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DESIGN AND ACCESS STATEMENT

SITE: 29 NELSON STREET, BURY, BL9 9BL

PROPOSAL: CHANGE OF USE OF EXISTING 4-BEDROOM TERRACED DWELLINGHOUSE (USE CLASS C3) TO A HOUSE IN MULTIPLE OCCUPATION (USE CLASS C4)

1. Introduction

This Design and Access Statement has been prepared in support of an application for the change of use of the existing dwellinghouse at 29 Nelson Street, Bury, BL9 9BL, from Use Class C3 (dwellinghouse) to Use Class C4 (House in Multiple Occupation).

The property is an existing 4-bedroom terraced dwelling within an established residential area. The proposal is to utilise the existing property as shared residential accommodation, with the existing bedrooms and communal facilities retained and used by the occupants.

The proposal does not involve the redevelopment of the site or any significant external alteration to the building. The intention is to retain the established residential character and appearance of the property.

Bury Council's Supplementary Planning Document 13 – Houses in Multiple Occupation (SPD13), adopted on 30 June 2026, provides specific guidance for the conversion of properties to HMOs. The proposal has been considered against this guidance together with the relevant development plan policies and other material considerations.

2. Existing Property and Site

29 Nelson Street is an existing terraced residential property located within an established residential area of Bury.

The property is currently arranged as a four-bedroom dwellinghouse and benefits from the normal accommodation associated with a family dwelling, including bedrooms, kitchen, living accommodation, bathroom facilities and external amenity space.

The proposed HMO use will make use of the existing building and its established residential accommodation.

There is no proposal to increase the footprint or height of the building. No significant changes to the external appearance are proposed.

The existing residential character of the property and surrounding street will therefore be maintained.

3. Proposed Use

The proposal is for the change of use of the property from a single dwellinghouse to a small House in Multiple Occupation.

The property will provide four bedrooms together with shared kitchen, living and bathroom facilities. The number of occupants will be 4 single people.

The accommodation will remain residential in character. There will be no commercial or employment use associated with the proposal.

The HMO will be operated in accordance with Bury Council's HMO licensing requirements.

4. Planning Policy Context

The proposal has been considered against the relevant Bury planning policies and guidance, including:

- Bury Unitary Development Plan Policy H2/4 – Conversions;
- Bury UDP Policy H2/2 – The Layout of New Residential Development;
- Bury UDP Policy EN1/2 – Townscape and Built Design;
- Bury UDP Policy EN1/5 – Crime Prevention;
- Bury UDP Policy EN7/2 – Noise Pollution;
- Places for Everyone Policy JP-H3 – Type, Size and Design of New Housing;
- Places for Everyone Policy JP-S2 – Carbon and Energy;
- Places for Everyone Policy JP-P1 – Sustainable Places;
- Places for Everyone Policy JP-C1 – An Integrated Network;
- Places for Everyone Policy JP-C2 – Digital Connectivity;
- Places for Everyone Policy JP-C8 – Transport Requirements;

- Bury SPD13 – Houses in Multiple Occupation;
- Bury SPD11 – Parking Standards; and
- Bury SPD16 – Design and Layout of New Development.

SPD13 was adopted by Bury Council with effect from 30 June 2026 and is a material consideration in determining applications for HMOs.

5. Principle of Development

The proposal represents the continued residential use of an existing dwelling, with the accommodation being occupied by unrelated individuals sharing communal facilities.

The use will therefore remain residential in character.

SPD13 recognises that HMO conversions can contribute to the Borough's housing supply, meet housing needs and make effective use of existing residential buildings. It also recognises the importance of ensuring that HMOs do not result in unacceptable impacts upon residential amenity or the character of the surrounding area.

The proposal does not involve the loss of a dwellinghouse from residential use. Instead, it provides an alternative form of residential accommodation within an established residential area.

The existing building is considered suitable for the proposed use, subject to the accommodation meeting the Council's standards.

6. Residential Standards Statement

Bury Council's SPD13 states that, for planning purposes, HMOs should meet the principles of the Nationally Described Space Standards (NDSS), notwithstanding that the statutory HMO licensing bedroom standards are lower.

For HMO planning applications, Bury Council identifies the following minimum bedroom standards:

- Single bedroom – minimum 7.5m² and at least 2.15m wide;
- Double bedroom – minimum 11.5m² and at least 2.55m wide.

The Council also requires consideration to be given to the size and quality of communal accommodation, storage, daylight, outlook and the relationship between bedrooms and communal areas.

The proposed four-bedroom HMO will retain the existing accommodation within the property.

The bedroom sizes will be confirmed on the submitted floor plans and will meet or exceed the relevant standards. No bedroom will be created that is below the applicable minimum standard.

Bury Council's HMO licensing guidance also sets minimum standards for bedrooms and communal accommodation. For a single occupant bedroom the licensing minimum is 6.5m², while the planning standard applied by SPD13 is the higher NDSS-based standard of 7.5m².

The communal kitchen, dining and living rooms will provide suitable space for the proposed number of residents. The existing bathroom and WC provision will also be

retained or upgraded where necessary to meet the requirements of the Council's HMO standards.

Adequate storage will be provided for individual occupants together with reasonable communal storage for household items.

Daylight and Outlook

All bedrooms and other habitable rooms will have access to natural daylight and a reasonable outlook.

The existing external windows will be retained wherever possible.

This is consistent with SPD13, which places particular importance on good natural daylight and outlook for HMO bedrooms.

External Amenity

The existing external amenity space associated with the property will be retained.

The rear yard will provide residents with usable outdoor amenity and space for drying clothes where appropriate.

SPD13 recognises the importance of providing usable external amenity space for HMO occupants, particularly where this can be achieved without compromising neighbouring properties.

7. Accessibility and Adaptability Statement

The property is an existing terraced dwelling and the proposal involves its conversion to shared residential accommodation without significant structural alteration.

The existing principal entrance will be retained and will continue to provide access from Nelson Street.

The proposal will have regard to the principles of Approved Document M – Access to and use of buildings and the relevant Building Regulations requirements applicable to the works.

Approved Document M provides guidance for access and use of buildings, including provisions relating to dwellings and accessible and adaptable dwellings.

Given the existing form and constraints of the terraced property, it is not proposed to undertake major reconstruction to provide full wheelchair-accessible accommodation throughout the building. However, reasonable opportunities to improve accessibility will be incorporated where practicable, including:

- maintaining a clear and usable principal entrance;
- maintaining suitable circulation routes within the accommodation;
- providing suitable door widths where alteration works are undertaken;
- avoiding unnecessary level changes where reasonably practicable;
- providing suitable lighting to entrances, stairs and circulation areas;
- providing accessible controls and switches where practicable; and
- ensuring that communal facilities are safe and convenient for residents.

The proposal will also comply with the relevant Building Regulations requirements for any building works undertaken.

The conversion of an existing dwelling to an HMO does not justify unnecessary alterations to the building where these would be disproportionate or impractical. The approach is therefore to improve accessibility wherever reasonably practicable whilst respecting the constraints of the existing terraced property.

8. Design and Appearance

The proposal involves a change of use rather than a redevelopment of the property.

No significant changes to the building's external form are proposed.

The existing front elevation, windows, doors and general residential appearance will be retained.

The proposal will therefore have no material effect on the established character of Nelson Street.

Bury's SPD13 specifically states that HMO proposals should retain existing residential features where appropriate and that proposals should establish and maintain a residential character.

No external fire escape is proposed unless subsequently required by Building Control or the fire risk assessment. Any necessary external fire safety measures would be designed to minimise their visual and amenity impact.

9. Residential Amenity

The proposed use will remain residential and will not introduce a materially different form of activity into the area.

The property is already occupied as a residential dwelling. The proposal will increase the number of individual occupants but will not introduce a commercial or industrial use.

The HMO will be professionally managed, with arrangements for:

- maintenance of the property;
- maintenance of communal areas;
- management of tenant behaviour;
- prevention of nuisance and disturbance;
- waste and recycling storage and collection;
- fire safety;
- maintenance of external areas; and
- dealing with complaints from neighbouring properties.

Bury Council's SPD13 requires a management plan to address the management and maintenance of communal areas, potential nuisance, waste arrangements and, where appropriate, parking and cycle storage.

The use will therefore be appropriately managed to minimise any potential impact on neighbouring residents.

10. Noise

The proposal will have regard to the potential for increased internal noise associated with shared residential accommodation.

Where alterations to separating floors, walls or doors are proposed, appropriate sound insulation measures will be incorporated in accordance with the relevant requirements of Building Regulations Part E.

Bury Council's SPD13 specifically requires reasonable sound resistance measures to safeguard residential amenity, with particular consideration given to neighbouring dwellings.

The management of the HMO will also include measures to minimise unreasonable noise and disturbance.

11. Parking and Transport

The site is located within an established residential area with access to existing local services and public transport.

HMOs are generally recognised as having lower levels of car ownership than conventional family housing. Bury Council's SPD13 therefore applies specific parking standards to HMOs and requires applicants to consider the sustainability of the location, availability of public transport and existing parking conditions.

No inappropriate loss of front garden or residential boundary treatment is proposed to create additional parking.

The location is suitable for shared residential accommodation and occupants will have access to public transport, walking routes and local services.

12. Cycle Storage

Secure and covered cycle storage will be provided where practicable within the site.

Bury Council's SPD13 requires secure, covered cycle storage and identifies a standard of one cycle storage space per bedroom where there is no suitable garage or secure area within the curtilage.

For the four-bedroom HMO, the proposal will therefore seek to provide capacity for four cycles in an appropriate secure location.

13. Waste and Recycling

Appropriate provision will be made for the storage of refuse and recycling associated with the HMO.

The bin storage will be positioned in the rear yard so that it is readily accessible to residents and collection services without obstructing access or escape routes.

Bury Council's SPD13 confirms that HMOs should provide appropriate waste and recycling storage and that bin storage should not adversely affect neighbouring residential amenity or obstruct escape routes.

14. Fire Safety

Fire safety will be addressed through the Building Regulations process and, where applicable, the HMO licensing and fire risk assessment processes.

The property will incorporate suitable fire detection, alarm, emergency lighting, fire-resisting construction, protected escape routes and other measures as required by the final fire strategy and Building Regulations assessment.

Bury Council's SPD13 confirms that HMOs must comply with Building Regulations, the Housing Health and Safety Rating System and the Council's HMO standards in relation to means of escape and fire safety.

15. Carbon and Energy Statement

The proposal involves the conversion of an existing residential property rather than the construction of a new building.

The reuse of the existing building represents a sustainable approach by retaining the existing structure and embodied carbon and avoiding unnecessary demolition and redevelopment.

The proposal will seek to improve the energy efficiency of the property where reasonably practicable.

Measures will include, where applicable:

- upgrading insulation to accessible elements of the building;
- draught-proofing;
- improving the thermal performance of windows and doors where replacement is required;
- installation of energy-efficient lighting;
- use of efficient heating and hot-water systems;
- appropriate heating controls and thermostatic controls;
- efficient electrical appliances;
- improved ventilation to avoid excessive heat loss whilst maintaining good indoor air quality; and
- consideration of low-carbon or renewable technologies where technically and economically appropriate.

Any building work associated with the conversion will comply with the applicable requirements of Approved Document L – Conservation of fuel and power / Energy and greenhouse gas emissions.

The current 2026 Approved Document L provides the statutory guidance supporting Part L of the Building Regulations for energy efficiency and greenhouse gas emissions.

Bury Council has also identified carbon reduction as an important planning objective, with the Council working towards carbon neutrality by 2038 and supporting measures to improve the energy efficiency of existing homes.

The conversion of an existing dwelling to an HMO therefore provides an opportunity to improve energy efficiency without requiring demolition and replacement of the existing building.

An EPC will be maintained for the property as required by the relevant legislation. Bury Council confirms that an EPC is required when a property is built, sold or rented and that domestic private rented properties are subject to the applicable Minimum Energy Efficiency Standards.

16. Crime Prevention and Security

The existing principal entrance to the property will remain in use.

The property will be managed as a single HMO with controlled access and appropriate security measures.

External lighting will be provided where necessary to ensure safe access without causing unacceptable light spill to neighbouring properties.

The proposal will retain the existing residential character of the property and will not introduce unnecessary external alterations that could reduce the security of the building.

17. Management

The property will be managed by the landlord or an appointed managing agent.

Management arrangements will include:

- regular inspection and maintenance of the property;
- management of communal areas;
- appropriate waste and recycling arrangements;
- control of noise and nuisance;
- maintenance of fire safety systems;
- maintenance of external amenity areas;
- appropriate tenant information; and
- a procedure for dealing with complaints.

A management plan will be implemented in accordance with Bury Council's HMO requirements.

18. Conclusion

The proposal involves the change of use of an existing four-bedroom terraced dwelling at 29 Nelson Street from a conventional dwellinghouse for 4 single people to a small House in Multiple Occupation.

The proposal retains the existing building and its residential character and does not require significant external alteration.

The accommodation will provide suitable bedroom, communal, bathroom and external amenity facilities and will be managed appropriately.

The proposal has been designed having regard to Bury Council's current HMO guidance, including SPD13, the Council's HMO standards, residential amenity requirements, parking and cycle storage requirements, accessibility considerations and energy efficiency objectives.

The proposal will also comply with the relevant Building Regulations and HMO licensing requirements.

Overall, the proposal represents an appropriate use of an existing residential property, providing additional shared residential accommodation while maintaining the character of the area and protecting the amenity of neighbouring residents.

The application is therefore considered to accord with the relevant development plan policies and supplementary planning guidance and should be supported.