



26/01905/FUL – 18 Carlton Way, Cambridge

**Conversion of Existing Dwelling (C3) to 11 Bedroom
11 Person House of Multiple Occupation (Sui
Generis) with single storey rear extension**

Report to: Planning Committee

Lead Officer: Joint Director of Planning and Economic Development

Ward/parish: West Chesterton

Presenting officer: Phoebe Carter

Reason presented to committee: Called in by Local Member

Member site visit date: N/A

Key issues:

1. Principle of development
2. Character and appearance of the area and design considerations
3. Trees
4. Biodiversity
5. Highway Safety and Parking
6. Flood risk and drainage
7. Amenity
8. Carbon reduction and sustainable design

Recommendation: Approve subject to conditions

1. Executive summary

- 1.1 The application seeks full planning permission for conversion of existing dwelling (C3) to an 11 bedroom, 11 person House of Multiple Occupation (HMO) (sui generis) with a single storey rear extension.
- 1.2 The proposal is considered to have addressed the previous reason for refusal of application reference 26/00154/FUL for conversion of existing dwelling (C3) to 11 bedroom 11 person HMO (sui generis) together with two side dormer roof extensions in relation to the lack of internal amenity space and subsequent noise and disturbance to neighbours from potential intensification in the use of the garden. The dormer extensions are different to the previous proposal and defined as permitted development.
- 1.3 The development would make an efficient use of land in a sustainable location in the city of Cambridge within walking and cycling distance of a wide range of services and facilities.
- 1.4 The development would not result in an overconcentration of large HMOs in the local area or cause harm to residential amenity or the local area. The building and site is considered suitable for the use and a management plan has been submitted to demonstrate how the use and residents would be managed.
- 1.5 Whilst the development would result in the loss of a family dwelling, it is not considered significant.
- 1.6 The development is not considered to be detrimental to highway safety and the level of car and cycle parking is acceptable.
- 1.7 The development would not result in an increase in the risk of flooding, lead to the loss of any trees important to the visual amenity of the area, and would not adversely affect any protected species.
- 1.8 Overall, the development is not considered to result in any substantial adverse impacts which would outweigh the benefits of the development.
- 1.9 Officers recommend that the Planning Committee approve the application.

Table 2 Consultee summary

Consultee	Object / No objection / No comment	Paragraph Reference
County Highways Development Management	No objection	6.1 & 6.2
Ecology Officer	No objection	6.3 & 6.4
Environmental Health	No objection	6.5 & 6.6
Sustainable Drainage Officer	No objection	6.7
Waste	No objection	6.8
Third Party Representations (4)	Objections	7.1 & 7.2
Member Representations (1)		8.1

2. Site description and context

- 2.1 The site is located on the eastern side of Carlton Way, within the West Chesterton ward in the city of Cambridge.
- 2.2 No. 18 Carlton Way is a detached, two and a half storey dwelling which includes two recently completed side dormer extensions which provide accommodation within the roofspace. It has a single storey garage to the northern side and a single storey conservatory to the rear. There is an outbuilding within the rear garden. The dwelling is set back from the road behind a hard surfaced driveway with some landscaping to the south. There is a low wall and high fence along the front boundary.
- 2.3 There is a row of tall leylandii trees in the southern part of the rear garden.

- 2.4 The eastern side of Carlton Way is in a Controlled Parking Zone. There are double yellow lines and a bus stop outside the site. The western side of Carlton Way is not in a Controlled Parking Zone.
- 2.5 The site lies within Flood Zone 1 (low risk) and is not subject to surface water flood risk.
- 2.6 There are residential dwellings and gardens to the north, east, and south of the site. The Carlton Way Neighbourhood Centre which includes a shop and public house is to the west.

3. The proposal

- 3.1 The application seeks planning permission for the conversion of the existing dwelling (C3) to 11 bedroom 11 person HMO (sui generis) with single storey rear extension.
- 3.2 The two recently completed dormer extensions to the roof do not form part of the application.
- 3.3 The application has been amended to address some consultations and representations and further publicity has been carried out as appropriate. Revised drawings have been received which include the provision of a rooflight to the communal dining area, the relocation of the cycle parking to the front of the property and details of the cycle store, and provision of refuse storage.

4. Relevant site history

4.1

Reference	Description	Outcome
26/00154/FUL	Conversion of Existing Dwelling (C3) to 11 Bedroom 11 Person HMO (Sui Generis) together with side dormer roof extensions.	Refused

Table 1 Relevant site history

- 4.2 Planning permission was refused under reference for the following reasons: -
- i) The proposed dormer roof extensions would resemble an unsympathetic form of development due to their excessive scale and bulk. The extensions would dominate the existing roofscape and detract from

the uniform appearance and form of the existing dwelling and neighbouring dwellings along this part of Carlton Way, and fail to preserve the character and appearance of the area. As such, the proposal is contrary to policies 55, 56, 58 and 59 of the Cambridge Local Plan 2018 and Paragraphs 135 and 139 of the National Planning Policy Framework (2024).

ii) The proposal does not provide an adequate level of internal amenity for future occupiers due to the lack of any communal/living room area and would force occupiers to live in their bedrooms. This lack of internal communal living space would subsequently result in occupiers spilling out into the rear garden more often than usual, and result in noise and disturbance upon the neighbouring properties. As such, the proposal is contrary to policies 35, 48, 55 and 58 of the Cambridge Local Plan 2018 and Paragraph 135 of the National Planning Policy Framework (2024).

5. Policy

5.1 National policy

National Planning Policy Framework 2026

National Planning Practice Guidance

National Design Guide 2021

Local Transport Note 1/20 (LTN 1/20) Cycle Infrastructure Design

Circular 11/95 (Conditions, Annex A)

Technical Housing Standards – Nationally Described Space Standard (2015)

EIA Directives and Regulations - European Union legislation with regard to environmental assessment and the UK's planning regime remains unchanged despite it leaving the European Union on 31 January 2020

Conservation of Habitats and Species Regulations 2017

Environment Act 2021

ODPM Circular 06/2005 – Protected Species

Equalities Act 2010

5.2 Greater Cambridge Local Plan 2024-2045 (Regulation 19 Proposed Submission)

- 5.2.1 The Proposed Submission Greater Cambridge Local Plan represents the latest stage of preparing a new joint Local Plan for Greater Cambridge. Once it is adopted, it will become the statutory development plan for the Greater Cambridge area, replacing the current (adopted) Local Plans for Cambridge City and South Cambridgeshire District

- 5.2.2 The Proposed Submission Local Plan was published for public consultation (under Regulation 19 of The Town and Country Planning (Local Planning) (England) Regulations 2012) between 3 August and 25 September 2026.
- 5.2.3 In line with Policy DM4 of the National Planning Policy Framework (NPPF), local planning authorities may give weight to relevant policies in emerging plans according to several factors. The Proposed Submission Local Plan is consistent with policies in the National Planning Policy Framework 2026. Whilst the joint Local Plan is at an advanced stage in the plan making process, the Regulation 19 consultation is yet to be completed.
- 5.2.4 Therefore, at this stage, the Proposed Submission Local Plan and its policies can only be afforded limited weight as a material consideration in decision making.
- 5.2.5 Submission of the Local Plan to the Secretary of State is anticipated by the end of December 2026.
- 5.3 **Cambridge Local Plan (2018)**
- Policy 1: The presumption in favour of sustainable development
- Policy 3: Spatial strategy for the location of residential development
- Policy 28: Carbon reduction, community energy networks, sustainable design and construction, and water use
- Policy 31: Integrated water management and the water cycle
- Policy 32: Flood risk
- Policy 35: Protection of human health from noise and vibration
- Policy 36: Air quality, odour and dust
- Policy 48: Housing in multiple occupation
- Policy 50: Residential space standards
- Policy 51: Accessible Homes
- Policy 55: Responding to context
- Policy 58: Altering and extending existing buildings
- Policy 70: Protection of priority species and habitats
- Policy 71: Trees
- Policy 80: Supporting sustainable access to development
- Policy 81: Mitigating the transport impact of development
- Policy 82: Parking management

5.4 **Supplementary Planning Documents (SPD)**

Greater Cambridge Biodiversity – Adopted February 2022

Greater Cambridge Sustainable Design and Construction SPD – Adopted January 2020

Cambridgeshire Flood and Water SPD – Adopted November 2016

Cambridge Neighbourhoods Design Code for Arbury, King's Hedges and parts of West Chesterton

5.5 **Other guidance**

Greater Cambridge Housing Strategy 2024 to 2029

Cambridgeshire and Peterborough Waste Partnership (RECAP): Waste Cycle Parking Guide for New Residential Developments (2010)

6. Consultations

Publicity

Neighbour letters – Yes

Site Notice – No

Press Notice – No

County Highways Development Management - No Objection

6.1 Comments that no significant adverse effect upon the public highway should result from this proposal.

6.2 Requests an informative in relation to with regards to residents parking permits on surrounding streets.

Ecology Officer- No Objection

6.3 Comments that the application has been assessed and it is considered the proposals do not pose any significant risk to ecology.

6.4 Recommends a condition in relation to a scheme of ecological enhancement.

Environmental Health- No Objection

6.5 Comments that there are no specific concerns with respect to our usual Environmental Health considerations for applications such as this. Has consulted with the Residential Team for their view on compliance with

HMO standards for the application and they have no objections/comments to make.

- 6.6 Recommends conditions in relation to construction hours, construction deliveries and piling.

Sustainable Drainage Officer- No Objection

- 6.7 Comments that the site will use the existing surface water and foul water drainage systems and is supported.

Waste Officer - No Objection

- 6.8 Comments that the proposed development should make adequate provision for the storage and management of waste and recycling. Based on an occupancy of 11 persons, waste capacity should be calculated at a minimum of 50 litres per person for both residual (black bin) and dry recyclables (blue bin).

7. Third party representations

- 7.1 3 representations have been received in objection to the application from local residents. The grounds of objection are set out below: -
- Principle of development- planning history of site, over intensification and high density of use out of keeping with low intensity residential use and family homes, concentration of dwellings in area with multiple occupants, roof extensions under construction with no permission, unsuitable for young children, communal space standards poor, 11th room unnecessary, accessibility to rear garden limited, refuse inadequate.
 - Character and appearance of area- HMO does not match style of a family home, dormer extensions affect the character of the street, blot on skyline, flat roof design, materials not in keeping.
 - Residential amenity impact- overshadowing and loss of privacy from dormer windows, loss of light from rear extension, scale of rear extension not modest, noise from intensification in use, anti-social behaviour, construction noise, limited information on management arrangements.
 - Highway safety- increase in vehicle movements, insufficient car parking provision, safety risks for vulnerable users of the public highway, cycle parking impractical,
 - Trees- existing trees need to be removed.
 - Drainage and flooding- foul drainage capacity and risk of blockages and overflow.

- 7.2 One representation has been received from a solicitor in objection to the application on behalf of one of the local residents who have made a representation. The grounds of objection are set out below: -
- i) Planning history- the current application is a continuation of the refused application reference 26/00154/FUL- dormer windows subject to enforcement and should be included in application- no mechanism to consider as a whole.
 - ii) Works being carried out on a contested legal basis- would implementation of plans and compliance with conditions take place- incorrect approach.
 - iii) Amenity space deficiency cannot be addressed- need a single comprehensive application.
 - iv) Requests deferral of application until outcome of enforcement known.
- 7.3 Camcycle has commented that cycle parking should be relocated to the front of the property so it is more convenient, if not, access should not be obstructed by parked vehicles and visitor cycle parking provided to the front of the property. Details of the cycle parking are required and at least 10 spaces should be provided.
- 7.4 The above representations are a summary of the comments that have been received. Full details of the representations are available on the Council's website.

8. Member Representations

- 8.1 Councillor Dalzell has made a representation in objection to the application on the following grounds:
- i) Application not substantially different to previously refused application- scale, use, number of occupants, and dependency on the loft extension are unchanged.
 - ii) Permitted development claim not credible- if planning permission was previously required for works, it cannot now be retrospectively characterised as permitted development.
 - iii) HMO concentration assessment too narrow- Cambridge Local Plan 2018 Policy 46 and the emerging Greater Cambridge Local Plan draft Policy H/MO both require assessment of over-concentration in the local area not just the same side of the street.
 - iv) Poor access to cycle parking- cycle parking to rear with poor access and blocked by a car.
 - v) Loss of family housing- emerging Greater Cambridge Local Plan draft Policy H/MO has concerns regarding the cumulative impact of HMO's on supply of family homes.

vi) Management strategy inadequate- generic document.

- 8.2 The above representation is a summary of the comments that have been received. Full details of the representation can be inspected on the application file.

9. Planning background

- 9.1 Planning permission was previously refused under planning application reference 26/00154/FUL for conversion of existing dwelling (C3) to 11 bedroom 11 person HMO (sui generis) together with two side dormer roof extensions on the grounds of the visual impact of the dormer extensions upon the character and appearance of the area and the lack of internal amenity space and subsequent noise and disturbance to neighbours from potential intensification in the use of the garden.
- 9.2 The application has been submitted to address the reason for refusal in relation to the lack of internal amenity space and subsequent noise and disturbance to neighbours from potential intensification in the use of the garden.
- 9.3 The application does not include the two recently completed dormer extensions. The reason for this is because they are not the same development as the dormer extensions which formed part of the previous planning application as they are smaller and have obscure glazing.
- 9.4 The dormer extensions are considered to be defined as permitted development under Schedule 2, Part 1, Class B of the Town and Country Planning (General Permitted Development) (England) Order 2015 (as amended). The Case Officer and Enforcement Officer have visited the site to conclude this view and it is confirmed that the property remains a single dwellinghouse.

10. Assessment

- 10.1 From the consultation responses and representations received and from an inspection of the site and the surroundings, the key issues are:-
- Principle of development
 - Character and appearance of the area and design considerations
 - Trees
 - Biodiversity
 - Highway safety and parking
 - Flood risk and drainage
 - Carbon reduction and sustainable design

- Amenity
- Other matters
- Planning balance
- Recommendation
- Planning conditions

11. Principle of Development

- 11.1 Policy S3(1) of the NPPF 2026 sets out that decisions on development proposals should apply a presumption in favour of sustainable development. This means:
- a. Policy S4 in this Framework should be applied when considering development proposals within settlements;
 - b. Outside settlements, policy S5 should be applied; and,
 - c. In all locations, development proposals that accord with both an up-to-date development plan and the decision-making policies in this Framework should be approved without delay.
- 11.2 Policy S4(1) states that development proposals within settlements should be approved unless the benefits of doing so would be substantially outweighed by any adverse effects, when assessed against the national decision-making policies in this Framework.
- 11.3 Policy S4(2) outlines that when applying policy S4, the circumstances in which the benefits of approving development are likely to be substantially outweighed by adverse effects include (but are not restricted to) situations where the development proposal would:
- a. Have a substantial adverse impact in relation to:
 - i. The allocation or safeguarding of land or buildings for particular uses in the development plan, unless there is no reasonable prospect of an application coming forward for the allocated use, or there is evidence that the safeguarding is no longer appropriate; or,
 - ii. The application of the policies in this Framework for existing recreational land and facilities (HC7), Local Green Space (HC8), areas of particular importance for biodiversity and geodiversity (N6), Protected Landscapes (N4) and development within residential curtilages (L2(1)(d)).
 - b. Involve the whole or partial loss of undeveloped land which is used for a cemetery or burial ground; or for water storage and/or flood risk management (unless suitable compensatory provision is made that does not increase the risk of flooding either on or off-site); or
 - c. Fail to comply with one of the national decision-making policies which state that development proposals should be refused in specific circumstances.

- 11.4 Policy 1 of the Local Plan outlines the presumption in favour of sustainable development.
- 11.5 Policy 3 sets out the strategy for the provision of the majority of new residential developments to be focused in and around the existing urban area of Cambridge creating sustainable communities, making the most effective use of previously developed land, and enabling the maximum number of people to access services locally. It also sets out the housing requirement for the area, method of calculation, and buffer with regards to the 5 year housing land supply and seeks to resist the loss of housing to other uses unless there are exceptional circumstances.
- 11.6 Policy 48 states that proposals for large houses in multiple occupation (sui generis) as defined by the Government's Circular 08/2010 and its successor documents will be supported, where the proposal:
- a. does not create an over-concentration of such a use in the local area, or cause harm to residential amenity or the surrounding area;
 - b. the building or site (including any outbuildings) is suitable for use as housing in multiple occupation, with provision made, for example, for appropriate refuse and recycling storage, cycle and car parking and drying areas; and
 - c. will be accessible to sustainable modes of transport, shops and other local services.

Appropriate management arrangements should be put in place in order to monitor and minimise antisocial behaviour and adverse impact on local residents. A condition to this effect may be applied to any planning consent.

- 11.7 The supporting text to Policy 48 defines houses of multiple occupation (HMOs) as follows: -
- A small HMO – a shared dwelling house occupied by between three and six unrelated individuals who share basic amenities such as a kitchen or bathroom. This falls into use class C4 under the Town and Country Planning (Use Classes) Order 2010.36 Permitted development rights enable a flat or house in use class C3 (i.e. in simple terms, a normal 'family' house) to change use to use class C4 without submission of a planning application;
- A larger HMO – more than six unrelated individuals sharing basic amenities such as a kitchen or bathroom. This falls outside the Town and Country Planning (Use Classes) Order 2010 and is categorised as sui generis.

Proposals for smaller HMOs (use class C4) will be considered in the same way as a proposal for C3 residential development.

- 11.8 Following the publication of the NPPF 2026, Policy 3 of the Local Plan is considered to be materially inconsistent with national policy. It is consistent in terms of its aims of setting out the housing requirements and directing development to the most sustainable locations. It is broadly consistent with Policy HO7 with regards to meeting the evidenced needs of the community but does not give specific reference to the housing needs in Policy HO1 (families with children etc). However, it is inconsistent in terms of the 5 year housing supply requirements as the figures, method of calculation, and buffer are out of date as it is more than 5 years old.
- 11.9 Therefore, the decision needs to be made in accordance with policies S3 and S4 of the NPPF 2026.
- 11.10 With regards to Policy S4 of the NPPF 2026, the site is not allocated for the safeguarding of land or buildings for particular uses in the development plan. Whilst the development would result in the loss of one family dwelling, this is not considered to result in a significant loss in the level of family dwellings in the area.
- 11.11 The site is not existing recreational land and facilities, Local Green Space, an area of particular importance for biodiversity and geodiversity, a Protected Landscapes (N4), or development within a residential curtilage. It would also not result in the loss of a cemetery or burial ground or water storage and/or flood risk management area.
- 11.12 The development would also not fail to comply with one of the national decision-making policies which state that development proposals should be refused in specific circumstances i.e. severe impact on the highway network.
- 11.13 Policy 48 of the Local Plan is consistent with national policy.
- 11.14 With regards to criteria a, the Cambridge City Council licensing register shows HMOs at the following properties (excludes licenses that have lapsed, been revoked or been withdrawn). The shaded rows are large HMO's: -

Street	House no.	Occupants (persons)	Large/Small	Distance from site (direct)
Carlton Way	63	5	Small	Within 100 m
Gilbert Road	128	6	Small	Within 200 m
Gilbert Road	129	5	Small	Within 200 m
Gilbert Road	202	8	Large	Within 500 m
Perse Way	101	10	Large	Within 300 m
Perse Way	109	7	Large	Within 300 m
Acton Way	8	6	Small	Within 400 m
Acton Way	10	6	Small	Within 400 m
Harding Way	56	7	Large	Within 400 m
Harding Way	64	6	Small	Within 400 m
Cockerell Road	31	5	Small	Within 400 m
Ferrars Way	20	5	Small	Within 400 m
Wavell Way	18	6	Small	Within 400 m
Brimley Road	15	5	Small	Within 400 m
Stretten Avenue	72	5	Small	Within 400 m
Akeman Street	51	5	Small	Within 500 m
Akeman Street	95	10	Large	Within 400 m
Darwin Drive	11	8	Large	Within 500m
Darwin Drive	63	8	Large	Within 400m
Alex Wood Road	143	6	Small	Within 500m
Alex Wood Road	97	6	Small	Within 500m
Montgomery Road	10	5	Small	Within 500m
Montgomery Road	11	6	Small	Within 500m
Rosewood Road	81	6	Small	Within 500m
Rosewood Road	83	5	Small	Within 500m
Garden Walk	91	6	Small	Within 500m

11.15 Please see the map below for details of the location of the properties

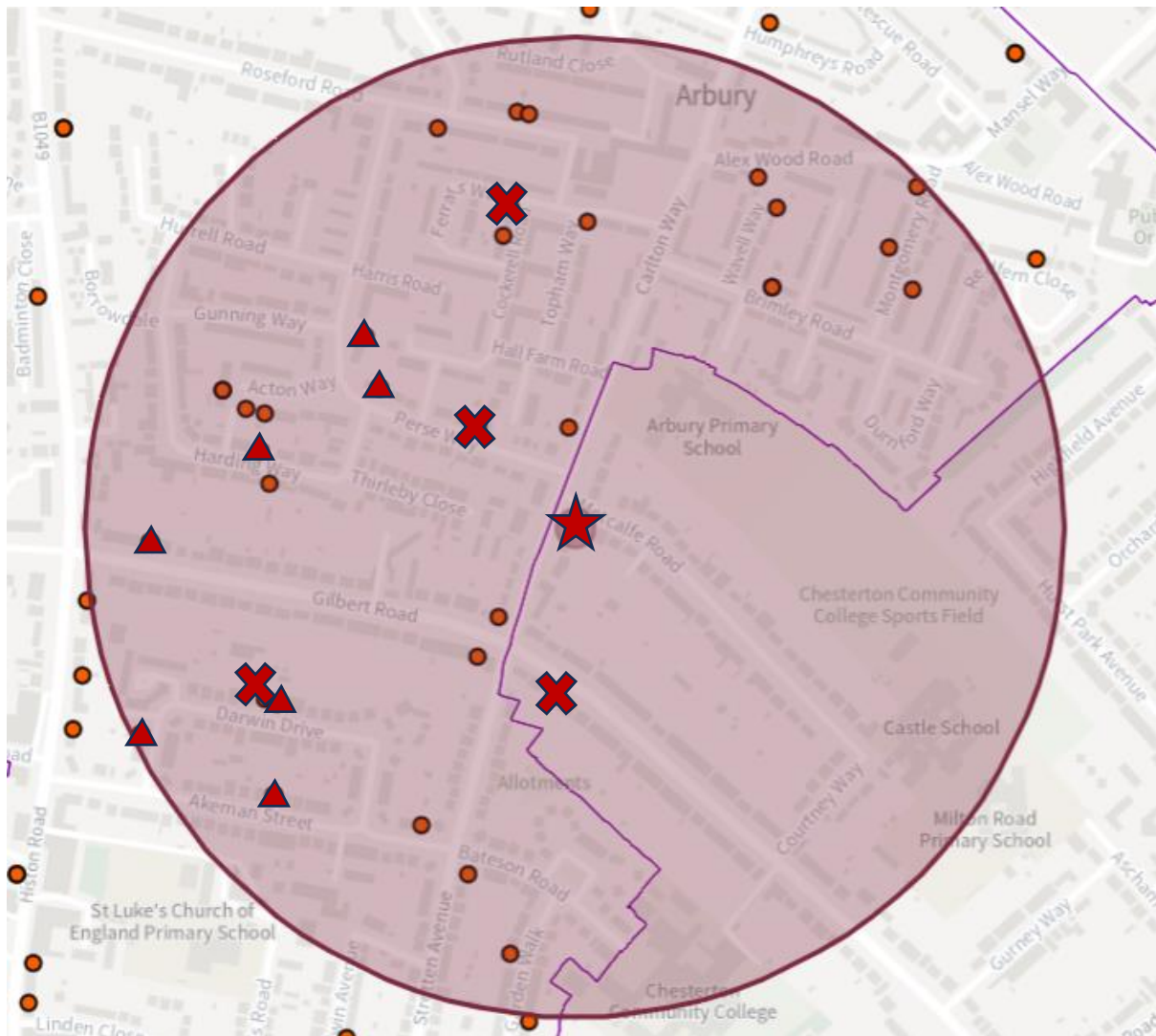
Key

Star – Site

Triangle – Large HMO's

Dot – Small HMO's

X – HMO licenses that have lapsed, been revoked or been withdrawn



- 11.16 There are a total of seven large HMO's within 500 metres of the site (direct). There are two within 300 metres on Perse Way, two within 400 metres on Harding Way, Akeman Street and one within 500 metres on Gilbert Road.
- 11.17 Given that there are not any within very close proximity to the site location (200 metres) together with the limited overall number in the area and dispersal over a fairly wide area, the development is not considered to result in an overconcentration of such uses in the local area. Small HMOs are not included in the assessment as these are defined as a residential use rather than a sui generis use.
- 11.18 The development is also not considered to cause harm to residential amenity or the surrounding area. In terms of the surrounding area, there is a mix of different types of uses which includes family housing, flats, and commercial uses. These matters will be considered in further detail later in the report.

- 11.19 With regards to criteria b, the building and site is considered suitable for use as a larger house in multiple occupation in terms of the provision of car parking, cycle parking, drying areas, and refuse storage. This matter will be considered in detail later in the report.
- 11.20 With regards to criteria c, the site is considered to be situated in a sustainable location with very easy access to the Carlton Way Neighbourhood Centre opposite by walking, easy access to the Mitchams Corner District Centre less than 1km away by walking and cycling, and good access to the city centre 2km away by walking, cycling, and a regular bus service (Citi 1) with a bus stop immediately outside the site.
- 11.21 A revised HMO Management Plan has been submitted with the application which sets out how occupancy will be controlled, how the building will be managed, and how residents and operation of the use will be controlled to reduce the potential for anti-social behaviour and minimise the impact upon neighbouring properties and the wider area. This will be mainly through a property management platform (COHO).
- 11.22 The occupancy of the building will be controlled through careful tenant selection. The building will be managed by the property owner/manager with strict policies in relation to safety, waste management, and parking. The residents and operation of the use will be managed through tenancy agreements and a harmonious house policy. These will include clauses in relation to prohibited activities such as excessive noise, harassment, or intimidation, damage, vandalism or misuse of communal areas, illegal activities, and unauthorised waste disposal; and key principles such as respectful behaviour towards other residents, neighbours and visitors, the control of noise late in the evening and at night time, and no parties and gatherings likely to cause nuisance. Any breaches will be subject to warnings, management intervention, and, where necessary, formal tenancy enforcement action.
- 11.23 In summary, the development would result in an efficient use of land in a sustainable location and is not considered to be outweighed by any substantial adverse effects. The principle of the development is consequently considered acceptable in policy terms.
- 11.24 The proposal is compliant with policies S3 and S4 of the NPPF 2026 and Policy 48 of the Local Plan.

12. Character and appearance of area and design considerations

- 12.1 Policy DP3(1) of the NPPF 2026 states that development proposals should respond to their context (the history, character and features of their site and its setting), so that they integrate with and enhance their surroundings; such as through the arrangement of development plots and buildings, the use of materials and architectural features, and the restoration, reuse and integration of heritage assets. This should not preclude innovation or change where appropriate, especially where an increased scale or density of development is justified in accordance with policies L2 and L3.
- 12.2 Policies 55 and 58 of the Local Plan seek to ensure that development responds appropriately to its context and reflects or successfully contrasts with existing building forms and materials and are sympathetic to the existing building and surrounding area.
- 12.3 Policy 31 requires that all flat roofs are green or brown roof, providing that it is acceptable in terms of context.
- 12.4 The Cambridge Neighbourhoods Design Code for Arbury, King's Hedges and parts of West Chesterton SPD aims to guide future development in the area by enhancing design quality based upon the priorities of the community. The five main principles are: -
- i) Make space for nature
 - ii) Prioritise walking and cycling
 - iii) Thriving public spaces
 - iv) Enhance character
 - v) Increase sustainability.
- 12.5 Following the publication of the NPPF 2026, part of policy 31 in relation to the requirement for all flat roofs to be green or brown is materially inconsistent with national policy.
- 12.6 The Cambridge Neighbourhoods Design Code for Arbury, King's Hedges and parts of West Chesterton SPD describes the local character of Arbury as follows: -
- “The key characteristic of Arbury is its green and leafy frontages. The street network is clearly defined and is lined with grass verges and trees. Front gardens are typically deep and building frontages maintain consistent building lines. Existing flat blocks stand out in the area, often

planned against the grain of the area, and taller than surrounding buildings.”

- 12.7 The intensification in the use of the building is not considered to materially change its external appearance and the character of the building within the local area. It would also not change the density of buildings on the site.
- 12.8 As previously advised, the existing dormer extensions do not form part of the proposal and are defined as permitted development. Permitted development means that planning permission is not required and the works are outside the control of the Local Planning Authority. The planning merits of the works cannot therefore be assessed.
- 12.9 The proposed rear extension, by reason of its modest scale and proportionate to the size of the existing building, single storey height, simple design, and the use of brick/render wall materials to match the main building and a green roof to enhance biodiversity and reduce surface water drainage are acceptable. It would not result in a visually prominent development when viewed from Carlton Way or Metcalfe Road which would adversely affect the character and appearance of the area.
- 12.10 The alterations to replace the garage door with a window to the front elevation and the infilling of a window to the first floor south side elevation are satisfactory.
- 12.11 The proposed siting of the cycle store to the front of the building, limited single storey scale, simple monopitch roof design, and timber materials is not considered to result in a visually dominant development when viewed from Carlton Way. Whilst some landscaping would be lost, this is limited to some shrubs which are not highly visible from the road.
- 12.12 Overall, the development is considered to be in keeping with its context and would preserve the character and appearance of the building and the key characteristics of the surrounding area.
- 12.13 The proposal is compliant with policy DP3 of the NPPF 2026, policies 31, 48, 55, and 58 of the Local Plan, and the Cambridge Neighbourhoods Design Code for Arbury, King’s Hedges and parts of West Chesterton SPD.

13. Trees

- 13.1 Policy N2(1) of the NPPF 2026 states that to contribute positively to the natural environment, and support nature's recovery, development proposals should, amongst other criteria, conserve and enhance existing natural features of visual, historic or nature conservation value (such as established trees and hedgerows) where possible; and use appropriate landscaping to help create a well-designed place and integrate the development into its surroundings.
- 13.2 Policy 70 of the Local Plan seeks to protect trees of amenity or other value.
- 13.3 There is a row of tall leylandii trees along the southern boundary of the site which are likely to be retained. Notwithstanding the above, there are no objections to the removal of the trees as they are not considered to make a significant contribution to the visual amenity of the area.
- 13.4 The proposal is compliant with policy N2 of the NPPF 2026 and Policy 70 of the Local Plan.

14. Biodiversity

- 14.1 Policy N2(1) of the NPPF 2026 states that to contribute positively to the natural environment, and support nature's recovery, development proposals should, amongst other criteria,
- 14.2 The Environment Act 2021 and the Councils' Biodiversity SPD (2022) require development proposals to deliver a net gain in biodiversity following a mitigation hierarchy which is focused on avoiding ecological harm over minimising, rectifying, reducing and then off-setting.
- 14.3 Policy 71 of the Local Plan seeks to protect and enhance priority species and habitats.
- 14.4 The site comprises buildings, trees, grassland, and hard standing. The development is not considered to adversely affect any protected species.
- 14.5 The Ecology Officer has no objections to the application subject to a condition in relation to ecological enhancement. This condition is considered necessary and reasonable in order to make a positive contribution towards biodiversity.

- 14.6 The development is exempt from biodiversity net gain requirements under the de minimus exception as it would not impact upon a priority habitat and the proposed extension would result in the loss of less than 25 square metres of on site habitat with a biodiversity value of greater than 0.
- 14.7 The proposal is compliant with policy N2 of the NPPF 2026, policy 70 of the Local Plan, the Biodiversity SPD 2022.

15. Highway safety and parking

- 15.1 Policy TR6(4) of the NPPF states that development proposals should be refused if they would have a severe adverse impact on the transport network (in terms of capacity and congestion, including cumulative impacts), or an unacceptable impact on highway safety.
- 15.2 Policy 80 of the Local Plan seeks to prioritise sustainable transport.
- 15.3 Policy 81 states that developments will only be permitted where they do not have an unacceptable transport impact.
- 15.4 Policy 82 requires car and cycle provision for developments to accord with the parking standards.
- 15.5 Carlton Way/Mere Way is a busy through road from Gilbert Road to Arbury Road. It has a speed limit of 20 miles per hour. The eastern side of the road is in a Controlled Parking Zone and has double yellow lines. There is a bus stop outside the site with a regular service to Cambridge (Citi 1). The western side of Carlton Way is outside the Controlled Parking Zone.
- 15.6 The development is not considered to result in a significant increase in traffic generation.
- 15.7 The Local Highways Authority has no objections to the application in terms of the impact of the development upon the public highway subject to an informative with regards to residents parking permits on surrounding streets.
- 15.8 The Local Plan does not have any vehicle and cycle parking standards for HMOs.
- 15.9 Two vehicle parking spaces would be provided on site which is considered acceptable given the likely occupiers and sustainable location

of the site in the city with very good accessibility to a wide range of services and facilities serving day-to-day needs by walking, cycling, and public transport. The development is unlikely to result in a significant overspill of vehicle parking on to neighbouring roads.

- 15.10 10 cycle parking spaces would be provided in a cycle store at the front of the site. This is considered an appropriate location and level of cycle parking for residents. Additional informal visitor spaces would be provided within the driveway.
- 15.11 The development is not considered to be detrimental to highways safety and would provide an acceptable level of vehicle and cycle parking for its location and use.
- 15.12 The proposal is compliant with policy TR6 of the NPPF 2026 and policies 80, 81, and 82 of the Local Plan.

16. Water management and flood risk

- 16.1 Policies 31 and 32 of the Local Plan set out mitigation measures with particular reference to the management of surface water on site to ensure that developments are not at risk from flooding or increase flood risk.
- 16.2 The site lies in flood zone 1 and is not in an area subject to surface water flood risk. The development is not considered to be at significant risk of flooding.
- 16.3 Surface water from the development would discharge to existing sustainable drainage systems and foul water would discharge to the main sewer.
- 16.4 The Council's Sustainable Drainage Engineer has no objections to the application.
- 16.5 Whilst the comments of third parties are noted regarding the capacity and potential blockage of the sewer, the development is minor in scale and is not considered to result in a significant increase in foul flows. Anglian Water has a duty to maintain the capacity and management of the sewer.
- 16.6 The development is not considered increase the risk of flooding to the site and surrounding area.
- 16.7 The proposal is complaint with policies 31 and 32 of the Local Plan.

17. Carbon reduction and sustainable design

- 17.1 Policy CC2(1) of the NPPF 2026 states that in order to contribute to climate change mitigation and the transition to net zero, development proposals should, where relevant to the proposal:
c. Use design approaches which conserve energy and other resources in accordance with policy DP3(2)(b).
- 17.2 Policy CC2(2) states that substantial weight should be given to the benefits of improving the energy efficiency of existing buildings and/or drawing energy from district heat networks, renewable and low carbon sources (including through the installation of heat pumps and solar panels where these do not already benefit from permitted development rights) where this would be achieved through proposals for development.
- 17.3 The Sustainable Design and Construction SPD sets out a framework for proposals to demonstrate they have been designed to minimise their carbon footprint, energy and water consumption and to ensure they are capable of responding to climate change.
- 17.4 Policy 28 of the Local Plan requires development to reduce carbon emissions and to achieve a minimum water efficiency to 110 litres per person per day.
- 17.5 Following the publication of the NPPF 2026, Policy 28 of the Local Plan is considered to be materially inconsistent with national policy. It is consistent in terms of aims of the policy to ensure that development adapts to climate change in terms of energy efficiency, carbon reduction, water management, site waste management, and materials reuse, and setting of local water efficiency levels. However, it is inconsistent in relation to specific carbon reduction levels.
- 17.6 Water management measures include the provision of a green roof to the extension. However, no details have been provided in relation to water efficiency levels, energy efficiency, or carbon reduction. It is therefore considered reasonable and necessary to add a condition to any consent to ensure the development adapts to climate change.
- 17.7 The proposal is compliant with Policy CC2 of the NPPF 2026 and the Sustainable Design and Construction SPD.

18. Amenity

Neighbouring properties

- 18.1 Policy P3(1) of the NPPF 2026 states that development proposals should be appropriate for their location, taking into account the likely effects (including cumulative effects) of pollution on health, living conditions and the natural environment, whether these effects are on or off-site; and whether this is as a result of the development itself or the product of preexisting conditions in its vicinity. In assessing the potential effects of pollution, consideration should be given to the potential sensitivity of the site, and its intended occupiers and users, as well as that of the environment and population in the surrounding area.
- 18.2 Policy P3(2) states that within this context development proposals should:
- a. Provide healthy living conditions for occupiers and users in terms of adequate access to light and avoiding exposure to levels of air, noise, artificial light or other sources of pollution which could have an unacceptable adverse effect on health and the quality of life. Where necessary suitable mitigation measures should be incorporated to secure acceptable living conditions;
 - b. Not give rise to, or contribute to, an unacceptable level of access to daylight and sunlight for neighbouring residents and occupiers, or unacceptable levels of air, noise, artificial light, water, soil or other forms of pollution on or beyond the site. Adverse impacts of this nature should be avoided where possible, or else mitigated to an acceptable degree. Where possible, opportunities should be taken to reduce pollution affecting the wider area (such as through traffic and travel management or improved external lighting);
 - d. Mitigate and reduce to a minimum potential adverse impacts resulting from noise, not result in levels of noise exposure which would have a significant observed adverse effect, and maintain the character of tranquil areas (those areas that have remained relatively undisturbed by noise from human sources and are prized for their recreational and amenity value for this reason);
- 18.3 Policy 35 of the Local Plan seeks to protect human health and quality of life from noise and vibration.
- 18.4 Policy 58 permits extensions and / or alterations to existing buildings provided they do not unacceptably overlook, overshadow or visually dominate neighbouring properties.
- 18.5 The nearest residential properties likely to be affected by the development are located at Nos. 16 and 20 Carlton Way, and No. 61 Metcalfe Road.

- 18.6 The proposed use of the building as a large house of multiple occupation would intensify the use of the site. However, it is not considered to result in an unacceptable level of noise and disturbance which would adversely affect the amenities of neighbours.
- 18.7 The proposed extension is not considered to adversely affect the amenities of the neighbour at No. 20 Carlton Way through an unduly overbearing mass or significant loss of light. Whilst it is acknowledged that the extension would project approximately 6 metres beyond the rear elevation of that dwelling and have a height of 2.9 metres which would exceed the height of the boundary fence and existing garage, the dwelling is set off the boundary and has a small narrow living room window in its ground floor rear elevation closest to the boundary with a large set of living room patio doors set off the boundary with a patio adjacent to the doors. The main sitting out area is within the garden away from the boundary. Although the extension would obstruct the 45 degree horizontal and vertical angles of view from the window closest to the boundary, this is a secondary window and the extension would not obstruct the 45 degree vertical angle of view from the main patio doors and patio. The main views down the garden would be retained and the relationship is therefore. Whilst visible from the main sitting out area in the garden, the extension is not considered to result in a dominant form of development from the main sitting out area.
- 18.8 The existing first floor bathroom window in the south elevation would change to a secondary bedroom window. This is not considered to result in a severe loss of privacy as it would face towards the side wall of No. 20 Carlton Way and the front garden.
- 18.9 The proposed extension is not considered to adversely affect the amenities of the neighbours at No. 16 Carlton Way or No. 61 Metcalfe Road through an unduly overbearing mass or significant loss of light as the extension would be set a significant distance from the boundaries.
- 18.10 An existing first floor bedroom window in the north elevation would be infilled and improve privacy to No. 16 Carlton Way.
- 18.11 The development is not considered to result in an unacceptable level of noise and disturbance which would adversely affect the amenities of neighbours.
- 18.12 The internal communal space within the building has been increased in size and this is no longer considered to result in occupiers spilling out into the rear garden more often than usual, leading to noise and disturbance

upon the neighbouring properties. The extension would also provide some additional screening to No. 16 Carlton Way.

- 18.13 The Environmental Health Officer has no objections subject to conditions in relation to construction hours, construction deliveries and piling. These conditions are considered necessary and reasonable to safeguard the amenities of neighbours.

Future occupants

- 18.14 Policy 50 of the Local Plan Policy 50 of the Local Plan requires new residential units to meet or exceed the residential space standards set out in the Government's Technical Housing Standards – nationally described space standard (2015). It also requires access to external amenity space of a shape, size and location to allow effective and practical use of the space by residents.
- 18.15 Policy 51 requires all housing development to be of a size, configuration and internal layout to enable Building Regulations requirement M4 (2) 'accessible and adaptable dwellings' to be met.
- 18.16 The HMO would accommodate 11 persons. Each of the bedrooms within the HMO would measure between 8.8 square metres and 14.4 square metres in area. These sizes would exceed the minimum size of 7.5 square metres for a single room and are acceptable. The room sizes are set out below: -

Room	Size (square metres)
Room 1	11.7
Room 2	13.0
Room 3	14.4
Room 4	8.9
Room 5	14.8
Room 6	8.8
Room 7	10.9
Room 8	13.1
Room 9	13.3
Room 10	10.4
Room 11	11.9

- 18.17 All rooms would have an ensuite bathroom and 5 of the largest rooms over 13 square metres would include kitchenettes.

- 18.18 The kitchenettes are not considered to result in self-contained flats as the bedrooms would still use shared facilities such as the washer/dryer and garden.
- 18.19 The HMO would have communal living space in the form of a kitchen, dining room and conservatory which would measure a total of 32.67 square metres. This level of communal space is satisfactory.
- 18.20 The HMO would benefit from an external amenity space in the form of a private garden which would measure approximately 100 square metres in area (excluding the area to the side of the outbuilding). This amount of external space would allow sitting out and drying washing. There is also an outbuilding for the storage garden equipment. The storage of refuse and cycle parking would be to the front of the building.
- 18.21 Part M of the Building Regulations does not apply to dwellings resulting from a conversion or a change of use.

Summary

- 18.22 The development is not considered to adversely affect the amenities of neighbours and would provide acceptable levels on internal and external conditions for future residents.
- 18.23 The proposal is compliant with policy P3 of the NPPF 2026 and policies 35, 48, 50, 51, and 58 of the Local Plan.

19. Other matters

Waste

- 19.1 A revised site plan has been submitted showing that refuse storage areas would be provided to the front of the dwelling behind the cycle store and front boundary fence. There would be space for 4 x 360 litre bins, 1 x 240 litre bin, and 1 x 140 litre bin as requested by the Waste Officer. Bins would be moved to the entrance of the driveway on collection days.
- 19.2 The proposal is compliant with Policy 48 of the Local Plan.

20. Planning balance

- 20.1 Planning decisions must be taken in accordance with the development plan unless there are material considerations that indicate otherwise (section 70(2) of the Town and Country Planning Act 1990 and section 38[6] of the Planning and Compulsory Purchase Act 2004).

Summary of harm

- 20.2 The development would have some impact upon neighbours but this is not considered to result in a substantial adverse impact.

Summary of benefits

- 20.3 The development would make an efficient use of previously developed land in a sustainable location.
- 20.4 Having taken into account the provisions of the development plan, NPPF and NPPG guidance, the views of statutory consultees and wider stakeholders, as well as all other material planning considerations, the proposed development is recommended for approval.

21. Recommendation

- 21.1 **Approve** subject to:
-The planning conditions as set out below with minor amendments to the conditions as drafted delegated to officers.

22. Planning conditions

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

Reason: In accordance with the requirements of Section 91 of the Town and Country Planning Act 1990 (as amended by Section 51 of the Planning and Compulsory Purchase Act 2004).

2) The development hereby permitted shall be carried out in accordance with the approved plans as listed on this decision notice.

F071 DR-A01 Revision B	Location, Block and Site Plans
F071 DR-A04 Revision B	Proposed Floor Plans
F071 DR-A05	Proposed Elevations

Reason: In the interests of good planning, for the avoidance of doubt and to

facilitate any future application to the Local Planning Authority under Section 73 of the Town and Country Planning Act 1990.

3) In the event of piling, no development shall commence until a method statement detailing the type of piling, mitigation measures and monitoring to protect local residents from noise and/or vibration has been submitted to and approved in writing by the Local Planning Authority. Potential noise and vibration levels at the nearest noise sensitive locations shall be assessed in accordance with the provisions of BS 5228-1&2:2009 Code of Practice for noise and vibration control on construction and open sites.

Development shall be carried out in accordance with the approved statement.

Reason: To protect the amenity of the adjoining properties. (Cambridge Local Plan 2018 policy 35)

4) No development above ground level shall take place until an ecological enhancement scheme has been submitted to and approved in writing by the local planning authority. The scheme shall include details of bat and bird box installation, hedgehog provisions and other ecological enhancements. The approved scheme shall be fully implemented prior to first occupation or in accordance with a timescale agreed in writing by the local planning authority.

Reason: To conserve and enhance ecological interests in accordance with Cambridge Local Plan policies 57, 59 and 70 and the Greater Cambridge Planning Biodiversity Supplementary Planning Document (2022).

5) No development above ground level shall proceed until an Energy Statement has been submitted to and approved in writing by the Local Planning Authority. The Statement shall demonstrate that the development contributes to climate change mitigation and adaptation and the transition to net zero. The approved scheme shall be fully installed and operational prior to the occupation of the development and thereafter maintained in accordance with the approved details.

Reason: To ensure the development is sustainable and contributes to climate change mitigation and adaptation and the transition to net zero (NPPF 2026 Policy CC2).

6) No construction or demolition work shall be carried out and no plant or power operated machinery operated other than between the following

hours: 0800 hours and 1800 hours on Monday to Friday, 0800 hours and 1300 hours on Saturday and at no time on Sundays, Bank or Public Holidays, unless otherwise previously agreed in writing with the Local Planning Authority.

Reason: To protect the amenity of the adjoining properties. (Cambridge Local Plan 2018 policy 35)

7) There should be no collections from or deliveries to the site during the demolition and construction stages outside the hours of 0800 hours and 1800 hours on Monday to Friday, 0800 hours to 1300 hours on Saturday and at no time on Sundays, Bank or Public Holidays unless otherwise previously agreed in writing with the Local Planning Authority.

Reason: To protect the amenity of the adjoining properties. (Cambridge Local Plan 2018 policy 35).

8) The bin and bike stores associated with the proposed development, including any planting associated with a green roof, shall be provided prior to first occupation in accordance with the approved plans and shall be retained thereafter.

Reason: To ensure appropriate provision for the secure storage of bicycles and refuse, to encourage biodiversity and slow surface water run-off (Cambridge Local Plan 2018 policies 48 and 82).

Informatives

i) Nesting birds - The applicant is reminded that, under the Wildlife and Countryside Act 1981, as amended (section 1), it is an offence to remove, damage, or destroy the nest of any wild bird while that nest is in use or being built. Planning consent for a development does not provide a defence against prosecution under this act.

ii) The residents of the site, whether new or existing, will not qualify for Residents' Permits within the existing Residents' Parking Schemes operating on surrounding streets.

Background papers:

The following list contains links to the documents on the Council's website and / or an indication as to where hard copies can be inspected.

- Cambridge Local Plan 2018
- Greater Cambridge SPDs

