

Head Of Planning
Manchester City Council
P O Box 532
Town Hall
Manchester
M60 2LA

8 Nov 2022

Dear Sir/ Madam

LPA REF 134705/FO/2022

247 Upper Brook Street, Manchester

Conversion of Building to Short Stay Emergency Accommodation for Homeless Families/Persons (Sui Generis)

On behalf of my client, Mr Thomas Keane, a planning application for this property was submitted in August 2022 and has been held in abeyance pending the submission of additional information:

LPA ref 134705/FO/2022.

Pursuant to recent review, the application proposal is now being amended to short stay emergency accommodation for homeless families – for 9 rooms.

The application fee remains as previously paid under the initial submission in August and we would kindly request the application information is updated to the now enclosed application forms and plans – and the application now registered and consulted upon.

Application Details

The full planning application is for the change of use of 247 Upper Brook Street (current use as a 11 bed hostel) to short stay emergency accommodation for homeless families (for 9 rooms/ families).

The description of development is as follows:

‘Conversion Of Building For Use As Short Stay Emergency Accommodation For Homeless Families/People (Sui Generis)’

The application is supported by the following plans and information:

- This updated Submission Letter
- Updated Application Form
- Site Location Plan
- Existing Floor Plans and Elevations
- Proposed Floor Plans and Elevations
- Proposed Site Plan
- Waste Proforma
- Supported Needs Proforma

The applicant is experienced in the delivery and management of this type of facility and operates similar emergency accommodation units for homeless people at 237 Upper Brook Street (pursuant to planning permission Ref: 116195/FO/2017), and at 241 Upper Brook Street (following planning permission Ref: 126614/FO/2020 granted in May 2020).

The facility as now proposed would provide en-suite accommodation to families or persons, all of whom would be referred by Manchester City Council. A shared kitchen area and dining/social space would be available to the occupants situated in the lower floor of the building. The supported accommodation serves occupiers with various accommodation and/or health problems and, as such, also includes an office and meeting facility which would be manned 24 hours a day, 7 days a week. Support workers who would come to the premises to liaise with the residents would also utilize the office and common area enabling occupants to sit and discuss their future needs/plans.

The occupancy period for rooms would be for up to 8 weeks to provide the emergency accommodation required until such a time as Manchester City Council is able to provide longer term accommodation as suited to individual needs.

Many of the families/persons who would come to the facility have previously had accommodation issues so the applicant and their team do all they can to make stays as comfortable and as safe as possible. As is the case with the existing facilities operated by the applicant, an extensive CCTV system would be installed throughout communal areas to ensure the safety of occupants and staff, an intercom provided for the main access points to the building, and occupants would also have individual keys for their own en-suite bedroom.

Demand for this type of accommodation remains and would compliment the current facilities at no. 237 and no. 241. Subject to permission, the applicant intends to begin work on this project as soon as possible and is in ongoing discussions with the Council in terms of the delivery of this 9 bedroom facility. The Supported Needs Proforma is accordingly submitted as was requested.

To support the conversion of the building to en-suite bedrooms, the internal layout will be re-modelled, however no external changes to the building form or design are required.

Given the large rear garden area and road/ footpath area beyond the provision for bins will be incorporated in this area as illustrated with collections remaining from the road to the rear (as has previously occurred for the use of the building). The Waste Proforma is submitted as requested.

The proposals align with the previous use of the building and that of surrounding units and is considered appropriate in this mixed-use area of the city.

I trust that the submitted documentation allows the application to now be validated and determined without delay in order that the plans for the much needed accommodation to be progressed.

If in the meantime you have any questions or require additional information, please do not hesitate to contact me.

Yours faithfully,



Katie Delaney MRTPI, MLPM (Hons)
Director For and behalf of Maybern Planning and Development