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**16/00819/FUL**  
**Bridge House, Bridge Street, Staines-upon-Thames TW18 4TW**

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Planning Committee

14 December 2016



<b>Application No.</b>	16/00819/FUL		
<b>Site Address</b>	Bridge House, Bridge Street, Staines-upon-Thames,		
<b>Proposal</b>	Erection of one additional floor level to the existing building, creating a second floor and change the use of the existing office building into residential thus providing 2 no. one bed apartments and 7 no. two bed apartments with associated car parking.		
<b>Applicant</b>	Mr M Boon		
<b>Ward</b>	Staines		
<b>Call in details</b>	None		
<b>Case Officer</b>	Matthew Clapham		
<b>Application Dates</b>	Valid: 23.05.16	Expiry: 18.07.16	Target: Over 8 weeks
<b>Executive Summary</b>	<p>The application site is an existing three storey office building with undercroft car parking located on the western side of Bridge Street. The site is located within the Staines Conservation Area, the Staines Town Centre Employment Zone, the Zone 3a Flood Risk Area (1 in 100 year event) and adjoins an Area of High Archaeological Importance. The building is currently in a B1 office use.</p> <p>The proposal would involve the creation of 9 residential flats through the conversion of the existing office building into residential and the erection of an additional storey. 14 car parking spaces are provided in the undercroft area and to the rear in an open external parking area. 9 bicycle spaces are also to be provided. Permission has already been granted for the erection of the additional storey, originally to have formed part of an extended office building. This proposal is slightly amended in that small balconies are to be provided to each of the flats as well as fenestration changes and rooflights.</p> <p>The proposed conversion to residential and the additional storey extension are considered acceptable and would not be detrimental to the character and appearance of the area, would preserve and enhance the appearance of the Conservation Area and would not impact upon the employment area. No ground floor extensions are proposed and as such, no flooding risks arise. A safe means of escape in the event of a flood for future occupiers of the flats is provided via Staines Bridge and onto the Causeway in Egham. Satisfactory parking and amenity space is provided in a sustainable location and no highway safety risks would arise.</p>		

	Subject to final comments from the Councils Environmental Health Officer, it is not considered that there would be any adverse impacts in terms of Air Quality.
<b>Recommended Decision</b>	This application is recommended for approval subject to conditions.

## MAIN REPORT

### 1 DEVELOPMENT PLAN

1.1 The following policies in the Council's Core Strategy and Policies DPD 2009 are considered relevant to this proposal:

- LO1 - Flooding
- EM1 - Employment Development
- EN1 - Design of New Development
- EN6 - Conservation Areas
- CC3 - Parking Provision

### 2 RELEVANT PLANNING HISTORY

2.1 14/01259/FUL

Erection of proposed additional floor level and new pitched roof  
Grant Conditional 15.10.2014

15/01179/RVC

Variation of Condition 5 of approval no. 14/01259/FUL to substitute drawing no's L2148/12B and 03A with drawing no's L2148/12C and 03C to reflect minor alterations to the elevations to include a raised pediment to allow for the lift over-run.

Grant Conditional 29.10.2015

### 3 DESCRIPTION OF CURRENT PROPOSAL

3.1 The application site is a two / three storey office building located on the eastern side of Bridge Street. It is at the end of a terrace of buildings. There is parking provided in a sub-basement area on the lower ground floor with two levels of offices above and additional parking spaces provided to the rear of the building. The site is located within the Staines Conservation Area, is in the proximity to a number of Listed and locally listed buildings. The site is also located mainly within zone 3a (1 in 100 year event) Flood Risk Zones. The site is also within the Staines Town Centre Employment Area.

3.2 This proposal would involve the creation of 9 residential flats through the conversion of the existing office building into residential and the erection of an additional storey. The mix of flats would comprise 2 no. 1 bed flats and 7 no.2 bed flats. Small balconies are to be provided for each unit. 14 car parking spaces are provided, 10 in the undercroft area and to the rear and 4 in an

external open parking area. 9 bicycle spaces are also to be provided. The proposal represents an amendment to the original submission which was for an additional two storey's on top of the existing building and conversion of the office into residential to provide 12 flats.

- 3.3 A copy of the existing and proposed elevations and site plan / car parking layouts of the site are attached as an Appendix.

## **4 CONSULTATIONS**

- 4.1 The following table shows those bodies consulted and their response

<b>Consultee</b>	<b>Comment</b>
<b>Environmental Health</b>	Requested an Informative regarding Contaminated land. Comments regarding air Quality are awaited and the Planning Committee shall be updated.
<b>County Highway Authority</b>	No highway requirements.
<b>Heritage Consultant</b>	No adverse comments.
<b>Staines Town Society</b>	Awaiting comments on amended scheme. Previously didn't object in principle and raised issues over cycle parking, design, parking.

## **5 PUBLIC CONSULTATION**

29 neighbour notification letters were sent, with no letters of objection received to date.

## **6 PLANNING ISSUES**

- Principle
- Design, Appearance and Visual Impact within Conservation Area
- Residential Amenity
- Parking and Highway Safety
- Flooding

## **7 PLANNING CONSIDERATIONS**

### Principle

- 7.1 The application site is located within the Staines Employment Area. Policy EM1 of Spelthorne's Core Strategy and Policies Development Plan Document resists the loss of employment floorspace within designated areas.

- 7.2 However it should be noted that as a 'fall back' position, the existing office building could potentially be converted into flats in the event that a Prior Approval Notification was submitted and no objections were raised in terms of Contamination, Highway Safety, Noise or Flooding. The property next door to the south, Provident House, is currently undergoing a refurbishment and conversion into flats having had Prior Approval Granted for its conversion. In addition, there have been a number of other residential and conversion permissions which have been granted in the vicinity of the site.
- 7.3 Therefore, in particular with the 'fall back' position of the Conversion into residential through the prior Approval route, it is not considered that an objection in principle to the conversion of the existing building into residential could be sustained.

#### Design, Appearance and Visual Impact within the Staines Conservation Area

- 7.4 In design terms, the additional storey and the alterations to provide balconies is considered acceptable. The adjoining property (Provident House), which as stated in paragraph 7.2 above is currently being converted into residential and is also being extended by an additional storey. This extension was allowed on appeal. In allowing the appeal, the Inspector considered that the additional storey to that building would not have any adverse impacts upon the character and appearance of the area. The Inspector noted that in his opinion, Provident House made a negative contribution to the appearance of the area. The Inspector referred to the design of this application building at Bridge House and that it had an approval for an additional storey and that there is considerable variety in the scale, form, design and materials such that there is no discernible pattern or uniformity. In addition, such was the amount of development in the area, including the Strada site opposite and Bridge House, it was evident that this is not a sensitive location within the Conservation Area where alterations and additions to buildings are precluded.
- 7.5 The Council's heritage consultant is satisfied with the proposed design in terms of the Historic Environment and have not raised any significant concerns. The Staines Town Society raised no objection to the original submission and comments are awaited on the amended plans. The additional storey has been designed to respect the appearance of the existing building and a pitched roof is provided with a small parapet wall, partly to screen some of the lift overrun. The balconies are largely on the rear elevation and not readily visible from the public domain and are relatively small and sensitively designed using glazing.
- 7.6 Section 72 of the Listed Building Act 1990 requires a planning authority to pay 'special attention' to the desirability of preserving or enhancing the character or appearance of that area. For the reasons set out above, it is considered that the proposal would enhance the character and appearance of the Conservation Area. Therefore it would comply with policy EN1 of the CS&P DPD which promotes a high standard of design and policy EN6 which seeks to ensure development contributes to the preservation or enhancement of the Conservation Area.

#### Residential Amenity

- 7.7 Given the separation distances and orientation in relation to any adjoining properties, it is not considered that the proposed extension or alterations would

have any adverse impact upon the adjoining offices nor the residential amenity enjoyed by any residential properties, which generally comprise a small number of flats above commercial uses some distance away. As such there would be no adverse impacts in terms of loss of light, overlooking or visual intrusion.

- 7.8 For the future occupiers of the flats, there is limited amenity space being provided in the form of small balconies. This is well below the required amount of amenity space set out in the SPD. However, as stated previously, the 'fall back' position of conversion to residential is noted, together with the site's sustainable town centre location with the riverside in close proximity. The Gross Internal Floor space provided for each flat also is considered to be acceptable for this location. The size of each individual unit also complies with the Technical Housing Standards - Nationally Described Space Standards published in March 2015 as well as the Councils own Space Standards listed in the Design SPD. Therefore it is not considered that an objection in amenity terms could be sustained.

#### Parking and Highway Safety

- 7.9 With regards to Parking and Highway matters, the proposal utilises the existing access to the building and would provide 14 parking spaces, including one disabled space by the lift access and also 9 bicycle spaces. The Councils Supplementary Planning Guidance for Parking Standards requires that 13 spaces should be provided although within Staines Town Centre, a reduction would be acceptable. In view of the town centre location and proximity to public transport services the parking provision is considered acceptable.
- 7.10 The County Highway Authority have undertaken an assessment in terms of the likely net additional traffic generation, access arrangements and parking provision and are satisfied that the application would not have a material impact on the safety and operation of the adjoining public highway and have no requirements.

#### Flooding

- 7.11 The site is located within an Area Liable to Flood. There are no additional extensions at ground floor level so there would be no impact upon the flood storage capacity or the flow of flood water. A safe means of escape in the event of a flood for future occupiers of the flats is provided via Staines Bridge and onto the Causeway in Egham.

#### Other Matters

- 7.12 The Environmental Health Officer (EHO) previously raised potential Air Quality Issues. However that was as part of the original submission for 12 units which has subsequently been amended to 9 units and therefore is no longer a 'Major' application (less than 10 units) and an Air Quality Assessment is not automatically required. No objections were raised to the Provident House development on the adjoining site and it is considered that any Air Quality concerns may be dealt with via a condition. Final comments from the EHO will be reported to the Planning Committee.

## Conclusion

- 7.13 The proposed conversion to residential, the addition of balconies and additional extension to provide an additional storey by virtue of its design and style would not have a harmful impact on the character and appearance of the Conservation Area. There would be no detrimental impact upon the Staines Town Centre Employment Area. The separation distances to adjoining properties and dwellings means it would not have a harmful impact upon their amenities. There are no highway safety concerns and satisfactory parking and amenity space is provided.

## **8 RECOMMENDATION**

- 8.1 The application is recommended for approval subject to the following conditions:

### **CONDITIONS**

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

Reason:-.This condition is required by Section 91 of the Town and Country Planning Act, 1990 as amended by Section 51 of the Planning and Compulsory Purchase Act 2004.

2. Before any work on the development hereby permitted is first commenced details of the materials and detailing to be used for the external surfaces of the building(s) and surface material for parking areas be submitted to and approved by the Local Planning Authority.

Reason:-.To ensure that the proposed development does not prejudice the appearance of the development and the visual amenities and character of the locality in accordance with policies SP6 and EN1 of the Spelthorne Borough Core Strategy and Policies Development Plan Document 2009.

3. No new development shall be occupied until space has been laid out within the site in accordance with the approved plans for cars to be parked and for vehicles to turn so that they may enter and leave the site in forward gear. The parking/turning area shall be used and retained exclusively for its designated purpose.

Reason:-.The above condition is required in order that the development should not prejudice highway safety nor cause inconvenience to other highway users

4. No new development shall be occupied until space has been laid out within the site in accordance with a scheme to be submitted to and approved in writing by the Local Planning Authority to provide provide secure cycle parking

to the satisfaction of the Local Planning Authority and shall thereafter be permanently maintained.

Reason:-The above condition is required in order that the development should reduce reliance upon the private car.

5. No development shall commence until a report has been submitted to and agreed by the Local Planning Authority which includes details and drawings demonstrating how 10% of the energy requirements generated by the development as a whole will be achieved utilising renewable energy methods and showing in detail the estimated sizing of each of the contributing technologies to the overall percentage. The detailed report shall identify how renewable energy, passive energy and efficiency measures will be generated and utilised for each of the proposed buildings to meet collectively the requirement for the scheme. The agreed measures shall be implemented with the construction of each building and thereafter retained and maintained to the satisfaction of the Local Planning Authority unless otherwise agreed in writing.

Reason:- To ensure that the development is sustainable and complies with Policy SP7 and CC1 of the Spelthorne Development Plan Core Strategy and Policies DPD.

6. That within 3 months of the commencement of any part of the development permitted, or such longer period as may be approved by the Local Planning Authority, facilities shall be provided within the curtilage of the site for the storage of refuse and waste materials in accordance with details to be submitted to and approved by the Local Planning Authority before any work on the development hereby permitted is first commenced, and thereafter the approved facilities shall be maintained as approved.

Reason:- To ensure that the proposed development does not prejudice the enjoyment by neighbouring occupiers of their properties and the appearance of the locality, in accordance with policies SP6 and EN1 of the Spelthorne Borough Core Strategy and Policies Development Plan Document 2009.

7. The development hereby permitted shall be carried out in accordance with the following approved plans: L2148/LP rev B; 02 rev B; 03 rev G; 11 rev A; 12 rev H; 13; 14 rev A; 15 and 16 rev A received 25.10.2016.

Reason:- For the avoidance of doubt and in the interest of proper planning.

## **INFORMATIVES TO APPLICANT**

1. Article 2 (3) Development Management Procedure (Amendment) Order 2015 Working in a positive/proactive manner  
In assessing this application, officers have worked with the applicant in a positive and proactive manner consistent with the requirements of paragraphs 186-187 of the NPPF. This included the following:-



Provided or made available pre application advice to seek to resolve problems before the application was submitted and to foster the delivery of sustainable development.

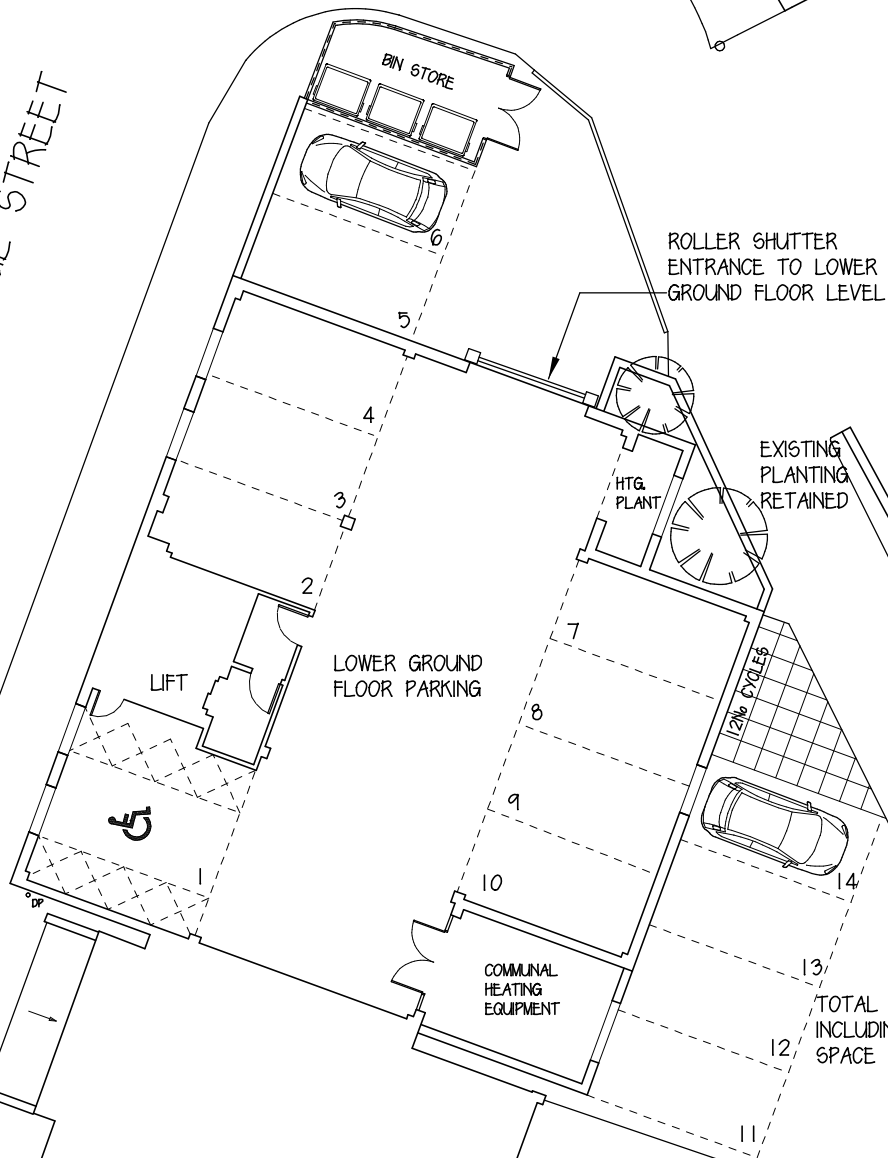
2. Please note that this application is subject to the payment of Community Infrastructure Levy (CIL). Full details of the charge, how it has been calculated and what happens next are set out in the CIL Liability Notice which will be sent separately.

If you have not already done so an Assumption of Liability notice should be sent to the Council as soon as possible and before the commencement of development.

Further information on CIL and the stages which need to be followed is available on the Council's website. [www.spelthorne.go.uk/CIL](http://www.spelthorne.go.uk/CIL).



BRIDGE STREET



TOTAL 14No CAR PARKING SPACES INCLUDING DESIGNATED DISABLED SPACE AND 12No CYCLE RACKS



**ROBERT DAVIES JOHN WEST LIMITED**  
 RIBA Chartered Practice

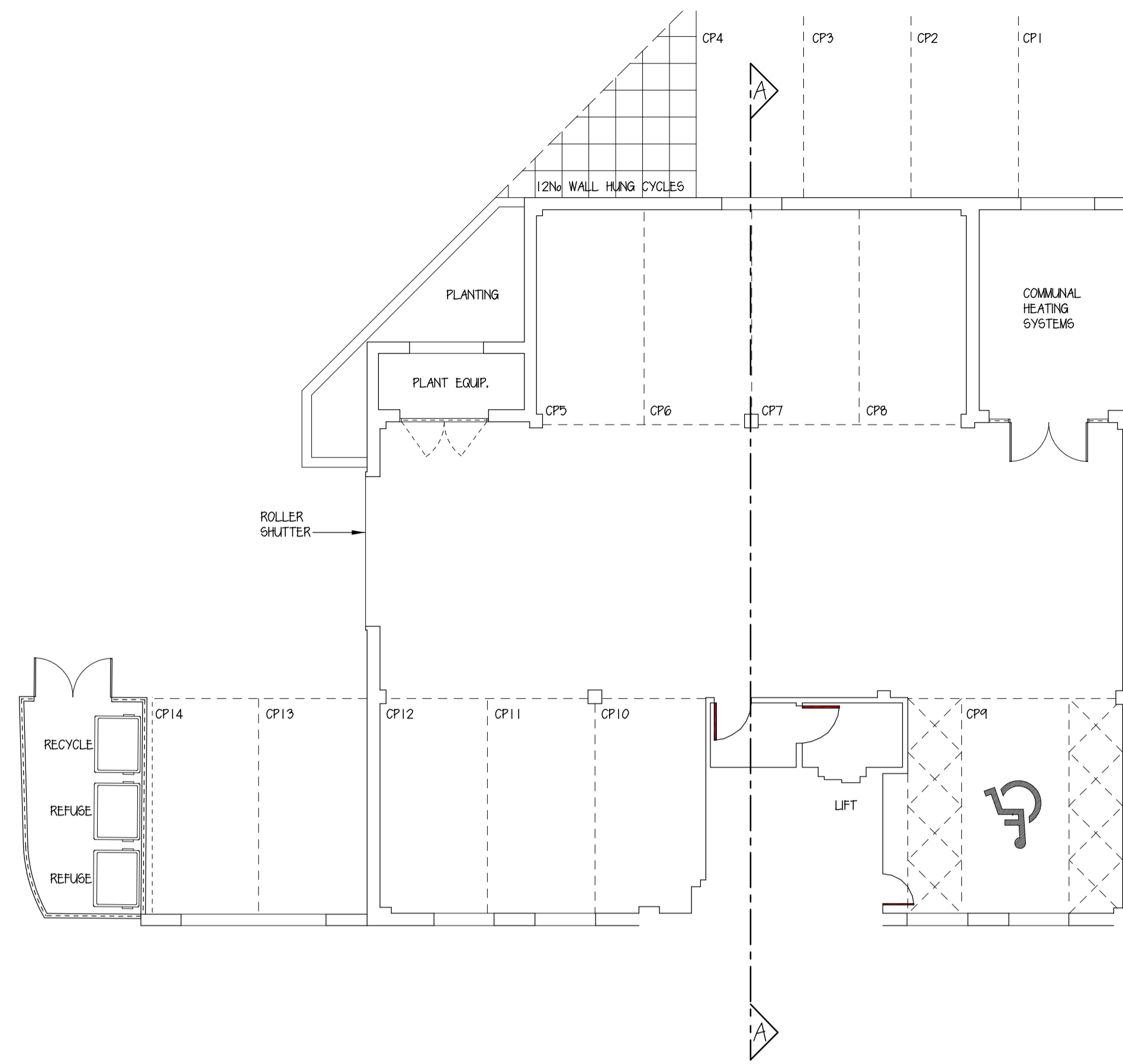
The Courtyard 59 Church Street  
 Staines upon Thames Middx TW18 4XS  
 Tel: 01784 459211 E-mail: info@rdjw ltd.com

DATE  
 15/07/14  
 SCALE  
 1:200 @ A4  
 DRAWN / CHKD  
 AJ

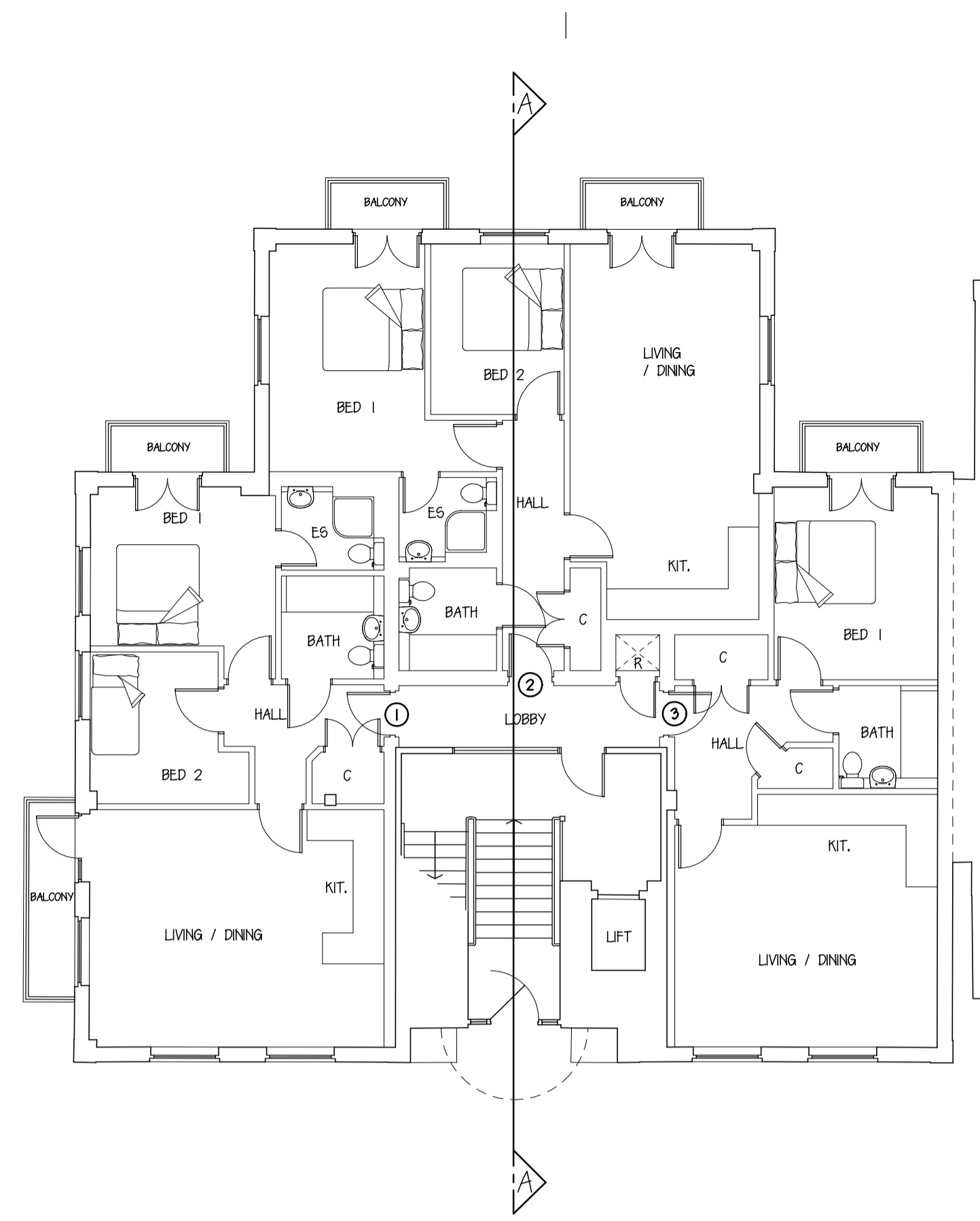
PROPOSED DEVELOPMENT,  
 BOON HOUSE, BRIDGE STREET  
 STAINES-UPON-THAMES  
 PROPOSED SITE LAYOUT



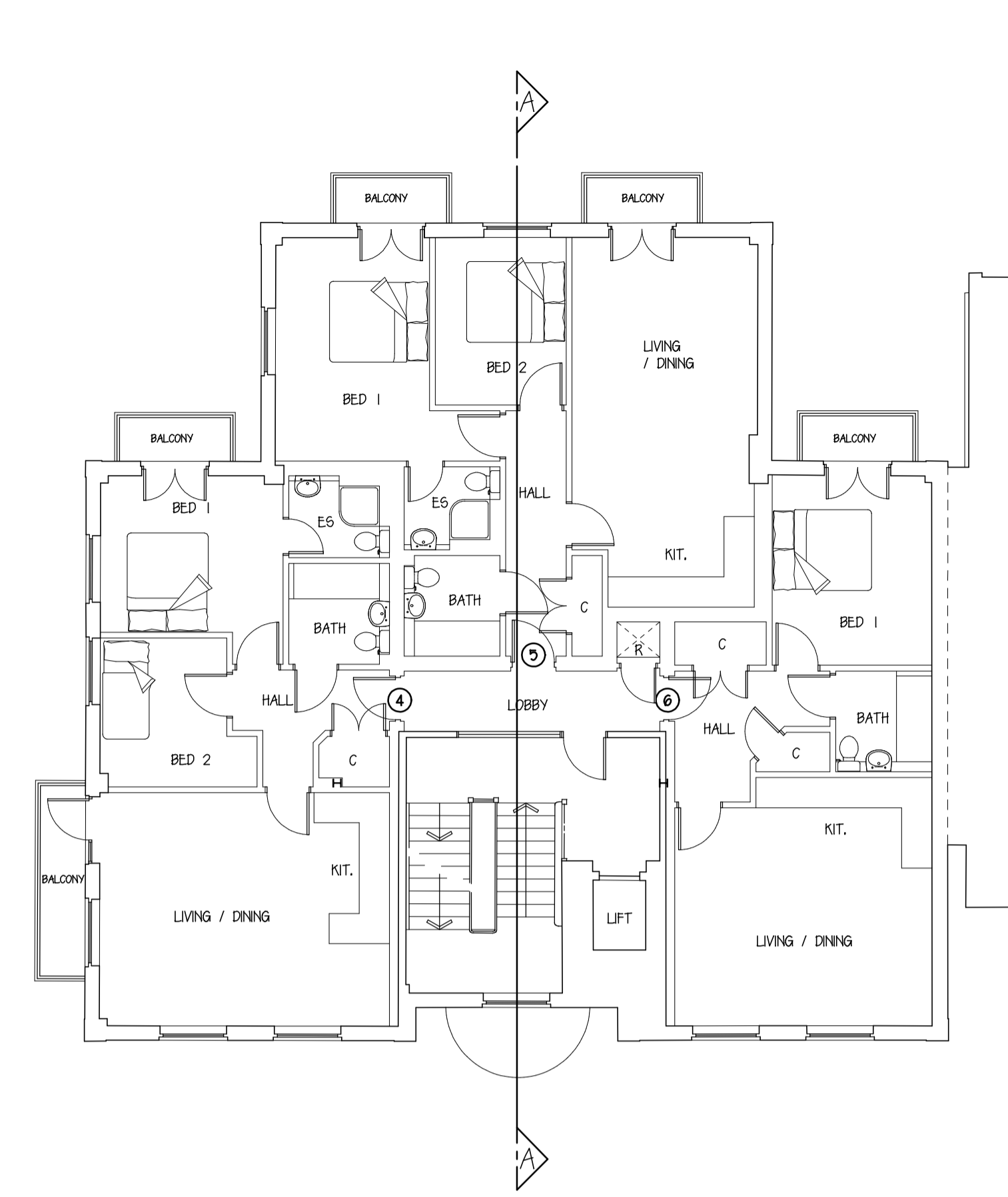
DRWG No **L2148/16** REV **A**



LOWER GROUND FLOOR - EXTG. / PROP. PARKING AREA



UPPER GROUND FLOOR - PROP. RESIDENTIAL FLATS

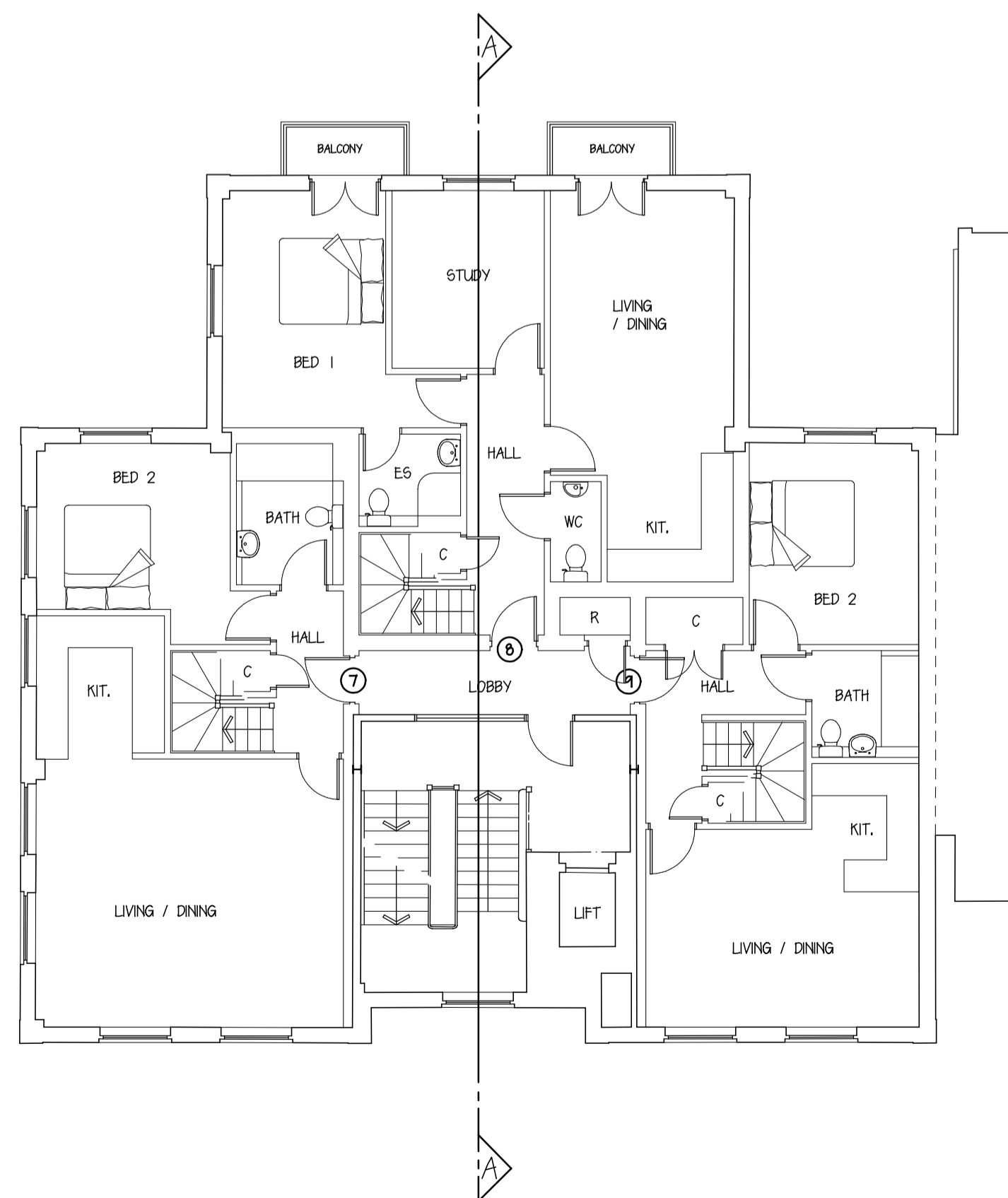


1st FLOOR - PROP. RESIDENTIAL FLATS

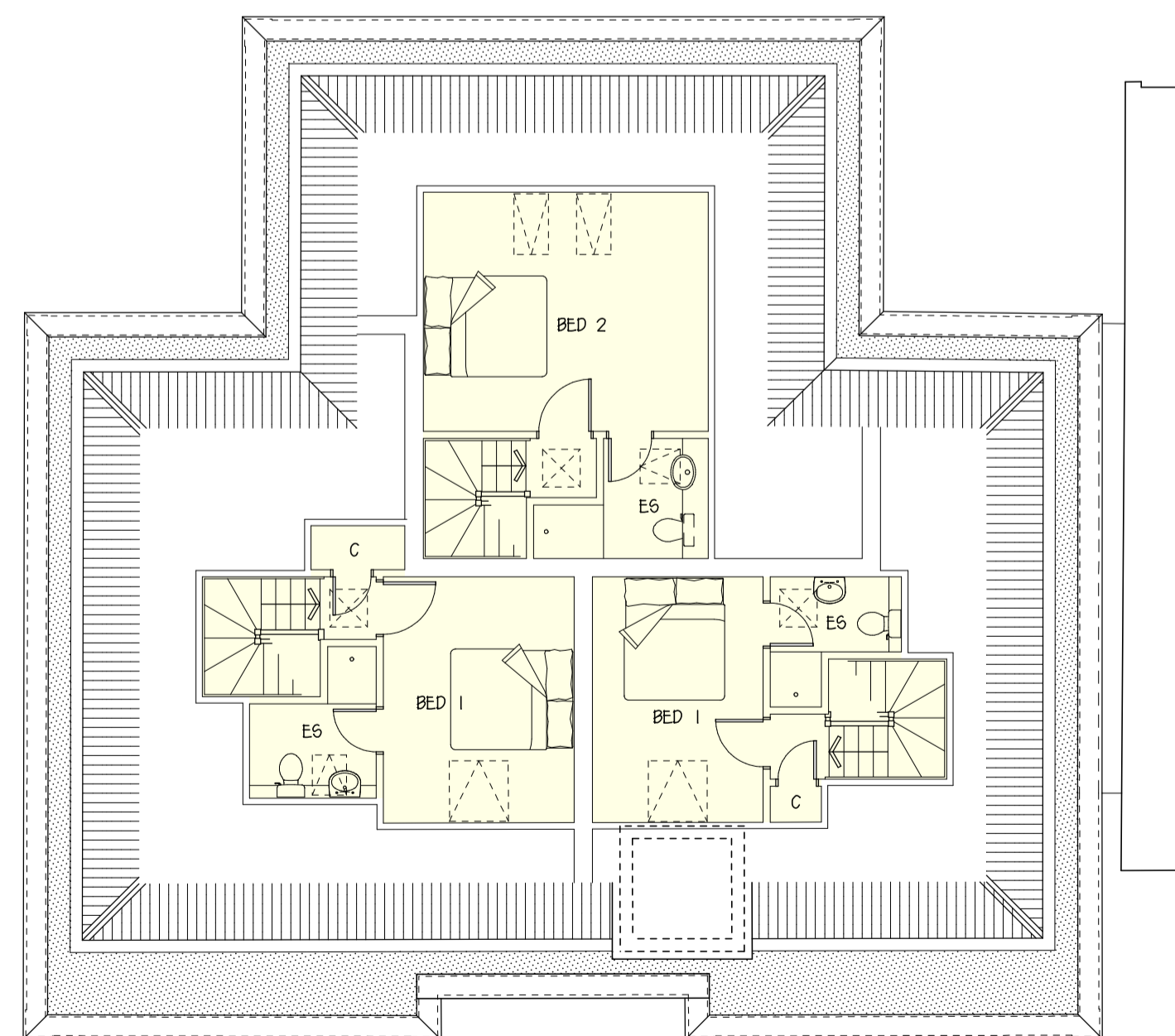
- NOTES
- 1 THE CONTRACTOR IS RESPONSIBLE FOR ALL GETTING OUT AND MUST CHECK DIMENSIONS ON SITE BEFORE WORK IS PUT IN HAND
  - 2 WRITTEN DIMENSIONS ONLY TO BE TAKEN THIS DRAWING MUST NOT BE SCALED
  - 3 THE ARCHITECT IS TO BE IMMEDIATELY NOTIFIED OF SUSPECTED OMISSIONS OR DISCREPANCIES

SCHEDULE OF ACCOMODATION

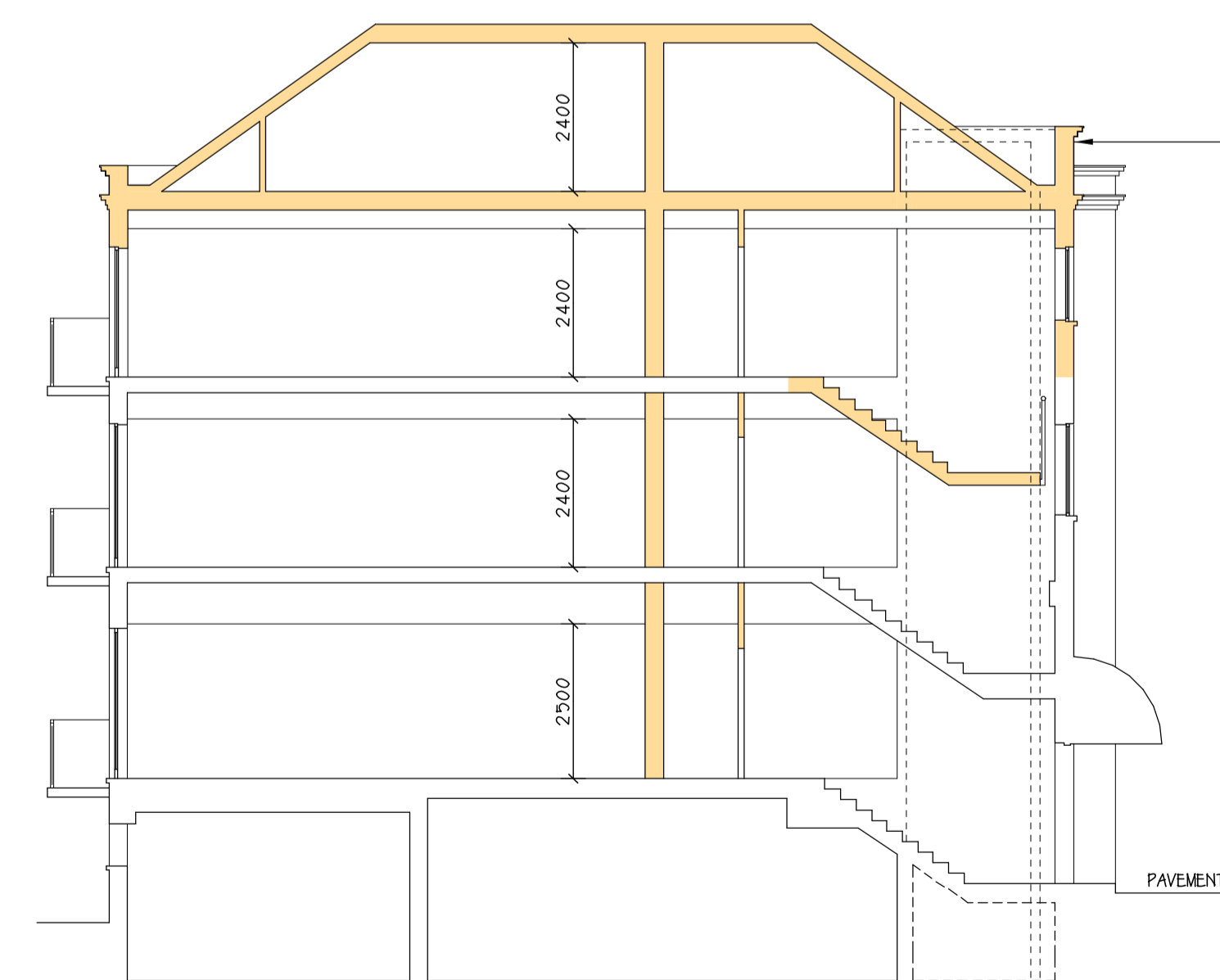
FLAT #1	62.67m <sup>2</sup> / 675ft <sup>2</sup>	- 2 BEDROOM
FLAT #2	66.73m <sup>2</sup> / 718ft <sup>2</sup>	- 2 BEDROOM
FLAT #3	50.28m <sup>2</sup> / 541ft <sup>2</sup>	- 1 BEDROOM
FLAT #4	62.67m <sup>2</sup> / 675ft <sup>2</sup>	- 2 BEDROOM
FLAT #5	66.73m <sup>2</sup> / 718ft <sup>2</sup>	- 2 BEDROOM
FLAT #6	50.28m <sup>2</sup> / 541ft <sup>2</sup>	- 1 BEDROOM
FLAT #7	81.27m <sup>2</sup> / 875ft <sup>2</sup>	- 2 BEDROOM
FLAT #8	89.28m <sup>2</sup> / 961ft <sup>2</sup>	- 2 BEDROOM
FLAT #9	66.04m <sup>2</sup> / 711ft <sup>2</sup>	- 2 BEDROOM



2nd FLOOR - PROP. RESIDENTIAL DUPLEX



3rd FLOOR - UPPER DUPLEX FLOOR



SECTION A-A

RAISED CENTRAL PIEDMENT TO AID CONCEALMENT OF LIFT SHAFT REQUIRED OVER-RUN

G	4th FLOOR OMITTED	11/10/16
F	ROOF AMENDED	RN 02/06/16
E	PITCHED ROOF OMITTED, BALCONIES ADDED	28/07/16
D	ALL FLATS WITH EXTRA FLOOR ADDED	26/04/16
C	LIFT SHAFT OVER-RUN SHOWN ON PLAN & SECTION	10/08/15
B	NEW PITCHED ROOF INDICATED AS PROP. ELEV. S	14/01/15
A	RESCALE THE BUILDING AS MEASURED	AJ 24/08/14
REVISION		CHECKED DATE

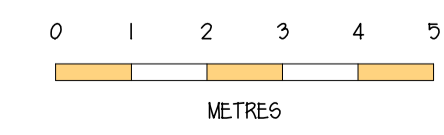
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 RIBA Chartered Practice

The Courtyard 59 Church Street  
 Staines upon Thames TW18 4XS  
 Tel: 01784 459211 E-mail: info@rdjwtd.com

DATE: 23/06/14  
 SCALE: 1:100 @ A1  
 DRAWN: AJ  
 CHECKED:

PROPOSED EXTENSION,  
 BOON HOUSE  
 BRIDGE STREET  
 STAINES

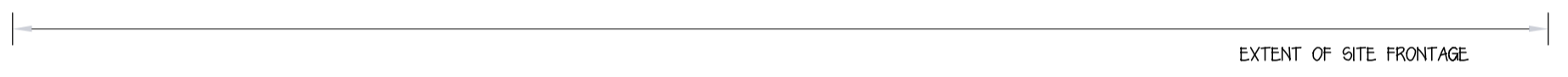
PROPOSED PLANS  
 & CROSS SECTION  
 DWG NO: **L2148/03** REV G



- NOTES
- 1 THE CONTRACTOR IS RESPONSIBLE FOR ALL GETTING OUT AND MUST CHECK DIMENSIONS ON SITE BEFORE WORK IS PUT IN HAND
  - 2 WRITTEN DIMENSIONS ONLY TO BE TAKEN THIS DRAWING MUST NOT BE SCALED
  - 3 THE ARCHITECT IS TO BE IMMEDIATELY NOTIFIED OF SUSPECTED OMISSIONS OR DISCREPANCIES



FRONT ELEVATION BRIDGE STREET VIEW



- EXTERNAL MATERIALS:
- ROOF - SINGLE PLY MEMBRANE LAID TO FALLS TO PARAPET OUTLETS / HOPPERS
  - HOPPERS & DOWNPIPES - ALUMINIUM POWDER COATED BLACK
  - COPING - RECONSTITUTED STONE (TO MATCH KEYSTONES)
  - WALLS - STOCK FACING BRICKWORK AND CONTRASTING RED FEATURE BRICKWORK, INCLUDING STRING COURSING / QUOINS AND DENTILATION (TO MATCH EXISTING)
  - PLINTH - RENDER PAINTED OFF-WHITE
  - WINDOWS - WHITE uPVC SASH TYPE
  - ENTRANCE SCREEN DOORS - TIMBER PAINTED BLACK

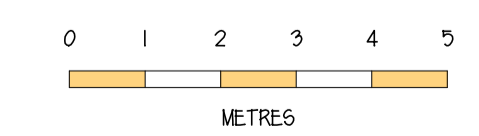


SIDE ELEVATION

SIDE ELEVATION



REAR ELEVATION



H 4th FLOOR OMITTED - REDRAWN 11/10/16  
 REVISION CHECKED DATE

**ROBERT DAVIES JOHN WEST LIMITED**  
 RIBA Chartered Practice

The Courtyard 59 Church Street  
 Staines upon Thames Middx TW18 4XS  
 Tel: 01784 459211 E-mail: info@rdjwtd.com

DATE 11/10/12 PROPOSED EXTENSION,  
 SCALE 1:100 @ A1 BRIDGE HOUSE  
 DRAWN BY BRIDGE STREET  
 CHECKED STAINES

PROPOSED ELEVATIONS

DWG NO **L2148/12** REV H