

# Houses in multiple occupation (HMOs)

Ensuring mixed and balanced communities

Supplementary Planning Document (SPD) - proposed revisions September 2017

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Houses in multiple occupation (HMOs) - Ensuring mixed and balanced communities

Supplementary Planning Document (SPD)[as amended in 2017](#)

## Foreword

~~Shared accommodation provides an important way of meeting the housing needs of many people in Portsmouth and will continue to do so in the future.~~

~~At the same time, high concentrations of HMOs (houses in multiple occupation) are presenting a challenge to the future sustainability of many of our city's communities. Residents in some areas have found their streets dominated by HMOs. Fewer and fewer family homes are available because many properties have been converted for shared use.~~

~~This document sets out how the city council aims to prevent high concentrations of HMOs in the future and ensure that our communities are mixed, balanced and sustainable. It provides a useful guide to understanding how planning applications for new HMOs in the city will be decided.~~

~~Councillor Mike Hancock CBE MP,  
Cabinet Member for Planning, Regeneration and Economic  
Development~~  
**Foreword**

Shared accommodation provides an important way of meeting the housing needs of many people in Portsmouth and will continue to do so in the future.

At the same time, high concentrations of C4 and Sui Generis HMO's are presenting a challenge to the future sustainability of many of our city's communities. The concentration of HMO's in some areas of the city is changing the character of these areas. Further HMO's are removing some valuable housing stock, in particular removing some of the smaller dwellings from the housing stock and in doing so depriving others from entering the housing market.

Since the Adoption of the Local Plan the Council has seen a significant number of properties that would have otherwise been suitable for conversion to flats being changed to HMO's and Sui Generis HMO's thus restricting the choice of accommodation for our residents.

This document sets out how the city council aims to prevent the high concentration of HMO's in the future and ensure that our communities are mixed, balanced and sustainable and that there is a range of accomodation across the city to meet different housing needs. It provides a useful guide to understanding how planning applications for new HMOs in the city will be decided.

Councillor Donna Jones

Leader with responsibility for Planning, Regeneration and Economic Development

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## Purpose and scope of the SPD

- 1.1 This Supplementary Planning Document (SPD) sets out how Policy PCS20 (Houses in multiple occupation (HMOs): Ensuring mixed and balanced communities) of the Portsmouth Plan<sup>1</sup> will be implemented. ~~It~~ This document amends the SPD adopted in October 2012. It details how the city council will apply this policy to all planning applications for HMO (C4) 3-6 occupants use and for large HMOs in sui generis use for more than 6 people. The SPD will be accorded significant weight as a material planning consideration in the determination of such applications. It is supported by an assessment of the need for, and supply of, shared housing in Portsmouth and the impacts on local communities of high concentrations of HMOs<sup>2</sup>.

## What is a house in multiple occupation (HMO)?

- 1.2 The Government's Circular 08/2010<sup>3</sup> notes that the C4 (HMO) use class covers:
- small shared houses or flats occupied by between three and six unrelated people who share basic amenities such as a toilet, personal washing facilities or cooking facilities.
- 1.3 For the purposes of Class C4, a 'house in multiple occupation' has the same meaning as in section 254 of the Housing Act 2004<sup>4</sup>, with the exception of section 257 which applies to converted block of flats (and those buildings listed in schedule 14 of the Act). Further explanation is set out in Appendix 1.
- 1.4 Where there are more than six unrelated individuals sharing amenities, this is termed an HMO in *sui generis* use because it is not in any particular planning use class.
- 1.5 Where there is to be a material change of use to either type of HMO (small Class C4 or *sui generis*), planning permission will be required.
- 1.6 In the city of Portsmouth, this includes the need for planning permission for change of use from a Class C3 (dwellinghouse) to a Class C4 HMO. On 1<sup>st</sup> November

<sup>1</sup> Portsmouth City Council (2012) *The Portsmouth Plan: Portsmouth's Core Strategy*. Portsmouth:PCC [www.portsmouth.gov.uk/living/7923.html](http://www.portsmouth.gov.uk/living/7923.html)

<sup>2</sup> Portsmouth City Council (2012) *Shared housing in Portsmouth – an assessment of demand, supply and community impacts*. Portsmouth: PCC.

<sup>3</sup> The Town and Country Planning (Use Classes) (Amendment) (England) Order 2010. [www.legislation.gov.uk/ukxi/2010/653/pdfs/ukxi\\_20100653\\_en.pdf](http://www.legislation.gov.uk/ukxi/2010/653/pdfs/ukxi_20100653_en.pdf)  
Further guidance can be found in Circular 08/2010 - Changes to Planning Regulations for Dwellinghouses and Houses in multiple occupation [www.communities.gov.uk/documents/planningandbuilding/pdf/1759707.pdf](http://www.communities.gov.uk/documents/planningandbuilding/pdf/1759707.pdf)

<sup>4</sup> The Housing Act 2004 [www.legislation.gov.uk/ukpga/2004/34/contents](http://www.legislation.gov.uk/ukpga/2004/34/contents)

2011, a citywide Article 4 Direction came into force which removed permitted development rights for such changes<sup>5</sup>.

### **The need to ensure mixed and balanced communities**

- 1.7 The contribution of HMOs to meeting Portsmouth's current and future housing needs is recognised, particularly as a source of accommodation for people on low incomes and benefit payments, young professionals, students and the growing number of one-person households. The negative impacts of high concentrations of HMOs on local communities must also, however, be considered<sup>2</sup>.
- 1.8 Policy PCS19 (Housing mix, size and the provision of affordable homes) of the Portsmouth Plan<sup>1</sup> identifies a need for a variety of housing types throughout the city in order to deliver a choice of homes and to create inclusive and mixed communities. This includes a need for family housing (of three or more bedrooms), the supply of which has declined in the city in recent years.
- 1.9 The Portsmouth Plan notes a predicted increase in the number of people who will require larger, family sized properties in the future as well as a growth in the number of one person households for which HMOs may provide a suitable housing choice. Policy PCS20 seeks to ensure that the future supply of family housing is not jeopardised by its unchecked conversion to shared accommodation and that communities are not negatively impacted by HMO development.
- 1.10 In order to avoid high concentrations of HMOs in the city, and to ensure the future provision of mixed and balanced communities in accordance with national planning policy<sup>6</sup>, Policy PCS20 of the Portsmouth Plan will be the key local planning policy against which applications for HMO use will be assessed (see below).

#### **PCS20 houses in multiple occupation (HMOs): ensuring mixed and balanced communities\***

In order to support mixed and balanced communities, and to ensure that a range of household needs continue to be accommodated throughout the city, applications for changes of use to a House in Multiple Occupation (HMO) will only be permitted where the community is not already imbalanced by a concentration of such uses or where the development would not create an imbalance.

For the purposes of this policy, dwellings in use as Class C4, mixed C3/C4 use and HMOs in *sui generis* use will be considered to be HMOs.

[\\*See Appendix 2 to this SPD for full text contained in the Portsmouth Plan.](#)

<sup>5</sup> For more information about this Article 4 Direction see [www.portsmouth.gov.uk/living/20617.html](http://www.portsmouth.gov.uk/living/20617.html)

<sup>6</sup> See Communities and Local Government (CLG) *PPS1: Delivering Sustainable Development* [www.communities.gov.uk/publications/planningandbuilding/planningpolicystatement1](http://www.communities.gov.uk/publications/planningandbuilding/planningpolicystatement1) and *PPS3: Housing* [www.communities.gov.uk/publications/planningandbuilding/pps3housing](http://www.communities.gov.uk/publications/planningandbuilding/pps3housing)

## Implementation of Policy PCS20

- 1.11 Policy PCS20 of the Portsmouth Plan<sup>1</sup> (see below) will be used to determine applications for:
- Class C4 HMOs (between three and six unrelated individuals sharing amenities);
  - mixed C3/C4 use (this type of permission allows a property to be used in either way, overcoming the need for a new planning permission each time a change of use from Class C3 to C4 is required), it should be noted that 10 years from the permission the flexibility ceases and the use at that time becomes the lawful use.
  - HMOs in *sui generis* use (seven or more unrelated individuals sharing amenities).
- Other policies set out in the Portsmouth Plan will also form material considerations in respect of such applications.

## How will planning applications for HMO use be determined?

- 1.12 In accordance with policy PCS20, the city council will seek to refuse planning applications for HMO uses (Class C4, HMOs in *sui generis* use and mixed C3/C4 use) where a community is already 'imbalanced' by existing HMO uses or where granting the application would create an 'imbalance'.
- 1.13 A community will be considered to be 'imbalanced' where:
- more than 10% of residential properties within a 50m radius of the area surrounding the application property are already in HMO use.
- 1.14 The 'development' (proposed HMO use) that is the subject of the planning application will create an imbalance where:
- granting the application would 'tip' the ratio of HMOs to Class C3 residential uses within the area surrounding the application property over the 10% threshold.
- 1.15 Where planning permission is sought to change the use of a Class C4 or mixed C3/C4 use to a HMO in *sui generis* use, the city council will seek to refuse applications 'in areas where concentrations of HMOs already exceed the 10% threshold.,



### Living conditions / quality of living environment

- 1.16 In order to secure a good standard of living accommodation within HMOs (C4 and Sui generis HMO's), and in accordance with Policy PS23, the city council will seek to refuse applications for HMO development where proposals would fail to protect the amenity of, and the provision of a good standard of living environment for future occupiers.
- 1.17 All planning applications must be supported by a full set of floor plans, that clearly identify whether rooms are intended to be single or double and show the internal measurements for each room including areas of reduced ceiling height. Whilst acknowledging that the National Described Space Standard (NDSS) relating to new dwellings nevertheless the city council will require that bedrooms comply with this space standard, as set out below or any subsequent standard replacing the NDSS. Further planning permission will be refused for all HMO's that fail to provide adequate community or amenity space for occupiers in accordance with the standards set out below. Where proposals meet the required space standards and levels of amenity, there will be a condition on the planning permission requiring the development to accord with the approved floor plans.

### Bedroom space standards

- 1.18 Single bedrooms must have a minimum gross internal floor(GIA) area of 7.5m<sup>2</sup> with a minimum width of 2.15m.
- 1.19 Double bedroom or twin bedrooms must have a minimum GIA of at least 11.5m<sup>2</sup> and is at least 2.75m wide.
- 1.20 For both single and double rooms any area with a headroom of less than 1.5m is not counted in the GIA unless used solely for storage. Any area with a head room of less than 1.5m is not counted within the GIA unless used solely for storage (if an area under the stairs is to be used for storage assume a general floor area of 1m<sup>2</sup> with the GIA). Any other area that is used for storage solely for storage and has a headroom of 900-1500mm is counted as 50% of its floor area and any area lower than 900mm is not counted at all.
- 1.21 A built-in wardrobe counts towards the GIA and bedroom floor area requirements but should not reduce the effective width of the room below the minimum widths set out above.

## Amenity Space

Room	Metric <sup>3</sup>
Dining Room (3 to 5 persons)	11m <sup>2</sup>
Dining Room (6 <del>to 10</del> <u>or more</u> persons)	14m <sup>2</sup>
Living Room (3 to 5 persons)	11m <sup>2</sup>
Living Room (6 <del>to 10</del> <u>or more</u> persons)	14m <sup>2</sup>
Kitchen (3 to 5 persons)	7m <sup>2</sup>
Kitchen (6 <del>to 10</del> <u>or more</u> persons)	11m <sup>2</sup>
Combined living space (3 to 5 persons) <sup>1</sup>	24m <sup>2</sup>
Combined living (6 <del>to 10</del> <u>or more</u> persons) <sup>1</sup>	34m <sup>2</sup>
Bathroom <sup>2</sup>	3.74m <sup>2</sup>
1-4 persons	<u>At least 1 bathroom and 1 WC (can be combined)</u>
5 persons	<u>1 Wash Hand Basin (WHB) in each sleeping room; plus 1 bathroom; and 1 separate WC with WHB (WC could be contained in second bathroom)</u>
6-10 persons	<u>1WHB in each sleeping room; plus 2 separate bathrooms; and 2 separate WC's with WHB (one of WCs can be contained with one bathroom)</u>
11-15 persons	<u>1 WHB in each sleeping room; plus 3 bathrooms; and 3 separate WCs and WHB (two of WCs can be contained within 2 bathrooms)</u>

NOTE: 1 Combined living space is kitchen, eating area and living area.  
 2 A pod bathroom which complies with the current Building Regulation will be accepted.  
 3 Areas based on bedrooms of 6.5m<sup>2</sup>

## Amenity of neighbours and local occupiers

**1.22** In accordance with Policy PCS23, the city council will seek to refuse applications for HMO development where such development would fail to protect the amenity, and the provision of a good standard of living environment, for neighbouring and local occupiers. For the purpose of assessing applicaitons for the change of use to C4 HMO's, planning permission will only be granted where the proposal would not result in an over intensive use of the property.

### – Identifying ‘the area surrounding the application property’

**1.23**—Points i) to viii) below and Figures 1 and 2 set out the method that the city council will use when it is calculating the percentage of dwellings in HMO use in the area surrounding the application property (see also the worked example contained in Appendix 3).

- i) Where the application property is a house - an area with a radius of 50 metres will be identified from the mid-point of the application property's frontage (see ii and Figure 1).
- ii) A property's frontage comprises the width of that building as it faces directly onto the street and generally includes the entrance to the property. A 'street' is defined here as any highway (including footpath) or public area which contains a property's frontage.
- iii) Where the application property is a flat - an area with a radius of 50 metres will be identified from the mid-point of the main entrance door to the flat (see Figure 2).

*Figure 1: Houses - identifying 'the area surrounding the application property'*



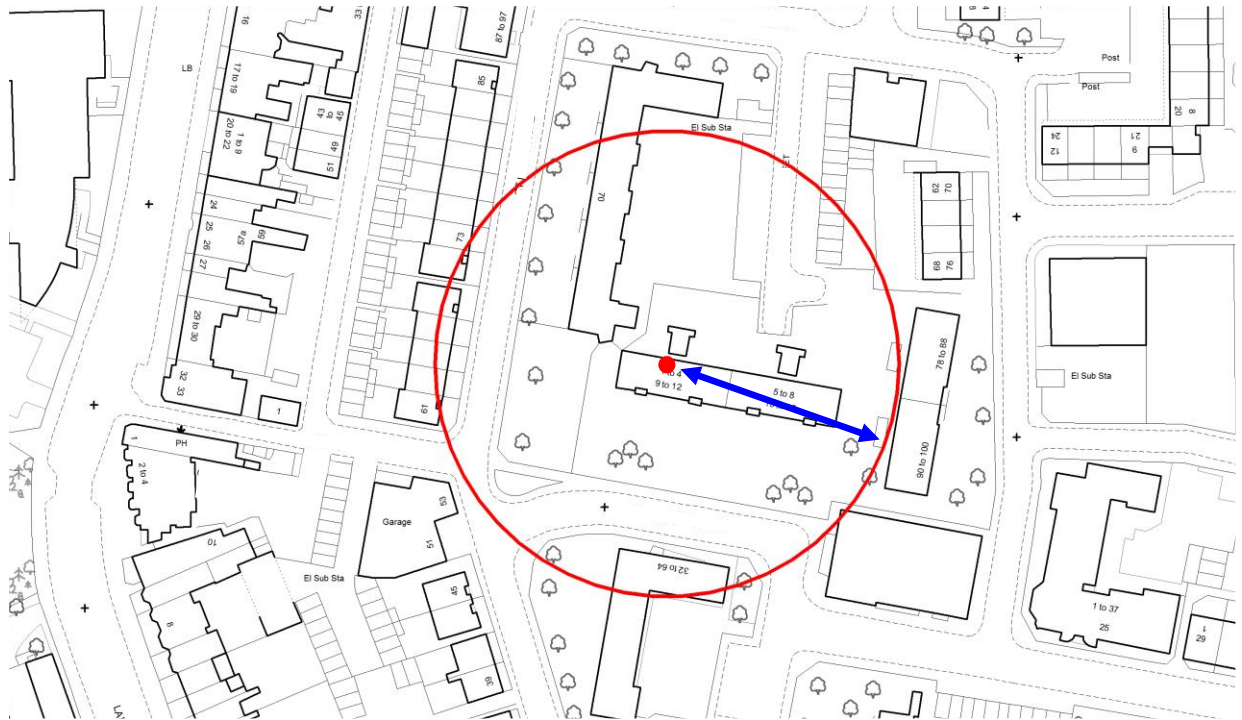
Map not to scale

● = application property

↔ = 50 metre radius

○ = area surrounding application property

Figure 2: Flats - identifying 'the area surrounding the application property'



Map not to scale

● = application property

↔ = 50 metre radius

○ = area surrounding application property

- iv) For the purposes of implementing Policy PCS20, this area with a radius of 50 metres will be known as 'the area surrounding the application property'.
- v) A 'count' will be made of residential properties that fall within the area surrounding the application property<sup>7</sup> and their addresses will be checked against the council's 'HMO database' in order to identify which, if any, are in HMO use (see paragraphs 1.16 – 1.20 and worked example [using a 10% threshold](#) in Appendix 3).
- vi) Only residential properties will be counted (i.e the count will exclude properties in, for example, retail or commercial uses).
- vii) Where any part of the curtilage of a residential property (house), including the property boundary falls within the area surrounding the application property, this property will be included in the 'count' (see Figure 1 and worked example in Appendix 3).
- viii) Where the 50 metre radius captures any part of a building containing residential flats, the city council will endeavour to establish the number of flats

<sup>7</sup> In some instances, a complex street pattern or arrangement of buildings may require the city council to use judgement in determining which properties are captured by the 50 metre radius, based on the guidance set out in paragraph 1.17<sup>5</sup>.

\_\_\_\_\_ that fall, in part or whole, within the 50m radius if this proves impossible then all properties inside of this building will be included in the 'count'.

## Identifying properties in HMO use

**1.24** When identifying the number of HMOs in the area surrounding the application property, the city council will include Class C4 HMOs, HMOs in *sui generis* use and properties with planning permission for mixed C3/C4 use (regardless of whether they are in C3 or C4 use at the time of the application).

**1.25** A list of all addresses that have been identified as being in the area surrounding the application property, which will also highlight those that the council considers to be in HMO use, will be made publicly available during the determination period of the planning application.

**1.26** In order to identify properties in HMO use, the council will use data held on its 'HMO database'<sup>8</sup> at the time of the planning application. The database is made up of records of properties with planning permission for Class C4 use, *sui generis* HMO use and mixed C3/C4 use, records of Class C4 HMOs submitted to the council by property owners, HMOs that have been issued a licence by the council and council tax records. A list of addresses held on this database will be published on the city council's website and updated on a regular basis. However the city council acknowledges that it may not have captured all of the HMO's in an area and therefore will consult Ward Members and local residents to capture further local knowledge about the way properties are being occupied in their neighbourhood.

**1.27** Those wishing to confirm the existing lawful use of a property should not rely on the database as evidence but should seek to establish whether planning permission for HMO use has been granted or where appropriate, to secure evidence that the property was in Class C4 use prior to the 1<sup>st</sup> November 2011 when the Article 4 Direction came into force (see paragraph 1.6 above). An application could also be made to the city council for a Certificate of Lawful Use. A fee is required for making this type of application together with supporting evidence to support the application.

## Making a planning application for HMO use

### Forms and fees

**1.28** Detailed guidance about making a planning application for change of use, including relevant application fees and information required as part of the application, can be found on the city council's website [www.portsmouth.gov.uk/living/planning.html](http://www.portsmouth.gov.uk/living/planning.html). Alternatively, applicants can visit the Planning Portal directly at [www.planningportal.gov.uk](http://www.planningportal.gov.uk) to make an application online.

<sup>8</sup> A copy of addresses held on the city council's HMO database can be found at: [www.portsmouth.gov.uk/living/20617.html](http://www.portsmouth.gov.uk/living/20617.html)



1.29 The city council has made an Article 4 Direction<sup>5</sup> removing permitted development rights which would otherwise allow changes of use from Class C3 to Class C4, consequently there will be no fee for the following types of application:

- change of use from Class C3 (dwellinghouse) to Class C4 (HMO), or
- change of use from Class C3 or C4 to a mixed Class C3/C4 use.

1.30 An application fee will be payable for:

- change of use from any other use class other than Class C3 to a Class C4 or mixed C3/C4 use, and
- change of use from any use class to an HMO in *sui generis* use (to accommodate seven or more unrelated people sharing amenities).

### Parking and the storage of refuse and recyclables

1.31 Planning applications for HMO use must meet the parking standards set out in the city council's Residential Parking Standards Supplementary Planning Document (SPD)<sup>9</sup> (for cars) and 'saved' Appendix 9 of the Local Plan<sup>10</sup> (for bicycles).

1.32 Planning applications for HMO use will also be expected to demonstrate that adequate storage for refuse and recyclables will be provided at the property.

### Monitoring and review

1.33 The monitoring and review of Policy PCS20 will be carried out as part of the city's ~~Authority Annual~~ Monitoring Report which it is required to produce as part of its Local Development Framework (LDF). The indicators that will be used to monitor this policy are contained in the full policy wording attached as Appendix 2.

<sup>9</sup> Portsmouth City Council (2008) *Residential Parking Standards, Supplementary Planning Document (SPD)*. Portsmouth: PCC. [www.portsmouth.gov.uk/living/13599.html](http://www.portsmouth.gov.uk/living/13599.html) See also map showing public transport accessibility throughout the city [www.portsmouth.gov.uk/living/15043.html](http://www.portsmouth.gov.uk/living/15043.html)

<sup>10</sup> Saved Appendix 9 of the Portsmouth City Local Plan 2001-2011 can be found at: [www.portsmouth.gov.uk/living/13599.html](http://www.portsmouth.gov.uk/living/13599.html)



## Other issues to consider

- 1.34 In addition to the need for planning permission, those wishing to establish an HMO should consider if they need an HMO licence in accordance with the Housing Act (2004) and are also encouraged to join the city council's Landlord Accreditation Scheme (LAS).

## Licensing under the Housing Act (2004)

- 1.35 Landlords and property managing agents who intend to let large houses in multiple occupation (HMOs) may need to apply to the city council for an HMO licence. An HMO licence will be required if the property is:

- over three or more floors, and
- will be used to accommodate five or more tenants belonging to two or more households.

- 1.36 In these circumstances, it is a criminal offence not to have an HMO licence and an unlimited fine could be issued upon successful proceeding or Portsmouth City Council could issue a civil Penalty up to £30,000 a fine of up to £20,000 could be levied.

- 1.37 For more information about licensing, please visit the city council's website [www.portsmouth.gov.uk/living/6091.html](http://www.portsmouth.gov.uk/living/6091.html)  
You can also contact the Housing Standards team on (023) 9283 4215

## Portsmouth City Council Landlord Accreditation Scheme

- 1.38 The city council's Landlord Accreditation Scheme aims to improve both the physical and management standards of the private rented sector within Portsmouth. Whilst it is a voluntary scheme, all private landlords who own and rents out properties in the city (PO1–PO6) are encouraged to join the LAS. For more information, and to join the scheme, visit [www.las.portsmouth.gov.uk](http://www.las.portsmouth.gov.uk) or contact the Housing Standards team (see above).

## Appendix 1 – Definition of Class C4 HMO (Housing Act 2004)

- A1.1 The Government's Circular 08/2010<sup>3</sup> notes that the C4 use class covers small shared houses or flats occupied by between three and six unrelated people who share basic amenities (see A1.4 below).
- A1.2 For the purposes of Class C4, a 'house in multiple occupation' does not include a converted block of flats (to which section 257 of the Housing Act 2004 applies) but otherwise has the same meaning as in section 254 of the Housing Act 2004.
- A1.3 An HMO is defined by the Housing Act 2004 as a building or part of a building (i.e. a flat) which:
- is occupied by persons who do not form a single household, and
  - is occupied as the only or main residence, and where
  - rents are payable or other consideration is provided in respect of at least one of those occupying the property, and where
  - two or more households share one or more basic amenities (or lack such amenities).
- A1.4 The meaning of basic amenities as defined by the Housing Act 2004 is:
- a toilet,
  - personal washing facilities, and/or
  - cooking facilities.
- A1.5 Schedule 14 of the Housing Act 2004 lists buildings (or parts of buildings) which are not defined as HMOs and includes those that are:
- controlled or managed by a registered social landlord or local authority;
  - controlled or managed by a fire and rescue authority, police authority or health service body;
  - occupied by students and controlled or managed by an education establishment i.e. halls of residence;
  - occupied for the purposes of a religious community whose main occupation is prayer, contemplation, education or the relief of suffering;
  - occupied solely by one or more persons who are owners (with either freehold or leasehold interest granted for more than 21 years);
  - occupied by two persons who form two households.
- A1.6 The Government's Circular 08/2010<sup>3</sup> may also provide helpful guidance on what does and does not constitute a Class C4 use (in accordance with the Housing Act 2004) . It highlights that:
- small bedsits will be classified as C4 use;
  - students, migrants and asylum seekers who do not occupy the property all year will be considered as occupying the property as their main residence;
  - properties containing the owner and up to two lodgers will be in Class C3, and
  - to be classified as a house in multiple occupation a property does not need to be converted or adapted in any way.

## Appendix 2 – Policy PCS20 of the Portsmouth Plan<sup>1</sup>

### Houses in multiple occupation (HMOs): ensuring mixed and balanced communities

- 5.23 National planning policy guidance (PPS1 and PPS3) provides the context for local planning policy to ensure that mixed and balanced communities are developed in the future and to avoid situations where existing communities become unbalanced by the narrowing of household types towards domination by a particular type, such as shared housing (HMOs).

The Portsmouth Plan approach to houses in multiple occupation

- 5.24 PPS1 encourages development that ‘supports existing communities and contributes to the creation of safe, sustainable, liveable and mixed communities’ (p.3). It also requires that development plans ‘ensure that the impact of development on the social fabric of communities is considered and taken into account’ (p.7). PPS3 supports the role of development plans in promoting mixed communities and ensuring that a wide range of household needs are catered for.
- 5.25 While the contribution of HMOs to meeting the city’s accommodation needs is recognised, particularly as a source of housing for people on low incomes, those on benefit payments and those starting off in the economy as young professionals, the potential negative social, environmental and economic impacts of high concentrations of HMOs on communities have been widely discussed.
- 5.26 The city council’s private sector house conditions survey (2008) notes that HMOs occur at a significant rate in Portsmouth, driven by the student population and residents on low incomes. In 2007/8, it was estimated that 5.1% of dwellings in the city were HMOs compared to 2.5% nationally. It is likely however, given recent economic challenges and the continuing growth of the city’s university that numbers of HMO properties in the city have increased in the past two years.
- 5.27 In order to continue to accommodate the need and demand for houses in multiple occupation, while ensuring the future balance of established communities, policy PCS20 provides guidance for developers and prospective landlords with regard to the appropriateness of future HMO schemes in the city.

#### PCS20 houses in multiple occupation (HMOs): ensuring mixed and balanced communities

In order to support mixed and balanced communities, and to ensure that a range of household needs continue to be accommodated throughout the city, applications for changes of use to a House in Multiple Occupation (HMO) will only be permitted where the community is not already imbalanced by a concentration of such uses or where the development would not create an imbalance.

For the purposes of this policy, dwellings in use as Class C4, mixed C3/C4 use and HMOs in *sui generis* use will be considered to be HMOs.

### Implementation, delivery and monitoring

- 5.28 This policy will be implemented through planning decisions taken in the development management process. Once an application is received the location will be checked against a database holding all existing HMOs in order to determine if the proposed location would fall within an area of concentration. The city council will produce an SPD setting out in greater detail how this policy will be applied. In the meantime, further advice to applicants is available on the planning pages of the city council's website.
- 5.29 The city council will continue to work with the University of Portsmouth to promote appropriate development of purpose built student accommodation.

#### monitoring framework for PCS20 houses in multiple occupation (HMOs): ensuring mixed and balanced communities

Policy Outcomes	Key Indicators
<ul style="list-style-type: none"> <li>To avoid concentrations of HMOs within the city</li> </ul>	<ul style="list-style-type: none"> <li>Change in number of homeless (particularly the 25 - 34 year old age group who will be affected by changes to the Local Housing Allowance which will mean they can no longer afford to rent whole properties and will increasingly turn to HMOs)</li> <li>Changes in the concentration of HMOs across the city</li> <li>Number of planning applications received for HMOs and whether approved or refused</li> <li>Any appeal decision relating to HMOs</li> </ul>

#### where else to look

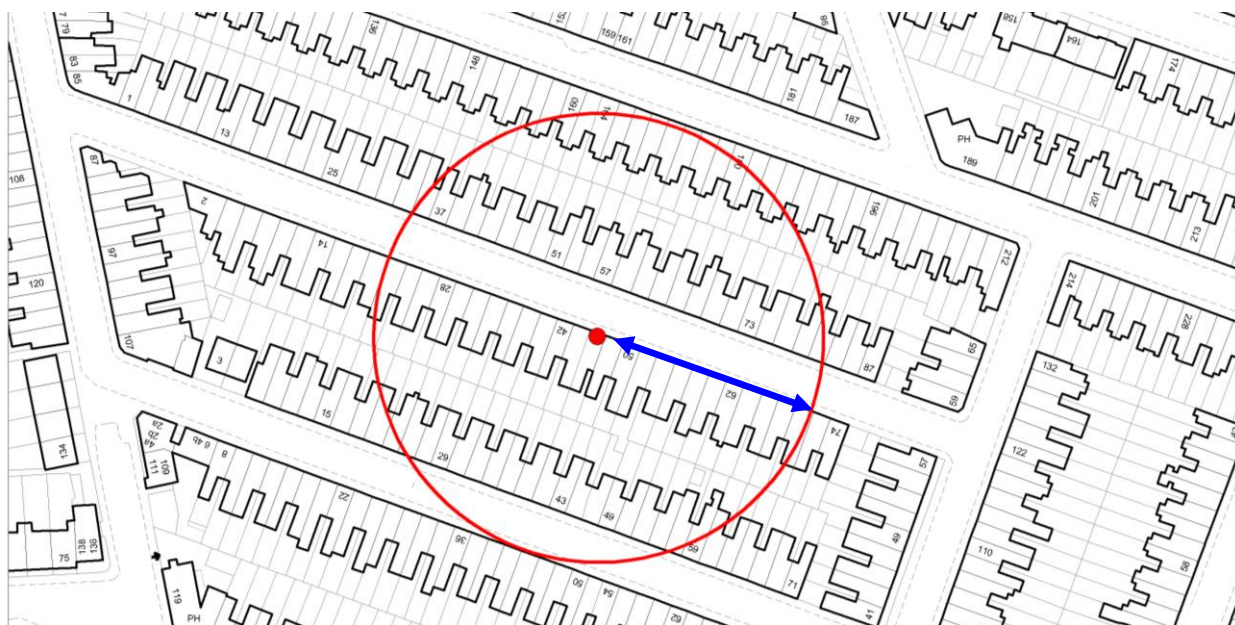
- Article 4 Direction: Houses in Multiple Occupation  
<http://www.portsmouth.gov.uk/living/19524.html>

## Appendix 3 - The 10% threshold - worked example

### Worked example

- A3.1 A planning application is received for the change of use of a dwellinghouse from Class C3 to Class C4. In order to assess whether the area surrounding the application property is currently 'imbalanced' by HMO uses, or whether granting the application would create an 'imbalance', the council will firstly calculate how many residential properties (in total) fall within this area. (See paragraph 1.15 for full details of the method that will be used.)
- A3.2 Map A shows that, in this instance, the total number of properties in the area surrounding the application property is 93.

*Map A: Identifying surrounding properties*



Map not to scale

● = application property

↔ = 50 metre radius

○ = area surrounding application property

- A3.3 The city council will then check its 'HMO database' in order to identify which of these properties it considers to be in HMO use. Map B shows that, in this instance, there are four HMOs in the area surrounding the application property.



*Map B: Identifying properties in HMO use*



Map not to scale

● = application property

🏠 = properties in HMO use

A3.4 The number of HMOs as a percentage of all properties in the area surrounding the application property will then be calculated:

$$(4 \div 93) \times 100 = 4.3\%$$

So in this case, the percentage of HMOs in the area surrounding the application property is 4.3%.

A3.5 In accordance with Policy PCS20, applications for HMO use will only be allowed if the number of HMOs (as a percentage of all properties in the area surrounding the application property) is calculated to be less than 10% and wouldn't go above 10% if the application were to be granted.



