

# Statement of Community Involvement

Proposals for the former MOT Garage and  
derelict properties on Dollis Road, Mill Hill

May 2016



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# 1. Executive Summary

- PGMI Finchley Ltd ('PGMI') is submitting a full planning application to the London Borough of Barnet (LB Barnet) to build 28 new homes on the largely vacant site at 141 Dollis Hill.
- PGMI appointed independent specialists PPS Group to inform local residents and councillors about, and to also consult them on, the proposals, in line with LB Barnet's Statement of Community Involvement and the tenets of the Localism Act (2011). This document explains the public consultation process that has been undertaken in relation to this application.
- Formal pre-application meetings took place with officers at LB Barnet to discuss the opportunities and constraints of the whole site, including the immediate site neighbours, shape of the footprint and vehicular access.
- The consultation programme focused on a public exhibition held in May 2016, and on a scheme of 27-28 homes. Notification of the event came via a letter distributed to 354 local residents from the immediate surrounding area.
- A dedicated freephone number was established to allow residents to contact the project team, ask questions and submit feedback. These were printed on consultation materials.
- The public exhibition took place from 3.00pm - 7.00pm on Tuesday May 3 2016 on-site in the now vacant Devonshire House.
- Around 15 people attended the exhibition with four feedback forms and one detailed email subsequently being received ahead of the feedback deadline of 20 May 2016.
- The focus of comments raised to date have highlighted general support for the principle of development, but some concern about parking and access arrangements in particular.
- PGMI will continue to engage with the local community and key stakeholders in the months ahead as the application progresses through the planning process and communicate updates to those who provided their contact details and requested to be kept informed.

## 2. Background

### i. Introduction

PGMI is submitting a planning application to LB Barnet seeking permission to demolish the existing buildings on the site and subsequently build 28 new homes together with new retail and office space fronting Dollis Road.

The proposal site is located between Holders Hill Circus and Abercorn Road, close to Mill Hill East underground station. At present, the site features a range of existing buildings, including an MOT car garage and office building as well as a tarmac car park.

With the site being previously developed and located in a sustainable location close to public transport and supporting infrastructure, the proposals present a valuable opportunity to bring it back into positive use. It is worth noting that a key objective of the London Plan is to maximise the prospect of development on brownfield sites, and as such these proposals fall safely within this.



Figure 1: Site application boundary



Figure 2: Proposed site layout



ii. Purpose of consultation

The importance of pre-application engagement is recognised in the Government's National Planning Policy Framework (NPPF), adopted in March 2012, which states that:

*“Early engagement has significant potential to improve the efficiency and effectiveness of the planning application system for all parties. Good quality pre-application discussion enables better coordination between public and private resources and improved outcomes for the community.”* (Section 188, page 45).

In accordance with the NPPF, PGMI has engaged and consulted local residents over the proposals, to ensure that local people have the opportunity to inform the proposals prior to the submission of a planning application. This programme is also compliant with the National Planning Policy Guidance (NPPG).

Against this background, the objectives of this engagement strategy and programme were as follows:

- To meet the requirements for pre-application consultation on major planning applications as set out in the Planning and Compulsory Purchase Act 2004 and supporting guidance, including the Council's Statement of Community Involvement and the Localism Act;
- To ensure that the local community and its elected representatives were informed and consulted in respect of the proposed plans
- To demonstrate how feedback has been incorporated in the revised proposals, and to explain why not, if it has not been.

Effective community involvement should ensure that people:

- Have access to information;
- Can put forward their own ideas and feel confident that there is a process for considering those ideas;
- Can take an active part in developing proposals and options;
- Can comment on formal proposals; and
- Get feedback and can be informed about progress and outcomes.

PGMI is committed to fulfilling these principles and engaged PPS Group, a specialist consultancy, to co-ordinate the public consultation and report back on the results.

### LB Barnet's Statement of Community Involvement

LB Barnet's SCI was adopted in July 2015 and sets out the authority's position on pre-application consultation. At present, the Council requests that applicants carry out pre-application consultation on:

*“all large scale major development proposals and in general it is considered appropriate for schemes where:*

- *The proposals are likely to have a significant impact on the environment or on the local community, and*
- *the nature of the development is likely to attract significant local interest”*

The Council's SCI further states that:

*"Such pre-application consultations can take the form of exhibitions, presentations, workshops or simply a letter or mail shot."*

*"The output of a pre-application consultation should feed into a Statement of Pre-application Consultation, which is submitted with the subsequent planning application. This report should set out the main issues raised and how the proposals have addressed them. "*

The consultation programme outlined in this report meets the requirements of the Council's SCI for a project of this size.

### iii. PPS Group and consultation

PPS Group is a leading communications company that specialises in community consultation relating to planning applications and has over 25 years of experience of working with communities up and down the country.

It was one of the first companies to promote the benefits of consultation on planning applications and is expert at developing specific programmes to ensure that our community consultations contribute positively to the planning process.

PPS Group is an accredited member of the Consultation Institute, which helps all those engaged in public or stakeholder consultation to absorb best practice. As a founder member, PPS Group also adheres to ethical standards as set out by the Association of Professional Political Consultants.

## 3. The Consultation Programme

### i. Overview

PGMI has undertaken a consultation programme commensurate with the size of the scheme proposed, which focused on a public exhibition event in May 2016. Through this it has sought to inform and engage immediate and wider neighbouring residents, local political representatives and relevant third parties, and to provide them with an opportunity to understand and comment on the proposals.

### ii. Pre-application outreach

Formal pre-application meetings took place with officers at LB Barnet to discuss the opportunities and constraints presented by the site and the emerging proposals.

Aside from LB Barnet officers, contact was also established with two out of the three local ward members for Mill Hill advising them of the forthcoming proposals and extending the offer of an individual meeting. Two members took the opportunity to attend the public exhibition and it was agreed that further contact would take place in future.

### iii. Notification

The consultation was centred on a public exhibition event held on Tuesday 3 May 2016. Notification of the event was completed via a direct mailshot to residents and businesses in the immediate vicinity of the proposal site. A copy of the invite letter distributed can be found in Appendix One. The distribution area for the invitation is shown in Figure 3 overleaf.

A letter to councillors also informed them of their chance to attend a preview session between 3.00pm and 4.00pm ahead of the event opening to the wider public. A copy this letter can be found in Appendix Two. Invitations to the preview were issued to the local ward members as well as members of the area planning committee.



**Figure 3: Distribution area for invitations to public exhibition**

iv. Public exhibition

The exhibition took place from 3.00pm - 7.00pm on Tuesday 3 May 2016 in the vacant Devonshire House on-site.

The exhibition itself comprised six information boards with details of the draft proposals, covering:

- Site background
- Constraints and opportunities
- Scheme proposals
- Design and layout
- Highways, parking and access
- Next steps

Copies of the exhibition boards displayed are included at Appendix Three.

Throughout the course of the event, members of the project team were on hand to answer attendees' questions. Members of the team included PGMI's Development Manager together with representatives from Collado Collins (scheme architects), Icení (town planning consultants), Entran (highway and transportation consultants) and PPS Group.

Feedback forms were provided, and attendees were encouraged either to fill in a form on the day or return one at a later date using the freepost facility by Friday 20 May 2016. A copy of the feedback form is included at Appendix Four.





Approximately 15 people attended the exhibition and subsequently a total of four feedback forms were received together with one detailed email. The feedback received is analysed in the next section.

v. Meeting with immediate site neighbour

On 12 July 2016, members of the project team attended a meeting with the immediate site neighbour, living along the lane from the Abercorn Road entrance. This was in response to a number of phone conversations and a detailed email response to the consultation. The team were able to give a number of detailed responses, following on later with the details that had been unavailable at the time. A full note of the meeting and the topics discussed, as well as the follow on note, are available at Appendix five.

vi. Communication channels

Throughout the consultation programme, various communication channels were made available for people to contact the project team, ask questions and submit feedback. A Freephone number (0800 019 2205) was established and printed on consultation materials. The communication channels will remain open and available throughout the planning process should any interested parties have questions, queries or comments in the future.

## 4. Results of the consultation

### i. Overview

The feedback form consisted of a single open comment section in which respondents could freely express their views on any aspect of the project. A deliberate choice was made to make sure the feedback forms produced qualitative information in order to encourage openness and clarity from respondents and to avoid pre-judgement about their answers. Through this approach PGMI sought to understand what attendees, most of whom were local residents, felt was important to them in regard to the future plans for the site – as well as their broader issues and concerns.

Four feedback forms were submitted, in addition to one detailed email.

The feedback has been coded and qualitatively analysed to give a clear overview of the results, which are set out below.

***Please outline your general thoughts, comments and / or suggestions in regard to the information you viewed today:***

In the table below are the responses to the question posed on the feedback form along with the frequency with which they were mentioned. The range of responses has been categorised by theme to enable an easy understanding of the concerns and aspirations with which the local community most keenly identifies.

Topic	Frequency	%
<b>Overall positive comments</b>		
Agree with principle of development	2	40%
Support demolition of existing buildings	2	40%
<b>Section total</b>	<b>4</b>	
<b>Parking</b>		
General concerns about parking	2	40%
Controlled Parking Zone	1	20%
Number of spaces	1	20%
Concerns about visitor parking	1	20%
<b>Section total</b>	<b>5</b>	
<b>Access</b>		
General concerns about access	1	20%
Concerns about access during construction	1	20%
<b>Section total</b>	<b>2</b>	
<b>Density</b>		
Concerns about loss of light	1	20%
Concerns about increased noise	1	20%



Layout	2	40%
<b>Section total</b>	<b>4</b>	
<b>Use and Design</b>		
Retail use	1	20%
Landscaping	2	40%
Design	3	60%
<b>Section total</b>	<b>6</b>	
<b>Total</b>	<b>21</b>	<b>100%</b>



ii. Analysis of the key themes raised by respondents

Below is some elaboration and analysis on the answers given by respondents relative to their categories. This has been done with the intention of adding substance to the data.

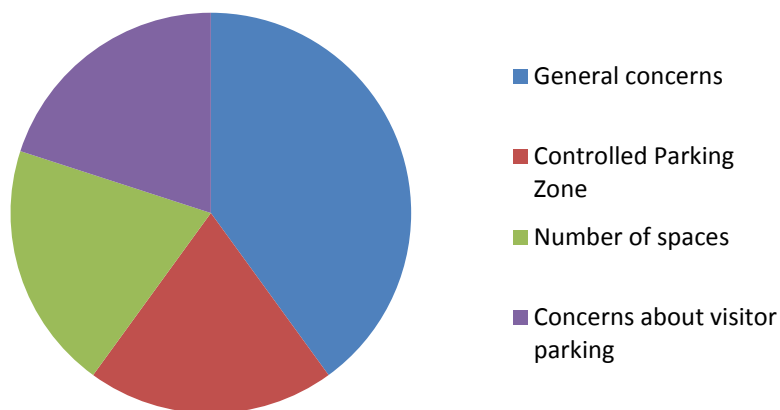
**Overall Positive Comments**

Of the five feedback responses, three (60%) explicitly stated that they supported the proposals:

- *“I am happy with both proposals”*
- *“We have no worries about the development”*
- *“I am delighted the area is going to be developed”*

This indicates that, of those who attended the event and left feedback, the majority supported the principle of redeveloping the site and supported the applicant’s proposals for doing so.

**Parking**



19% of comments received responding to this application were regarding parking. There was some concern expressed about parking in the area, with one respondent stating that the applicant should liaise with the council to implement a controlled parking zone. There was also some concern expressed regarding the provision of visitor parking.



### Access

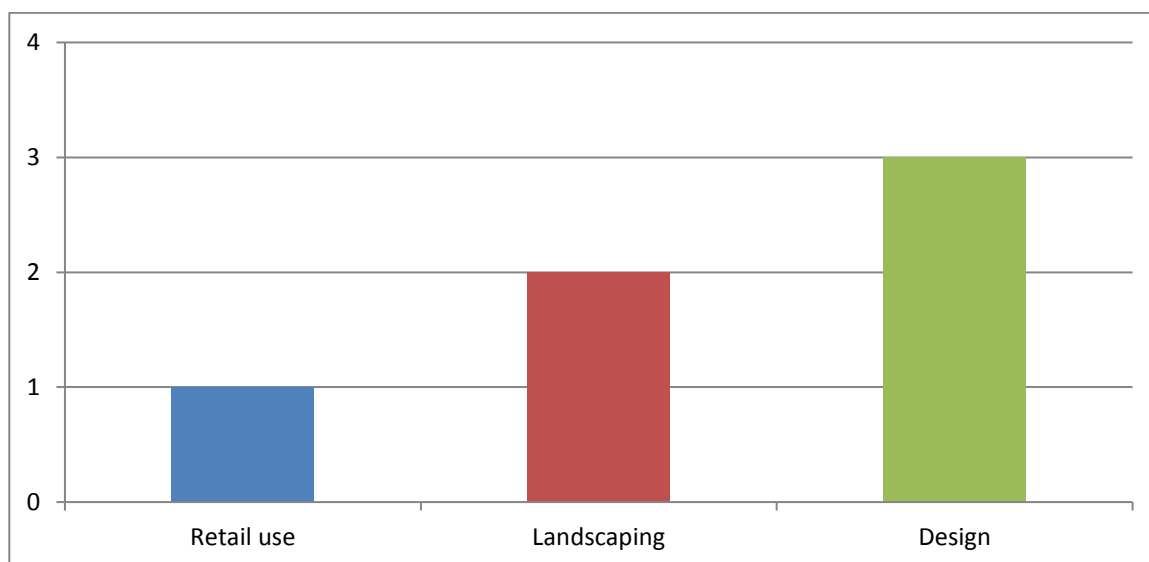
One respondent examined the issue surrounding site access in detail – particularly regarding the proposed site exit onto Abercorn Road. Considerations of vehicle size, construction access, road material, delivery vehicles and disabled access were all considered, resulting in a number of questions. The applicant has agreed to meet with this respondent independently, to discuss the issues raised in more detail.

### Density

Overall site layout featured in 40% of feedback forms, with comments on light and noise featuring on one further form. Questions regarding layout examined the location of the homes, with one resident commenting that *“I would be in favour of scheme 2 – with the cluster of buildings in the middle”* and another adding that *“a further concern is how near the nearest building will be”*.

These responses, as well as conversations held over the telephone prior to the event and in person at the event, have indicated overall agreement with the principle of redeveloping the site, but with underlying concern regarding homes immediately abutting neighbours properties. The applicant has moved properties further into the site from site boundaries, where it is reasonable to do so, and selected a final layout that best relates to existing nearby buildings.

### Use and Design



Comments regarding the design of the site were universally positive: one neighbour noted that *“any buildings would be an improvement to the derelict buildings we have looked at for the past 45 years”*.

In terms of landscaping, although one respondent commented that *“we of course would hope for some greenery, shrubs or trees”*, another expressed *“concern regarding the planting of trees near to the bungalow and would like to know the type of trees and how near to the property they will be planted”*.



### iii. Comment sample

*“Parking is a problem in this area and we feel that you should work the residents and the council to introduce controlled parking zone (Frith Court, Abercorn Road).”*

*“We have no worries about the development in the future, as any buildings would be an improvement to the derelict buildings we have looked at for the past 45 years. We of course would hope for some greenery, shrubs, or trees would be nice.”*

*“I am happy with both proposals; a small coffee shop or similar would be a great addition to the area.”*

### Responses

The feedback received during the public consultation programme has been fully considered by the project team. The table below highlights PGMI’s response to the key issues raised:

Topic	Response
Parking provision	PGMI has responded to resident concerns by altering the ratio of parking – the number of homes has reduced, and the number of spaces has increased.
Access arrangements	PGMI notes resident concerns in this area; but would additionally note that site access has been informed by existing arrangements.
Density	Since consulting on the scheme, PGMI has reviewed the layout and number of homes, and has been able to reduce the number of homes to 28.
Use and design	PGMI notes comments regarding occupation of the commercial space – at this stage we are not yet in discussion with potential occupiers and as such cannot declare the ultimate uses of the space.

## 5. Conclusion

In line with local and national guidance, PGMI has undertaken consultation in order to inform and to engage local residents and representatives in respect of the proposals for 27 new homes and retail and office space on land fronting and to the rear of Dollis Road

The exhibition took place from 3.00pm - 7.00pm on 3 May 3 2016 in the vacant Devonshire House on-site. All attendees were encouraged to leave any comments, views or suggestions with the project team. Feedback forms were used to collect views, and people were also invited to use the Freephone line or email to submit their comments.

The exhibition was attended by around 15 people with four people returning completed feedback forms, in addition to one detailed email ahead of the deadline of 20 May 2016. The majority of comments raised within the feedback were positive, with 60% of respondents stating their support for plans. Concerns expressed were not regarding the principle of development, but instead regarding the technicalities of the proposals for the site, including access, parking and layout. Indeed the designs of the units themselves were not criticised; site neighbours who attended the event were more concerned with the impact of vehicles than the impact of the homes themselves.

The applicant has considered the comments from neighbours and has responded wherever possible as outlined in the table above.

## 6. Appendices

### i. Appendix One – Invitation letter to local residents





ii. Appendix Two – Letter to Stakeholders



iii. Appendix three - exhibition display boards

PGMI Finchley



# Welcome

Welcome to PGMI's public exhibition about its plans for the redevelopment of the former MOT garage, associated buildings and land off Dollis Road, Mill Hill.

PGMI has now acquired the site and following initial discussions with Council Officers, is preparing proposals that would see this under-used site redeveloped with new homes, modern retail and office space.

Please do take the time to review the information on display today. We would welcome hearing your views.

If you have any questions at any point, please ask a member of our team.



Aerial view of the site

PGMI Finchley  
Proposals for the former MOT Garage and derelict properties on Dollis Road, Mill Hill

PGMI Finchley

# Site background



The proposal site is located between Holders Hill Circus and Abercorn Road, close to Mill Hill East underground station.

- At present, the site features an MOT car garage and a number of under-used buildings and back land.
- The central portion of the site includes a tarmac car park, which is bordered by one derelict single storey building and an existing garage.
- Adjacent to the site along Holders Hill Circus are a number of small ground floor retail units with flats above – the rear access to these particular properties forms the site's southern boundary.
- The site's main access is from Holders Hill Circus and there is a second access to Abercorn Road.



## PGMI Finchley

Proposals for the former MOT Garage and derelict properties on Dollis Road, Mill Hill

PGMI Finchley

## Opportunities and constraints

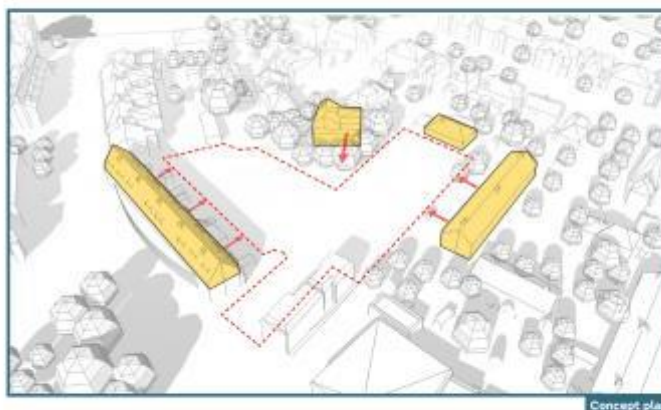
PGMI's professional design team has identified a number of leading opportunities and constraints that have shaped the development of the draft proposals for the site.

### Opportunities

- **New homes:** Given LB Barnet's need to deliver over 2,000 new homes each year over the next decade, this well located site presents an opportunity to make a contribution to meeting such a requirement
- **Previously developed site:** A key objective of the 'London Plan' (the overarching blueprint that guides planning and development in the capital) is to maximise the proportion of development on 'brownfield' sites – these proposals offer the chance to see an efficient use made of this site.
- **Improving the streetscene:** The team has identified an opportunity to deliver improvements to the site's current entrance, improving the local streetscene as a result

### Constraints

- **Relationship with neighbours:** With neighbouring properties having gardens bordering the north-eastern and western boundaries of the site, there is a need for sensitivity to be given to the aspect and design.
- **Site footprint:** The site is of an irregular shape and, coupled with this, has a gradual slope – these two factors warrant consideration as part of the scheme's design.



Concept plan

### PGMI Finchley

Proposals for the former MOT Garage and district properties on Dollis Road, Mill Hill

PGMI Finchley

# Scheme proposals

The proposals presently being prepared would see the site redeveloped with around 28 new homes as well with new retail and office space.

**The current plans include:**

- Demolition of existing on-site buildings
- Development of 27- 28 mews styles houses and apartments – featuring one, two and three bedroom properties
- New retail space of approximately 500 sq ft
- New office space of approximately 1,000 sq ft
- Retention of existing access off Holders Hill but reformatted as a one way entrance and exit
- Provision of 19 parking spaces.



Scheme layout 1



Scheme layout 2

**PGMI Finchley**

Proposals for the former MGT Garage and derelict properties on Dolin Road, M11 Hill.

PGMI Finchley

# Design and layout



Our proposals for the site include a modern, mews development formed of contemporary homes set within high quality shared surface spaces and soft landscaping.

- The plans include a range of 1, 2 & 3 bedroom flats and houses.
- The scheme seeks to respond to the site's immediate context in terms of scale, massing and design.
- Greens spaces and planting will run around the edges of the site, opening up the site and allowing increased privacy for immediate site neighbours; we will also include private gardens, balconies and raised terraces to provide external amenity space.

Within the core of the site the proposals range from 2-3 storey buildings, with the taller buildings further from existing homes. For example, along Mallow Mead and Abercorn Road, we have proposed a two storey, pitched roof terrace; beside the retail parade along Holder's Hill Circus, a three storey development.

At the entrance to the site from Dollis Road, we are proposing a comprehensive remodel of the existing building, which will provide a 3 storey mixed use building with room in the roof and retail and commercial uses on the ground floor.

## PGMI Finchley

Proposals for the former MOT Garage and derelict properties on Dollis Road, Mill Hill

PGMI Finchley

## Parking, highways and access



Access to the site will be from Holders Hill Circus, with exit via Abercorn Way.

- The site benefits from two existing vehicle accesses; these will be retained but an internal one-way system will be introduced with access from Holders Hill Circus and exit via Abercorn Way.
- The proposed new homes are not expected to generate any more traffic than the former uses of the commercial buildings, which are planned for demolition.
- The scheme includes 19 parking spaces. Priority will be given to the one and two bedroom homes but some of the one bedroom homes will have parking provision as well.
- The scheme will include a new Car Club space on (or close to the) site so all households will have access to a vehicle, even if they choose not to own one. The Car Club will be available to the local community as well as the new residents.
- The layout has been designed to accommodate refuse and delivery vehicles.
- The planning application will be supported by a Transport Statement, which will include full details of the access and parking strategy, trip generation and servicing arrangements.

### PGMI Finchley

Proposals for the former MOT Garage and derelict properties on Dollis Road, ME1 Hill

PGMI Finchley

# Next steps

Thank you for taking the time to attend today's event, which we hope you have found useful.

## Option 1



## Option 2



Following the exhibition, the team will review the feedback received and will take these comments into account during design work before submitting a planning application in summer 2016.

Once the proposals have been registered by LB Barnet, there will be a statutory consultation period during which you will be able to provide the Council with your comments. Once this period has concluded, the application will be subject to review by LB Barnet's Planning Officers.

During the time in which the application is under consideration by LB Barnet, further discussions will be held with officers and other consultees. It is hoped that a decision on these proposals will be reached by December 2016.

**If you would like further information following today's event, please call us on 0800 019 2205.**

## PGMI Finchley

Proposals for the former MOT Garage and derelict properties on Dollis Road, ME1 1JL



iv. Appendix four – Feedback Forms

PGMI Finchley

# Comment

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**Former MOT Garage, No 141 Dollis Road and adjacent buildings, Mill Hill**

Thank you for taking the time to attend today's event, which we hope you have found useful.

In line with PGMI Finchley Ltd's commitment to engage the local community, we would appreciate it if you could take a few minutes to fill out this form to share your views on the proposals that have been presented to you today. All comments will be analysed and included in a report to Barnet Council as part of our planning application. **We would be grateful if you could return any comments to us by Friday 20 May.**

On the reverse of the form is a space to provide your personal details; this is optional, but will be necessary if you would like to keep up-to-date with our activity. Your personal details will be held securely by PPS and PGMI Finchley Ltd. in accordance with the Data Protection Act 2000 and will not be passed on to third parties.

*Please outline your general thoughts, comments and / or suggestions in regard to the information you viewed today:*

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**PGMI Finchley**  
Proposals for the former MOT Garage and derelict properties on Dollis Road, Mill Hill

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### Contact details

Name: .....

Address: .....

.....

Phone: .....

Email: .....

If you would like to post-in your feedback please take a copy and send it to our freepost address:

Dollis Road Consultation  
FREEPOST, ref: RTRB-LUUJ-AGBY  
c/o PPS Group  
Sky Light City Tower  
50 Basinghall Street  
London  
EC2V 5DE.


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**PGMI Finchley**

Proposals for the former MOT Garage and derelict properties on Dollis Road, Hill Hill

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v. Appendix five – Outline and follow up note of meeting with site neighbour



**Meeting Note – 12 July 2016, The Abercorn, 22a Abercorn Road, Mill Hill, NW7 1JE**

**In attendance:**

*Michelle Bridges (Site neighbour)*  
*Katie Inglis (Iceni Projects)*  
*Ellie Naismith (PPS Group)*

All walked to Abercorn Road to look at the laneway and access point off Abercorn Road. MB advised the following in relation to the limited mobility of the neighbor:

- The resident cannot park on the street and walk up the laneway to the property.
- They have difficulty turning onto the Abercorn Road when vehicles are parked along the street. There have been incidences where she has had to stop in the laneway and then knock on the neighbor's doors to get people to move their cars, as they are parked too close to the laneway.
- The resident has a custom made vehicle which he has to reverse out of his driveway and therefore needs some space to allow for reversing of his vehicle.

KI and EN advised that they would pass on these matters to the project team. KI advised that the details of the proposal were still being refined and that there may be matters that she would have to pass on to the consultant team/advise on at a later date. In addition, KI also advised that the details of the project were subject to change.

KI advised that at this point in time the laneway was only proposed to be one-way, exit only, and that given the size of the laneway no large trucks will be permitted to use the laneway and will enter and exit off Dollis Road. KI also advised that construction vehicles will use the Dollis Road vehicle access point.

Further discussion then revolved around a list of questions from MB, as follows:

- 1) How will the lane be monitored to ensure it is exit only, and that delivery trucks do not attempt to use it?
  - a. KI explained that the location of the gate and associated management details were still being finalized. Though the details remain unclear, gated sites are usually secured via pin, key, fob or remote to ensure the site is secure.
  - b. KI also noted that drivers of larger vehicles would most likely see the size of the gate/laneway and understand that they would not fit through.
  - c. KI advised that sometimes signage is used for one-way schemes – though noted that it would have to be confirmed whether this would be used on the site.
- 2) Will the laneway be used by pedestrians?
  - a. KI confirmed that it is an existing access way and therefore can be used by pedestrians, KI also noted that given that shops and transport are mostly located at the Dollis Road frontage that it was more likely that residents from the site will use the Dollis Road entry/exit however some may use the laneway.
  - b. KI confirmed that the site is gated and therefore cannot be used as a short cut for people who live to the north of the site.
- 3) How is it proposed to avoid the problem currently caused by cars parking on either side of and across the road from the entrance to the laneway?
  - a. KI explained that no one should be parking across the driveway and although there has been some mention of line marking, at this point in time it did not form part of the proposals. KI and EN agreed to report back to the team on this and seek feedback from the Traffic Engineer.

- 4) How will noise pollution be managed / what is the proposed lane surface?
  - a. KI indicated that the surface type is being finalised at present, and will be either tarmac or paving. MB noted that tarmac is the quieter of the two and that this is their preference but that she would be very pleased with the replacement of the current stone path. KI advised that she would pass on the comments but that the detail had not been confirmed.
  - b. In terms of noise pollution, it is not expected that the increase in traffic movements will be significant, indeed the change of use will enforce a lower acceptable level of traffic. Nevertheless, KI and EN will report back concerns to the team.
- 5) How will fence panels be managed?
  - a. KI explained that these panels are not owned by the site owner, and as such would not fall in their remit.
- 6) How will Mr Pepera's access be managed going forward?
  - a. KI advised that, although the details have not been confirmed, the mews will be gated, with the location of the gate to be confirmed. MB showed KI and EN the process of reversing, which they noted and advised they would report back to the project team.
  - b. MB noted that, at present, Mr Pepera's bins are stored on the lane, and that the bin men walk down the lane to pick them up. She asked how this arrangement would continue. KI agreed to report back to the team.
  - c. There was also discussion around the bin provision and storage for the new dwellings.
- 7) What will the impact be on the bungalow from the new neighbouring building?
  - a. KI talked at length through the detail of the plans and explained the aspect of the dwelling located nearest the bungalow. KI also talked through the process of creating the design – she reiterated that the architects responded to daylight and sunlight, privacy and overlooking requirements throughout the process.
  - b. MB noted that she would like to be consulted when it comes to tree planting along the boundary with the bungalow. KI noted that she did not have landscaping detail at this stage, but that she would pass on the concerns regarding pruning to the team.
- 8) MB asked about the portion of parking on the site and did not feel that the parking provision was sufficient to accommodate both residents and visitors.
  - a. KI talked about the inclusion of a car club car and decreasing car ownership.
  - b. In terms of bike parking, KI explained that at present bike storage will be indoors in the flats, and that it is likely that any bike storage for the mews houses will be situated in their gardens.

Good Afternoon [REDACTED]

Further to your meeting with my project team colleagues, Katie Inglis and Ellie Naismith, on 12 July 2016 please find attached a meeting note of the discussions regarding the proposal at 141-143 Dollis Road. We have passed on your comments to the project team and are pleased to advise on a number of the matters raised during discussion, as follows:

- Gate placement: It has been confirmed that the new gate will be located in a similar position to the existing site gate in order to allow sufficient space for Mr Pepera to reverse out of his site. This will provide a similar space to what is currently provided which we understand is currently sufficient.
- Laneway traffic: We have been advised by the traffic engineer that the laneway is currently two-way and if you are accessing your site from Abercorn Road the proposal cannot be one-way only. Therefore in order to maintain access to your site, the laneway will retain the two-way use. The traffic engineer has confirmed that this is only likely to be lightly trafficked.
- Laneway surfacing: It has been confirmed that the laneway will be resurfaced with either tarmac or paviour's.
- Abercorn Road and laneway intersection: It is an offense to obstruct a private access onto a public highway so this is an enforcement issue rather than a planning issue; however, as part of the redevelopment the developer will fund a short length of white line across the access to highlight its presence and to assist local residents in determining how close they should park to the access point.
- Bin storage on the laneway: We have been advised that legally you should not be placing the bins on the lane and that they should be located on your property. However we do understand that the resident has limited mobility and cannot walk bins to the kerbside for collection. In light of this, the developer has committed to providing a new bin enclosure on Mr Pepera's site that opens out onto the lane. This would still allow the garbage men to walk up the lane for collection. We do note that it is your responsibility to advise Council of the garbage collection requirements from your site.

I also wish to advise that your comments regarding the pruning of vegetation on the boundary has been passed onto the design team and they are currently preparing the landscape plan.

Please do not hesitate to get in touch if you have any further queries regarding the above.

Kind regards,

[REDACTED]