



Application for Planning Permission

Town and Country Planning Act 1990 (as amended)

Publication of applications on planning authority websites

Please note that the information provided on this application form and in supporting documents may be published on the Authority's website. If you require any further clarification, please contact the Authority's planning department.

Site Location

Disclaimer: We can only make recommendations based on the answers given in the questions.

If you cannot provide a postcode, the description of site location must be completed. Please provide the most accurate site description you can, to help locate the site - for example "field to the North of the Post Office".

Number

Suffix

Property Name

Address Line 1

Address Line 2

Address Line 3

Town/city

Postcode

Description of site location must be completed if postcode is not known:

Easting (x)

Northing (y)

Description

Applicant Details

Name/Company

Title

Mr

First name

Toby

Surname

Metcalfe

Company Name

Heeton UK

Address

Address line 1

Adam House

Address line 2

7-10 Adam Street

Address line 3

Town/City

London

County

Country

United Kingdom

Postcode

WC2N 6AA

Are you an agent acting on behalf of the applicant?

☒ Yes

☐ No

Contact Details

Primary number

***** REDACTED *****

Secondary number

Fax number

Email address

Agent Details

Name/Company

Title

First name

Surname

Company Name

Address

Address line 1

Address line 2

Address line 3

Town/City

County

Country

Postcode

Contact Details

Primary number

***** REDACTED *****

Secondary number

Fax number

Email address

***** REDACTED *****

Site Area

What is the measurement of the site area? (numeric characters only).

578.66

Unit

Sq. metres

Description of the Proposal

Please note in regard to:

- **Fire Statements** - From 1 August 2021, planning applications for buildings of over 18 metres (or 7 stories) tall containing more than one dwelling will require a 'Fire Statement' for the application to be considered valid. There are some exemptions. [View government planning guidance on fire statements](#) or [access the fire statement template and guidance](#).
- **Permission In Principle** - If you are applying for Technical Details Consent on a site that has been granted Permission In Principle, please include the relevant details in the description below.
- **Public Service Infrastructure** - From 1 August 2021, applications for certain public service infrastructure developments will be eligible for faster determination timeframes. See help for further details or [view government planning guidance on determination periods](#).

Description

Please describe details of the proposed development or works including any change of use

Construction of a new 2 storey rooftop extension above the existing 11th floor of the Holiday Inn Express and amendments to the existing basement and ground floor front of house areas. The proposal creates 24 additional hotel rooms.

Has the work or change of use already started?

- ☐ Yes
☒ No

Existing Use

Please describe the current use of the site

Existing Holiday Inn Express hotel accommodating 147 rooms in 1st to 10th floors, existing plant rooms at 11th floor, with front and back of house facilities located within the basement and ground floor.

Is the site currently vacant?

- ☐ Yes
☒ No

Does the proposal involve any of the following? If Yes, you will need to submit an appropriate contamination assessment with your application.

Land which is known to be contaminated

- ☐ Yes
☒ No

Land where contamination is suspected for all or part of the site

- ☐ Yes
☒ No

A proposed use that would be particularly vulnerable to the presence of contamination

- ☐ Yes
☒ No

Materials

Does the proposed development require any materials to be used externally?

- ☒ Yes
☐ No

Please provide a description of existing and proposed materials and finishes to be used externally (including type, colour and name for each material)

Type:

Walls

Existing materials and finishes:

Dark grey brickwork

Proposed materials and finishes:

Dark grey anodised aluminium panels

Type:

Roof

Existing materials and finishes:

Grey coloured single-ply rubber waterproof system.

Proposed materials and finishes:

Grey coloured single-ply rubber waterproof system.

Type:

Windows

Existing materials and finishes:

Grey coloured double glazed aluminium windows and micro-louvres

Proposed materials and finishes:

Dark grey coloured double glazed aluminium windows and micro-louvres

Are you supplying additional information on submitted plans, drawings or a design and access statement?

☒ Yes

☐ No

If Yes, please state references for the plans, drawings and/or design and access statement

7612-al(02)0003 existing basement floor plan
 7612-al(02)0004 existing ground floor plan
 7612-al(02)0005 existing floor plan - level 01-02
 7612-al(02)0006 existing floor plan - level 03
 7612-al(02)0007 existing floor plan - level 04-07
 7612-al(02)0008 existing floor plan - level 08
 7612-al(02)0009 existing floor plan - level 09
 7612-al(02)0010 existing floor plan - level 10
 7612-al(02)0011 existing floor plan - level 11
 7612-al(02)0012 existing roof plan
 7612-al(02)1001 existing site elevation 01 - oxford road
 7612-al(02)1002 existing site elevation 02 - hulme street
 7612-al(02)1003 existing site elevation 03 - south west
 7612-al(02)1004 existing site elevation 04 - river medlock
 7612-al(02)1051 existing elevation 01 - oxford road
 7612-al(02)1052 existing elevation 02 - hulme street
 7612-al(02)1053 existing elevation 03 - south west
 7612-al(02)1054 existing elevation 04 - river medlock
 7612-al(02)2001 existing section 01
 7612-al(02)2002 existing section 02
 7612-al(04)0001 location plan
 7612- al(04)0002 site plan
 7612-al(04)0003 proposed basement floor plan
 7612-al(04)0004 proposed ground floor plan
 7612-al(04)0005 proposed floor plan - level 01-02
 7612-al(04)0006 proposed floor plan - level 03
 7612-al(04)0007 proposed floor plan - level 04-07
 7612-al(04)0008 proposed floor plan - level 08
 7612-al(04)0009 proposed floor plan - level 09
 7612-al(04)0010 proposed floor plan - level 10
 7612-al(04)0011 proposed floor plan - level 11
 7612-al(04)0012 proposed floor plan - level 12
 7612-al(04)0013 proposed floor plan - level 13
 7612-al(04)0014 proposed roof plan
 7612-al(04)1001 proposed site elevation 01 - oxford road
 7612-al(04)1002 proposed site elevation 02 - hulme street
 7612-al(04)1003 proposed site elevation 03 - south west
 7612-al(04)1004 proposed site elevation 04 - river medlock
 7612-al(04)1051 proposed elevation 01 - oxford road
 7612-al(04)1052 proposed elevation 02 - hulme street
 7612-al(04)1053 proposed elevation 03 - south west
 7612-al(04)1054 proposed elevation 04 - river medlock
 7612-al(04)2001 proposed section 01
 7612-al(04)2002 proposed section 02
 7612-al(04)3001 bay study 01
 7612-al(04)3002 bay study 02
 7612-al(04)3003 bay study 03
 7612-al(04)3004 bay study 04
 7612-al(04)3005 bay study 05
 7612-al(04)3100 bedroom study
 7612-al(04)8000 area schedule
 7612-al(04)9000 computer generated image 01
 7612-al(04)9100 proposed massing study
 7612-al(04)9500 precedent and materials
 7612-al(04)9600 proposed servicing strategy
 Planning Noise Assessment
 Air quality Impacts Assessment
 Daylight and Sunlight Assessment
 7612-Design and Access Statement - rev 01
 HIE Energy Statement
 Sustainable Construction Statement

HIE Wind report
Heritage Statement
7612-Planning Statement-P01
Drainage Impact Assessment
Transport Technical Report
Ventilation Extraction & Odour Strategy Report
Building Survey Report
Services Strategy

Pedestrian and Vehicle Access, Roads and Rights of Way

Is a new or altered vehicular access proposed to or from the public highway?

- ☐ Yes
☒ No

Is a new or altered pedestrian access proposed to or from the public highway?

- ☐ Yes
☒ No

Are there any new public roads to be provided within the site?

- ☐ Yes
☒ No

Are there any new public rights of way to be provided within or adjacent to the site?

- ☐ Yes
☒ No

Do the proposals require any diversions/extinguishments and/or creation of rights of way?

- ☐ Yes
☒ No

Vehicle Parking

Does the site have any existing vehicle/cycle parking spaces or will the proposed development add/remove any parking spaces?

- ☐ Yes
☒ No

Trees and Hedges

Are there trees or hedges on the proposed development site?

- ☐ Yes
☒ No

And/or: Are there trees or hedges on land adjacent to the proposed development site that could influence the development or might be important as part of the local landscape character?

- ☐ Yes
☒ No

If Yes to either or both of the above, you may need to provide a full tree survey, at the discretion of the local planning authority. If a tree survey is required, this and the accompanying plan should be submitted alongside the application. The local planning authority should make clear on its website what the survey should contain, in accordance with the current 'BS5837: Trees in relation to design, demolition and construction - Recommendations'.

Assessment of Flood Risk

Is the site within an area at risk of flooding? (Check the location on the Government's [Flood map for planning](#). You should also refer to national [standing advice](#) and your local planning authority requirements for information as necessary.)

- ☒ Yes
☐ No

Is your proposal within 20 metres of a watercourse (e.g. river, stream or beck)?

- ☒ Yes
☐ No

Will the proposal increase the flood risk elsewhere?

- ☐ Yes
☒ No

How will surface water be disposed of?

- ☐ Sustainable drainage system
☐ Existing water course
☐ Soakaway
☒ Main sewer
☐ Pond/lake

Biodiversity and Geological Conservation

Is there a reasonable likelihood of the following being affected adversely or conserved and enhanced within the application site, or on land adjacent to or near the application site?

To assist in answering this question correctly, please refer to the help text which provides guidance on determining if any important biodiversity or geological conservation features may be present or nearby; and whether they are likely to be affected by the proposals.

a) Protected and priority species

- ☐ Yes, on the development site
☐ Yes, on land adjacent to or near the proposed development
☒ No

b) Designated sites, important habitats or other biodiversity features

- ☐ Yes, on the development site
☐ Yes, on land adjacent to or near the proposed development
☒ No

c) Features of geological conservation importance

- ☐ Yes, on the development site
☐ Yes, on land adjacent to or near the proposed development
☒ No

Supporting information requirements

Where a development proposal is likely to affect features of biodiversity or geological conservation interest, you will need to submit, with the application, sufficient information and assessments to allow the local planning authority to determine the proposal.

Failure to submit all information required will result in your application being deemed invalid. It will not be considered valid until all information required by the local planning authority has been submitted.

Your local planning authority will be able to advise on the content of any assessments that may be required.

Biodiversity net gain

Biodiversity net gain is a legal requirement for planning permission introduced on 12 February 2024. All applications are required to either provide detailed information proving there will be a biodiversity increase; or explain why the requirement does not apply to the development.

[Find out more about biodiversity net gain, and access digital tools from our partners that can help determine if you are exempt, or produce the biodiversity metric information required.](#)

Do you believe that, if the development is granted permission, the general Biodiversity Gain Condition (as set out in [Paragraph 13 of Schedule 7A of the Town and Country Planning Act 1990 \(as amended\)](#)) would apply?

- ☐ Yes
☒ No

Biodiversity net gain has been introduced as a general condition for planning permission. As set out in [The Environment Act 2021](#): "grants of planning permission in England [are] to be subject to a condition to secure that the biodiversity gain objective is met". Therefore, in England, all planning permissions are generally subject to biodiversity gain rules, unless they are specifically exempt or out of scope.

If you have stated that the biodiversity net gain requirement does not apply to your application you must provide the reason(s) why, and may also need to supply evidence (especially where you believe the application is eligible for the 'de minimis' exemption).

[You can use our partner's free online tool to determine if you are exempt and to produce detailed reasons](#)

Please add all the reasons why biodiversity net gain does not apply and enter a justification for each one

<p>Reason biodiversity net gain does not apply: Development subject to the de minimis exemption (development below the threshold)</p> <p>What best describes the size of your site?: Over 25 square metres</p> <p>Please justify the reason why biodiversity net gain does not apply: The project is a rooftop extension and the project is below the threshold of 25m2 of 'undeveloped' land that will be impacted.</p>

Note: Please read the help text for further information why developments may be exempt or not in scope.

Foul Sewage

Please state how foul sewage is to be disposed of:

- ☒ Mains sewer
☐ Septic tank
☐ Package treatment plant
☐ Cess pit
☐ Other
☐ Unknown

Are you proposing to connect to the existing drainage system?

- ☒ Yes
☐ No
☐ Unknown

If Yes, please include the details of the existing system on the application drawings and state the plan(s)/drawing(s) references

<p>See Drainage Impact Assessment.</p>
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Waste Storage and Collection

Do the plans incorporate areas to store and aid the collection of waste?

- ☒ Yes
☐ No

If Yes, please provide details:

Existing bin store to remain.
For refuse strategy refer to:
Drawing 7612-al(04)0004 - proposed ground floor plan
Drawing 7612-al(04)9600 - proposed servicing strategy
Design and Access Statement, Section 3.10 Refuse collection and deliveries

Have arrangements been made for the separate storage and collection of recyclable waste?

- ☒ Yes
☐ No

If Yes, please provide details:

Existing bin store to remain and existing recycling strategy remains un-changed.
For refuse strategy refer to:
Drawing 7612-al(04)0004 - proposed ground floor plan
Drawing 7612-al(04)9600 - proposed servicing strategy
Design and Access Statement, Section 3.10 Refuse collection and deliveries

Trade Effluent

Does the proposal involve the need to dispose of trade effluents or trade waste?

- ☐ Yes
☒ No

Residential/Dwelling Units

Does your proposal include the gain, loss or change of use of residential units?

- ☐ Yes
☒ No

All Types of Development: Non-Residential Floorspace

Does your proposal involve the loss, gain or change of use of non-residential floorspace?

Note that 'non-residential' in this context covers all uses except Use Class C3 Dwellinghouses.

- ☒ Yes
☐ No

Please add details of the Use Classes and floorspace.

Use Class:

C1 - Hotels and halls of residence

Existing gross internal floorspace (square metres) (a):

5500.46

Gross internal floorspace to be lost by change of use or demolition (square metres) (b):

0

Total gross new internal floorspace proposed (including changes of use) (square metres) (c):

6634

Net additional gross internal floorspace following development (square metres) (d = c - a):

1133.54

Totals	Existing gross internal floorspace (square metres) (a)	Gross internal floorspace to be lost by change of use or demolition (square metres) (b)	Total gross new internal floorspace proposed (including changes of use) (square metres) (c)	Net additional gross internal floorspace following development (square metres) (d = c - a)
	5500.46	0	6634	1133.54

Loss or gain of rooms

Does the proposal include loss or gain of rooms for hotels, residential institutions, or hostels?

☒ Yes

☐ No

Please indicate the loss or gain of rooms:

Use Class:

C1 - Hotels

Existing rooms to be lost by change of use or demolition:

147

Total rooms proposed (including changes of use):

171

Net additional rooms:

24

Employment

Are there any existing employees on the site or will the proposed development increase or decrease the number of employees?

☐ Yes

☒ No

Hours of Opening

Are Hours of Opening relevant to this proposal?

☒ Yes

☐ No

Please add details of the of the Use Classes and hours of opening for each non-residential use proposed.

If you do not know the hours of opening, select the Use Class and tick 'Unknown'

Use Class:

C1 - Hotels

Unknown:

No

Monday to Friday:

Start Time:

00:00

End Time:

23:59

Saturday:

Start Time:

00:00

End Time:

23:59

Sunday / Bank Holiday:

Start Time:

00:00

End Time:

23:59

Industrial or Commercial Processes and Machinery

Does this proposal involve the carrying out of industrial or commercial activities and processes?

☐ Yes

☒ No

Is the proposal for a waste management development?

☐ Yes

☒ No

Hazardous Substances

Does the proposal involve the use or storage of Hazardous Substances?

☐ Yes

☒ No

Site Visit

Can the site be seen from a public road, public footpath, bridleway or other public land?

☒ Yes

☐ No

If the planning authority needs to make an appointment to carry out a site visit, whom should they contact?

☒ The agent

☐ The applicant

☐ Other person

Pre-application Advice

Has assistance or prior advice been sought from the local authority about this application?

- ☒ Yes
☐ No

If Yes, please complete the following information about the advice you were given (this will help the authority to deal with this application more efficiently):

Officer name:

Title

***** REDACTED *****

First Name

***** REDACTED *****

Surname

***** REDACTED *****

Reference

Email dated 28th July 2023 at 16:06

Date (must be pre-application submission)

28/07/2023

Details of the pre-application advice received

Jennifer's advice was "There is no objection to the principle of extending the hotel in the manner proposed. If a cladding material is to be used, this should be anodised to ensure the highest quality finish to the extension. Grey PPC will not be acceptable. We are not convinced extending the whites tiles used on the lower sections of the building is appropriate in this instance. We would invite you to explore whether glazing these sections would be more appropriate. The open areas to provide ventilation to the external plant area would require further consideration. We consider the area should be screened with some form of decorative street. A standard louvre system would not be supported. Where cladding is proposed as the predominant material, we are going to need see full details of the jointing and fixing strategy. It will not be acceptable to face fix the cladding".

Section 3.12 of our Design and Access Statement explains how we have responded to Jennifer's advice.

Authority Employee/Member

With respect to the Authority, is the applicant and/or agent one of the following:

- (a) a member of staff**
- (b) an elected member**
- (c) related to a member of staff**
- (d) related to an elected member**

It is an important principle of decision-making that the process is open and transparent.

For the purposes of this question, "related to" means related, by birth or otherwise, closely enough that a fair-minded and informed observer, having considered the facts, would conclude that there was bias on the part of the decision-maker in the Local Planning Authority.

Do any of the above statements apply?

☐ Yes

☒ No

Ownership Certificates and Agricultural Land Declaration

Certificates under Article 14 - Town and Country Planning (Development Management Procedure) (England) Order 2015 (as amended)

Please answer the following questions to determine which Certificate of Ownership you need to complete: A, B, C or D.

Is the applicant the sole owner of all the land to which this application relates; and has the applicant been the sole owner for more than 21 days?

☒ Yes

☐ No

Is any of the land to which the application relates part of an Agricultural Holding?

☐ Yes

☒ No

Certificate Of Ownership - Certificate A

I certify/The applicant certifies that on the day 21 days before the date of this application nobody except myself/ the applicant was the owner* of any part of the land or building to which the application relates, and that none of the land to which the application relates is, or is part of, an agricultural holding**

* "owner" is a person with a freehold interest or leasehold interest with at least 7 years left to run.

** "agricultural holding" has the meaning given by reference to the definition of "agricultural tenant" in section 65(8) of the Act.

NOTE: You should sign Certificate B, C or D, as appropriate, if you are the sole owner of the land or building to which the application relates but the land is, or is part of, an agricultural holding.

Person Role

☐ The Applicant

☒ The Agent

Title

Mr

First Name

Keith

Surname

Hamilton

Declaration Date

12/05/2025

☒ Declaration made

Declaration

I/We hereby apply for Full planning permission as described in the questions answered, details provided, and the accompanying plans/drawings and additional information.
I/We confirm that, to the best of my/our knowledge, any facts stated are true and accurate and any opinions given are the genuine opinions of the person(s) giving them.
I/We also accept that, in accordance with the Planning Portal's terms and conditions:
- Once submitted, this information will be made available to the Local Planning Authority and, once validated by them, be published as part of a public register and on the authority's website;
- Our system will automatically generate and send you emails in regard to the submission of this application.

☒ I / We agree to the outlined declaration

Signed

Keith Hamilton

Date

12/05/2025