategy (8.1.1) Policy CP1 - Sustainable Development
- LDF Core Strategy (8.1.2) Policy CP2 Reducing Carbon Emissions
- LDF Core Strategy (8.1.3) Policy CP3 Climate Change - Adapting to the Effects
- LDF Core Strategy (8.2.1) Policy CP7 Maintaining and Improving the Local Environment
- LDF Core Strategy (8.3.2) Policy CP14 Housing
- LDF Core Strategy (8.3.3) Policy CP15 Affordable Housing
- LDF Core Strategy (8.3.7) Policy CP19 Local Business

5.7 On the crucial issue of sustainability, LDF Core Strategy (8.1.1) Policy CP1 - Sustainable Development states:

1.A The policy seeks to maximise the effective use of resources including land, water and energy, and assist in reducing any long term adverse environmental impacts of development. Development will be required to conform to the Sustainable Construction checklist, including the requirement to meet the Code for Sustainable Homes level 3 (for new homes), Ecohomes "excellent" (for conversions) or BREEAM "excellent" (for other types of development). This requirement will be adjusted in future years through subsequent DPDs, to take into account the then prevailing standards in the Code for Sustainable Homes and any other National Guidance, and ensure that these standards are met or exceeded.

The following principles will be promoted:-

1.B Appropriate location of land uses

Facilities and services should be provided at the appropriate level locally, taking account of the network of town centres identified in policy CP8.

Higher density residential and mixed use developments to be in town centres, near to public transport to reduce the need to travel by car.

1.C Making best use of land

The use of existing and proposed new facilities should be maximised through management initiatives, such as co-location or dual use.

Redevelopment of sites should normally only take place where there can be an increase in the number of housing units and/or quantity of commercial floorspace.

1.D Reducing environmental impact

The environmental benefits of retaining and, where appropriate, refurbishing existing buildings, should be compared against redevelopment.

Development should seek to minimise the use of open land for development and seek to maintain the natural vegetation, especially trees, where possible.

Local environmental impacts of development with respect to factors such as noise, air quality and contamination should be minimised.

1.E Environmental gain to compensate for any environmental cost of development will be sought.

- 5.8 On the related matter of the reduction of carbon emissions, LDF Core Strategy (8.1.2) Policy CP2 Reducing Carbon Emissions confirms:

2.A The Borough will reduce its carbon dioxide emissions by requiring measures that minimise energy consumption in new development and promoting these measures in existing development, particularly in its own buildings.

2.B The Council will require the evaluation, development and use of decentralised energy in appropriate development.

2.C The Council will increase the use of renewable energy by requiring all new development to achieve a reduction in carbon dioxide emissions of 20% from on-site renewable energy generation unless it can be demonstrated that such provision is not feasible, and by promoting its use in existing development.

5.9 In the accompanying text, LBRUT asserts that energy use in new development can be reduced by appropriate siting, design, landscaping and energy efficiencies within the building, and these can be retro-fitted to existing buildings. Consequently, new developments, including conversions and refurbishments, will be expected to achieve high environmental standards, and all new buildings to include the use of renewable energy sources, in accordance with The London Plan. Crucially, the Council will require an assessment of energy demand and carbon dioxide emissions from the proposed development, which should demonstrate the expected energy and carbon dioxide emissions savings from energy efficiency and renewable energy measures incorporated into the development.

5.10 A related policy is LDF Core Strategy (8.1.3) Policy CP3 Climate Change - Adapting to the Effects. This states:

3.A Development will need to be designed to take account of the impacts of climate change over its lifetime, including:

- *Water conservation and drainage*
- *The need for Summer cooling*
- *Risk of subsidence*
- *Flood risk from the River Thames and its tributaries*

3.B Development in areas of high flood risk will be restricted, in accordance with PPS25, and using the Environment Agency's Catchment Flood Management Plan, Borough's Strategic Flood Risk Assessment and site level assessments to determine risk.

5.11 LBRUT also insists it will become increasingly important for buildings to be designed or refurbished to reduce water use, to improve permeability of surfaces, and to re-use rain and grey water. Consequently, landscaping should take account of likely future climate change. With increasing temperatures, it will be essential to introduce natural cooling through appropriate siting, orientation, landscaping and design and to minimise the urban heat island effect.

5.12 In respect of maintaining and improving the local environment, LDF Core Strategy (8.2.1) Policy CP7 confirms, *inter alia*, that:

7.B All new development should recognise distinctive local character and contribute to creating places of a high architectural and urban design quality that are well used and valued. Proposals will have to illustrate that they:

(i) are based on an analysis and understanding of the Borough's development patterns, features and views, public transport accessibility and maintaining appropriate levels of amenity;

(ii) connect positively with their surroundings to create safe and inclusive places through the use of good design principles including layout, form, scale, materials, natural surveillance and orientation, and sustainable construction.

5.13 Paragraph 8.2.1.3 in the supporting text confirms that LBRUT will support new development, including extensions and refurbishment, providing they have evolved from an understanding of the site, the impact on its surroundings, and its role within the wider neighbourhood; and that is based on high quality sustainable design which results in improvements to the area in which it takes place. In addition, paragraph 8.2.1.4 makes clear that new development must be accessible to all and provide opportunities to meet the needs of all the Borough's residents and visitors, if relevant. They should also minimise the risk and perception of crime by having regard to the design principles adopted by the Government in 'Safer Places' and 'Secured by Design' principles. The text also refers to the Council's Design Quality Supplementary Planning Document (which encourages developers to take account of the 12 distinct character areas within the Borough and provides initial guidance on local distinctiveness), the actual Character Studies and the Conservation Area Appraisal Statements.

5.14 With regard to the proposed additional floors of residential use, Core Strategy Policy (8.3.2) CP14 Housing is relevant:

Housing Targets

14.A The Council will exceed the minimum strategic dwelling requirement, where this can be achieved in accordance with other Local Development Framework policies. The Borough's targets are:

- For the ten year period between 1 April 2007 and 31 March 2017, an additional 2,700 dwellings (Alterations to the London Plan, Dec 2006), annualised as 270 dwellings per year.*

In the ten years from March 2017, indicative capacity is expected to be in the range of 150-330 dwellings a year. An early alteration to the target contained in this strategy will be brought forward to reflect the updated London wide Housing Capacity Study /SHLAA.

In addition, Part 14 B of Policy CP14 confirms that the indicative range for Teddington and the Hamptons up until 2017 is 700-800 units.

- 5.15 In respect of affordable housing requirements, Core Strategy Policy (8.3.3) CP15 Affordable Housing advises:

15.A Housing provision is expected to include a range of housing to meet the needs of all types of households.

Over the LDF period the Council:

- i expects 50% of all new units will be affordable housing, with a tenure mix of 40% housing for social rent and 10% intermediate housing.*
- ii expects that the affordable housing mix should reflect the need for larger social rented family units and the Sub-Regional Investment Framework requirements.*

The Council will seek to bring forward affordable housing through development of new units, purchase of property in or outside the borough and through rent deposit schemes.

15.B Some form of contribution towards affordable housing will be expected on all new housing sites. The contribution towards affordable housing on sites involving new-build housing will be as follows:

- I on sites below the threshold of 'capable of ten or more units gross', a financial contribution to the Affordable Housing Fund commensurate with the scale of development. The amount involved will be set out in the Development DPD and will be reviewed annually.*
- ii on sites capable of ten or more units gross, at least 50% on-site provision. Where possible, a greater proportion than 50% affordable housing on individual sites should be achieved.*

- 5.16 Finally, in respect of the existing B1 Office use, which will be largely retained, LDF Core Strategy (8.3.7) Policy CP19 Local Business states:

A diverse and strong local economy will be supported by:

19.A Retaining land in employment uses for business, industrial or storage.

19.B Requiring development likely to generate significant amounts of travel to be located in areas highly accessible to public transport, with the largest office developments located in Richmond and Twickenham town centres.

19.C Encouraging the provision of small units.

19.D Requiring mixed use schemes to retain the level of existing employment floorspace. However the inclusion of residential use within mixed use schemes will not be appropriate where it would be incompatible with established employment uses on neighbouring sites and prejudicial to their continued operation.

19.E Encouraging major new development to take account of requirements set out in the Planning Obligations Strategy (or any revision) in relation to training and enterprise

- 5.17 LBRUT asserts this policy is needed to support a strong sustainable economy and that sufficient well-located employment land should be retained or redeveloped to meet modern business needs.

LBRUT LDF Development Management DPD

- 5.18 The following LBRUT LDF Development Management DPD (2012) policies are also relevant to the consideration of the current proposals for 99 Waldegrave Road:

- Policy DM SD 1 Sustainable Construction
- Policy DM SD 2 Renewable Energy and Decentralised Energy Networks
- Policy DM SD 3 Retrofitting
- Policy DM SD 4 Adapting to Higher Temperatures and Need for Cooling
- Policy DM SD 5 Living Roofs
- Policy DM SD 7 Sustainable Drainage
- Policy DM SD 9 Protecting Water Resources and Infrastructure
- Policy DM SD 10 Water and Sewerage Provision
- Policy DM HO 4 Housing Mix and Standards
- Policy DM HO 6 Delivering Affordable Housing
- Policy DM EM 2 Retention of Employment
- Policy DM TP 2 Transport and New Development
- Policy DM TP 8 Off Street Parking - Retention and New Provision
- Policy DM DC 1 Design Quality
- Policy DM DC 5 Neighbourliness, Sunlighting and Daylighting
- Policy DM DC 6 Balconies and Upper Floor Terraces
- Policy DM DC 9 Planning Application Checklist
- Policy DM TP 8 Off Street Parking - Retention and New Provision and DPD DM Appendix 4 – Parking Standards

- 5.19 Sustainable Construction Policy DM SD 1 adds additional detail to the requirements set out in the Core Strategy:

All development in terms of materials, design, landscaping, standard of construction and operation should include measures capable of mitigating and adapting to climate change to meet future needs.

New buildings should be flexible to respond to future social, technological and economic needs by conforming to the Borough's Sustainable Construction Checklist.

New homes will be required to meet or exceed requirements of the Code for Sustainable Homes Level 3.

They also must achieve a minimum 44 per cent reduction in Carbon Dioxide emissions over Building Regulations (2006) in line with best practice from 2010 to 2013, 55 per cent improvement from 2013 to 2016, and zero carbon from 2016. It is expected that efficiency measures will be prioritised as a means towards meeting these targets. These requirements may be adjusted in future years to take into account the then prevailing standards and any other national guidance to ensure the standards are met or exceeded.

For conversions see Policy DM SD 3 on Retrofitting.

5.20 Additionally, Policy DM SD 2 Renewable Energy and Decentralised Energy Networks asserts:

New development will be required to comply with the Sustainable Construction Checklist; and:

(a) Maximise opportunities for the micro-generation of renewable energy. Some form of low carbon renewable and/or de-centralised energy will be expected in all development, and

(b) Developments of 1 dwelling unit or more, or 100sqm of non-residential floorspace or more, will be required to reduce their total carbon dioxide emissions by following a hierarchy that first requires an efficient design to minimise the amount of energy used, secondly, by using low carbon technologies and finally, where feasible and viable, including a contribution from renewable sources.

(c) Local opportunities to contribute towards decentralised energy supply from renewable and low-carbon technologies will be encouraged where there is no over-riding adverse local impact.

(d) All new development will be required to connect to existing or planned decentralized energy networks where one exists.

- 5.21 With regard to the alterations to the existing building, Policy DM SD 3 Retrofitting specifies that:

High standards of energy and water efficiency in existing developments will be supported wherever possible through retrofitting. Proposals for conversions and extensions will be encouraged to comply with the Sustainable Construction Checklist SPD as far as possible and opportunities for micro-generation of renewable energy will be supported.

Development in an area susceptible to flooding should include flood resistant and /or resilient measures to mitigate potential flood risks.

- 5.22 Policy DM SD 4 Adapting to Higher Temperatures and Need for Cooling also confirms:

All new developments, in their layout, design, construction, materials, landscaping and operation, are required to take into account and adapt to higher temperatures, avoid and mitigate overheating and excessive heat generation to counteract the urban heat island effect, and meet the need for cooling.

All new development proposals should reduce reliance on air conditioning systems and demonstrate this in accordance with the following cooling hierarchy:

- 1. minimise internal heat generation through energy efficient design*
- 2. reduce the amount of heat entering a building in summer through shading, reducing solar reflectance, fenestration, insulation and green roofs and walls*
- 3. manage the heat within the building through exposed internal thermal mass and high ceilings*
- 4. passive ventilation*
- 5. mechanical ventilation*
- 6. active cooling systems (ensuring they are the lowest carbon options)*

Opportunities to adapt existing buildings, places and spaces to manage higher temperatures should be maximised and will be supported.

- 5.23 Policy DM SD 5 Living Roofs also requires consideration:

Living roofs should be incorporated into new developments where technically feasible and subject to considerations of visual impact. The onus is on the applicant/developer for proposals with roof plate areas of 100sqm or more to provide evidence and justification if a living roof cannot be incorporated. The aim should be to use at least 70% of any potential roof plate area as a living roof.

The use of living roofs in smaller developments, renovations, conversions and extensions is encouraged and supported.

5.24 Policy DM SD 7 Sustainable Drainage notes:

All development proposals are required to follow the drainage hierarchy (see below) when disposing of surface water and must utilise Sustainable Drainage Systems wherever practical. Any discharge should be reduced to greenfield run-off rates wherever feasible.

When discharging surface water to a public sewer, developers will be required to provide evidence that capacity exists in the public sewerage network to serve their development.

5.25 Policy DM SD 9 Protecting Water Resources and Infrastructure states:

The Borough's water resources and supplies will be protected by resisting development proposals that would pose an unacceptable threat to surface water and groundwater quantity and quality. This includes pollution caused by water run-off from developments into nearby waterways.

New developments must achieve a high standard of water efficiency by:

- 1. meeting the minimum mandatory target for water consumption as set out in the Code for Sustainable Homes or*
- 2. meeting a minimum of 2 credits on water consumption for other types of developments (BREEAM "excellent") or*
- 3. meeting a minimum of 3 credits on water consumption for conversions (Ecohomes "excellent") and*
- 4. utilising rainwater harvesting for all external water uses to reduce the consumption of potable water wherever possible*

The above requirements may be adjusted in future years to take into account the then prevailing standards and any other national guidance to ensure that these standards are met or exceeded.

New developments should also consider the following:

1. utilising rainwater harvesting and greywater recycling for all non-potable uses to reduce the consumption of potable water wherever possible

2. designing of landscaping to minimise water demand

Proposals that seek to increase water availability or protect and improve the quality of rivers or groundwater will be encouraged.

5.26 Consideration should also be taken of Policy DM SD 10 Water and Sewerage Provision which notes:

New development will need to ensure that there is adequate water supply, surface water, foul drainage and sewerage treatment capacity to serve the development.

Planning permission will only be granted for developments which increase the demand for off-site service infrastructure where:

*1. sufficient capacity already exists, or
2. extra capacity can be provided in time to serve the development, which will ensure that the environment and the amenities of local residents are not adversely affected.*

Developers will be required to provide evidence that capacity exists in the public sewerage and water supply network to serve their development.

Any new water supply, sewerage or waste water treatment infrastructure must be in place prior to occupation of the development. Financial contributions may be required for new developments towards the provision of, or improvements to such infrastructure.

5.27 Policy DM HO 4 Housing Mix and Standards advises:

Development should generally provide family sized accommodation, except within town centres where a higher proportion of small units would be appropriate. The housing mix should be appropriate to the location.

All new housing development, including conversions, are required to comply with external and internal space standards.

The Council will only grant planning permission for new dwellings that provide adequate internal space and appropriate external private and/ or communal amenity space to meet the needs generated by the development. Development must take account of accessible design as required by Policy CP14.

Amenity space for all new dwellings should be:

- private, usable, functional and safe;*
- easily accessible from living areas;*
- orientated to take account of need for sunlight and shading;*
- of a sufficient size to meet the needs of the likely number of occupiers;*
- accommodation likely to be occupied by families with young children should have direct and easy access to adequate private amenity space.*

In areas of poor housing environment the Council will seek appropriate improvements by tree planting, provision of open space and play space, when opportunities arise.

5.28 DM DPD Policy DM HO 6 Delivering Affordable Housing states:

The Council will seek the maximum reasonable amount of affordable housing when negotiating on individual private residential and mixed-use schemes, having regard to the strategic borough-wide target and the individual circumstances of the site, in accordance with Policy CP15.

On sites capable of less than 10 units gross, a financial contribution to the Affordable Housing Fund commensurate with the scale of development will be required:

<i>No of units</i>	<i>% Affordable Housing</i>	<i>AH Homes</i>
<i>9 units</i>	<i>45%</i>	<i>4.05</i>
<i>8 units</i>	<i>40%</i>	<i>3.20</i>
<i>7 units</i>	<i>35%</i>	<i>2.45</i>
<i>6 units</i>	<i>30%</i>	<i>1.80</i>
<i>5 units</i>	<i>25%</i>	<i>1.25</i>
<i>4 units</i>	<i>20%</i>	<i>0.80</i>
<i>3 units</i>	<i>15%</i>	<i>0.45</i>

2 units	10%	0.20
1 unit	5%	0.05

The level of the contribution required will be based on the difference between the gross development value of the whole scheme as a market scheme and the equivalent as an affordable housing scheme, divided by the number of homes in the scheme, to give the subsidy per home, that will be multiplied by the number of AH Homes relating to the size of the scheme as set out above.

As outlined in Core Strategy Section 7.2 Costs and Viability, in considering proposals or financial contributions, the Council will have regard to: economic viability; individual site costs; the availability of public subsidy; and the overall mix of uses and other planning benefits.

- 5.29 With regard to the existing B1 Office use within the building, which is to be retained, Policy DM EM 2 Retention of Employment states:

The Council seeks to retain land, sites and buildings which were last used for employment purposes, in employment use. The use of employment land for other purposes will only be permitted where:

(a) There is satisfactory evidence of completion over an extended period of time of a full and proper marketing exercise of the site at realistic prices both for the existing use and for redevelopment (if appropriate) for other employment uses; or suitable alternative evidence; and

(b) A sequential approach has been applied to the development of the site as follows:

i) solely employment-based redevelopment;

ii) mixed-use or other alternative employment creating uses, where the employment floorspace is retained. Such sites should maximise the amount of affordable housing provided as part of the mix;

iii) affordable housing;

Or (c): The location has such exceptionally severe site restrictions due to very poor access and servicing arrangements that its continued employment use would be inappropriate.

Proposals for Mixed Use schemes must maintain or improve the amount of employment floorspace on site. Each proposal will be

considered on its merits and the Council will take account of the following factors when considering mixed use applications:

- i) the amount of employment floorspace;*
- ii) the type and mix of uses as existing and proposed;*
- iii) likely access, parking and traffic implications;*
- iv) compatibility with the policies for other land uses;*
- v) design quality;*
- vi) the type, size and tenure of residential provision which should be in accordance with policies and guidance in order to maximise the amount of affordable housing provision.*

If the above steps have been applied and the Council accepts the site is unsuitable for continued employment or commercial use, or other employment generating uses then affordable housing should be maximised.

5.30 Turning to transport requirements, Policy DM TP 2 Transport and New Development confirms:

The impact of new development on the transport network will be assessed against other plan policies and transport standards. All planning applications for Major Developments should be accompanied by a Transport Assessment and for smaller developments should be accompanied by a Transport Statement. Matters to be included are set out in DoT/TfL guidance.

Developers should also take account of the Council's SPD on Transport Standards.

5.31 Transport Policy DM TP 8 Off Street Parking - Retention and New Provision states:

Developments, redevelopments, conversions and extensions which include the loss of off street parking will have to demonstrate that the new scheme provides an appropriate level of off street parking to avoid an unacceptable impact on on-street parking conditions.

Car parking standards and cycle parking standards are set out in Appendix Four for all types of development, these take into account bus, rail or tube accessibility and the on-street parking regime. These standards will be expected to be met, unless it can be shown that there would be no adverse impact on the area in terms of street scene or on-street parking.

- 5.32 The parking standards specified in Appendix 4 of the DM DPD for the existing/proposed uses outside a CPZ are set out below:

Outside a Controlled Parking Zone CPZ)

B1 Offices - Within 400m of a rail station, 1 space per 200sqm
Elsewhere 1 per 100sqm, plus 1 lorry parking space per 2500sqm
(minimum 1 per unit) plus 1 cycle space per 200 sqm

C3 Residential - Studio flats, one & two bedroom units - 1 car parking space plus 1 cycle space.

- 5.33 With regard to the Detailed Generic Policies in the DM DPD, Policy DM DC 1 Design Quality asserts:

New development must be of a high architectural and urban design quality based on sustainable design principles. Development must be inclusive, respect local character including the nature of a particular road and connect with and contribute positively to its surroundings based on a thorough understanding of the site and its context.

In assessing the design quality of a proposal the Council will have regard to the following:

- *compatibility with local character including relationship to existing townscape and*
- *frontages, scale, height, massing, proportions and form*
- *sustainable development and adaptability, subject to aesthetic considerations*
- *layout and access*
- *space between buildings and relationship to the public realm*
- *detailing and materials*

- 5.34 The impact of a proposal on existing residential amenity must also be considered. Residential amenity covers a number of issues including visual intrusion, overbearing development, impact on neighbour's existing sunlighting & daylighting, overlooking & loss of privacy. In this regard Development Management Plan Policy DM DC 5 - Neighbourliness, Sunlighting and Daylighting asserts:

In considering proposals for development the Council will seek to protect adjoining properties from unreasonable loss of privacy, pollution, visual intrusion, noise and disturbance.

To protect privacy, for residential development there should normally be a minimum distance of 20 m between main facing windows of habitable rooms.

The Council will generally seek to ensure that the design and layout of buildings enables sufficient sunlight and daylight to penetrate into and between buildings, and that adjoining land or properties are protected from overshadowing in accordance with established standards.

- 5.35 With regard to the proposed balconies being created at second floor level, Policy DM DC 6 Balconies and Upper Floor Terraces states:

Purpose built, well designed and positioned balconies or terraces are encouraged where new residential units are on upper floors. They should be:

- sufficiently deep to allow adequate access and circulation around furniture.*
- preferably located next to a dining or living space*
- preferably receive direct sunlight*
- designed to provide some shelter and privacy to neighbouring properties, either by using screens or by setting the balcony back within the façade*
- balustrades designed to screen stored items from view*
- designed for security and safety*

The addition of balconies and upper floor terraces to existing properties will not generally be permitted unless the above apply and they do not adversely affect neighbourliness (see Policy DM DC 5 'Neighbourliness, Sunlighting and Daylighting').

- 5.36 Finally, emerging Policy DM DC 9 Planning Application Checklist requires all applications for planning permission to include a planning application checklist, which show how the submission complies with national and local requirements for validation.

Local Supplementary Planning Guidance (SPG), Supplementary Planning Documents (SPD) & Additional Information

- 5.37 The following SPG, SPD & Additional Information Sources are relevant to the proposals for 2-6 Road:

- Design Quality SPD (Feb 2006)
- Residential Development Standards SPD (March 2010)

- Sustainable Construction Checklist; Interim Amendments to the Sustainability Checklist; Energy Statement – Guidelines for Developers; and draft Sustainable Construction Checklist SPD
- Planning Obligations SPD

Design Quality SPD (Feb 2006)

- 5.38 LBRUT's SPD Design Quality sets out the overall context for design guidance in the Borough and applies to the design of all new buildings regardless of use and size, including extensions and ancillary outbuildings. The SPD advises undertaking a Character and Context Appraisal before undertaking any design work to ensure the key characteristics influence the design process. This should include consideration of LBRUT's Character Area Studies. The SPD also emphasises the role of landscape, townscape features (inc. views and vistas), detailing, materials and re-use of older buildings.

Residential Development Standards SPD (March 2010)

- 5.39 Relevant to smaller properties in more built up parts of the Borough, this SPD refers to minimum space standards for rooms, Lifetime Home requirements, sustainable design (including living roofs), car parking, safe cycle storage and appropriate refuse & recycling.

Sustainable Construction Checklist; Interim Amendments to the Sustainability Checklist; Energy Statement – Guidelines for Developers; and the draft Sustainable Construction Checklist SPD

- 5.40 In recent years, LBRUT has placed increasing emphasis on sustainable design & construction. Initially the Borough produced a Sustainable Construction Checklist listing subject areas with which developers of more than 5 units had to comply, or explain why they couldn't. These included:

1. Energy Use & Pollution (need for cooling; heat generation; air, noise & light pollution)
2. Transport
3. Biodiversity
4. Flooding & Drainage
5. Improving Resource Efficiency
6. Design Standards & Accessibility

- 5.41 The threshold for application of the Checklist was reduced to 1 unit several years ago and an additional requirement for an Energy Statement was also introduced. The Energy Statement must demonstrate the expected energy and carbon dioxide emissions saving from energy efficiency and renewable energy measures. The latest draft Sustainable

Construction Checklist SPD went out to consultation in February 2011 and applicants are encouraged to use this updated SPD when considering issues of sustainability. The draft SPD brings all of LBRUT's previous documents and standards in line with current central government policy and is applicable in the case of the conversion and extension of the King's Observatory. Consequently, the current applicable standards are:

- Level 3 Code for Sustainable Homes
- Excellent Ecohomes – minimum of 3 credits on water consumption
- 20% reduction in carbon emissions from on-site renewables.

Planning Obligations SPG (2005)

5.42 Any viability assessment accompanying the application must take the form set out in Section 1 of LBRUT's Planning Obligations Strategy SPG (Supplementary Planning Guidance) adopted in June 2005:

6.0 Flood Risk

6.1 Inserting the postcode for 2-6 Queens Road, Teddington into the Environment Agency's Flood Mapping service reveals that the risk of tidal flooding on the site is low. LBRUT's Surface Water Management Plan (Figure 3.8.6b) also indicates that although the site is within the Teddington Critical Drainage Area, the site itself is designated "Very Low Flood Hazard". Moreover, as the proposals only comprise new second and third floor levels of C3 Residential use and minor alterations to the ground and first floor in order to achieve appropriate access to the flats, there are no flood risk implications with the proposed development.

7.0 Design Parameters

7.1 A summary of the key design parameters used to guide the design of the proposed addition of second & third floors of residential use is set out below:

- Provide the requisite floor area for rooms by use and apartments;
- Ensure the additional bulk created by the new second & third floors results in an appropriate transition in the Queens Road street scene between the two and four storey elements at either end;
- Ensure the façade remodelling results in a coherent architectural style for the whole office/residential building;
- Ensure alterations result in a positive visual impact on the building's setting in terms of scale, bulk, appearance & materials;
- Ensure proposals do not create an un-neighbourly perception of overbearing development;
- Maintain current light levels within neighbouring properties through the use of set backs for the new residential floors and minimising the size and height of the new Mansard roof;
- Provide outdoor balcony space for all flats;
- Maintain privacy & avoid overlooking – consider balcony & window positions in relation to neighbours and adapt designs as necessary;
- Avoid direct transmission of noise – ensure any new openable windows do not face on to existing flats or opposing windows;
- Ensure transport & highway strategy caters for mixed use – i.e. residential owners, B1 Office tenants & visitors, accessing & exiting site on foot, on bicycle and by car;
- Provide separate access to, and entrance for, the proposed residential element;
- Provide access for the disabled to all parts of the building;
- Address LBRUT's latest DM DPD standards for B1a Office and C3 Residential parking;
- Ensure residential proposals will be able to meet LBRUT's Sustainable Checklist requirements;
- Ensure any resulting Photovoltaic array is inconspicuous; and
- Reinforce existing screen/tree planting where possible.

8.0 Access

8.1 In respect of access, Andrew Nesbitt Architects has ensured that entrance thresholds; external & internal door and corridor widths; and the new stair & lift core at the front of the building all comply with the standards set out in the Disability Discrimination Act and Building Regulations. In addition, the latest site layout incorporates separate and delineated pedestrian routes from the street pavement to the B1 Office and C3 Residential entrances.

9.0 Sustainability & Energy

- 9.1 In June 2014, MMC Investments instructed SRE Sustainability Consultants to prepare the necessary Sustainable Construction Checklist and Energy Statement for the proposed development at 2-6 Queens Road comprising 14 No. new build flat units constructed on top of an existing office building.
- 9.2 SRE advises that the proposed development will deliver energy efficiency measures throughout and, by the installation of Photovoltaics, will achieve all LBRUT energy requirements.
- 9.3 SRE also concludes that through the inclusion of an energy conscious design and a high efficiency heating system ('clean'), energy efficiency measures ('lean') and renewable energy generation ('green'), the Proposed Development will achieve the 35% improvement in Dwelling Emission Rate (DER) over Building Regulations 2013, in-line with the requirements of the London Plan – Sustainable Design and Construction SPG (April 2014).
- 9.4 SRE took the following TER (Target Emission Rate)/DER figures from the supporting SAP Building Regulations Compliance Checklist, which show the % improvement in Dwelling Emission rate over Building Regulations 2013.

Proposed Flats	Kg/CO2/m2
Average TER	19.75
Average DER with PV	10.73
Improvement	46%

Table 10: DER Improvement (Building Regulations 2013)

- 9.5 Overall, SRE concludes that the proposed development will provide a modern, resource efficient, sustainable residential building, which complies with all the relevant planning policy, and includes the following measures:
- Code for Sustainable Homes – Level 3
 - Cycle Storage
 - Resource Efficient Heating
 - Passive Ventilation
 - Energy Efficient Lighting
 - Water efficient fittings
 - On-site renewable energy generation - 12.50 kWp Photovoltaics

9.6 Through this approach, SRE assure us the proposed development has gone as far as is practical in attaining compliance with all relevant environmental Planning Policy, including:

- The London Plan 2011: Policies 5.2 – 5.13 & 5.15.
- The London Plan: Sustainable Design and Construction SPG (April 2014)
- LBRUT LDF Core Strategy: Policies CP1 & CP2.
- LBRUT Development Management DPD Policies DM SD 1 & DM SD 2
- LBRUT SPD – Sustainable Construction Checklist. (C Rating)

10.0 Transport & Highways

- 10.1 MMC Investments appointed ADL Transportation (ADL) in June 2014 to provide a Transport Statement in support of the provision of 14 residential flats at 2-6 Queens Road. This stand-alone document accompanies the planning submission.
- 10.2 In their TS, ADL agrees that, for their purposes, the permitted use of the site comprises 2540sqm GIA (2,662sgm GEA) of B1 Office space with 41 car parking spaces. Moreover, they confirm the site is currently only partially occupied by Livingston Ltd with 1,920sqm (76%) of the development being occupied, leaving the remaining 620sqm (24%) vacant.
- 10.3 ADL concludes the permitted B1 Offices could generate 14 trips (two-way) during the AM peak and 29 trips (two-way) during the PM peak. In addition, they anticipate the maximum parking demand to be 24 vehicles.
- 10.4 ADL further concludes that the site is reasonably accessible by walking, cycling and public transport.
- 10.5 ADL advises that the proposed 14 unit residential element of the development would have a car parking provision of 41 spaces (26 spaces for the offices; 1 delivery space; and 14 spaces for the residents). In addition, secure cycle parking is proposed in accordance with the Council's standards with 12 spaces for the B1 Offices and 14 spaces for the residents..
- 10.6 ADL attests that the TS demonstrates that adequate provision has been made for refuse collection and servicing.
- 10.7 However, "keep clear" markings are proposed to be provided at the site access to assist right turn movements into the site when queues form on the Queens Road from the A313/B358 junction.
- 10.8 ADL calculates that the proposed residential units would generate 3 additional trips (two-way) during the morning and evening peak periods, but this level of traffic increase is not considered to be material in traffic engineering terms.
- 10.9 ADL also asserts their TS demonstrates that the proposed level of parking is sufficient to accommodate the operational requirements of the B1 Offices and accords with the Council's maximum parking standards for the residential element of the scheme. Consequently, no further assessment is required.

10.10 Finally, ADL confirms that the proposal accords with The Framework guidance.

10.11 Overall, therefore, ADL concludes there are no justifiable transport or highway grounds why the application should be refused.

11.0 Affordable Housing and s106 Contributions

- 11.1 Following discussions with LBRUT's planning case officer and Chris Whelan of Paragon Community Housing Group during the Pre-Application Advice stage, the applicant has agreed to designate 50% of the units for affordable housing, in line with Core Strategy Policy CP15 Affordable Housing. Consequently 4 No 1 bedroom units and 3 No studio flats will be allocated for such occupation. The policy requires 40% of units to be allocated for social rent and 10% for intermediate housing. This would leave 3 No 1 bedroom units and 3 No studio flats in social rent and 1 No 1 bedroom unit for intermediate housing.
- 11.2 The layout of the proposed units on the second and third floors is largely dictated by the dimensions of the existing building on which it sits, and, with a central corridor, this guides the development towards smaller residential units. However, we understand such unit sizes are more acceptable, and indeed more popular, within town centre locations including Teddington town centre.
- 11.3 In addition, the applicant has agreed "in principle" to meet LBRUT's other financial contribution requirements discussed during the Pre-Application Advice meeting, providing they are reasonable and in line with adopted policy, although they have yet to receive the final pre-application advice letter from LBRUT setting out such sums. Consequently, agreement is necessarily provisional at this time until the figures are set out in writing by the Council and formally endorsed by the applicant.

12.0 Evaluation of Proposals

12.1 In preparing the designs described in Section 3.0 above, the applicants and their architects have paid close attention to the existing national, regional & local planning policy context and the design parameters listed in Section 7.0 which are based on these policies and the site's physical context and characteristics.

Proposed Mixed Use

12.2 In terms of the proposed mix of uses in the building, 2,406.5 sqm GIA (or 94.7%) of the existing B1 Offices are being retained, so any conflict with key Core Strategy Employment Policy CP19 Local Business or Development Management policy DM EM 2 Retention of Employment is minimal.

12.3 As to the additional 979.5 sqm of residential, in the form of 14 No studio and one bedroom flats on new second and third floors over the existing two storey section, the applicant notes the surrounding area is in mixed use and it is widely recognised that mixing of compatible uses makes for sustainable development. Both Core Strategy Policy (8.3.2) CP14 Housing and DM HO 4 Housing Mix and Standards will apply in this instance, but as the site lies inside Teddington town centre, the suggested mix of smaller units should be acceptable and will contribute towards the Council's housing targets. In addition, the internal accommodation conforms to LBRUT's space standards and each flat has its own amenity space in the form of a balcony in compliance with Policy DM DC 6 Balconies and Upper Floor Terraces.

Design Considerations

12.4 The applicants determined at an early time that, in line with Policy DM DC 1 Design Quality, the additional floors must relate appropriately to the existing property and neighbouring properties, with the height, scale and massing of the raised section of building fitting into the street scene and linking the two and four storey elements at either end. As ANA's drawings show, the proposed tiering of the new second and third floors at their southern end; the use of a sloping Mansard roof over the south wing to match the existing Mansard roof over the north wing; and the fact the existing office building is set well back from the Queens Road frontage assists in reducing the visual impact of the additional two storeys on both the street scene and the nearest residential properties on Queens Road.

12.5 The parapet and sloping sides of the new third floor are finished in matching brick and zinc sheeting with raised seams, with the zinc sheet finish extended to re-cover the existing Mansard on the north wing as well.

As a consequence, the previously architecturally-discordant rear section is integrated into the overall building form.

- 12.6 The balconies to the 14 No flats also meet most of the criteria set out in Policy DM DC 6 Balconies and Upper Floor Terraces in respect of the provision of outdoor amenity space and provide a valuable facility.
- 12.7 As can be seen from the proposed Queens Road context elevation and the section through the road, the inclusion of the Photovoltaic cell array on the centre of the flat roof to the extension, required to meet the Council's sustainability criteria, will not be visible from the surrounding public realm.

Residential Amenity

- 12.8 With regard to residential amenity, it is noted that properties immediately adjacent to, and opposite, the Queens Road frontage to 2-6 Queens Road, are in residential use. Consequently, proposals for the residential extension of the south wing must comply with guidance set out in Policy DM DC 5 Neighbourliness, Sunlighting and Daylighting to avoid unreasonable loss of privacy, pollution, visual intrusion, noise and disturbance.
- 12.9 To protect neighbours' privacy, for instance, clear windows to habitable rooms on the new second & third floors have been angled in a westerly direction so they overlook the boundary with the adjacent Teddington Memorial Hospital. The larger window panes facing on to the nearby houses will be obscured glass only. In addition, privacy screens have been used if there is any possibility of a proposed balcony creating privacy issues.
- 12.10 With regard to sunlighting, as 2-6 Queens Road is due north of the semi-detached housing along Queens Road, sunlight levels within these properties will not be affected by the proposals. As to daylighting levels, as the south elevation of No2-6 Queens Road is 12m away from the nearest rear return boundary (to No8), and is set 15m back from the Queens Road street frontage, current daylight levels will be maintained.
- 12.11 Finally, with regard to the potential for overbearing development, in addition to the fact that the southern wing is set well back from the Queens Road frontage and No8 Queens Road, the proposed third floor comprises a set-back sloping mansard roof to further reduce the perception of being too dominant

Transport & Highways Considerations

12.12 As elaborated in Section 10.0 above, ADL Transportation has advised reconfiguring the existing site layout to ensure the vehicle circulation and parking provision associated with the multi-use proposals, which are outside a Controlled Parking Zone, conform to the standards set out in LBRUT Transport Policies DM TP 2 Transport and New Development and DM TP 8 Off Street Parking - Retention and New (together with DM DPD Appendix 4). Pedestrians accessing the B1 Offices and C3 flats from Queens Road will use separate access routes and entrances. The existing vehicular access point off Queens Road and the on-site circulation system is retained, but the layout now incorporates the discrete separation of the 14 No car parking spaces required for the 14 No flats and the 26 No car parking spaces and 1 No commercial vehicle parking space for the existing B1a Offices. As to cycle parking, the B1 Offices and C3 Flats generate a requirement for 26 spaces in total, and these are provided in separate secure stores at the southern end of the altered southern wing of the building. TRACKing by ADL also demonstrates that commercial vehicles can turn within the site and that all parking spaces are accessible.

Sustainability & Energy Considerations

12.13 The applicants recognise the need to address the regional criteria specified in London Plan policies 2A.1 Sustainability Criteria; 4A.3 Sustainable design and construction; & 4A.7 Renewable Energy; as well as LBRUT Core Strategy policies (8.1.1) Policy CP1 - Sustainable Development; (8.1.2) Policy CP2 Reducing Carbon Emissions; & (8.1.3) Policy CP3 Climate Change - Adapting to the Effects; and the detailed requirements set out in Development Management Plan Policies DM SD 1 Sustainable Construction; DM SD 2 Renewable Energy and Decentralised Energy Networks; DM SD 4 Adapting to Higher Temperatures and Need for Cooling; DM SD 7 Sustainable Drainage; DM SD 9 Protecting Water Resources & Infrastructure & DM SD 10 Water and Sewerage Provision.

12.14 As a consequence, MMC's sustainability and energy efficiency specialists, SRE, have provided a Sustainability and Energy Statement confirming compliance with Level 3 Code for Sustainable Homes and the incorporation of the Sustainable Construction measures outlined below:

- Cycle Storage
- Resource Efficient Heating
- Passive Ventilation
- Energy Efficient Lighting
- Water efficient fittings
- On-site renewable energy generation - 12.50 kWp Photovoltaics

Access

- 12.15 In respect of access, ANA has ensured that the new residential entrance thresholds; external & internal door and corridor widths; and the new stair & lift core in the south wing all comply with the standards set out in the Disability Discrimination Act and Building Regulations. Consequently, there are no reasons in terms of access why the application should not be approved.

Affordable Housing & Other Contributions

- 12.16 The applicant accepts that the proposal for 14 No units will trigger an affordable housing allocation in line with the 50% requirement set out in Core Strategy Policy CP15 Affordable Housing, plus additional financial contributions in respect of education etc. Whilst exact figures have yet to be provided by LBRUT (the applicant is awaiting the Council's final Pre-Application Advice letter), the applicant accepts the principle of such contributions subject to seeing the Council's detailed figures.

13.0 Conclusion & Recommendation

- 13.1 MMC Investments considers the proposals contained with this full planning application offer LBRUT an exciting opportunity to revamp this existing 1980s building and realise a beneficial mix of B1a Office & sustainable market & affordable housing on the site, without impacting negatively on Council policy; the street scene; or adjoining owners. In addition, the site layout has been rationalised to function more effectively and the building's sustainability performance has been improved immeasurably.
- 13.2 We conclude, therefore, that there are no policy reasons why this application should not be approved.
- 13.2 We trust this Statement will assist LB Richmond-upon-Thames officers in understanding the proposals and we look forward to discussing the pre-application submission further with officers in due course.

Appendix A – LBRUT’s Preliminary Pre-Application Advice Letter

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email: envprotection@richmond.gov.uk
website: www.richmond.gov.uk

Our ref: TP/TD/SG/13/P0258/PREAPP

Your Ref:

Contact: Simon Graham-Smith

Telephone: 0845 612 2660

Email: s.graham-smith@richmond.gov.uk

Mr Alistair Grills
Alistair Grills Associates
4 Chisholm Road
Richmond
Surrey TW10 6JH

04 September 2014

Dear Mr Grills

Location: 2 – 6 Queens Road, Teddington

I refer to your application for pre-application advice and our subsequent meetings on 1st May and 3rd July 2014.

The proposal is for remodelling and extensions to the existing office building to create 16 flats (subsequently reduced to 14).

Site and relevant history:

The site contains an office building which is located on the corner of Queens Road and Hampton Road. . On the Hampton Road frontage the building is three storey with a fourth storey contained within a mansard which is set back from the frontage. The rear section of the building facing Queens Road is two storey. The adjoining property on Hampton Road is Teddington Memorial Hospital and the building on the Hampton Road frontage is classified as a Building of Townscape Merit. The adjoining site on Queens Road contains a semi detached two storey house. Properties on the opposite side of Queens Road are classified as Buildings of Townscape Merit.

There are no specific planning constraints on the site.

The building was originally approved as an industrial use with offices in 1981 (Ref 81/444).

In 1992 an application (Ref 92/1143/S64) was made to determine whether planning permission was required for office use alone. As both the industrial use (which was judged to be light industrial) and office use fell within the B1 use class it was confirmed that planning permission was not required.

Policies

In November 2011 the Council adopted the Development Management Plan Document (DMP). This is part of the Local Development Framework which also includes the Core Strategy (adopted April 2009). Also of relevance, as well as central government policy and guidance (National Planning Policy Framework), are policies contained within the new London Plan.

The DMP can be found here:

http://www.richmond.gov.uk/publication_version_development_management_dpd.pdf

The LDF Core Strategy here:

http://www.richmond.gov.uk/core_strategy-3.pdf

Land Use

The proposal involves a minor loss of B1 floorspace which is, strictly speaking, contrary to policy DM EM 2 (Retention of Employment) of the DMP, but it is noted that this is a small proportion of the overall employment floorspace and if the scheme is seen to be beneficial overall this may be considered acceptable.

The scheme will result in a mixed use development and such developments are also covered by policy DM EM 2.

Proposals for Mixed Use schemes must maintain or improve the amount of employment floorspace on site. Each proposal will be considered on its merits and the Council will take account of the following factors when considering mixed use applications:

- i) the amount of employment floorspace;*
- ii) the type and mix of uses as existing and proposed;*
- iii) likely access, parking and traffic implications;*
- iv) compatibility with the policies for other land uses;*
- v) design quality;*
- vi) the type, size and tenure of residential provision which should be in accordance with policies and guidance in order to maximise the amount of affordable housing provision.*

Subject to the above the view is taken that there would not be an objection in principle to the introduction of residential use within the site and a resultant mixed use development. The property is within the Town Centre Boundary and no objection is seen to smaller units rather than family housing in such a location.

In relation to affordable housing, Policy CP15 of the Core Strategy states:

on sites capable of ten or more units gross, at least 50% on-site provision. Where possible, a greater proportion than 50% affordable housing on individual sites should be achieved.

The Council would expect Registered Providers (such as Richmond Housing Partnership and Paragon) and the Council's Housing Development Manager to be approached in relation to this prior to an application being made. If evidence of discussions is provided that confirms Registered Providers are not interested, then an off-site contribution towards affordable housing would be required. The Council's suggested approach to calculating affordable housing on this site would be based on the principle set out in DMP Policy DM HO6 of capturing the subsidy that a developer would have put in, had the scheme been for affordable housing, further details are set out in the draft Affordable Housing SPD here:

http://www.richmond.gov.uk/supplementary_planning_documents_consultations

Policy CP14 requires 10% of all new housing to be to wheelchair standards and all new homes should be built to Lifetime Homes Standards. An application should demonstrate that the criteria for Lifetime Homes Standards and the requirements of the Design for Maximum Access SPG or Wheelchair Housing Design (Habinteg, Thorpe S., 2006) have been taken into account, with relevant details shown on the plans.

Residential Standards

The standards set out in Policy DM HO 4 of the DMP and the Residential Development Standards Supplementary Planning Document (SPD)

http://www.richmond.gov.uk/residential_development_2010_1lr.pdf for internal and external spaces need to be taken into account.

It is noted that the internal space requirements are met and that balconies are provided for each flat. I also note that you have spoken to Paragon in relation to the flat sizes.

Impact on neighbours

The main property affected would be 8 Queens Road, which is immediately to the south. Due to the orientation there should not be a concern about overshadowing. As you are aware, there was an initial concern about the overbearing impact the increase in height would have had on this property. It is noted that the amended version is tiered to reduce this impact and this seems to be a logical solution to the concern. It is noted that there are no rear facing window in the flats and that proposed first floor office windows will be designed to prevent overlooking.

There would be a significant impact on the hospital if important windows face the proposed development which will have new windows, balconies and additional height. You advised me at our second meeting that there were no important windows which would be affected.

There will be a change in outlook for residential properties on the opposite side of Queens Road, however the building is set back from the road frontage and bearing in mind the separation it is unlikely that this relationship would jeopardise the scheme.

Transport

The proposal meets the current parking standards. Several matters which were raised at our initial meeting have been addressed. The remaining points are as follows:

Details of refuse/recycling and cycle storage need to be agreed..

The residential cycle store will need space for sheffield stands for 16 cycles.

Manoeuvring track drawings for the largest vehicle that will need to access the site to service the commercial/residential element will be required, showing that it is able to enter and leave in forward gear.

A Construction Management Statement condition will be required on any future approval.

Design and Appearance

The existing two storey element is of a somewhat industrial appearance and no design issue is seen to the principle of remodelling this element. The principle of carrying over the materials generally from the main block seems appropriate.

The view on the initial submission was that the proposals to raise the rear section to four storeys appeared overscaled, and would provide a very bulky building overall. This was very obvious in the contextual street elevation, as well as in the visualisations.

The view was taken that any proposals to increase the height to the rear block should not exceed 3 storeys, and even then should reduce in overall height towards the small scale Victorian villas adjoining. A modulation on overall heights would be beneficial in visually lessening the scale impact of the building.

This advice has been partially followed with the amended scheme which is seen as a significant improvement. The overall mass and bulk are still apparent on the Queens Road elevation although it is appreciated that the design is intended to break up the frontage to some extent. If this design is to be applied for it is suggested that perspectives be provided showing the building in its surrounding context, as was done for the initial drawings.

The frontage area facing Queens Road is a bleak parking lot at the moment and should include a significant landscape input.

Sustainability

In relation to the proposal you are required to comply with the sustainability policies and Sustainable Construction Checklist of the Council. DMP policies DM SD 1 and 2 apply and the additional sustainability requirements can also be found on the Council website: http://www.richmond.gov.uk/home/environment/planning/planningpolicy/supplementary_planning_documents_and_guidance/sustainable_construction.htm

CIL

Please note that the Mayor of London Community Infrastructure Levy will be applicable and the charge for London Borough of Richmond is £50 per square metre. From 1st November the scheme will also be liable for The Council Community Infrastructure Levy and further details are available on the Council website:

http://www.richmond.gov.uk/community_infrastructure_levy

Without prejudice

Any advice given by Council officers for pre-application enquiries does not constitute a formal response or decision of the Council with regards to future planning consents. Any views or opinions expressed are given in good faith and to the best of ability without prejudice to formal consideration of any planning application, which was subject to public consultation and ultimately decided by the Council. You should therefore be aware that officers cannot give guarantees about the final form or decision that will be made on your planning or related applications.

Although the advice note will be brought to the attention of the Planning Committee or an officer acting under delegated powers, it cannot be guaranteed that it will be followed in the determination of future related planning applications and in any event circumstances may change or come to light that could alter the position. It should be noted that if there has been a material change in circumstances or new information has come to light after the date of the advice being issued then less weight may be given to the content of the Council's pre-application advice of schemes. You are also advised to refer to local and national validation checklist on the Council's website.

I hope this is of assistance.

Yours sincerely

Appendix B - Photographic Record of Existing Site



View of Existing 3 storey properties on Queens Road opposite the existing office entrance to No. 2-6 Queens Road



Panorama of Existing Office Property at 2-6 Queens Road/Hampton Road/Broad Street junction; taken from corner of Broad St and Queens Rd looking South down Queens Road through West to NW.



View of gable of No. 8 Queens Road taken from second floor window at rear of Existing Office property; looking South; showing the setback of the office building return behind the 2 storey return of No. 8 Queens Road.



View of adjacent hospital buildings from second floor rear of existing offices at 2-6 Queens Rd. looking south west.

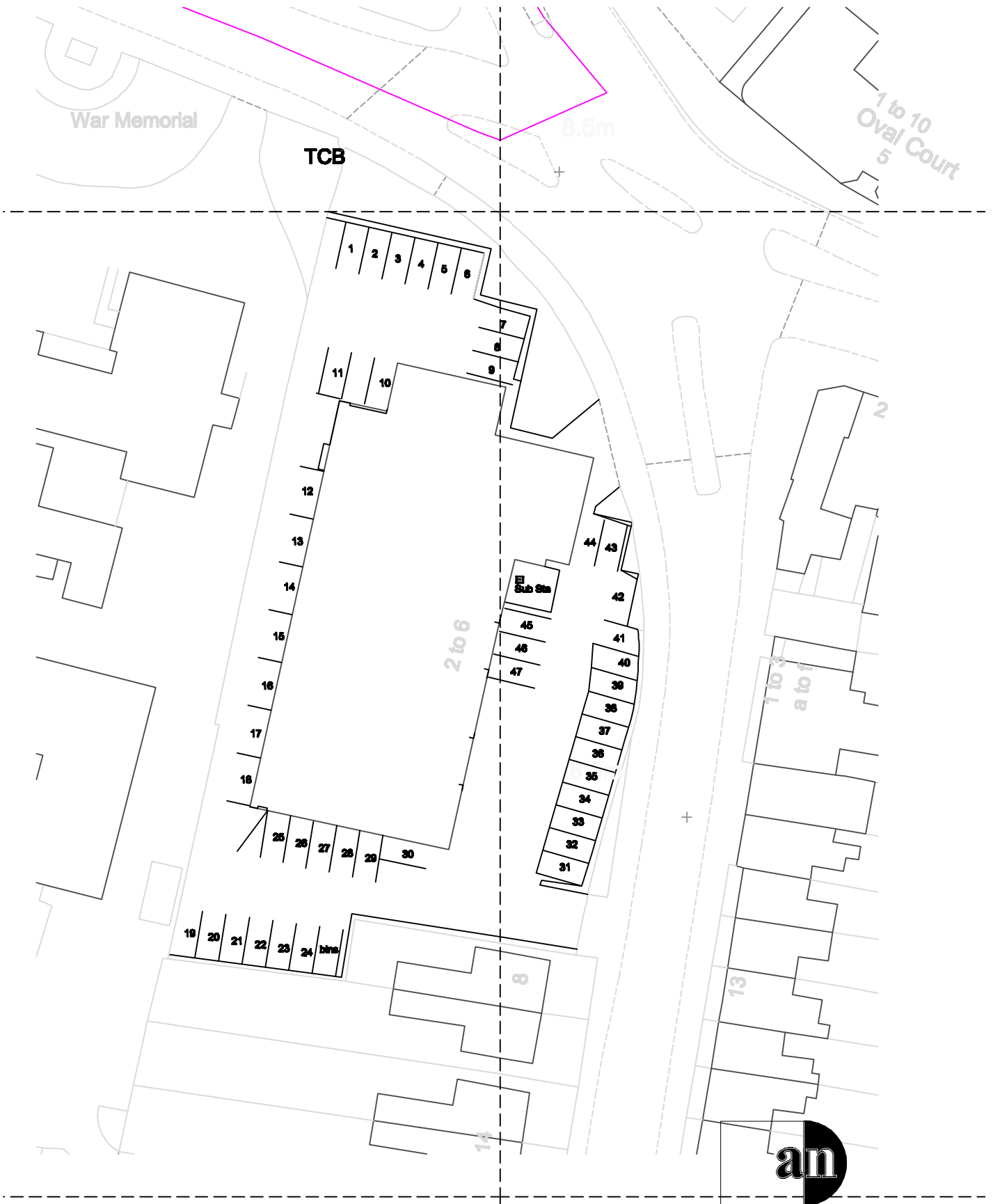


View of existing dwellings opposite the site on Queens Road, showing the substantial set back of the rear return of the existing office building at Queens Road.



View of Existing Office Property at 2-6 Queens Road looking North West along Queens Road with adjacent dwellings No's 8, 10, 12, 14 in the left foreground.

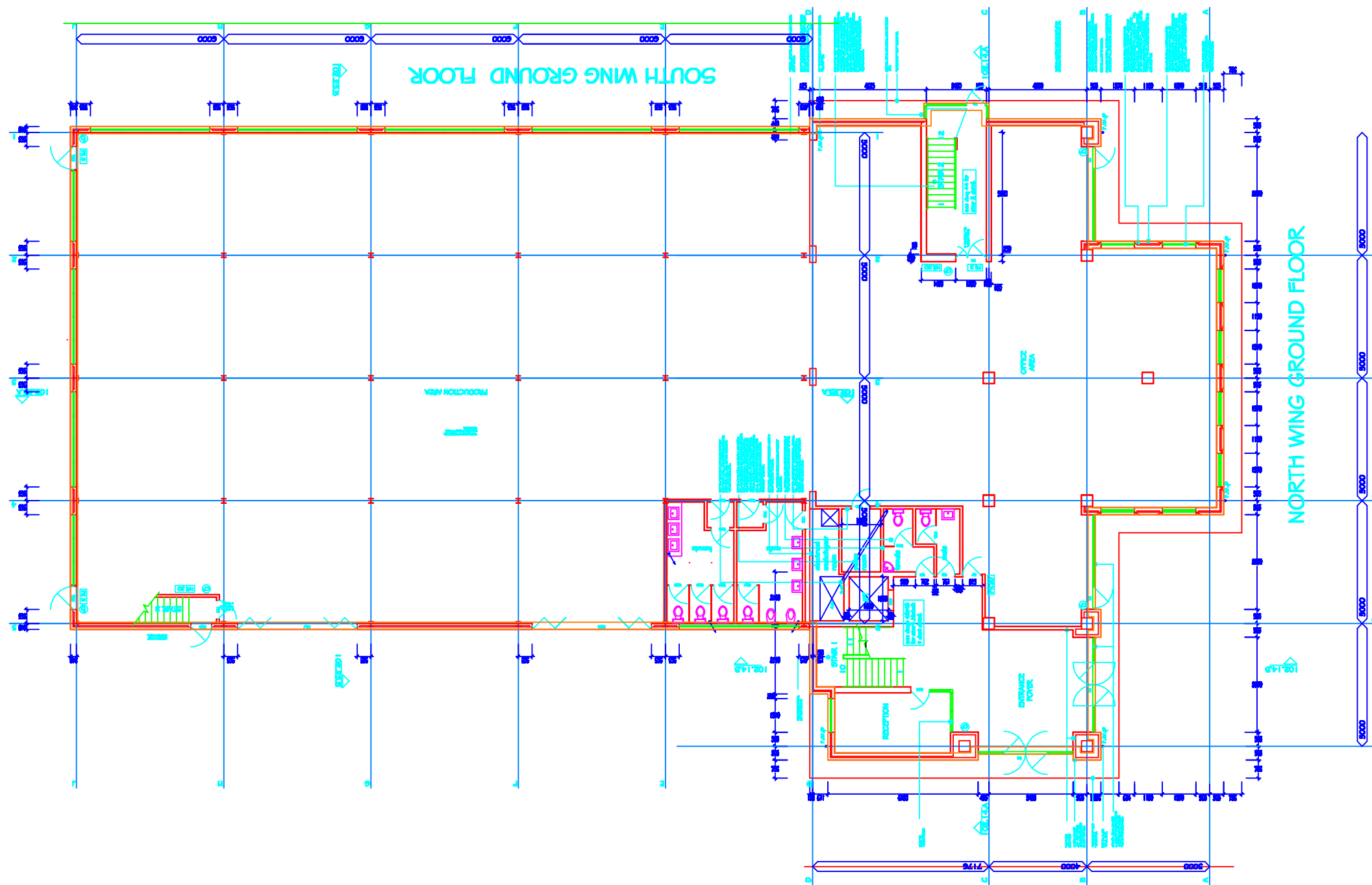
Appendix C – Existing Drawings



ANDREW NESBITT architects

PROJECT	2-6 Queens Road Teddington Middlesex TW11 0LB					
CLIENT	MMC Investments Ltd.					
DRAWING	Proposed Site Plan					
DRAWING NUMBER	391 C/L (90) 00	DATE	Mar 2014	SCALE	1 : 500	DRAWN BY
AMENDMENT						CK

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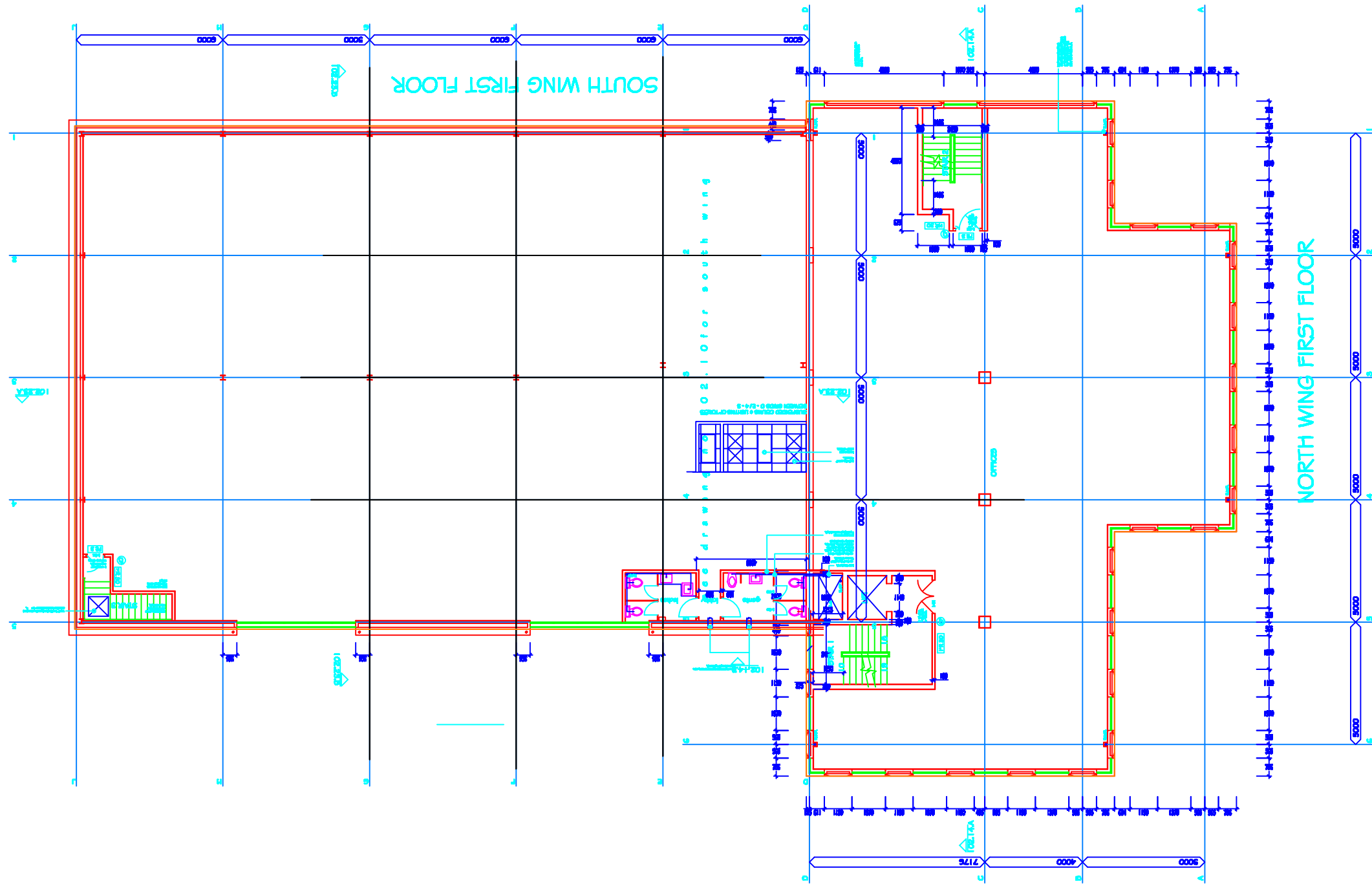
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AMENDMENT	

PROJECT	2-6 Queens Road Teddington Middlesex TW11 0LB						
CLIENT	MMC Investments Ltd.						
DRAWING	Existing Ground Floor Plan						
DRAWING NUMBER	391 S/L (90) 01	DATE	Mar 2014	SCALE	1 : 200	DRAWN BY	
AMENDMENT						CK	

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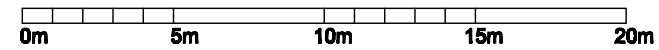
AMENDMENT	

PROJECT	2-6 Queens Road Teddington Middlesex TW11 0LB						
CLIENT	MMC Investments Ltd.						
DRAWING	Existing First Floor Plan						
DRAWING NUMBER	391 S/L (90) 02	DATE	Mar 2014	SCALE	1 : 200	DRAWN BY	
AMENDMENT						CK	

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Existing Contextual Street Elevation to Queens Road



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AMENDMENT	

PROJECT	2-6 Queens Road Teddington Middlesex TW11 0LB						
CLIENT	MMC Investments Ltd.						
DRAWING	Existing Context Elevation to Queens Road						
DRAWING NUMBER	391 S/L (90) 10	DATE	Mar 2014	SCALE	1 : 250	DRAWN BY	
AMENDMENT						CK	

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