

Adopted Houses in Multiple Occupation SPD

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1 Context

1.1 This Supplementary Planning Document (SPD) has been produced to set out the Council's approach to considering applications for a change of use from a single dwelling to a House in Multiple Occupation. The SPD expands upon Policy H10 of the adopted Milton Keynes Local Plan 2001 – 2011 and Policy CS10 of the Milton Keynes Core Strategy (see Appendix A for the policies in full).

1.2 The Council approved a HiMO Strategy on the 24 October 2009. This recognises that HiMOs are an important part of the Borough's housing stock and that many people rely on them to meet their housing requirements. It also recognises that there are potential problems often associated with HiMOs, including impacts on surrounding areas.

1.3 The report 'Evidence gathering - housing in multiple occupation and possible planning responses' (September 2008)⁽¹⁾ summarised the main possible impacts of HiMOs as being:

- anti-social behaviour, noise and nuisance
- imbalanced and unsustainable communities
- negative impacts on the physical environment and streetscape
- pressures upon parking provision
- increased crime
- growth in private rented sector at the expense of owner-occupation
- pressure upon local community facilities
- restructuring of retail, commercial services and recreational facilities to suit the lifestyles of the predominant population

1.4 Some of the issues identified in the September 2008 ECOTEC report, such as increased crime or pressure on local facilities, have been found not relevant in Milton Keynes, or there has been insufficient evidence found to support these findings in Milton Keynes. This could be because these issues are linked to areas with higher numbers of HiMOs or student HiMOs. In Milton Keynes unlike many other towns and cities, HiMOs are generally not occupied by large numbers of students, although in the future this may change as the University Centre MK grows. Instead,

there are primarily two types of HiMO occupants, those on lower incomes to which HiMOs provide an affordable solution to their housing need; and higher earners who for example will occupy more expensive HiMOs as they may be new to an area and want to share and network with other like-minded professionals but do not require more permanent accommodation. For Milton Keynes, the main impacts are considered to be related to:

- Parking
- Waste
- Noise
- Mixed communities

1.5 In September 2010 the Council commissioned ORS to undertake an analysis of HiMOs in Milton Keynes, looking at the demographic and economic profile of occupants⁽²⁾. This report has helped inform the evidence base for this SPD.

1.6 It is not suggested that all these problems can be attributed to the presence of HiMOs, or that all HiMOs create such problems. Not all of the issues are capable of being solved directly through planning powers either. Nevertheless, the issues can be associated with a high concentration of HiMOs, and planning has an important role in reducing and managing impacts through working to ensure that the community as a whole is mixed and sustainable.

1.7 This document relates only to planning legislation and the planning process. In order to operate a HiMO legally, it is essential that landlords ensure they are in accordance with all legislation such as planning, housing and building regulations.

1.8 This SPD sets out the Council's approach to determining planning applications for a change of use to a House in Multiple Occupation. Compliance with planning requirements does not mean a HiMO is compliant with other legislation and requirements.

HiMO Licensing

1.9 The Housing Act 2004 allows the Council to ensure that properties used as a HiMO are of a certain standard, in order to protect tenants. The Act also

1 <http://www.communities.gov.uk/documents/planningandbuilding/pdf/evidencegatheringresearch.pdf>

2 The ORS report is available within the HiMO SPD Supporting Evidence and Regulation 17 Documents from <http://www.miltonkeynes.gov.uk/planning-policy/DisplayArticle.asp?ID=75468>

1 . Context

requires all properties with three or more storeys and five or more occupants, forming two or more households, to be licensed.

Further advice about housing requirements can be found from:

<http://www.milton-keynes.gov.uk/housing-needs/DisplayArticle.asp?ID=17926>

2 Background

2.1 The Use Classes Order⁽³⁾ puts uses of land and buildings into various categories known as 'Use Classes'. In April 2010 the Use Classes Order was amended and a new Use Class (C4 Houses in Multiple Occupation (HiMO)) was created. The definition has been based on that used in the Housing Act (2004)⁽⁴⁾.

2.2 The General Permitted Development Order⁽⁵⁾ (GPDO) grants automatic planning permission for certain categories of development, meaning there is no need, in these instances, to submit a planning application. This is known as 'permitted development' and includes cases where a change from one Use Class to another does not require planning permission. In October 2010 the GPDO was amended to include the change of use from a Use Class C3 'dwelling house' to a Use Class C4 'HiMO' in the categories of permitted development, removing the need to apply for planning permission.

2.3 At the same time, the Government stated that where an authority wanted to retain planning control by maintaining the requirement to submit a planning application, they could use existing powers to do so. These existing powers are called Article 4 Directions. Article 4 Directions can remove permitted development rights. They are most commonly used in Conservation Areas; they introduce the requirement to seek planning permission for all types of development, in order to maintain control over the quality of the built environment.

2.4 In the case of HiMOs, an Article 4 Direction can be used to remove the permitted development right for a change from Use Class C3 to Use Class C4. The removal of permitted development rights in any area covered by an Article 4 Direction would mean that planning permission would be required for a change of use from C3 to C4, as it was prior to October 2010.

2.5 In December 2010 Milton Keynes Council introduced two Article 4 Directions. The first was a non-immediate Direction which was made on 22 December 2010. This provides 12 months notice before it comes into effect on 23 December 2011, and covers the entire borough of Milton Keynes.

2.6 The second Article 4 Direction was made on 29 December 2010. This direction covers only the urban area of Milton Keynes (so excludes the wards of Hanslope Park, Olney, Sherington and Danesborough), and came into effect on the 30 December 2010.

THE CHANGES IN MORE DETAIL

2.7 The amendments to the Use Classes Order created a Use Class for HiMOs and altered the definition of Use Class C3 dwellinghouse:

Class C3. Dwellinghouses

Use as a dwellinghouse (whether or not as a sole or main residence) by—

- (a) a single person or by people to be regarded as forming a single household;
- (b) not more than six residents living together as a single household where care is provided for residents; or
- (c) not more than six residents living together as a single household where no care is provided to residents (other than a use within Class C4).

Class C4. Houses in Multiple Occupation

Use of a dwellinghouse by not more than six residents as a 'House in Multiple Occupation'.

What is a 'House in Multiple Occupation'?

2.8 The amendments to the Use Classes Order essentially mean that for **planning purposes** a HiMO can now be defined in two ways:

- **Use Class C4 HiMO:** a property which is occupied by 3-6 **unrelated** individuals, who share one or more **basic amenities**.

unrelated - means that the occupants do not have a relationship by blood, marriage or co-habitation.

basic amenities means cooking facilities (such as kitchens), personal washing facilities (such as bathrooms) and toilets.

3 Town and Country Planning (Use Classes) Order 1987 (as amended)

4 <http://www.legislation.gov.uk/ukpga/2004/34/section/254>

5 Town and Country Planning (General Permitted Development) Order

2 . Background

- **Larger HiMOs:** Properties occupied by **more** than six people would not sit in Use Class C4 and may therefore be **Sui Generis** (in a class of its own), for which any change of use requires planning permission. It must be noted that a property does not automatically become a Sui Generis use just because it has more than six occupants. A change of use has to be “material” and it is possible that individual circumstances may mean that a HiMO with, for example, seven people could be assessed as **not** being materially different from a six person HiMO. In which case, a **material change of use** has not occurred and planning permission would not be required.

2.9 These changes have brought the definition of HiMO for the purposes of planning in line with those used in the Housing Act 2004. The Housing Act 2004 and full definition of a HiMO is available from <http://www.legislation.gov.uk/ukpga/2004/34/contents>.

3 Is planning permission required?

3.1 Where there is a material change of use, planning permission is required when:

- Converting a dwellinghouse (C3) or a HiMO falling under a Use Class C4, to a Sui Generis HiMO (a HiMO with more than six people).
- Converting a non-residential building to a C4 HiMO (between three and six people), or to a Sui Generis HiMO (with more than six people).

3.2 As a result of the two Article 4 Directions introduced by the Council, which withdraw the permitted development right for a change of use to a Use Class C4 HiMO, planning permission will be required when converting a dwelling house (C3) or non residential property to a Use Class (C4) HiMO anywhere in the borough.

Exceptions

3.3 There are some exceptions where planning permission is not required, for example, where an owner of a property is living with no more than two lodgers, or if no more than six residents are living together as a single household and receiving care.

3.4 It should also be noted that to change the use of a C4 HiMO into a single dwellinghouse does not require planning permission from the Council. Permission will, however, be required from the Council to change a Sui Generis HiMO, that is authorised in planning terms, into a single dwellinghouse.

3.5 This SPD provides guidance only. It is strongly advised that you contact the Planning Department for confirmation as to whether or not permission is required.

4. Determining Applications

4 Determining Applications

4.1 All planning applications are judged against the Council's Development Plan which contains a range of planning policies. These policies are set out in the Adopted Local Plan 2001 – 2011 which is the statutory plan for the borough of Milton Keynes. This SPD expands upon the "saved" Policy H10 'Subdivision of Dwellings and Houses in Multiple Occupation' and the emerging Core Strategy Policy CS10 'Housing'. Other Local Plan policies may also be relevant to the consideration of the application, depending upon the individual circumstances. For example, if a property is located within a conservation area, regard will be had to local conservation policies. Also, proposals in areas of flood risk may not be appropriate where previously unoccupied ground floor rooms such as garages are proposed to be converted to living space. The impact on local sewage capacity arising from an intensification of use should also be taken into account.

4.2 Policy H10 'Subdivision of dwellings and Houses in Multiple Occupation' has four main criteria against which an application will be assessed. In order for the application to be permitted, it must provide information to show how it meets the four criteria. If all of the criteria are met, then permission will be granted. Specifically the policy states:

Within the limits of development of settlements, planning permission will be granted for the sub division of existing dwellings into flats, or the creation of Houses in Multiple Occupation, if all of the following criteria are satisfied:

- i. Effective measures are proposed to minimise the effects of **noise and disturbance**
- ii. Off street **parking** and manoeuvring space is provided to meet the Council's standards or, if on-street parking is necessary, it would not result in unacceptable congestion in the surrounding area
- iii. Adequate outdoor space is available for **bin storage and a drying area**

iv. The proposal would not adversely affect the **character** of the surrounding area or lead to an unacceptable **concentration** of flats or Houses in Multiple Occupation within the area.

4.3 Every application will be different and every application will need to be considered on its individual merits. Appendix C shows the standard conditions that the council will normally apply when granting permission for a HiMO. Further guidance on the four main criteria is provided below.

Noise and disturbance

4.4 HiMOs, like any other home, can lead to problems with noise. With HiMOs there is a greater chance of noise issues arising due to the number of people living independently within a property. Noise is not just an issue for neighbours; HiMOs can also impact on the quality of life of their tenants.

4.5 In general, there are likely to be more occupants in a house used in multi-occupancy than for a single household. Self-closing devices which are fitted to doors (for fire safety reasons) result in increased impact noises from door slamming. Noise is substantially increased if soft closures are not fitted or adjusted properly.

4.6 The independent living of HiMO tenants means they are likely to spend more time in their rooms. Therefore, there is a likely increase in noise levels, as each occupant uses their own TV, stereo etc. There is also a likely increase in the number of journeys up and down stairs to use the kitchen, bathroom and to enter and exit the property. The communal facilities (e.g. kitchen) are in use for longer periods than in a single household.

4.7 Noise generated internally within a HiMO can be transmitted through party walls to adjoining neighbours. Through determining applications, the Council has been made aware of the inadequate construction of some properties in terms of their ability to insulate against noise. This likely increase in noise could lead to unacceptable impact on surrounding properties and between the individual rooms of the HiMOs, leading to a poor quality environment for tenants. It is, therefore, considered appropriate that minimum standards of noise insulation are achieved and demonstrated, to protect adjoining neighbours from the possible increased level of noise.

4.8 In order to ensure that 'effective *measures are proposed to minimise the effects of noise and disturbance*' (Local Plan Policy H10):

Applicants will need to show what measures are proposed in order to ensure that noise from the property would not have an unacceptable impact on surrounding properties.

In order to protect the amenity of tenants, the Council will require that applicants demonstrate, through submission of a noise assessment, that all internal bedroom walls, and (where there is a habitable room above or below) bedroom ceilings and floors, meet the sound insulation standard of a minimum value of 40 dB.

4.9 An applicant should appoint an appropriate acoustic consultant to undertake the noise assessment. Further information including details of qualified consultants is available from the Institute of Acoustics (IOA) ⁽⁶⁾ and the Association of Noise Consultants (ANC) ⁽⁷⁾⁽⁸⁾

Parking

4.10 Parking is an important consideration in HiMO conversions. It is important to ensure that adequate parking is provided for prospective residents so as to avoid traffic problems. Traffic problems can arise from a lack of parking which causes traffic obstructions, congestion and harms the amenity of the local area.

4.11 There are distinct differences in the layout of estates in Milton Keynes. In terms of parking provision, the older estates closer to Central Milton Keynes (CMK) can generally accommodate an intensification of occupants due to their wide, long and straight boulevards, often with central parking areas. In addition to this, the 2010 ORS work identified that 30.6% of HiMO occupants either walked to work or travelled by public transport, and 40% did not have access to a car compared to the average 19.2% of households across Milton Keynes. This is likely to be truer in older estates surrounding CMK where services and employment are only a short distance away.

4.12 By contrast, the newer estates located further from CMK do not generally lend themselves to significant increases in parking pressures. The roads are often narrower than, and not as straight as, the older estates. This limits the capacity for on-street parking in such locations, and off-street parking is often limited. In addition to this, services and employment opportunities are not as accessible, and so residents are considered to be more likely to require a car.

4.13 The Council has seen a large rise in planning applications for changes of use from residential dwellings to Houses in Multiple Occupation in the last few years. This highlighted the fact that the Council did not have parking standards for this type of accommodation. So, in April 2009 the Council adopted an addendum to the Parking Standards Supplementary Planning Guidance ⁽⁹⁾.

4.14 The Parking Standards Addendum identified two zones: A and B. Zone A relates to Town and District centres and the estates surrounding CMK, where the existing housing stock has good access to facilities and availability of support networks and public transport. Zone B is all other areas outside the Town and District centres where access to services and public transport is more limited. Appendix B shows the boundaries of the two zones. Any review of the parking standards set out in the Parking Standards Addendum will supersede the standards contained in this HiMO SPD.

4.15 In order to ensure that '*off street parking and manoeuvring space is provided to meet the Council's standards or, if on-street parking is necessary, it would not result in unacceptable congestion in the surrounding area*' (Local Plan Policy H10):

6 <http://www.ioa.org.uk/>

7 <http://www.association-of-noise-consultants.co.uk/>

8 Please note, the council does not endorse any consultant and cannot be held responsible for any consultant appointed.

9 <http://www.milton-keynes.gov.uk/transport/DisplayArticle.asp?ID=64105>

4. Determining Applications

The following minimum spaces⁽¹⁰⁾ will be required:

Proposed number of bedrooms	Parking Spaces Required	
	Zone	
	A	B
3	2	3
4	2	3
5	3	4
6	3	5
7	4	5

If an application for a HiMO is submitted with on-plot parking provision below the required levels, it will normally be refused unless the applicant can demonstrate that the shortfall can be satisfactorily accommodated within properly marked, or laid out, parking spaces in the highway fronting the site (see additional guidance below).

Provision should also be made to accommodate 1 cycle parking space per bedroom.

4.16 Parking in spaces remote from the site and not within the surveillance of the site will not normally be acceptable. The word "congestion" referred to in Policy H10 is considered to mean conditions where normal and safe use of the public highway is not possible. For example, where access to dwellings is prevented or made difficult, where manoeuvres at junctions are hindered and where large vehicles such as waste collection vehicles or fire engines cannot use turning areas in culs-de-sacs, or where access to a property is blocked. This means that the reliance on kerbside parking within residential streets to meet the parking standards will not normally be acceptable.

Kerbside parking

4.17 This SPD cannot set out every circumstance where kerbside parking either is, or is not acceptable and it will often depend on the circumstances of each individual application. See rules 238-244 of the Highway Code (2007) for guidance on where it is legal to park⁽¹¹⁾.

On-site parking

4.18 For on-site (on plot) parking, the size, location and accessibility of the spaces should be taken into account. The impact of the spaces on access to the dwelling and to other dwellings must also be considered. On plot parking should have the following characteristics:

- Spaces should be a minimum of 5m x 2.5m
- Each space must be independently accessible (no 'tandem' parking)
- Spaces directly accessed from the highway must have an appropriate dropped kerb crossover
- Spaces in front of garages or doors to dwellings must have an additional clear area of at least 1m beyond the space to allow for access
- A clear path of 1.2m should be maintained between the highway and the dwelling entrance
- Access to spaces must not involve driving along footways or redways
- Parking on shared accesses and driveways is not acceptable

Cycle Parking

4.19 Sufficient space for cycle parking should be provided. The Council's Parking Standards Supplementary Planning Guidance 2005 sets out requirements for cycle storage. For HiMOs the same requirement as student accommodation is considered to be appropriate with an additional exception whereby access to a garage or shed that can accommodate one adult bicycle per bedroom is sufficient and no additional cycle parking spaces are required. In cases where there is no shed or garage or a shortfall in communal cycle shortage facilities 1 cycle parking space per bedroom is required.

10 The Council does not count garages as a parking space.

11 Link to the parking section of the Highway Code:

http://www.direct.gov.uk/en/TravelAndTransport/Highwaycode/DG_069860

Bin storage and drying areas

4.20 A HiMO is likely to generate more waste than a regular family dwelling, meaning adequate storage space must be provided. Milton Keynes Waste Services state that it is important that the location, as well as the size, of bin storage should be suitable, so as not to impinge on the amenity of HiMO occupants or their neighbours. Often, ground floor rooms and garages are converted to bedrooms. When waste is placed outside the windows of these bedrooms, it can create smells that in a non-HiMO would not normally lead to problems, but when the room is a bedroom, it can become an issue for the tenant. This can result in waste being left in unsuitable locations beyond the property boundary.

4.21 The Milton Keynes Waste Development Plan Document provides advice on the storage needs of houses and flats. At present, all properties in Milton Keynes need to make adequate provision for storing waste receptacles. The Waste DPD notes that the need for storage will increase as household sizes increase. For HiMOs, it is reasonable to assume that each bedroom will equate to at least one person. Therefore, in order to ensure that '*adequate outdoor space is available for bin storage and a drying area*' (Local Plan Policy H10), the following provisions must be made:

15 square metres of storage space should be provided, as part of the change of use to a HiMO, for a drying area and storage of the following waste receptacles:

- 1 black sack per bedroom
- 1 pink recycling sack per bedroom
- 1 blue recycling box per 3 bedrooms
- 1 x 240 litre green bin for food & garden waste per 6 bedrooms.

Residents are required to bring their refuse and recycling containers to the front of their property boundary; the internal layout of HiMOs should not make this difficult.

Where waste is stored externally, the area should be:

- Secure and unobtrusive, to prevent vandalism – i.e. accessible to residents and collectors, but not to others
- Readily accessible from a road (collectors should not be expected to go up/down stairs, in lifts, across grass or inside parts of the building other than the refuse/recycling room)

4.22 At the start of the project, the following must be obtained from the Council:

- 1 roll of black sacks per bedroom
- 1 roll of pink sacks per bedroom
- 1 blue box per 3 bedrooms
- 1 x 240 litre green bin
- 1 food waste caddy should per bedroom.
- 1 battery bag per bedroom.

4.23 It is recommend that landlords contact the Milton Keynes Waste Services team to arrange for the above and to obtain an information pack containing the latest information about waste services to be provided to tenants or displayed within the HiMO.

4.24 In meeting the 15 square metre requirement, gardens and existing communal areas (that meet the space requirement) will be considered acceptable.

4. Determining Applications

Character & Concentration

4.25 The detrimental effect on the character of an area is often considered a prime reason for objections to applications for conversions to multiple occupation. There is often a perception that a HiMO will have a negative impact on the character of an area. The effect on the character of an area and the concentration of HiMOs are clearly linked. The guidance in this SPD should minimise the impacts on character by maintaining parking standards, reducing waste related issues and minimising noise. However, there is also an issue related to creating mixed communities.

4.26 Planning Policy Statement 3 'Housing' (PPS3)⁽¹²⁾ is clear in its aim to deliver mixed, sustainable communities. One of PPS 3's strategic housing policy objectives is to "create sustainable, inclusive, mixed communities in all areas, both urban and rural". Paragraph 20 goes on to state that "key characteristics of a mixed community are a variety of housing, particularly in terms of tenure and price and a mix of different households such as families with children, single person households and older people". Creating mixed communities is also reflected in Policy CS10 of the emerging Core Strategy.

4.27 An over concentration of any one particular type of housing or household would not be in-line with the aim of creating mixed communities. HiMO occupants are generally perceived as being younger and more transient than other residents within a community. In Milton Keynes, the evidence shows that HiMO occupants are more transient than average, with two thirds (66%) occupying a property for less than 12 months. This compares to the Borough wide average of just 13%. In terms of age 85% of HiMO occupants are under 35 years of age compared to 52% across the borough and no occupants were over the age of 40.

4.28 This can lead to wider effects on the character of an area and can give rise to a lack of community integration and cohesion, and less commitment to maintain the quality of the local environment.

4.29 In setting a threshold above which no further HiMOs will generally be granted planning permission, a balance needs to be struck. There is a need to maintain a mix of dwelling types in areas of high

demand for HiMOs, whilst not reducing the overall supply of HiMOs across MK and therefore limiting the housing available to meet the needs of the population.

4.30 In order to ensure that *'the proposal would not adversely effect the character of the surrounding area or lead to an unacceptable concentration of Houses in Multiple Occupation within a given area'* (Local Plan Policy H10) and to maintain a mix of dwellings:

The number of Houses in Multiple Occupation should not exceed 35% of the total number of properties within a 100 metre diameter buffer of the application property.

For the purposes of this SPD:

- HiMOs will be counted by the number of bedrooms (e.g. a 5 bedroom HiMO = 5 HiMO properties in the concentration calculation).
- Non HiMO houses will be counted as a single property, regardless of number of bedrooms (e.g. a 4 bedroom house = 1 non-HiMO property in the concentration calculation)
- One bedroom flats are counted towards the concentration of HiMOs and each flat is counted as a single property.
- Flats with more than one bedroom do not count towards the concentration of HiMOs and each flat is counted as a single property.

4.31 The HiMO concentration should not exceed 35% of the total number of properties. The council will use the 35% figure as a guide to when the concentration of HiMOs is too great. The character of the surrounding area will also be taken into account, but generally concentrations below 35% will be more acceptable.

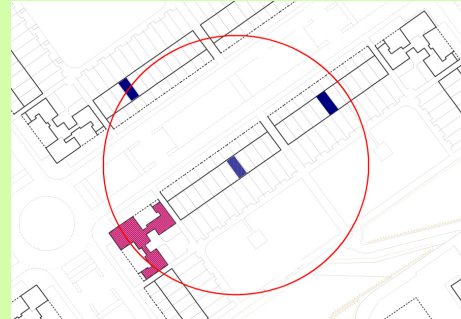
4.32 In assessing applications records of HiMOs from Housing and Planning records will be used, this includes all licensed HiMOs, permitted HiMOs and those that do not require a license or planning permission but meet the definition of a HiMO.

4 . Determining Applications

4.33 The council will use a Geographical Information System (GIS) to apply the buffer. Properties will be plotted by property extent and where any part of the property extent lies within the buffer, it will be included in the calculations.

4.34 Landlords should contact the planning department for a view on whether an area is close to exceeding the threshold at an early stage.

Worked Example



In the above example there are 50 properties within the 100 metre buffer consisting of:

- One bedroom flats x 5
- Two bedroom flats x 5
- Houses x 37
- Existing HiMO (5 bedrooms) x 2
- Application property (5 bedrooms) x 1

Calculation

Total Houses, Flats and HiMO Bedrooms = 62 (37 houses, 10 existing HiMO bedrooms, 5 proposed HiMO bedrooms, 5 one bedroom flats and 5 two bedroom flats)

Total Number of HiMO Bedrooms = (5 Bedroom HiMO x3) + (One bedroom flats x5) = 20

Concentration = $(100/62) \times 20 = 32\%$

Proposal is under 35% and would be acceptable.

4.35 A non-sandwiching approach will be applied to prevent any one property (HiMO or non-HiMO) being 'sandwiched' between two houses in multiple occupation. This will reduce the local impacts on neighbouring properties and will also prevent an over concentration at the localised level. The

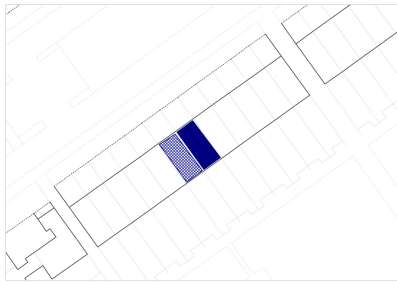
4. Determining Applications

non-sandwiching approach will apply to all types of properties, including detached and flats on the same floor. Where properties are separated by a public highway the sandwiching approach will not apply.

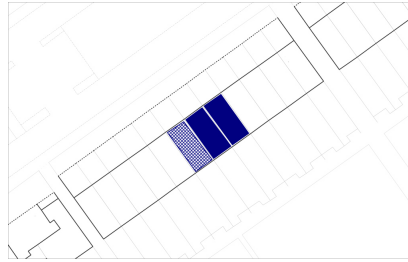
4.36 'Figure 4.3 Sandwiching' provides a visual representation of where proposals for a change of use to a HiMO would and would not be considered acceptable, using the non-sandwiching approach.

Figure 4.3 Sandwiching

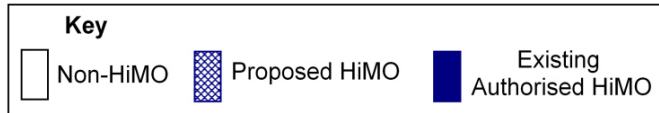
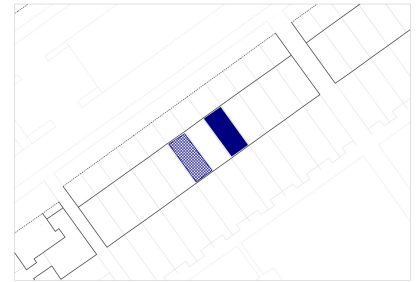
This proposed HiMO would not result in "sandwiching", so it would be considered acceptable



This proposed HiMO would result in "sandwiching" on a HiMO, so it would be considered unacceptable



This proposed HiMO would result in "sandwiching" of a non-HiMO, so it would be considered unacceptable



A Existing Policies

Figure A.1 Local Plan HiMOs Policy

HOUSING



- To ensure that houses built in the future are flexible, adaptable and accessible to their occupiers over time.

9.55 One of the principles of the original Master Plan for Milton Keynes was that there should be a mix of house types and tenures available throughout the City. This was in order to create balanced local communities and avoid social polarisation between areas, particularly within the catchment areas of facilities like schools and health centres. This approach is endorsed in PPG3. Policy H9, together with Policy H2, aims to continue the tradition of mixed housing schemes in Milton Keynes and also to promote this approach in the rest of the Borough outside the City.

9.56 "Lifetime Homes" refers to the standards that have been developed by the Joseph Rowntree Foundation. In the 1980s, the Foundation became concerned about the quality of British housing and how inaccessible and inconvenient many houses were for large segments of the population - from those with young children through to frail older people and those with temporary or permanent disabilities.

Joseph Rowntree Foundation, Building Lifetime Homes web site (April 2000).

9.57 Lifetime Homes have 16 design features that ensure that new homes meet the varying needs of most households in the same home over time. It has been shown that the standards are welcomed by occupiers, are feasible to introduce within most developments, cost very little and result in future cost savings for government, local authorities and individuals.

9.58 The Part M of the Building Regulations covers accessibility and applies to all new homes. The Lifetime Homes standards go a little further than the building regulations, in their requirements for adaptability and flexibility to be designed into the home. If developers and builders plan to meet the Lifetime Homes standards, all of Part M Building Regulations as well as the relevant parts of the Housing Corporation Scheme Development Standards will have been met.

Part M, The Building Regulations (as amended, October 1999).

HOUSING MIX

POLICY H9

Development proposals that include 5 or more dwellings should incorporate a range of house sizes and types and all dwellings will be encouraged to meet the "Lifetime Homes" standards.

SUBDIVISION OF DWELLINGS AND HOUSES IN MULTIPLE OCCUPATION (HIMOS)

Objective of policy

- To ensure that subdivisions and conversions provide an acceptable standard of accommodation and do not adversely affect the surrounding area.

9.59 The planning system is only one part of the regulatory process that is used to control the conversion of single residence properties to multiple occupation. The Council's Building Control, Environmental Health and Trading Standards departments, as well as the Fire Service, all have a part to play in ensuring accommodation is of an

acceptable and safe standard.

9.60 The Council is formulating a more proactive and corporate approach to dealing with such conversions, to identify HIMOs and ensure that they are of an acceptable standard. However, even if a conversion is acceptable in terms of the other parts of the corporate policy, this does not mean that the scheme will necessarily be granted planning permission.

9.61 One of the critical factors will be whether a conversion leads to an unacceptable proliferation of HIMOs in an area. Rather than set out a uniform standard against which to judge all proposals, Policy H10 will be used to assess this issue on a case by case basis. This is because the Borough has a diverse range of residential areas and what may be an acceptable concentration of HIMOs in one area may not be so in another.

SUBDIVISION OF DWELLINGS AND HOUSES IN MULTIPLE OCCUPATION (HIMOS)	
POLICY H10	
<p>Within the limits of development of settlements, planning permission will be granted for the sub division of existing dwellings into flats, or the creation of houses in multiple occupation, if all the following criteria are satisfied:</p>	
<ul style="list-style-type: none"> (i) Effective measures are proposed to minimise the effects of noise and disturbance (ii) Off street parking and manoeuvring space is provided to meet the Council's standards or, if on-street parking is necessary, it would not result in unacceptable congestion in the surrounding area (iii) Adequate outdoor space is available for bin storage and a drying area (iv) The proposal would not adversely affect the character of the surrounding area or lead to an unacceptable concentration of flats or houses in multiple occupation within the area. 	<p>"Adequate outdoor space" is defined as a minimum of 15 sq m.</p>

LOW IMPACT DWELLINGS IN THE OPEN COUNTRYSIDE

Objective of policy

- To allow only the most innovative and sustainable proposals for low impact dwellings in the open countryside

9.62 The government has made clear its commitment to sustainability and it is regarded as a material consideration in planning decisions. PPG7 contains advice about the importance of rural sustainability but advises local planning authorities to draw up detailed policies to set out what is regarded as sustainable rural development in the local context.

9.63 Policy H11 has been drawn up against this government policy context and information in a recent report produced by the Rural Planning Group of "The Land is Ours". This report contains guidance to help decision-makers assess the

PPG7: The Countryside - Environmental Quality and Economic and Social Development (1997)

Figure A.2 Core Strategy policy C10

10 . Housing

Policy CS 10

Housing

The Council will work with Milton Keynes Partnership (or any successor bodies), developers and registered social landlords to meet the Council's housing requirement, as set out in Policy CS 2 'Housing Land Supply'.

New and refurbished housing should meet the needs and aspirations of the existing population and of the future residents by the provision of an appropriate range of sizes, values, styles, tenures and densities. Infill development should respect the style and scale of buildings and the mix of dwelling types on the surrounding area.

Housing should meet the Council's adopted standards of energy efficiency, renewable energy generation, carbon neutrality, safety and 'lifetime homes'. Some dwellings should support 'home-based working' and all homes should have high quality ICT connectivity.

Residential neighbourhood design should encourage access by walking, cycling and other forms of non-car travel within the neighbourhood and across the city. Car parking standards should meet the projected levels of car ownership (in addition to visitor parking).

The Council will plan to meet specific housing needs across the Borough including the following: affordable housing, multiple occupancy, elderly persons, special needs, single people, religious, ethnic or lifestyle groups. These requirements will be covered in further planning and housing management guidance.

Delivery

10.6 Local Plan saved Policies H4 and H5 currently require 30% affordable housing provision. This figure, any future targets and issues with the affordability at point of sale, will be reviewed in the Development Management DPD taking into account the needs of MK's current residents and their children, the demographic mix of people it is hoped will move to MK, and financial viability. Affordable housing in the Expansion Areas is provided under the Tariff agreement. The Affordable Housing SPD provides additional guidance on, for example, tenure mix. The SPD will be updated when necessary.

10.7 The affordable housing requirements in the Strategic Reserve Areas will be set out in the development framework for those areas.

10.8 The Site Allocations DPD will allocate a site for Travelling Showpeople and, if necessary, a new site(s) for Gypsies and Travellers, subject to the findings of a future MK Borough review. The Development Management DPD will contain detailed site criteria for the provision of Gypsies and Travellers Sites.

10.9 The Development Management DPD will include policy guidance on "Lifetime Homes" or equivalent standards.

10.10 Houses in multiple occupation (HIMOs), are a key issue which will be addressed by the development of a new Development Plan Document or Supplementary Planning Document.

10.11 The Residential Design Guide SPD will aim to raise the design standard and encourage innovation and creativity.

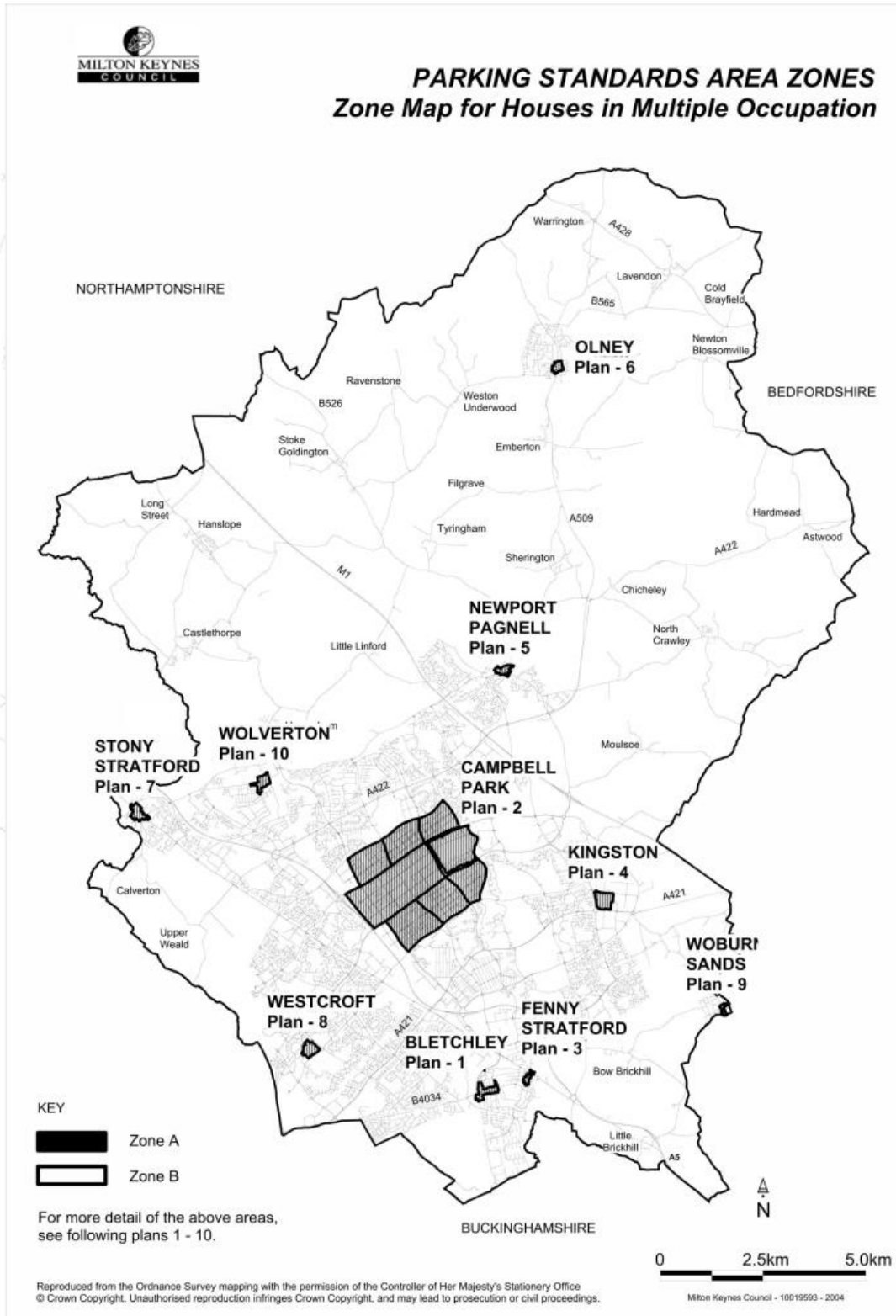
10.12 Shared ownership in Milton Keynes is different as it is commercially based and impacts on second stage and subsequent sales. Work will be undertaken in the Housing Services to develop the Council's policy on this issue.

Milton Keynes Council Core Strategy: Revised Proposed Submission, October 2010

B. Parking Zones

B Parking Zones

Figure B.1 Parking Standards Area Zones



C Example Conditions

C.1 The following conditions are indicative of the conditions the council will normally apply when granting planning permission. Actual wording may change and actual conditions will vary for each application.

Number of rooms

The house shall not be operated with more than ^insert number here^ lettable rooms at any time.

Reason: To control future intensification of the application property.

Noise Insulation to be provided

The noise insulation measures shown in the approved drawings shall be provided prior to the first occupation of the development hereby permitted and be retained in perpetuity.

Reason: To safeguard the appearance of the area and the amenities of local residents.

Noise Insulation details to be submitted

Prior to the commencement of the development details of a scheme for internal noise insulation (to include where appropriate insulation of party walls, floors and any new walls or partitions) shall be submitted to and approved by the local planning authority. All works which form part of the approved scheme shall be completed in accordance with the approved plans before any of the proposed dwelling units are first occupied.

Reason: To avoid nuisance from noise and vibration between the proposed dwelling units and between adjacent properties and the proposed dwelling units.

Refuse Storage to be provided

The refuse store shown in the approved drawings shall be provided prior to the first occupation of the development hereby permitted and be retained in perpetuity.

Reason: To safeguard the appearance of the area and the amenities of local residents.

Refuse Storage details to be submitted

Prior to the commencement of the development details of on site bin storage for the storage of household refuse and recyclables shall be submitted to and approved in writing by the local planning authority. Prior to the first occupation of the development the storage facilities shown in the approved drawings shall be provided and retained thereafter.

Reason: To ensure satisfactory facilities and to prevent harm to the amenities of the area.

Bicycle parking - to be provided

The bicycle parking area shown in the approved drawings shall be provided prior to the first occupation of the development hereby permitted and be retained in perpetuity.

Reason: To safeguard the appearance of the area and the amenities of local residents.

Bicycle parking – details to be submitted

Prior to the first occupation of the development hereby permitted details of the proposed bicycle parking shall be submitted to and approved in writing by the Local Planning Authority and the scheme approved shall be provided and subsequently be permanently retained.

Reason: To ensure that adequate parking facilities are provided to serve the development.

Drying Facilities to be provided

The rotary driers/drying area shown in the approved drawings shall be provided prior to the first occupation of the development hereby permitted and be retained in perpetuity.

Reason: To safeguard the appearance of the area and the amenities of local residents.

Drying facilities – details to be submitted

Prior to the first occupation of the development hereby permitted details of the proposed clothes drying facilities for the occupants of the development shall be submitted to and approved in writing by the Local Planning Authority and the scheme approved shall be subsequently permanently retained.

Reason: To ensure that adequate parking facilities are provided to serve the development.