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our ref  
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date 24 September 2025

Dear Lyn Jones

### Pre application response letter

**Pre application no:** 25/12819/PREAPP

**Site address:** Land To Rear Of 115 Hampton Road Bristol BS6 6JG

**Proposal:** Change of use/conversion of existing domestic garage (Use Class C3) to maintenance/office base (Use Class E(g)), with associated external alterations.

I refer to your pre-application enquiry regarding the above proposal.

### INTRODUCTION

The application refers to the existing single storey garage building to the rear of 115 Hampton Road on Auburn Road. The building was built following the approval of application 02/00798/F:

- Construction of single storey garage to house 1 no. and secure cycle parking and formation of vehicular access from Auburn Road.

The garage building has been in use as a garage/storage since it was first built. It opens out immediately onto Auburn Road with no pavement or separating walkway in between.

### RELEVANT POLICIES

National Planning Policy Framework (NPPF)

Planning Practice Guidance (PPG)

Bristol City Council Core Strategy (Adopted) June 2011

- BCS10 Transport and Access Improvements
- BCS7 Centres and Retailing
- BCS21 Quality Urban Design
- BCS23 Transport Development Management

## Site Allocations and Development Management Policies (Adopted) July 2014

- DM7 Town Centre Uses
- DM26 Local Character and Distinctiveness
- DM30 Alterations to Existing Buildings
- DM31 Heritage Assets

### A) PRINCIPLE OF DEVELOPMENT

Policy BCS7 of the Bristol Development Framework Core Strategy states Town, District and Local Centres will also be focuses for the development of smaller scale office developments providing local office floorspace provision.

Policy DM7 of the Site Allocations and Development Management Policies states that out of centre development of main town centre uses will only be acceptable where:

- i. No centre or edge of centre sites are available and the proposal would be in a location readily accessible on foot, by cycle and by public transport, or
- ii. The proposal is of a small scale and aimed at providing for local needs.
- iii. In assessing the availability of centre and edge of centre sites, alternative formats for the proposed uses should be considered

It also states that the provision of small-scale developments outside centres will be supported where they provide for local needs.

It is stated in the Design and Access Statement provided by the applicant that the proposed office building will be used by Penlane Ltd, a property management company which owns/lets a number of residential properties throughout Clifton and Redland, employing a small maintenance team. The proposed office will be used as a convenient office/maintenance base from which to undertake administration, store tools and serve as a welfare facility.

The site of the existing garage is located approximately 200m from the Whiteladies Road Centre and 100m from the Chandos Road Centre as designated by BCS7 of the Bristol Development Framework Core Strategy and DM7 and DM9 of the Site Allocations and Development Management Policies. The development would be approximately 20sqm, which is considered to be of small scale.

While the building is small scale, the building itself is not designed to be used for business purposes and the type of building and location is unsuitable. A business of this type is far more suited to a location within a centre such as Whiteladies Road or Chandos Road, where there are many units that are more suited to the style of business. Although it is stated in policy DM7 that small scale developments will be considered outside of centres where they provide for the needs of a local community, it is considered that the business in this instance does not provide for the needs of a community, for example, as a post office would, but rather itself and specific individuals in the area. As stated in policy BCS7, it should be prioritised that small scale offices be situated within centres. There has been no evidence to suggest that there are no suitable sites available for the proposal within either the Whiteladies Road or Chandos Road centres, and therefore the proposed location outside of these centres cannot be supported.

Based on the proposed location outside of a designated centre and no evidence suggesting there are no suitable sites within these centres, it cannot be determined that the proposal would not hinder their vitality, viability or diversity.

Overall, the proposed use of an office in the given location is considered unacceptable in principle based upon its location, unsuitable use and its undeterminable impact upon the nearby designated centres.

## B) DESIGN AND THE WHITELADIES ROAD CONSERVATION AREA

The site is located within the Whiteladies Road Conservation Area. A key objective of the Whiteladies Road Conservation Area Enhancement Statement is to reduce the loss of residential use to offices.

Policy BCS21 of the Bristol Development Framework Core Strategy states that development should contribute positively to an area's character and identity, creating or reinforcing local distinctiveness.

Policy DM26 of the Site Allocations and Development Management Policies states that the design of development proposals will be expected to contribute towards local character and distinctiveness by responding appropriately to the height, scale, massing, shape, form and proportion of existing buildings, building lines and set-backs from the street, skylines and roofscapes.

Policy DM31 of the Site Allocations and Development Management Policies states must demonstrate how the local character of an area will be respected.

The proposed design features minimal change to the outlook of the existing garage building. The proposed changes that are to be made include replacing the current garage door with a wicket door, rendering the current walls, removing the existing flush door and infilling with concrete block and rendering, and installing two rooflights.

An urban design officer was consulted on the proposal. The comments received were generally in support of the design but would prefer to see a quality timber door as opposed to the wicket door that has been proposed to keep it more in line with the existing building and surrounding conservation area. It was also noted that the rendering of the walls would be supported providing the colour used is in keeping with the surrounding area and existing dwelling.

It is considered that the proposed changes in design to the existing garage would bring about improvements that would improve the outlook of the dwelling and enhance the surrounding conservation area. If the proposed door to the building is changed to a timber door of good quality, the proposal would be acceptable on grounds of design and considered in line with policies BCS21 and DM26 and DM31.

## C) AMENITY

Policy BCS21 of the Bristol Development Framework Core Strategy states that new development will be expected to safeguard the amenity of existing development and create a high-quality environment for future occupiers.

Policy DM30 of the Site Allocations and Development Management states that alterations to existing buildings should safeguard the amenity of the host premises and neighbouring occupiers.

The proposal features minimal changes to the existing structure. Given the shape of the building would stay the same as it currently is, the potential impact on the amenity of neighbouring dwellings would be insignificant. There are two proposed rooflights that could provide some potential for overlooking to the immediate neighbouring dwellings on either side of the dwelling, however, the proposed office use mitigates this. However, there are concerns regarding levels of noise and disturbance that are associated with commercial premises given the close proximity to the surrounding dwellings.

Policy BCS23 of the Bristol Development Framework Core Strategy states that when locating and designing development, account should also be taken of the impact of new development on the viability of existing uses by reason of its sensitivity to noise or other pollution.

The location associated with the proposal is in very close proximity to the dwellings on Hampton Road and Auburn Road, and any perceived benefits of the scheme do not outweigh the harm on nearby occupiers that may arise as a result of this development. As well as this, the conversion of the garage to office use would result in the loss of a vehicle parking space within an area where on street parking is already stretched. There are double yellow lines directly outside the existing garage, meaning any vehicle user at the property would need to park elsewhere and potentially cause additional strain on parking on nearby streets. The conversion of the garage to an office would also result in the loss of a significant level of storage space for the dwelling, as well as the cycle storage that was added as part of the previous application 02/00798/F. Losing this cycle storage would mean it would need to be replaced elsewhere, possibly in the rear outdoor amenity space. Given this amenity space has already been significantly reduced when the garage was originally built, it would be unacceptable to install cycle storage in this location as this would further reduce the amount of amenity space available at the rear of the dwelling.

The proposal would result in the loss of key amenity spaces in the form of a vehicle parking and storage related to the dwelling, and the nature of the proposal would give rise to unsuitable levels of noise and disturbance in a residential area. The proposal is therefore not considered acceptable in terms of amenity of future occupiers, going against the objectives of and in line with policies BCS21 and DM30.

#### D) TRANSPORT ISSUES

A Transport Development Management officer was consulted on the proposal and provided the following comments:

##### Local Conditions

The site is located at the back Hampton Road, with access from Auburn Road, an unclassified road with a speed limit of 20 mph. The nearest bus stop is located at a walking distance of less than 500 meters. Apsley Road hosts the bus services Y6 South Glos Lynx, 1, 77, 2a citylines, 4 citylines and 3 citylines that connect to the City Centre, Temple Meads, Bristol Parkway, Cribbs Causeway and

Clifton & Horfield.

#### Access

Main access to the proposed office is located on Auburn Road. However, TDM notes that currently there is not a continuous pavement outside the building, with the door opening directly to the existing highway with not enough space for the personnel to access and exit the office safely. Due to the lack of footway provision there is a safety risk of vehicular-pedestrian conflict, given the nature of the highway at this point is grade separated, and drivers will not be expecting pedestrians to emerge directly onto the carriageway.

The proposed entrance is not considered to be safe and accessible, and it is contrary to policies DM23 and Chapter 9 of the NPPF (paragraphs 115 and 116). TDM would not support a new office located on Auburn Road, as it does not provide any protection to pedestrians and office personnel.

#### Car Parking

The site is located within the Cotham residents' parking scheme. The proposed office does not have car parking spaces allocated as the building does not meet the minimum threshold required to provide car parking spaces. However, as mentioned in the amenity section of this response, the loss of the garage would result in the loss of a parking space for the dwelling, which will create a strain on vehicular parking on Auburn Road and surrounding streets where vehicle parking is already limited. Moreover, Auburn Road is protected with double yellow parking restrictions to control onstreet parking, further demonstrating that levels of parking are already limited, and it is considered that the loss of this garage space would have a negative impact on this.

#### Cycle Parking

No cycle parking spaces are proposed as the office does not meet the threshold of minimum one parking space per 100m<sup>2</sup>. As well as this, in the description of development for the previous application for the building of the garage, 02/00798/F, secure cycle storage was included. Therefore, if the garage is to be converted to an office, this cycle storage will be lost. Information on whether this will be replaced or other cycle storage will be added has not been included as part of this pre-application. As mentioned in the amenity section, the outdoor amenity space is small and therefore adding cycle storage in this location would further reduce outdoor amenity space and would not be considered approvable.

Waste Bin store is located next to the property with access from Auburn Road using the existing 117 Hampton Road passageway. The location is considered acceptable, but further information would be required to determine if the storage will be secure, screened and ventilated to comply with the Council's Waste Guidance and the TDMG 3.6.1, design standards for waste management.

#### Summary

TDM would not support the application for the change of use. Due to the lack of footway provision there is a safety risk of vehicular-pedestrian conflict given the nature of the highway, and drivers will not be expecting pedestrians to emerge directly onto the carriageway. The proposed entrance is not considered to be safe and accessible, and it is contrary to policies DM23 and Chapter 9 of the NPPF

(paragraphs 115 and 116).

#### E) Biodiversity Net Gain

Considering that the site is situated in an urbanised area and the proposal features no change to the shape or footprint of the building, the development qualifies for BNG exemption on the grounds of development below the threshold. The proposal is acceptable in ecology terms.

### CONCLUSION

Overall, based on the level of detail provided, it is the view of the Local Planning Authority that the development would not have a harmful impact upon the character of the area and the conservation area. However, it is not considered to be a suitable location for the proposed use in principle and there are concerns regarding levels of noise and disturbance that may arise from a commercial use in a residential area. There are several issues regarding transport and highways that would need to be addressed if a full application were to be approved. The proposal would also result in a significant loss of amenity space for the host dwelling. Given the existing nature of the site, it is likely that the safety issue regarding vehicle/pedestrian conflict as mentioned in the transport section, as well as the impact on the amenity of future occupiers, would difficult to resolve. Due to this, it is unlikely that the submitted proposal would be approved in a full application.

The following Council webpage contains details of both the national and local list of planning application validation requirements: [https://www.bristol.gov.uk/planning-and-building-regulations/make-a-planningapplication](https://www.bristol.gov.uk/planning-and-building-regulations/make-a-planning-application) If you do decide to proceed with a planning application, the following documents are specifically required for assessment of a full application:

- Application form
- Site location plan
- Existing and proposed planning drawings (block, site and floor plans, elevations, sections, and details [plans and elevations] of cycle and refuse stores, and access to the rear of the dwelling)
- Design and Access Statement
- Ecological Impact Assessment
- Heritage Statement
- Sustainability Statement
- Biodiversity Net Gain Report / Exemption Statement
- CIL Liability Form
- Relevant fee Conclusion

The views given are current at the time of giving the advice, but changes in the planning circumstances can change, and will need to be taken into account when any subsequent application is determined.

Please note that the above advice represents an informal opinion of an officer of the council who has

no power to bind the council by the views expressed.

Yours sincerely

Development Management

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